

**CANBY CITY COUNCIL  
WORK SESSION MINUTES  
June 18, 2008**

**Presiding:** Mayor Melody Thompson.

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

**Staff Present:** Mark Adcock, City Administrator; John Kelley, City Attorney; Greg Kroeplin Chief of Police; Toni Tracy, Administrative Specialist; and Kim Scheafer, City Recorder Pro-Tem.

**Others Present:** Bill Harper and Melissa Martin.

Mayor Thompson called the Work Session to order at 6:13 p.m. in the City Hall Conference Room. The Council met to review results from the City of Canby Survey Research Report.

Chief Kroeplin said in May they conducted a survey of 373 registered voters in Canby done by The Nelson Report.

Melissa Martin, representative from The Nelson Report, reviewed the results from the survey. The survey was done by phone and no businesses were surveyed. Citizens said crime was the most serious problem facing Canby today followed by the economy. The City got a 77% positive performance rating. Forty-four percent favored the \$19 million bond measure for a new police facility while 41% opposed it and 15% were not sure. The main reason for opposition was the cost and citizens not sure if it was needed. When they were told that the Police Station and Municipal Court could not be remodeled and were too small the number went up to 66% in favor. A new police facility would address current issues and meet future police and court needs was a primary issue for respondents. There was more support for the police bond measure over the library levy. Respondents were concerned with the cost of the bond measure, and the key would be to educate the constituents of the need for the project.

Mark Adcock, City Administrator, said at the first Council meeting in July they would bring a resolution to put the bond measure on the ballot. Then they would need to get information out to the community and one of the ways was through forming a Citizen Action Committee. The Council could freely advocate for this as elected officials but staff could not. Council discussed how they would form the action committee.

Mayor Thompson adjourned the Work Session at 7:23 p.m.

---

**CANBY CITY COUNCIL  
REGULAR MEETING MINUTES  
June 18, 2008**

**Presiding:** Mayor Melody Thompson.

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

**Staff Present:** Mark Adcock, City Administrator; John Kelley, City Attorney; Beth Saul, General Services Director; Sue Engels, Interim Finance Director; Dwayne Barnes, Public Works Director; Greg Kroeplin, Chief of Police; Amanda Klock, Human Resources Director; Catherine Comer, Economic Development Manager; Matilda Deas, Project Planner; Melissa York, Office Specialist; and Kim Scheafer, City Recorder Pro-Tem.

**Others Present:** Jason Padden, Bob Cornelius, JillMarie Wiles, Lila Gottman, Bob & Sheila Tice, and Tim Stuart.

**CALL TO ORDER:** Mayor Thomson called the Regular Meeting to order at 7:33 p.m. followed by the opening ceremonies.

Canby Annual Livability Day Proclamation – Mayor Thompson presented Bob Tice with proclamation proclaiming June 29, 2008 as Annual Livability Day in Canby.

Measure 3-284 Proclamation – Mayor Thompson read a proclamation proclaiming the results of Measure 3-284 that was placed on the May 20 Primary Election ballot. The official count of votes were: Yes – 1,958, No – 1,987, Overvotes – 1, Undervotes – 435.

Presentation to Beth Saul on Her Retirement – Mark Adcock, City Administrator, presented Beth Saul with a plaque in appreciation of her 26 years of service to the City. She would retire on July 1, 2008.

**COMMUNICATIONS:** None.

**CITIZEN INPUT & COMMUNITY ANNOUNCEMENTS:** Lila Gottman, General Canby Day Organization, talked about the festivities scheduled on July 4.

**MAYOR'S BUSINESS:** Mayor Thompson said she had received emails from people interested in the urban and rural reserves work. The County had an Impact Map for potential areas of discussion that could be downloaded. Councilor Carson said the next meeting regarding reserves was June 24 in Clackamas and the decision of the properties would be made in summer 2009.

**COUNCILOR COMMENTS & LIAISON REPORTS:** Councilor Blackwell said she was grateful to the General Canby Day organization for their work and for the generous partnerships in the community.

Councilor Daniels said that Canby Area Transit was looking at some route changes. He thanked staff for how nice Community Park looked.

Councilor Carson thanked Beth Saul for all of the hard work she did for the Park & Recreation Department.

Councilor Helbling said there were still two openings on the Planning Commission.

**CONSENT AGENDA: \*\*Councilor Daniels moved to approve the minutes of the June 4, 2008 City Council Work Session and Regular Meeting; approval of amendment to the City Attorney Contract; Street Closure Request for Rounders; and reappointment of Liz Belz-Templeman to the Bike and Pedestrian Committee for a term to expire on June 30, 2011. Motion was seconded by Councilor Carson and passed 5-0.**

Mayor Thompson said they held a work session prior to the Council Meeting to hear results regarding a community satisfaction survey. The City got a good performance rating.

John Kelley, City Attorney, said there would be a presentation at the July 2 Council meeting regarding what the new police facility would look like and a description of the bond.

**PUBLIC HEARING: 2008-2009 Fiscal Year Budget** – Mark Adcock, City Administrator, said the budget amounted to \$26,230,822.

Councilor Daniels thanked the Budget Committee for their work. Staff spent a lot of time balancing the budget.

Mayor Thompson opened the public hearing at 8:04 p.m.

PUBLIC TESTIMONY: None.

Mayor Thompson closed the public hearing at 8:04 p.m.

#### **RESOLUTIONS & ORDINANCES:**

Resolution 982 – **\*\*Councilor Carson moved to adopt Resolution 982, A RESOLUTION VERIFYING THAT THE CITY OF CANBY HAS MET THE REQUIREMENTS TO RECEIVE REVENUES FROM CIGARETTE, GAS AND LIQUOR TAXES. Motion was seconded by Councilor Blackwell and passed 5-0.**

Resolution 983 – **\*\*Councilor Daniels moved to adopt Resolution 983, A RESOLUTION ADOPTING THE BUDGET, MAKING APPROPRIATIONS, AND CATEGORIZATION FOR THE 2008-2009 FISCAL YEAR. Motion was seconded by Councilor Oliver and passed 5-0.**

Resolution 992 – **\*\*Councilor Helbling moved to adopt Resolution 992, A RESOLUTION AUTHORIZING THE CANBY URBAN RENEWAL AGENCY BOARD TO AMEND SECTION 600.C(3) OF THE CANBY URBAN RENEWAL PLAN AND TO ADD PROPERTIES TO BE ACQUIRED BY THE URBAN RENEWAL AGENCY. Motion was seconded by Councilor Blackwell and passed 5-0.**

Resolution 993 – **\*\*Councilor Daniels moved to adopt Resolution 993, A RESOLUTION ESTABLISHING SALARY AND NON SALARY BENEFITS FOR NON REPRESENTED EMPLOYEES FOR THE CITY OF CANBY, OREGON. Motion was seconded by Councilor Carson and passed 5-0.**

Resolution 994 – **\*\*Councilor Carson moved to adopt Resolution 994, A RESOLUTION AUTHORIZING TRANSFER OF APPROPRIATIONS FROM EXISTING CATEGORIES TO OTHER EXISTING CATEGORIES WITHIN THE CAPITAL RESERVE AND PARKS DEVELOPMENT FUNDS. Motion was seconded by Councilor Oliver and passed 5-0.**

Resolution 995 – **\*\*Councilor Carson moved to adopt Resolution 995, A RESOLUTION AUTHORIZING THE CANBY CITY ADMINISTRATOR TO EXECUTE A PARTITION PLAT ON BEHALF OF THE CITY OF CANBY FOR FILING WITH CLACKAMAS COUNTY. Motion was seconded by Councilor Oliver and passed 5-0.**

Ordinance 1275 – **\*\*Councilor Daniels moved to approve Ordinance 1275, AN ORDINANCE AUTHORIZING THE MAYOR AND CITY ADMINISTRATOR TO EXECUTE A PERSONAL SERVICES CONTRACT WITH BETH SAUL FOR MANAGEMENT OF SPECIAL PROJECTS; AND DECLARING AN EMERGENCY to come up for second reading on July 2, 2008. Motion was seconded by Councilor Blackwell and passed 5-0 on first reading.**

Ordinance 1277 – **\*\*Councilor Helbling moved to adopt Ordinance 1277, AN ORDINANCE AUTHORIZING THE MAYOR AND/OR CITY ADMINISTRATOR TO EXECUTE A CONTRACT WITH LINCOLN EQUIPMENT, INC OF CONCORD, CALIFORNIA FOR A STARK HORIZONTAL HIGH RATE SAND FILTER FOR THE CANBY SWIM CENTER; AND DECLARING AN EMERGENCY. Motion was seconded by Councilor Blackwell and passed 5-0 by roll call vote.**

#### **PUBLIC HEARING –**

Mayor Thompson opened the public hearing at 8:15 p.m.

PUBLIC TESTIMONY: None.

Mayor Thompson closed the public hearing at 8:15 p.m.

Ordinance 1278 – **\*\*Councilor Daniels moved to approve Ordinance 1278, AN ORDINANCE DECLARING THE CITY'S ELECTION TO RECEIVE STATE REVENUE FOR FISCAL YEAR 2008-2009 to come up for second reading on July 2, 2008. Motion was seconded by Councilor Oliver and passed 5-0 on first reading.**

Ordinance 1279 – **\*\*Councilor Carson moved to adopt Ordinance 1279, AN ORDINANCE REVISING AND REPLACING CANBY MUNICIPAL CODE CHAPTER 15.12 ENTITLED "FLOOD HAZARD PROTECTION"; REPEALING FORMER CHAPTER 15.12 IN ITS ENTIRETY; AND DECLARING AN EMERGENCY. Motion was seconded by Councilor Daniels and passed 5-0 by roll call vote.**

Ordinance 1280 – **\*\*Councilor Helbling moved to adopt Ordinance 1280, AN ORDINANCE AUTHORIZING PURCHASE OF UTILITY BILLING SOFTWARE INCLUDING CONVERSION AND SET UP SERVICES; AND DECLARING AN EMERGENCY. Motion was seconded by Councilor Daniels and passed 5-0 by roll call vote.**

Ordinance 1281 – **\*\*Councilor Carson moved to adopt Ordinance 1281, AN ORDINANCE AUTHORIZING THE CITY ADMINISTRATOR TO EXECUTE A CONTRACT FOR THE PURCHASE OF REAL PROPERTY FOR FUTURE PARK LAND; AND DECLARING AN EMERGENCY. Motion was seconded by Councilor Oliver and passed 5-0 by roll call vote.**

Ordinance 1282 – **\*\*Councilor Carson moved to approve Ordinance 1282, AN ORDINANCE REVISING CANBY MUNICIPAL CODE CHAPTER 12.12.035 ENTITLED “SIDEWALK DISPLAYS” to come up for second reading on July 2, 2008. Motion was seconded by Councilor Helbling and passed 5-0 on first reading.**

Ordinance 1283 – Mr. Kelley said as part of a relocation of Rite Aid, the Planning Commission required dedication of road right-of-way for the widening of SE Pine. As a result the City would purchase the property for \$23,564.86 and that would be given as a credit toward the developer’s SDC’s that they owed the City.

**\*\*Councilor Daniels moved to approve Ordinance 1283, AN ORDINANCE AUTHORIZING PURCHASE OF ROAD RIGHT-OF-WAY FOR THE WIDENING OF SE PINE STREET AT ITS INTERSECTION WITH HIGHWAY 99E AND DECLARING AN EMERGENCY to come up for second reading on July 2, 2008. Motion was seconded by Councilor Carson and passed 5-0 on first reading.**

**NEW BUSINESS:** City Charter Measure – Councilor Carson said 435 voters had not voted on the Charter. He wanted to have a work session so the citizens of Canby could come and tell the Council what they felt was wrong with the charter amendment and so the Council could explain why after 20 years they needed to make changes to it. If citizens had questions they could talk with any City Councilors.

**CITY ADMINISTRATOR’S BUSINESS & STAFF REPORTS:** 13<sup>th</sup> Avenue Traffic Calming Project – Dwayne Barnes, Public Works Director, said the street was in bad condition and needed more than just calming. In the next budget year they would reconstruct a section of the street 6,200’ long that went from Aspen Way to Redwood Street. It would include 735’ of sidewalk and 560’ of curb on the south side of 13<sup>th</sup> between Ivy and Lupine and another 530’ of sidewalk between Aspen Way connecting with an existing sidewalk. The preliminary cost was approximately \$700,000. The funding for the project would come from \$545,000 of federal fund exchange and the balance would come from street reserve funds. The project start date was August 11 and would take 60 days to complete. Part of the traffic calming project was to eliminate parking on the south side of 13<sup>th</sup> between Elm and 250 feet west of Baywood Street. He wanted to close the parking there immediately.

Councilor Carson thought it was a good idea to do this before school started.

Councilor Oliver said he would like to see the parking remain until mid-July for Canby Kids softball tournaments so people could park in front of residences.

Council consensus was to discuss it at the July 2 meeting. Councilor Oliver would check with Canby Kids to see when the tournaments would be over.

Traffic Study for Industrial Park – Matilda Deas, Project Planner, said they proposed to ODOT a lot of intersections. She discussed what they based the proposals on and what projects they proposed. ODOT would be approving the scope and then they would discuss funding.

Knights Bridge Swimming Hole – Ms. Saul said the County had purchased the property and they were going to put in a parking lot and a gate. They were targeting July 4 as an opening.

**CITIZEN INPUT:** None.

**ACTION REVIEW:**

1. Approved the consent agenda.
2. Approval of Amendment to City Attorney Contract.
3. Approval of Street Closure Request for Rounders.
4. Reappointment of Liz Belz-Templeman to the Bike & Pedestrian Committee.
5. Adopted Resolution 982.
6. Adopted Resolution 983.
7. Adopted Resolution 992.
8. Adopted Resolution 993.
9. Adopted Resolution 994.
10. Adopted Resolution 995.
11. Approved Ordinance 1275 to come up for second reading on July 2, 2008.
12. Adopted Ordinance 1277 on second reading.
13. Approved Ordinance 1278 to come up for second reading on July 2, 2008.
14. Adopted Ordinance 1279 on second reading.
15. Adopted Ordinance 1280 on second reading.
16. Adopted Ordinance 1281 on second reading.
17. Approved Ordinance 1282 to come up for second reading on July 2, 2008.
18. Approved Ordinance 1283 to come up for second reading on July 2, 2008.
19. Staff would schedule a work session regarding the charter amendment.

There was no Executive Session.

Mayor Thompson adjourned the Regular Meeting at 8:45 p.m.



Kimberly Schaefer, CMC  
City Recorder Pro Tem



Melody Thompson  
Mayor

Assisted with preparation of minutes – Susan Wood