

**CANBY CITY COUNCIL
WORK SESSION MINUTES
April 2, 2008**

Presiding: Mayor Melody Thompson

Council Present: Paul Carlson, Teresa Blackwell, Wayne Oliver, Walt Daniels, Randy Carson, and Tony Helbling.

Staff Present: Mark Adcock, City Administrator; John Kelley, City Attorney; Greg Kroeplin, Chief of Police; Jorge Tro, Police Lieutenant; Frank Schoenfeld, Police Sergeant; Toni Tracy, Administrative Assistant; and Kim Scheafer, City Recorder Pro-Tem.

Others Present: Bill Harper, Jeff Humphries, and Brett Hansen.

Mayor Thompson called the Work Session to order at 6:00 p.m. in the City Hall Conference Room. The Council met to receive an overview of the new proposed police and court facility.

Jeff Humphries and Brett Hansen, Group MacKenzie Architects, gave an overview of everything that had been done so far in designing a new police and court facility. They had toured existing facilities and distributed questionnaires to key staff to provide input on what was needed. They wanted to build a facility that had a projected growth of 30 years. The building was being developed from big picture ideas. Single floor and second floor schemes were looked at and each room was diagramed in detail and defined where things would go. Slides were shown of the various diagrams and parking examples. It had been narrowed down to five schemes and those were described. Images of possible designs were looked at for the exterior of the building. Simple structures that had a symbolic or historic look to them made of masonry, stone, or brick were preferred. All of the buildings would be one story, except the police building which would be two stories. It had been programmed into it the ability to scale back the building or expand the building as needed. They thought they would use different materials to identify different areas, such as the firing range, to contrast the major functions of the buildings from one another. The location that would be used for stormwater and how it would be handled was discussed. Circulation and connections in the buildings, the private and public accesses, along with current ideas for the floor plan were reviewed.

Councilor Helbling asked what the driving factor would be, the choice of the way the roof line looked or the passive solar or the active use for heating, cooling, and lighting of the building.

Mr. Hansen said it would be a play of both.

Councilor Helbling said it cost money to operate it after it was built and it was one of the sells they had to make to citizens. The community has been educated about it and it made the bond easier to pass if it was designed green.

Mr. Adcock suggested having moveable interior walls.

Councilor Carson wanted to see their projection numbers because he thought they should make it all two stories at the beginning. They should build it, and just leave it vacant until they needed it in case they had fast growth.

Councilor Wayne Oliver arrived at 7:05 p.m.

They discussed the reason for the large evidence area, and that currently they were using the City shops for car evidence storage.

Councilor Carlson thought that information should be shared with the public.

A discussion took place regarding the training facility. It could be used by other local jurisdictions and could be an economic development tool for the community.

Mayor Thompson wanted more information on how this would work.

Councilor Carlson wanted to know of the 41% of the budget that went to the Police Department, how much of it they would save if they had the new police facility.

In the next work session they would refine the design and describe more the character of the building and its components. They would have the projected construction costs as well.

Councilor Carson wanted to know what materials were going inside.

Mayor Thompson adjourned the Work Session at 7:20 p.m.

**CANBY CITY COUNCIL
REGULAR MEETING MINUTES
April 2, 2008**

Presiding: Mayor Melody Thompson

Council Present: Paul Carlson, Teresa Blackwell, Wayne Oliver, Walt Daniels, Randy Carson, and Tony Helbling.

Staff Present: Mark Adcock, City Administrator; John Kelley, City Attorney; Beth Saul, General Services Director; Chaunee Seifried, Finance & Court Services Director; Dwayne Barnes, Public Works Director; Greg Kroeplin, Chief of Police; and Kim Scheafer, City Recorder Pro-Tem.

Others Present: Keith Murphy, Lee Weigand, Jason Paden, John Baker, Bob Cornelius, Clarence Kaufman, Pam Barrow, Kerry Seifried, Mark Hackett, Lynn Olson, Amy Wery, Nichole Brandon, Tiara Sharpes, Emily Egan, Mandie Egan, TJ Egan, Tom Egan, Nedra Egan, and Chloe Egan.

CALL TO ORDER: Mayor Thompson called the Regular Meeting to order at 7:30 p.m. followed by the opening ceremonies.

Kiwanis One Day Proclamation – Mayor Thompson presented Keith Murphy with a proclamation proclaiming April 5, 2008 as Kiwanis One Day. Mr. Murphy talked about the youth organizations that Canby Kiwanis sponsored in the Canby community.

Emily Egan, secretary of the K-Kids Club, spoke about the Club at Knight Elementary and the projects they were doing.

Lynn Olson, advisor to the Builders Club at Baker Prairie, said this was their first year for Builders Club. She explained the service activities they were doing.

Ashley West, student at Baker Prairie, explained more how they helped the community this year.

Amy Wery said she was the Treasurer for the Canby High School Key Club. They helped with several community projects and organized the blood drive at the high school. They were learning a lot about community involved leadership.

COMMUNICATIONS: None.

CITIZEN INPUT & COMMUNITY ANNOUNCEMENTS: Lee Weigand said that he appreciated the work that the Council did. He asked for the Council to put their prayer requests on orange cards and he would pick them up so that his church could pray for them. Council members were invited to attend the Mayor's Prayer Breakfast. He had been out of town when the Council discussed waiving churches from the street maintenance fee. He understood the issues, but suggested another idea. A few years ago churches had been given the opportunity to pay social security for employees or treat them as private contractors. They had a year to decide to opt out or not. He suggested doing the same thing with the street maintenance fee. He thought they should let churches have a year window to choose whether or not to opt in or out of the fee. After that one year window, from that point on all the churches would be under the fee. His concern was a first amendment issue, separation from church and state. He was concerned this would set a precedent for establishing more fees and the churches would not be able to afford it.

MAYOR'S BUSINESS: Mayor Thompson said the Mayor's Prayer Breakfast would be on May 1 at Cutsforth's Town Hall at 6:30 a.m. On Thursday, April 17, Metro would be having a Neighboring Cities meeting at the Canby Adult Center and Canby had been asked to host it.

COUNCILOR COMMENTS & LIAISON REPORTS: Councilor Carlson invited everyone to attend the Mayor's Prayer breakfast.

Councilor Daniels said there was an error in the newspaper for the cost of the four Canby Community Concerts. It was \$50 instead of \$40.

Councilor Helbling said that Canby Business Development's last meeting would be April 15. The Planning Commission still had two openings, and they received one application.

CONSENT AGENDA: **Councilor Daniels moved to approve the minutes of the March 19, 2008 City Council Regular Meeting and appointment of Jerry Smith to the Canby Utility Board for a term to expire on February 28, 2011. Motion was seconded by Councilor Carson and passed 6-0.

RESOLUTIONS & ORDINANCES: None.

NEW BUSINESS: None.

CITY ADMINISTRATOR'S BUSINESS & STAFF REPORTS: None.

CITIZEN INPUT: None.

ACTION REVIEW:

1. Approved the consent agenda.
2. Appointed Jerry Smith to the Canby Utility Board.

****Councilor Daniels moved to go into Executive Session pursuant to ORS 192.660(2)(b) Discipline of Public Officer and ORS 192.660(2)(h) Pending Litigation. Motion was seconded by Councilor Blackwell and passed 6-0.**

Mayor Thompson read the Executive Session format and recessed the Regular Meeting at 7:58 p.m.

Mayor Thompson reconvened the Regular Meeting at 9:00 p.m. and immediately adjourned.

**CANBY CITY COUNCIL
EXECUTIVE SESSION
April 2, 2008**

Presiding: Mayor Melody Thompson

Council Present: Paul Carlson, Teresa Blackwell, Wayne Oliver, Walt Daniels, Randy Carson, and Tony Helbling.

Staff Present: Mark Adcock, City Administrator; John Kelley, City Attorney; Amanda Klock, Human Resources Director; Chauncey Seifried, Finance & Court Services Director; and Kim Scheafer, City Recorder Pro-Tem

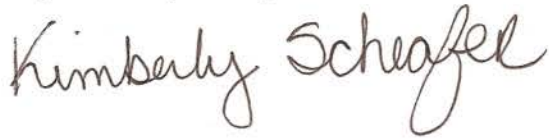
Others Present: Mark Hackett

Mayor Thompson called the Executive Session to order at 8:02 p.m. in the City Hall Conference Room.

ORS 192.660(2)(b) Discipline of Public Officer – The Council discussed information presented by the Finance & Court Services Director.

ORS 192.660(2)(h) Pending Litigation – The Council discussed a possible legal action.

Mayor Thompson adjourned the Executive Session at 9:00 p.m.

Handwritten signature of Kimberly Scheafer in blue ink.

Kimberly Scheafer, CMC
City Recorder Pro Tem

Handwritten signature of Melody Thompson in blue ink.

Melody Thompson
Mayor

Assisted with preparation of minutes – Susan Wood