

**CANBY CITY COUNCIL
WORK SESSION MINUTES
February 7, 2007**

Presiding: Mayor Melody Thompson

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

Staff Present: Mark Adcock, City Administrator; Beth Saul, General Services Director and Kim Scheafer, City Recorder Pro-Tem.

Others Present: Anna Phillips, Ken Perinchief, Bob Ruby, Susan Voss, and Lila & Curtis Gottman.

Mayor Thompson called the work session to order at 6:34 p.m. A light dinner was served.

Ms. Lila Gottman said that the Adult Center kitchen was not adequate, they had freezer and refrigerator space issues. They also did not have enough space for the volunteers to prepare the food on the busiest days. She discussed possible solutions to the problem. They wanted to hire a consultant to come up with the best plan. They were not looking for the City to fund this. For a short term solution, they could expand the outside wall 10 feet.

Councilor Helbling wanted to know if they needed to look at all the programs of the Adult Center and see where they needed to expand or build a new facility. There was discussion regarding ideas for how they would expand, ownership of the building, and future facilities.

Ms. Gottman said they needed concrete information and before they spent money on a consultant they wanted to know if the City felt it was okay.

The consensus of the Council was that the Adult Center should hire a consultant.

Mayor Thompson adjourned the work session at 7:15 p.m.

**CANBY CITY COUNCIL
REGULAR MEETING MINUTES
February 7, 2007**

Presiding: Mayor Melody Thompson

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

Staff Present: Mark Adcock, City Administrator; John Kelley, City Attorney; John Williams, Community Development & Planning Director; Beth Saul, General Services Director; Greg Kroeplin, Chief of Police; Jorge Tro, Police Lieutenant; Kevin Cook, Associate Planner; Darwin

Tramel, WWTP Supervisor; Chris Macom, Police Officer; and Kim Scheafer, City Recorder Pro-Tem.

Others Present: Nick Netter, Anna Phillips, Steve St. Amand, Fred & Jan Reed, Eugene Wolf, Rick givens, Pat Sisul, Dan and Cliff Parsons.

CALL TO ORDER: Mayor Thompson called the Regular Meeting to order at 7:34 p.m. followed by the opening ceremonies.

COMMUNICATIONS: None.

CITIZEN INPUT & COMMUNITY ANNOUNCEMENTS: Anna Phillips, Executive Director of the Canby Adult Center, said that March was Meals on Wheels month. This year they were participating in the "Mayors March for Meals." The Mayor would help deliver meals on March 21. She invited other Council members to volunteer. They were trying to raise awareness of the program.

MAYOR'S BUSINESS: Mayor Thompson said that they had a work session before the Council meeting with the Adult Center Board in which they discussed hiring a consultant for space needs assessment for their facility. There would be an Iwo Jima flag raising ceremony on Saturday, February 24 at 10 a.m. She was invited to attend the first meeting of the task force for Canby Livability for arts related projects. The Council had expressed an interest in closing the Council vacancy process because they had some applicants.

Councilor Helbling thought they should close it that night.

Councilor Blackwell thought they should close it at the beginning of next week. The consensus of the Council was to have the deadline be Monday, March 12, at 5:00 p.m. The consensus was to have a Special Meeting on February 13 at 6:30 p.m. in the Council Chambers to interview and possibly appoint a new City Councilor.

COUNCILOR COMMENTS & LIAISON REPORTS: Councilor Helbling said Canby Business Development, Planning Commission, and Council would be meeting regarding the downtown and 99E design standards project. They had received another application for the last vacancy on the Planning Commission and an interview would be held next week.

Councilor Daniels reviewed how the Canby Livability Coalition property was purchased. They had discussed giving the money back to the coalition if nothing was done to the property, and he thought the City should retain the money for Parks. Council would discuss it further under new business. A few years ago he had attended a Ford Institute of Community Building workshop. A handout on healthy communities was given to the Council.

Councilor Blackwell said there would be Bingo at the Canby Adult Center on Saturday. A Habitat for Humanity auction was scheduled for February 10. A representative from the Clackamas County Veterans Service office would be at the American Legion from 9:00 a.m. to noon the fourth Tuesday of every month to assist veterans.

CONSENT AGENDA: **Councilor Daniels moved to approve the Accounts Payable of \$318,569.74; minutes of the January 17, 2007 City Council Work Session, Regular Meeting and Executive Session; the annual liquor license renewals; reappointment of John Byers and Scott Taylor to the Canby Utility Board for terms to expire on February 28, 2010; and appointment of Jared Taylor to the Planning Commission for a term to expire on December 31, 2009. Motion was seconded by Councilor Carson and passed 4-0.

PUBLIC HEARINGS: ANN 06-04 (Netter) –

Mayor Thompson read the public hearing format.

CONFLICT OF INTEREST:

Councilor Helbling - No conflict, plan to participate.

Councilor Carson - No conflict, plan to participate.

Councilor Daniels – No conflict, plan to participate.

Mayor Thompson - No conflict, plan to participate.

Councilor Blackwell - No conflict, plan to participate.

EX PARTE CONTACT:

Councilor Helbling – None.

Councilor Carson – Driven by the site, drew no conclusions.

Councilor Daniels – Driven by the site, drew no conclusions.

Mayor Thompson – Driven by the site, drew no conclusions.

Councilor Blackwell – Driven by the site, drew no conclusions.

STAFF REPORT: Kevin Cook, Associate Planner, said this was a request to annex a 1.95 acre lot into the City. If annexed, they planned to develop 12 new single family homes. Vehicle access would be through S. Fir Street. The applicant's conceptual plan was similar to Sequoia Place north of the parcel. The Planning Commission recommended approval 3-0. This would be placed on the May ballot if Council approved it. This was the second time the applicant was trying for annexation. It was voted down previously.

Mayor Thompson opened the public hearing at 7: 58 p.m.

PUBLIC TESTIMONY

APPLICANT: Nick Netter, resident of 2045 N. Walnut, said that he thought it was time to annex this property into the City. It was a small piece bordered by City limits on three sides.

PROPOSERS: None.

OPPOSERS: None.

REBUTTAL: None.

Mayor Thompson closed the public hearing at 8:00 p.m.

DISCUSSION: Councilor Carson said he thought it met all the criteria.

Councilor Helbling said the industrial park was starting to fill and that had been one of the deterrents to residential annexations.

****Councilor Daniels moved to approve ANN 06-04 and request that the City Attorney return with ballot title and language appropriate to forward the final decision to Canby voters in the Primary Election on May 15, 2007. Motion was seconded by Councilor Carson.**

Mayor Thompson said that she supported this annexation.

Motion passed 4-0.

ANN 06-05 (Parsons Family Trust) –

Mayor Thompson read the public hearing format.

CONFLICT OF INTEREST:

Councilor Helbling - No conflict, plan to participate.

Councilor Carson - No conflict, plan to participate.

Councilor Daniels – No conflict, plan to participate.

Mayor Thompson - No conflict, plan to participate.

Councilor Blackwell - No conflict, plan to participate.

EX PARTE CONTACT:

Councilor Helbling – Driven by the site, drew no conclusions.

Councilor Carson – Driven by the site, drew no conclusions.

Councilor Daniels – Driven by the site, drew no conclusions.

Mayor Thompson – No contact.

Councilor Blackwell – No contact.

STAFF REPORT: Mr. Cook said this was a request to annex 32.62 acres. If annexed, this parcel would be zoned M1, light industrial. The two parcels would be added to the Pioneer Industrial Park. The Planning Commission recommended approval 3-0. Staff felt there was a sufficient supply of industrial land, but the Planning commission felt the addition of industrial land would give the City the ability to extend infrastructure and help support the industrial tax base. This would also be placed on the May ballot should it be approved.

Councilor Helbling asked if the property fell into the boundary of the Urban Renewal District or the EID.

Mr. Cook said it was outside the Urban Renewal District, the taxes would go the General Fund.

Mayor Thompson opened the public hearing at 8:08 p.m.

PUBLIC TESTIMONY

APPLICANT: Rick Givens, a planning consultant, said he was working for the Parsons family. In regard to need, the property was important for service to the entire area, it afforded opportunities for a larger scale industry, and it had good access to Mulino Road.

PROPOSERS: None.

OPPOSERS: None.

REBUTTAL: None.

Mayor Thompson closed the public hearing at 8:11 p.m.

DISCUSSION: Councilor Carson said it met all the criteria and was needed.

Councilor Helbling said bringing this in now was a smart thing to do as there would be demand for it.

****Councilor Blackwell moved to approve ANN 06-05 and request that the City Attorney return with ballot title and language appropriate to forward the final decision to Canby voters in the Primary Election on May 15, 2007. Motion was seconded by Councilor Carson and passed 4-0.**

ZC 06-04 (Willow Creek Estates) –

Mayor Thompson read the public hearing format.

Councilor Wayne Oliver arrived at 8:14 p.m.

CONFLICT OF INTEREST:

Councilor Helbling - No conflict, plan to participate.

Councilor Carson - No conflict, plan to participate.

Councilor Daniels – No conflict, plan to participate.

Mayor Thompson - No conflict, plan to participate.

Councilor Oliver – No conflict, plan to participate.

Councilor Blackwell - No conflict, plan to participate.

EX PARTE CONTACT:

Councilor Helbling – No contact.

Councilor Carson – No contact.

Councilor Daniels – No contact.

Mayor Thompson – No contact.

Councilor Oliver – No contact.

Councilor Blackwell – Driven by the site, drew no conclusions.

STAFF REPORT: Mr. Cook said this was a request to change the zoning of a 330 foot section, or 1.3 acres, of a 4.86 acre tax lot located at 1592 S Ivy. The current zoning was R1, and they wanted to change it to R1.5. The property to the south and north was unannexed farm land. Staff and the Planning Commission recommend approval. If approved, they would build eight townhouse units. Subdivision of this property was approved by the Planning Commission conditioned on the outcome of this request.

Mayor Thompson opened the public hearing at 8: 21 p.m.

PUBLIC TESTIMONY

APPLICANT: Pat Sisul of Sisul Engineering said that he was representing Mr. Tom Scott. This R1.5 area was added to the Comprehensive Plan in 2001 as part of Periodic Review. The Comprehensive Plan identified clustering of a denser portion of development along S Ivy south of 13th Avenue. There was very little R1.5 land in the City, and this would help provide needed variety in housing types. Approval would support the Comp Plan by encouraging modest increase in density and discouraging urban sprawl. Timing was appropriate because the property was proposed for development at this time. It met all other requirements.

Councilor Helbling asked if the intent was to have an entrance on Ivy or one tied into Tofte Farms. Mr. Sisul explained where the roads were planned.

PROPONENTS: None.

OPPONENTS: None.

REBUTTAL: None.

Mayor Thompson closed the public hearing at 8:27 p.m.

DISCUSSION:

Ordinance 1231- ** Councilor Carson moved to approve Ordinance 1231, AN ORDINANCE AMENDING THE ZONING MAP OF THE CITY OF CANBY, CLACKAMAS COUNTY, OREGON FOR TAX LOT 5200 OF TAX MAP 4-1E-04DA to come up for second regarding on February 21, 2007. Motion was seconded by Councilor Daniels.

Councilor Carson said the property had been in the City limits for several years. It would give them eight lots immediately which was needed.

Motion passed 5-0.

RESOLUTIONS & ORDINANCES:

Ordinance 1229 – ****Councilor Daniels moved to approve Ordinance 1229, AN ORDINANCE AUTHORIZING THE MAYOR AND CITY ADMINISTRATOR TO EXECUTE A CONTRACT WITH CYNTHIA THOMPSON OF BCB CONSULTING FOR PROFESSIONAL SERVICES FOR INTERIM MANAGEMENT OF CANBY AREA TRANSIT SERVICE; AND DECLARING AN EMERGENCY. Motion was seconded by Councilor Helbling and passed 5-0 by roll call vote.**

Ordinance 1230 – Mark Adcock, City Administrator, said this purchase had been approved in the budget. The lowest bid was \$21,995.00.

****Councilor Helbling moved to approve Ordinance 1230, AN ORDINANCE AUTHORIZING THE MAYOR AND CITY ADMINISTRATOR TO EXECUTE A CONTRACT WITH PAPE MATERIAL HANDLING OF TIGARD, OREGON FOR THE PURCHASE OF A NEW HYSTER H50-FT FOR THE CANBY WASTEWATER TREATMENT DEPARTMENT; AND DECLARING AN EMERGENCY to come up for second regarding on February 21, 2007. Motion was seconded by Councilor Carson and passed 5-0.**

NEW BUSINESS: Discussion Regarding Canby Livability Coalition – Councilor Daniels read from the agreement with the Coalition. He was not opposed to the plan, but if it failed he thought the money should go back into the Park fund.

Councilor Helbling said the funds being raised were not necessarily for the purchase of the property but to be put in the Parks budget. He agreed that the money should stay in the Parks fund and not be refunded.

Councilor Carson said he did not feel the money should be given back either.

Councilor Oliver said he thought the money should stay in the Parks fund.

Mr. Helbling said that the agreement the Canby Livability Coalition signed was for the City to purchase the property and they would raise money equal to half the value of the property and donate that to the Parks fund.

Councilor Blackwell said she would go along with the rest of the Council.

Councilor Daniels said they did not want to put a damper on the project and they would be happy to help in any way.

Mayor Thompson said people donated the money for Parks and they had an obligation to do what was intended with the money regardless of who collected it.

CITY ADMINISTRATOR'S BUSINESS & STAFF REPORTS: Early Replacement of Police Motorcycle – Mr. Adcock said they had a BMW police motorcycle that was approaching five years of age and was scheduled to be replaced in July but it needed to be replaced sooner.

Greg Kroeplin, Chief of Police, said they were having severe mechanical problems with the motorcycle. It would need another \$3,000 worth of work and he was not convinced that would fix it. It was a vital function of the Police Department. The firm that did the repairs on the motorcycle would purchase it for \$1,000 to part it out. These were unforeseen conditions and they had not anticipated these problems.

Councilor Daniels asked if the new bike was one that was used in most police forces.

Chief Kroeplin said they had done a lot of research and the Honda was one that a lot of departments were going to. The BMW was used more in counties where it was doing a lot of highway driving.

Councilor Helbling wondered if there would be a better way of gaining revenue from the parts of the old bike. Mr. Adcock said that they would dispose of the property to the most economic enhancement of the City.

****Councilor Helbling moved that the City Council support the purchase of a 2006 Honda ST1300 PA Police Motorcycle from Taylor Honda in the amount \$14,299.00 and an additional \$9,700.00 be used to equip the motorcycle through Auto Additions. Motion was seconded by Councilor Carson and passed 5-0.**

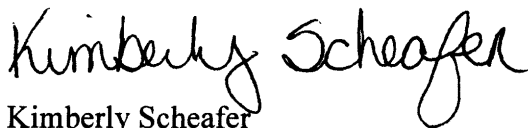
CITIZEN INPUT: None.

ACTION REVIEW:


1. Approved the consent agenda.
2. Approved ANN 06-04 and ANN 06-05 and the City attorney would bring back ballot language for both in a subsequent meeting.
3. Approved ZC 06-04.
4. Approved Ordinance 1229 on second reading.
5. Approved Ordinance 1230 to come up for second reading on February 21, 2007.
6. Approved Ordinance 1231 to come up for second reading on February 21, 2007.
7. The City would retain the \$35,000.00 donated by the Canby Livability Coalition and the City Attorney would communicate that to them next week.
8. Approved the early replacement of the police motorcycle.

There was no Executive Session.

Mayor Thompson adjourned the Regular Meeting at 8:50 p.m.



Kimberly Scheafer
City Recorder Pro Tem



Melody Thompson
Mayor

Assisted with Preparation of Minutes – Susan Wood