

**CANBY CITY COUNCIL
EXECUTIVE SESSION
August 1, 2007**

Presiding: Mayor Melody Thompson

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

Staff Present: None.

Others Present: None.

Mayor Thompson called the Executive Session to order at 6:36 p.m. in the City Hall Conference Room.

ORS 192.660(2)(i) Performance Evaluation of Public Officer – The Council discussed the performance evaluation of the City Administrator.

Mayor Thompson adjourned the Executive Session as 7:25 p.m.

**CANBY CITY COUNCIL
REGULAR MEETING MINUTES
August 1, 2007**

Presiding: Mayor Melody Thompson

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

Staff Present: John Kelley, City Attorney; Beth Saul, General Services Director; Kathy Mashek, Office Specialist; Dana Wipff, Office Specialist; Valerie Kraxberger, Office Specialist; and Kim Scheafer, City Recorder Pro-Tem.

Others Present: Jim Newton, Laura Wipff, Phil Knouf, Mike Greene, John Baker, and Bob Cornelius.

CALL TO ORDER: Mayor Thompson called the Regular Meeting to order at 6:38 p.m. and immediately went into Executive Session pursuant to ORS 192.660(2)(i) Performance Evaluation of a Public Officer.

Mayor Thompson reconvened the Regular Meeting at 7:32 p.m.

Employee of the Month Presentation – Beth Saul, General Service Director, presented Dana Wipff, Court Office Specialist, with an Employee of the Month certificate for June 2007.

COMMUNICATIONS: John Kelley, City Attorney, said that a letter from Habitat for Humanity had been received in which they were asking to have the SDCs and any other fees waived for a duplex that was being built on N Locust. He told them which could be waived and which could not. He suggested that the request be continued to the next Council meeting so that he could see if the occupants qualified under HUD. Council agreed.

CITIZEN INPUT & COMMUNITY ANNOUNCEMENTS: None.

MAYOR'S BUSINESS: Mayor Thompson said the Council would like to have a work session on August 22 at 7 PM to discuss parks and recreation long-range planning.

Mayor Thompson said that the Governor's Council for Physical Fitness gave a fitness leadership award every year and they could nominate a City or an individual and there was criterion for the award. Information would be available on the City's web site. The deadline was August 31.

COUNCILOR COMMENTS & LIAISON REPORTS: Councilor Helbling said that CBD still had some design charrettes to go and they approved funding to expand their program. The Planning Commission had one opening and two applicants were going to be scheduled to be interviewed by himself, Mayor Thompson, and Planning Commission Chair Jim Brown.

Councilor Carson said that the Bike & Pedestrian Committee had a new banner made up to be more visible while in public and they would be at the Neighborhood Night Out in Wait Park next week. They were trying to bring more bicycle traffic into town.

Councilor Daniels said that the Transit Department would be at the Clackamas County Fair for information and to conduct a survey. They were going to have buses available for the community concerts.

Councilor Oliver said the City had received a thank you letter from Canby Kids for the donation of \$500 to help with unexpected expenses they had incurred. There had been a lot of activities in town last weekend and it was good to see a lot of people out and all the volunteers.

Councilor Blackwell said the Library Board still had one opening. She would not be able to attend the August 15 Council Meeting.

Councilor Carlson said the Canby Community Fun Run would be held on September 29. First Friday would be held on August 3. It was a free family-friendly event sponsored by the Canby Art Association. The Canby Livability Coalition was selling bricks for \$50 or tiles for \$250 to help support the Art Park. Canby Livability Coalition would hold their annual fundraiser garage sale August 25. There were two openings on the Traffic Safety Commission. The Commission asked to make sure that truck routes were followed. There was also a concern that the development applications were getting to them after a decision had already been made.

Mr. Kelley said he would talk with the Chief of Police about enforcing the truck routes.

Councilor Helbling said the truck routes were used for trucks to pass through town, but trucks were allowed off the routes for local deliveries. There were only so many accesses for the

trucks. If they were repetitively passing through the non-truck routes that was a problem. It was mostly construction traffic, and the trucks had a right to be there.

Councilor Daniels said the lack of proper signage was also a problem.

Ms. Saul would have Ms. Deas in the Planning Department talk with the Traffic Safety Commission about the regulations on the truck traffic.

CONSENT AGENDA: **Councilor Daniels moved to approve the minutes of the July 11 Council Work Session, minutes of the July 18, 2007 City Council Regular Meeting; and appointment of Jon Dragt to Canby Public Library Board for a term to expire on June 30, 2011. Motion was seconded by Councilor Blackwell and passed 6-0.

RESOLUTIONS & ORDINANCES: Resolution 957 - Jim Newton, Canby Utility Board Chairman, said the bonds were a debt service that would be payable from Canby Utility's water revenues. The bonds would not be general obligation bonds for the City and there was no change upon the tax revenue for the City. The proceeds would be used to finance improvements of the City's drinking water system including source water exploration, land purchase for a water treatment plant facility, more storage, and treatment and distribution facility improvements. It was not to exceed the value of four million dollars. A water rate hearing to consider an across the board rate increase of the same amount would be held on August 28 at 7 PM in the Canby Utility Conference Room. They anticipated the rate increase to be 7.2%, but it might be more. Written comments would not be accepted after 3 PM on the date of the hearing. The water increase would take effect on September 1.

Phil Knouf, Canby Utility Finance Manager, said they had engaged a bond attorney and financial advisors. The last increase was in 2004.

****Councilor Carson moved to adopt Resolution 957, A RESOLUTION OF THE CITY OF CANBY, CLACKAMAS COUNTY, OREGON, AUTHORIZING THE ISSUANCE OF WATER SYSTEM REVENUE BONDS IN A MAXIMUM PRINCIPAL AMOUNT OF \$4,000,000, AND PROVIDING FOR PUBLICATION OF NOTICE. Motion was seconded by Councilor Helbling.**

Mayor Thompson asked what they would do if they spent less than the four million. Mr. Knouf said they engaged a company that provided a financial model for the entire project and predicted what they needed. It was watched very closely. Their goal was to make it for three years and they would look at future projects also. The increasing cost of construction was a factor. They would be using the full price of the bond.

Motion passed 5-0 with Councilor Carlson abstaining.

Mike Greene, Project Manager for Veolia Water North America, said improvements would be made to the existing backwash ponds. The new design would call for a recycle of that water. It was a prudent thing to do at this time as regulations of discharges into the Molalla River would get stricter. It was good for the environment also.

Councilor Carlson said he wanted to explain his abstaining from the vote. As a financial advisor

he could gain financially by buying some of these bonds for his clients.

Resolution 958 - **Councilor Daniels moved to adopt Resolution 958, A RESOLUTION AUTHORIZING AND DIRECTING THE CITY RECORDER TO CERTIFY TO THE CLACKAMAS COUNTY CLERK A MEASURE REFERRING TO THE ELECTORATE A PROPOSED REVISED HOME RULE CHARTER FOR THE CITY OF CANBY; AUTHORIZING THE CITY RECORDER TO SEND AN EXPLANATORY STATEMENT FOR THE VOTER'S PAMPHLET; AND DOING ALL OTHER NECESSARY ACTS TO PLACE THE MATTER BEFORE THE VOTERS OF THE CITY OF CANBY FOR THE NOVEMBER 6, 2007 ELECTION. Motion was seconded by Councilor Carson.

Councilor Carson thanked the citizen who came to the last meeting and asked questions. They went through each change and explained why they were making the changes.

Mayor Thompson said she would be attending a joint Northeast and Riverside Neighborhood Association meeting on September 13 to explain changes in the upcoming charter.

Motion passed 6-0.

Ordinance 1252 - **Councilor Helbling moved to adopt Ordinance 1252, AN ORDINANCE AUTHORIZING THE MAYOR AND CITY ADMINISTRATOR TO EXECUTE A CONTRACT WITH MASTER CLEEN, INC. FOR JANITORIAL SERVICES FOR VARIOUS CITY FACILITIES, NOT TO EXCEED \$37,000; AND DECLARING AN EMERGENCY. Motion was seconded by Councilor Carlson and passed 6-0 by roll call vote.

Ordinance 1253 - **Councilor Carson moved to adopt Ordinance 1253, AN ORDINANCE AUTHORIZING A PAYMENT NOT TO EXCEED \$35,534.00 FROM THE CAPITAL RESERVE FUND TO CANBY UTILITY FOR THE CANBY MAINTENANCE FACILITY VEHICLE/STORAGE BAY GLULAM BEAM REPAIR AND REPLACEMENT PROJECT; AND DECLARING AN EMERGENCY. Motion was seconded by Councilor Blackwell and passed 6-0 by roll call vote.

NEW BUSINESS: None.

CITY ADMINISTRATOR'S BUSINESS & STAFF REPORTS: None.

CITIZEN INPUT: None.

ACTION REVIEW:

1. Approved the consent agenda.
2. Request from Habitat for Humanity would be on the August 15 Agenda.
3. Scheduled a work session on park and recreation future planning for August 22.
4. Oregon Fitness Leadership Award information would be put on the City's web page.

5. The City Attorney would talk with the Chief of Police about enforcement of truck routes. Ms. Saul would talk with Matilda Deas about information to share with the Traffic Safety Committee and signage for regular truck routes.
6. Adopted Resolution 957.
7. Adopted Resolution 958.
8. Adopted Ordinance 1252 on second reading.
9. Adopted Ordinance 1253 on second reading.

Mayor Thompson adjourned the Regular Meeting at 8:20 p.m.



Kimberly Scheafer
City Recorder Pro Tem



Melody Thompson
Mayor

Assisted with preparation of minutes – Susan Wood.