

**CANBY CITY COUNCIL
WORK SESSION MINUTES
April 4, 2007**

Presiding: Mayor Melody Thompson

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

Staff Present: Mark Adcock, City Administrator; John Williams, Community Development & Planning Director; Beth Saul, General Services Director; Chaunee Seifried, Finance & Court Services Director; Greg Kroeplin, Chief of Police; and Kim Scheafer, City Recorder Pro-Tem.

Others Present: None.

Mayor Thompson called the Work Session to order at 6:45 p.m. in the City Hall Conference Room. A light dinner was served.

The Council discussed revisions that had previously been made to the goals document.

Mark Adcock, City Administrator, said a work plan would be brought back to the Council detailing how each goal would be addressed over the next 12 months. The work plan would be drafted around the budget. He wanted to go back to having a mid-year budget and goals review, as it heightened the Council and staff's awareness as to where they were with budget implementation in terms of revenues and expenses.

Councilor Carson said he would like to see five year goals for each department. This was not one they had to budget to; it was what staff would like to see in the future.

Goal 1 – The Council agreed to have the word “sustainable” removed from this goal.

The last sentence in the Statement of Need for Land Use and Master Planning was changed to read “As appropriate, citizen surveys can also help staff and the Mayor and Council to be in touch with citizen concerns as these master plans are created.

Mr. Adcock said when staff reported on what had been done so far to implement capital improvements; they would bring them another plan to show what the capital improvements would be in the future. It was a way to prioritize the projects if funding became available.

There was discussion regarding Senator Schrader's proposal to remove 100 million dollars from economic development. Councilor Helbling would discuss the issue with the senator.

Mr. Adcock said he would work with staff to develop action items for each goal and bring them back to the Council at a future date.

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

**CANBY CITY COUNCIL
REGULAR MEETING MINUTES
April 4, 2007**

Presiding: Mayor Melody Thompson

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

Staff Present: Mark Adcock, City Administrator; John Kelley, City Attorney; John Williams, Community Development & Planning Director; Matilda Deas, Project Planner; Melissa York, Office Specialist; Judi Christiansen, Office Specialist; and Kim Scheafer, City Recorder Pro-Tem.

Others Present: Bev Doolittle, Dr. Michael Vissers, Dr. Michael & Dixie Harms, Scott Harms, Clay Baggerly, Jim Newton, Janet Milne, Randy & Shirley Tessman, Ted Kunze, Troy Buzalsky, Leonard Walker, Marlene Elmore, Robert Backstrom, Gail Johnson, Max & Charlotte Ward, Cherrol Pacholl, Mary Balcom, Bruce & Barbara Lebaron, David Schindler, Ronald & Connie Pace, Frank Lehnell, Tom Olson, Evelyn Delker, Morgan Christiansen, Ken Kepelli, Scott Vandecoevering, Jack Pendleton, Tony Caragol, Job & Elizabeth Cacka, and Steve St. Amand.

CALL TO ORDER: Mayor Thompson called the Regular Meeting to order at 7:36 p.m. followed by the opening ceremonies.

Employee of the Month Presentation February 2007- Mark Adcock, City Administrator, presented Melissa York, City Hall Office Specialist, with an Employee of the Month certificate for February 2007.

Hometown Hero Presentations – Dr. Michael Vissers, President of the Chamber of Commerce, described what a Hometown Hero was. Mayor Melody Thompson presented Dr. Michael Harms and Clay Baggerly with Hometown Hero certificates for the rescue of Chennel Meyers.

COMMUNICATIONS: None.

CITIZEN INPUT & COMMUNITY ANNOUNCEMENTS: Bev Doolittle, Executive Director for the Chamber of Commerce, handed out the Canby Community Tourism Action Plan and asked the Council for a letter of support. Council consensus was to make a decision at the April 18 City Council Meeting.

Tom Olson, Stand for Children, said at the last meeting he asked for Council endorsement of Senate Bill 366 which would establish an impact fee for local schools. The Homebuilders Association had proposed an alternative bill and negotiations were in progress. It proposed a construction excise tax applied to both residential and commercial development. He suggested that the Council defer action on 366 until they knew more about SB 1036.

Mayor Thompson said that SB 366 was being taken off the agenda.

MAYOR'S BUSINESS: Mayor Thompson said that the Mayor's Prayer breakfast was on May 3 at 6:30 a.m. at Cutsforth's Thriftway Old Town Hall.

COUNCILOR COMMENTS & LIAISON REPORTS: Councilor Blackwell said the Canby Adult Center was conducting interviews for the Director position.

Councilor Daniels said the first City Budget Committee meeting would be on April 25. If anyone wanted to participate on the Budget Committee, they should turn in their application to City Hall. They had one opening on the committee.

Councilor Helbling said the design charrette had gone well and had good participation.

CONSENT AGENDA: ****Councilor Daniels moved to approve the Accounts Payable of \$248,511.83; minutes of the March 14, 2007 City Council Work Session, minutes of the March 21 City Council Regular Meeting and Executive Session; and a change of ownership liquor license for TNT Market. Motion was seconded by Councilor Carson and passed 5-0.**

RESOLUTIONS & ORDINANCES: Resolution 948 – ****Councilor Carson moved to approve Resolution 948, A RESOLUTION ESTABLISHING NEW SALARY COMPENSATION SCHEDULES FOR MANAGEMENT LEVEL EMPLOYEES OF THE CITY OF CANBY, AND DIRECTING THE CITY ADMINISTRATOR TO PLACE INCUMBENT EMPLOYEES WITHIN THE APPROPRIATE CLASSIFICATION. Motion was seconded by Councilor Daniels and passed 5-0.**

Resolution 949 – ****Councilor Carlson moved to approve Resolution 949, A RESOLUTION ESTABLISHING ADDITIONAL NON-SALARY BENEFITS FOR MANAGEMENT LEVEL EMPLOYEES FOR THE CITY OF CANBY, OREGON. Motion was seconded by Councilor Carson and passed 5-0.**

Ordinance 1232 – ****Councilor Helbling moved to approve Ordinance 1232, AN ORDINANCE AUTHORIZING THE MAYOR AND CITY ADMINISTRATOR TO EXECUTE AMENDMENT NO. 1 TO THE AGREEMENT FOR ENGINEERING SERVICES WITH CURRAN-McLEOD, INC. CONSULTING ENGINEERS FOR DESIGN AND CONSTRUCTION ENGINEERING OF SOUTH BERG PARKWAY EXTENSION; AND DECLARING AN EMERGENCY. Motion was seconded by Councilor Carlson and passed 5-0 by roll call vote.**

Ordinance 1237 – ****Councilor Daniels moved to approve Ordinance 1237, AN ORDINANCE AMENDING TITLE 16 OF THE CANBY MUNICIPAL CODE, ADOPTING TEXT AMENDMENT 07-01, AND ADOPTING THE PLANNING COMMISSION'S FINDINGS OF FACT. Motion was seconded by Councilor Helbling and passed 5-0 by roll call vote.**

NEW BUSINESS: Discussion Regarding North Baker Drive – Matilda Deas, Project Planner, gave a presentation on the area in question. In November 2005 the City received a petition to

close the road because of safety and traffic issues. Truck traffic was also a concern. There was a lot of discussion regarding making it a one-way street going southbound or making it a two-way street. Upon further investigation, it was discovered that the turning radius did not meet with City standards. The traffic engineer thought their only options were to close it or make it a one-way function. The City now had a road that did not meet safety standards or designs.

Randy Tessman did a PowerPoint presentation which showed the existing conditions of the road. The neighbors still wanted to close the road. They would also accept the one-way option. The business owners nearby wanted it two-way, and the Riverside Neighborhood Association voted against closing it or making it a one-way, but they had not asked the neighbors affected to attend the meeting.

John Kelley, City Attorney, said that the City was now on notice that if they put a two-way street in they would be in violation of the street standards. If they were to leave it as it was they could potentially open themselves up to a lawsuit. He thought the Council had two options. They could put in signs or either close it or make it a one-way south. It would be difficult to acquire the property they needed to align the intersection to make it a functional two-way street.

Laney Fouse said she was representing Ray Lawrence, the property owner adjacent to Johnson Controls. He was willing to sell his property and make the street a safe place.

Robert Backstrom said he was on the Traffic Safety Commission, chair of the Riverside Neighborhood Association, and on the Street Maintenance Task Force. On March 15 the Riverside Neighborhood Association had voted to keep North Baker Drive open for two-way traffic. They did not see any evidence of a problem. They thought they could use speed bumps and lights and thought the curve was safe. They did not want the problems to move to Cedar.

Ronald Pace said he lived on Cedar Street and did not think it was a good idea to have traffic rerouted there as the street was in need of repair. It would increase traffic and safety issues in the area, especially around the school.

Shirley Tessman said if the observation was correct that Mr. Backstrom had done then there would not be a large impact on Cedar Street. The meetings with the Planning Commission and with Mr. Westcott had been open meetings. She wanted the children and elderly in her neighborhood to be safe.

Jack Pendleton said he was on the Street Maintenance Task Force Committee. He was concerned about expenditures of scarce funds. He was in favor of a street maintenance fee and had never seen a comprehensive plan of where the traffic calming ought to be. There were many neighborhoods with safety issues, and he was concerned about fairness.

Elizabeth Cacka said she lived across the street on the corner in question. The speeding had gotten worse and she was concerned about the property values decreasing.

Janet Milne said she first became aware of the issue on North Baker Drive six weeks ago. She started taking that route to visit her mother at different times of the day and evenings. In 34 trips she encountered two vehicles. She was aware that the Traffic Safety Commission had monitored

the route as well and found the same thing, minimal traffic. The street had always been a hazard and there were many streets around town that had the same hazards. On the list of priorities for addressing traffic issues North Baker Drive, with its minimal traffic, did not belong on the top of the list. Many times the findings of committees were ignored or disregarded because the Traffic Safety Commission had studied the issues on North Baker Drive and those findings had been ignored. If the Council found that a change was needed, they should commission a professional traffic study which would show them what the true extent of the problem was and what was the most cost effective and least disruptive solution was for that problem.

Dan Ewert said this was not a street and he was not sure if it was ever intended to be a street. This property was attached to the property he presently owned. It was an access road that had become a street. He thought the City had an opportunity to take care of business that was long overdue. It was a piece of City owned property that was being used improperly. It was more of a maintenance issue rather than a safety issue. The street could be closed with signage for emergency vehicle traffic only or open to pedestrian traffic.

Marlene Elmore, Chair of the Traffic Safety Commission, said they had met and wanted to reiterate it was unanimous to keep the road as is. If they decided to close the street they needed to look at Cedar Street and put traffic calming devices on the street.

Mayor Thompson recessed the Regular Meeting at 9:20 for a break and reconvened at 9:28 p.m.

Pat Ewert said that the hedge had been lowered for better visibility. She appreciated the neighborhood and they did not think it would be this big of a deal.

Leonard Walker said he wanted to express his opposition to any change on North Baker Drive. There was very little traffic and it appeared the only solution would be signs and enforcement of the signs.

Gail Johnson said she had lived on North Baker Drive for 31 years. They had the largest landslide of any of the houses on the street. To increase traffic or trucks would not be good because of the loose soil. The most cost effective would be to close the road.

Job Cacka handed out a picture of a street sign that was used in Tualatin as a good example of what signage they might use. They should have truck route signs. If a traffic study was done then a geological study also needed to be done since the soil was so sandy and there were spots of standing water on the road.

Mayor Thompson asked if a traffic study had been done.

Ms. Deas said yes and at that time the road was rated as average traffic and if it was closed the traffic would be routed to Holly or Cedar Street.

Mayor Thompson asked about the traffic calming study.

Ms. Deas said they had meetings with the four sections of the community and they listed their needs and prioritized them. They have worked on finding funding for them.

Councilor Helbling asked about the cost of speed tables and if the neighborhood could raise the funds for them. He asked for staff to come back with information on how much it would cost to make the street one-way and what the cost would be for truck route signage. He also wanted to look at historical minutes on the subject. He did not think the geotechnical study was necessary if there would be no trucks going on the road. It was important for citizens to understand that committees were advisory bodies and the elected officials made the decision. It was not that they were ignoring or disrespecting, but the Council had to make the decision as they could be held liable.

Council consensus was to have staff come back with the information that Councilor Helbling requested.

Councilor Carson thought they also needed to hear from the business owners. He also said if signage did not slow it down, then they could put speed humps there as well.

Councilor Daniels said he lived on Ash Street, and there was a lot of truck traffic turning left onto Knights Bridge Road that was unsafe.

Council consensus was to have staff review the truck routes with the Planning Commission.

Councilor Blackwell said she would like to continue the discussion to another meeting.

Councilor Carlson said he was going to be looking at it from a safety issue rather than a convenience issue.

Mr. Kelley said he thought the Council should consider the cost for the option of closing the road.

Council consensus was that it was not an option to close the road.

Mayor Thompson said in regard to pushing the problem onto Cedar and making it unsafe around the school, they had heard the same safety concerns around other schools. They would take measurable impacts into consideration and try to do specific things to make it safer. The biggest solution would be looking at the Transportation System Plan and improving the Arndt Road Bridge to help the area.

The consensus was to table the discussion to the May 2 City Council meeting.

Request for Water Service at 1575 N Pine Street – John Williams, Community Development & Planning Director, said the applicant was looking for a water connection to the existing water lines. This was currently a dead end line that had still water problems, which would be alleviated by granting this connection. The applicant was adding square footage to his house and the well was in the way. The well could not be relocated due to the drain field on the property.

Councilor Carson said the property could not be subdivided, there was no main line so if it was developed, they would have to put in a bigger connection at that time, and the applicant was willing to annex in if the neighbors decided to annex.

****Councilor Helbling moved to approve the extension of water service to 1575 N Pine Street and approve a letter from the Mayor requesting the County's concurrence on the extension. Motion was seconded by Councilor Blackwell.**

Councilor Daniels said he was concerned about connecting folks outside the City.

Councilor Carson said it was outside the City limits but inside a known area that would develop, and it would be hooked to the line that was there.

Councilor Helbling said this would be to their benefit to fix the still water problem.

Motion passed 5-0.

CITY ADMINISTRATOR'S BUSINESS & STAFF REPORTS: None.

CITIZEN INPUT: None.

ACTION REVIEW:

1. Approved the consent agenda.
2. Approved Resolution 948.
3. Approved Resolution 949.
4. Approved Ordinance 1232 on second reading.
5. Approved Ordinance 1237 on second reading.
6. Continue discussion on North Baker Drive to May 2, 2007.

****Councilor Daniels moved to go into Executive Session pursuant to ORS 192.660(2) (d) Labor Negotiations. Motion was seconded by Councilor Carson and passed 5-0.**

Mayor Thompson read the Executive Session format and recessed the Regular Meeting at 10:20 p.m.

Mayor Thompson reconvened the Regular Meeting at 10:45 p.m. and immediately adjourned.

**CANBY CITY COUNCIL
EXECUTIVE SESSION
April 4, 2007**

Presiding: Mayor Melody Thompson

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

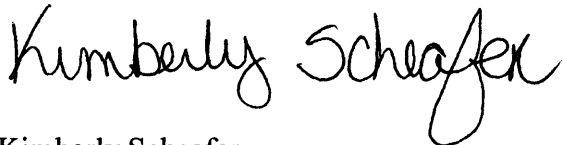
Staff Present: Mark Adcock, City Administrator; John Kelley, City Attorney; Chaunee Seifried, Finance & Court Services Director; and Amanda Klock, Human Resources Director.

Others Present: Mike Swanson

Mayor Thompson called the Executive Session to order at 10:25 p.m. in the City Hall Conference Room.

ORS 192.660(2) (d) Labor Negotiations – The Council discussed AFSCME labor negotiations. Negotiations would be continued and further discussed at a future Executive Session.

Mayor Thompson adjourned the Executive Session at 10:45 p.m.



Kimberly Scheafer
City Recorder Pro Tem



Melody Thompson
Mayor

Assisted with Preparation of Minutes – Susan Wood