

**CANBY CITY COUNCIL
REGULAR MEETING MINUTES
November 5, 2008**

Presiding: Mayor Melody Thompson.

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

Staff Present: John Kelley, City Attorney; Catherine Comer, Economic Development Manager; Sue Engels, Finance Director; and Melissa York, Deputy City Recorder.

Others Present: Bob Cornelius, Bev Doolittle, and Jason Padden.

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

COMMUNICATIONS: None.

CITIZEN INPUT & COMMUNITY ANNOUNCEMENTS: None.

MAYOR'S BUSINESS: Mayor Thompson thanked voters for a great turn out.

COUNCILOR COMMENTS & LIAISON REPORTS:

Councilor Oliver gave kudos to Dr. Don Perman who was also the President of Canby Junior Baseball for his campaigning efforts in renovating the Baker Prairie baseball field. They were having a fund raiser this Saturday at Willamette Valley Country Club to help cover the renovation costs.

Councilor Daniels thanked citizens for supporting the Library levy that passed.

Councilor Carson said he attended an Urban Reserve meeting last week. They were starting to discuss the areas that could be put into rural reserves. Determination of Clackamas County land to be put into rural and urban reserves needed to be completed by next fall.

Councilor Helbling said the Planning Commission had one open seat and would have one other opening in January. Economic Development and the Chamber of Commerce were working on the sign code and a sign code public hearing was scheduled for November 24.

CONSENT AGENDA: **Councilor Daniels moved to approve the minutes of the October 15, 2008 City Council Regular Meeting and appointment of Sean Joyce to the Planning Commission for a term to expire on December 31, 2010. Motion was seconded by Councilor Carson and passed 5-0.

RESOLUTIONS & ORDINANCES:

Resolution 1009 – Mayor Thompson said this was a 20% match, and out of it they obtained \$228,000 worth of sidewalks.

****Councilor Carson moved to adopt Resolution 1009, A RESOLUTION AUTHORIZING THE REIMBURSEMENT OF \$30,454.95 TO CLACKAMAS COUNTY FOR THE CITY OF CANBY'S PORTION OF THE NW CANBY SIDEWALK COMMUNITY DEVELOPMENT BLOCK GRANT PROJECT. Motion was seconded by Councilor Carlson and passed 5-0.**

Resolution 1010 – Catherine Comer, Economic Development Manager, said this was a request to authorize the Urban Renewal Agency to purchase property in relation to the Canby Cinema Project, the property at 317 NE Third Street, Canby, Oregon. They had previously authorized the Agency to purchase property for a connection between 2nd and 3rd and they just took possession of that property. The City received an inheritance from Alice Klohe who left 46% of her estate to the City of Canby. They anticipated it to be a total of \$368,000. They negotiated with the attorney representing the estate, and came to an agreement for the Urban Renewal Agency to purchase this property for \$315,000. The resolution would authorize the Agency to purchase the property with the intent that out of the \$368,000 inheritance, the City would reimburse the Urban Renewal Agency the \$315,000 purchase price and all the related costs. There were some environmental issues, asbestos and an oil tank on the property, as well as \$40,000 in additional construction costs to enlarge the parking lot. City Council had asked that they design a pocket park in memory of the Klohe's and that would also be included in the reimbursement. This would give them 30 additional parking spaces for the theater.

****Councilor Helbling moved to adopt Resolution 1010, A RESOLUTION AUTHORIZING THE CANBY URBAN RENEWAL AGENCY BOARD TO PURCHASE REAL PROPERTY LOCATED AT 317 NE THIRD STREET, CANBY, OREGON, and record the Council's intention of reimbursing the Agency upon receipt of its inheritance from the Alice Klohe estate for all costs related to the purchase of property and construction of a parking lot and memorial. Motion was seconded by Councilor Daniels.**

Mayor Thompson said the goal of this investment of Urban Renewal funds and the City's action on behalf of the Urban Renewal Agency to do this was to bring 150,000 ticket sales to their downtown businesses. It would show their confidence and commitment to improving the business culture and climate in downtown Canby.

Motion passed 5-0.

Resolution 1011 – ****Councilor Daniels moved to adopt Resolution 1011, A RESOLUTION AUTHORIZING TRANSFER OF APPROPRIATIONS FROM AN EXISTING CATEGORY TO ANOTHER EXISTING CATEGORY WITHIN THE PARKS DEVELOPMENT FUND. Motion was seconded by Councilor Carson and passed 5-0.**

Ordinance 1297 – ****Councilor Carson moved to adopt Ordinance 1297, AN ORDINANCE AUTHORIZING THE MAYOR AND CITY ADMINISTRATOR TO EXECUTE A CONTRACT WITH WITHNELL MOTOR COMPANY OF SALEM, OREGON FOR THE PURCHASE OF TWO 2009 DODGE CHARGER VEHICLES WITH POLICE PACKAGES FOR THE CANBY POLICE DEPARTMENT; AND DECLARING AN EMERGENCY. Motion was seconded by Councilor Daniels and passed 5-0 by roll call vote.**

NEW BUSINESS: None.

CITY ADMINISTRATOR'S BUSINESS & STAFF REPORTS: Update on Street Maintenance Fee and Sewer Implementation – Sue Engels, Finance Director, said the first bills would be sent out December 30, 2008 and would be due January 10. They would not be doing cycle billing. The City would be doing a utility start up not a utility conversion. The City would not be reading meters so the bills would only reflect two flat charges of a street maintenance fee and sewer charges. They had discussed the ability to enforce collection and found a program called Net Asset which allowed the City to record liens. The City liens were up-to-date now and liens would be placed on properties that did not pay the fee. They were billing the owners of the property, not the occupants of the property. They would look back at the last 12 months of usage to determine the sewer fee. There would be one utility billing clerk. The bank had a scan check service and would help process the utility bills and an outside company would print the bills and mail them. There would be online bill pay and people who wanted to pay in person would be welcome to pay at City Hall.

Councilor Carlson asked if the look-back was for commercial not residential.

Ms. Engels said it was a flat fee for all but commercial. The only one that varied was commercial users because they were based on water usage. They would give senior citizens discounts.

Councilor Carson asked if it would be January 1 or July 1 for the look back.

Ms. Engels said it would start July 1, and they wouldn't be changing any rates until next July 1.

Extension of Revocable Permit Canby Vietnam Era Veterans Memorial Fund, Inc. – John Kelley, City Attorney, said that Beth Saul, Special Projects Manager, had been asked to help with the Vietnam Veterans Memorial Committee to prepare a grant to secure funds from the State to complete the bronze statues that went with the project. The Revocable Permit that was on file for the Canby Vietnam Era Veterans Memorial required them to complete the project by June of this year and that did not happen. They didn't know how long the process would take to get the money to complete the project. He prepared an extension through June 1, 2010.

****Councilor Helbling moved to extend to June 1, 2010 the Revocable Permit for the Canby Vietnam Era Veterans Memorial Committee. Motion was seconded by Councilor Carson and passed 5-0.**

Mr. Kelley said landscaping and bricks would be installed soon.

Councilor Carson thanked all the volunteers who worked on the memorial.

CITIZEN INPUT: None.

ACTION REVIEW:

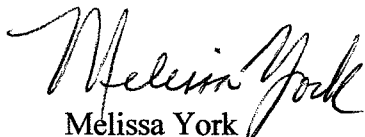
1. Approved the consent agenda.
2. Adopted Resolution 1009.
3. Adopted Resolution 1010.


4. Adopted Resolution 1011.
5. Adopted Ordinance 1297.
6. Extended to June 1, 2010 of Revocable Permit for Canby Vietnam Era Veterans Memorial committee.

****Councilor Daniels moved to go into Executive Session pursuant to ORS 192.660(2)(e) Real Property and ORS 192.660(2)(h) Pending Litigation. Motion was seconded by Councilor Carson and passed 5-0.**

Mayor Thompson read the Executive Session format and recessed the Regular Meeting at 8:13 p.m.

Mayor Thompson reconvened the Regular Meeting at 8:38 p.m. and immediately adjourned.


Melissa York
Deputy City Recorder


Melody Thompson
Mayor

Assisted with Preparation of Minutes – Susan Wood