

**CANBY CITY COUNCIL
REGULAR MEETING MINUTES
August 3, 2005**

Presiding: Mayor Melody Thompson

Council Present: Roger Harris, Walt Daniels, Georgia Newton, Wayne Oliver, Teresa Blackwell and Randy Carson.

Staff Present: Mark Adcock, City Administrator; John Kelley, City Attorney; John Williams, Community Development & Planning Director; Margaret Yochem, Transit & General Services Director; Ken Pagano, Police Chief; Greg Kroeplin, Police Lieutenant; Marty Moretty; Library Office Supervisor; and Kim Scheafer, City Recorder.

Others Present: Mark Greenfield, Teresa Thompson, and Madeline Henderson.

CALL TO ORDER: Mayor Thompson called the regular meeting to order at 7:37 p.m., followed by the opening ceremonies.

Friends of the Canby Public Library Appreciation Month Proclamation – Mayor Thompson read a proclamation proclaiming August as Friends of the Canby Public Library Appreciation Month and presented it to Teresa Thompson.

Councilor Newton said Ms. Thompson had done a good job putting the book sales together. She wanted to have Ms. Thompson tell the Friends thanks and they showed what working together could do.

COMMUNICATIONS: None.

CITIZEN INPUT & COMMUNITY ANNOUNCEMENTS: None.

MAYOR'S BUSINESS: Mayor Thompson said she wanted to thank the Police Department for the National Night Out that was held last night. It was well attended.

She had attended an Economic Development conference with members from Canby Utility Board and the Utility was interested in how they could partner in the City's economic development commitment. The Utility needed to be brought up to speed about economic development. She thought they should formulate a Prospect Response Team and the Utility could be part of that. She asked staff to prepare a two page recap of the Economic Development Plan.

Councilor Carson said that the Council needed to be updated on the status of Canby Utility's infrastructure and investments today. Councilor Daniels thought this information would be beneficial to the general public.

COUNCILOR COMMENTS & LIAISON REPORTS: Councilor Harris said that the NE Neighborhood Association met and Mr. Williams did a presentation on the need for a street maintenance fee. Mr. Tom Scott, a developer, had also done a presentation on annexations and why some had failed.

Councilor Daniels said the Transit Advisory Committee cancelled their August meeting.

Mayor Thompson said that Nancy Wilmes from the Sister City Association had delivered a ceramic cat which represented friendship.

Councilor Oliver said the Rotary 3 on 3 basketball was held last weekend.

Councilor Blackwell thanked Mr. Williams and Mr. Scott for speaking at the neighborhood association meeting. She also attended the Rotary event.

Councilor Carson said the public support on the basketball tournament was great.

Mayor Thompson asked those who attended the neighborhood association meeting if there was anything the Council needed to do from discussions out of that meeting. Councilor Carson thought they needed some meetings with the Fire Department and Utility Board to facilitate information regarding the condition of City services to dispel some rumors. Councilor Harris said that he would like to know the balance on the SDC's when a new home was built. There had been a lot of discussion on zoning and zone changes.

Mayor Thompson said that citizens had a lot of perceptions that the City was the Fire Department, School District, Utility Board and when they were asked a question, they could respond as the head of those organizations. They should work closely together with them. They needed to do better in communicating information to the citizens. Councilor Harris wanted to encourage the existing neighborhood associations and more associations to be organized because it was a great place to provide information and get feedback from people who were genuinely interested. Councilor Newton thought they could have town hall meetings as well.

CONSENT AGENDA: **Councilor Blackwell moved to approve Accounts Payable of \$307,157.74, Minutes of the July 6 City Council Regular Meeting, Minutes of the July 12 City Council Workshop, Minutes of the July 14 City Council Workshop, and Minutes of the July 20 City Council Regular Meeting. Motion was seconded by Councilor Carson and passed 6-0.

RESOLUTIONS & ORDINANCES: Resolution 903 – John Williams, Community Development & Planning Director, said that the perpetual care side of the cemetery operations was not adequately funded. The on-going care costs were also not adequately funded. They had to balance sales against cost recovery. The fees would go into effect in September and the fee increases would add approximately \$25,000 per year towards perpetual care and \$13,000 per year toward on-going operations.

****Councilor Harris moved to adopt Resolution 903, A RESOLUTION SETTING PRICES AND RATES FOR SERVICES AND SPACES PROVIDED AT ZION MEMORIAL CEMETERY. Motion was seconded by Councilor Blackwell and passed 6-0.**

Resolution 904 – Mr. Williams said they were proposing that the rates would go into effect September 1. The fee would increase 4% a year over the next three years to recover the increase of operating costs.

****Councilor Harris moved to adopt Resolution 904, A RESOLUTION PRESCRIBING MONTHLY RATES TO BE CHARGED FOR SANITARY AND STORM SEWER SERVICE. Motion was seconded by Councilor Carson and passed 6-0.**

Resolution 905 – Mr. Adcock said this resolution adjusted the salary schedule by 2.5%.

****Councilor Carson moved to adopt Resolution 905, A RESOLUTION AMENDING SALARY COMPENSATION SCALES FOR MANAGEMENT LEVEL EMPLOYEES FOR THE CITY OF CANBY, OREGON PREVIOUSLY ADOPTED BY RESOLUTION 895. Motion was seconded by Councilor Blackwell and passed 6-0.**

Resolution 906 – Mr. Williams said there were three different SDC's that were affected: sanitary sewer, transportation, and storm drainage. Mayor Thompson asked about when they last did an SDC analysis and did they know where Canby's range fell in comparison with other cities. Mr. Williams said they were at the bottom and the proposed fees brought them to the middle.

****Councilor Daniels moved to adopt Resolution 906, A RESOLUTION AMENDING CANBY'S SYSTEM DEVELOPMENT CHARGES TO ACCOUNT FOR INFLATION. Motion was seconded by Councilor Harris and passed 6-0.**

Ordinance 1183 – John Kelley, City Attorney, said the first ordinance adopted the exceptions to the goals and set forth the findings of fact, and the second ordinance amended the Urban Growth Boundary to include the subject property and findings of fact to support it.

Mayor Thompson said that it was not unusual to have someone else write the findings and it was allowed by the code.

Councilor Harris said when they voted after the public hearing the issue they were voting on boiled down to whether the land was irrevocably committed to development. That issue was resolved by the vote of the Council and now they were accepting the findings of fact.

Mr. Williams said this vote would be making their final decision on the application.

****Councilor Carson moved to approve Ordinance 1183, AN ORDINANCE ADOPTING FINDINGS OF FACT AND CONCLUSIONS OF LAW, APPROVING A COMPREHENSIVE PLAN AMENDMENT INCLUDING STATEWIDE PLANNING GOAL EXCEPTIONS, AND AMENDING THE COMPREHENSIVE PLAN MAP AND THE ZONING MAP OF THE CITY OF CANBY, CLACKAMAS COUNTY, OREGON,**

FOR LAND USE PLANNING APPLICATION NO. ZC 03-02/CPA 03-02 REGARDING TAX LOT 800 OF MAP 3-1E-32AA, TAX LOTS 100, 200 AND 1700 OF MAP 3-1E-32AD, TAX LOTS 300 AND 501 OF MAP 3-1E-33BB AND TAX LOT 6600 OF MAP 3-1E-33BC; NORTHWOOD INVESTMENTS, APPLICANT to come up for second reading on August 17, 2005. Motion was seconded by Councilor Daniels.

Mayor Thompson asked if people who were not there at the original hearing could vote. Attorney Kelley said they could abstain or vote if they put on record that they reviewed the past hearing.

Councilor Oliver said he had gone over the material and minutes and was up to speed on it.

Motion passed 4-2 with Councilors Harris and Blackwell opposed.

Ordinance 1184 – ****Councilor Carson moved to approve Ordinance 1184, AN ORDINANCE ADOPTING FINDINGS OF FACT AND CONCLUSIONS OF LAW, APPROVING A COMPREHENSIVE PLAN AMENDMENT INCLUDING STATEWIDE PLANNING GOAL EXCEPTIONS, AND AMENDING THE URBAN GROWTH BOUNDARY OF THE CITY OF CANBY, CLACKAMAS COUNTY, OREGON, FOR LAND USE PLANNING APPLICATION NO. ZC 03-02/CPA 03-02 REGARDING TAX LOT 800 OF MAP 3-1E-32AA, TAX LOTS 100, 200 AND 1700 OF MAP 3-1E-32AD, TAX LOTS 300 AND 501 OF MAP 3-1E-33BB AND TAX LOT 6600 OF MAP 3-1E-33BC; NORTHWOOD INVESTMENTS, APPLICANT to come up for second reading on August 17, 2005. Motion was seconded by Councilor Daniels and passed 4-2 with Councilors Harris and Blackwell opposed.**

NEW BUSINESS: City Costs Associated with Development - Mr. Williams said that trying to figure out the impact that any additional house made was a challenge. They could look at the tax base and look at who used what services. Mr. Adcock said this was a financial analysis and there might be a standard methodology. They would do their best, but it would be unique to Canby as expenses were outpacing revenues. They would investigate it further.

Councilor Harris said he would hate to see staff take on something that might be too big of a question. He hated to add a major burden. Mr. Adcock said that staff would come back to Council.

Councilor Carson said they could use the information for annexation discussions.

CITY ADMINISTRATOR'S BUSINESS & STAFF REPORTS: Request for Building Improvements at Canby Adult Center – Margaret Yochem, Transit & General Services Director, said that she had been asked for some of the capital reserve money to be used for remodeling at the Canby Adult Center. The large office that was used by three employees did not conform to HIPA laws for the Client Services Coordinator. The money was currently in reserves for a new roof in the future. Ms. Yochem wanted to go back out to bid because the bids were outdated.

Councilor Carson said there was not any money given to the Canby Adult Center in the budget this year. He thought it was the City's responsibility to help them maintain the facility.

Mr. Adcock said that staff was asking for \$3,000 to be extracted from the reserve. It took Council action to take the money out of the reserve account.

****Councilor Carson moved to allow staff to draw down on the reserve fund for the Adult Center to remodel the office for the Client Services Coordinator. Motion was seconded by Councilor Blackwell.**

Mr. Adcock said if he was uncomfortable with the amount of money he would come back to Council.

Motion passed 6-0.

Ms. Yochem said that the restrooms would be installed on August 9 at the Transit Center.

CITIZEN INPUT: None.

ACTION REVIEW:

1. Approving the consent agenda.
2. Approving Resolution 903.
3. Approving Resolution 904.
4. Approving Resolution 905.
5. Approving Resolution 906.
6. Approving Ordinance 1183 to come up for second reading on August 17, 2005.
7. Approving Ordinance 1184 to come up for second reading on August 17, 2005.
8. Investigating the methodology regarding costs associated with development.
9. Authorizing the use of \$3,000 out of the capital reserve account for improvements at the Adult Center.

****Councilor Blackwell moved to go into Executive Session pursuant to ORS 192.660(2)(i) performance evaluation of public officer and ORS 192.660(3) labor negotiations. Motion was seconded by Councilor Carson and passed 6-0.**

Mayor Thompson read the Executive Session format and recessed the regular session at 8:55 p.m.

Mayor Thompson reconvened the Regular Meeting at 10 p.m.

The Council discussed the City Administrator's request for compensation proposal presented in Executive Session. A discussion took place regarding the need to establish a universal Council policy regarding compensation for all employees, and the Council's concerns about the City's ability to fund future compensation requests given recent serious financial forecasts.

It was agreed that granting of compensation requests of management and executive staff in this meeting essentially resolved the issue brought forth by staff that the management group should be treated equitably with the bargaining units in these areas. It was expected that future discussions with labor negotiators, City Administrator Adcock and the City Council would formulate a comprehensive policy for the future interests of the City.

The consensus of the Council was to continue to work toward a policy that provided equity among all employee groups and yet addressed serious questions of the City's capability to fund employee compensation and benefits requests in the future.

****Councilor Oliver moved to give the City Administrator a 7.5% wage increase consisting of a 2.5% COLA, retroactive to July 1, 2005, and a 5% merit increase, retroactive to June 21, 2005. Motion was seconded by Councilor Harris and passed 6-0.**

Mayor Thompson adjourned the Regular Meeting at 10:15 p.m.

**CANBY CITY COUNCIL
EXECUTIVE SESSION
August 3, 2005**

Presiding: Mayor Melody Thompson

Council Present: Roger Harris, Walt Daniels, Georgia Newton, Wayne Oliver, Teresa Blackwell and Randy Carson.

Staff Present: Mark Adcock, City Administrator

Others Present: None.

Mark Adcock, City Administrator, requested an Executive Session to discuss labor negotiations. Council agreed to hold negotiations in Executive Session.

Mayor Thompson called the Executive Session to order at 8:58 p.m.

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

ORS 192.660(3) – The Council discussed labor negotiations with the City Administrator.

Mayor Thompson adjourned the Executive Session at 9:55 p.m.


Kimberly Scheafer
City Recorder Pro Tem


Melody Thompson
Mayor

**CANBY CITY COUNCIL
SPECIAL MEETING MINUTES
July 27, 2005**

Presiding: Mayor Melody Thompson

Council Present: Roger Harris, Walt Daniels, Georgia Newton, Wayne Oliver, Teresa Blackwell and Randy Carson.

Staff Present: Mark Adcock, City Administrator; John Williams, Community Development & Planning Director; Library & Parks Director Beth Saul; and Joyce Peters, Office Specialist.

Others Present: Catherine Comer, Jason Padden, Ernie Laitinen, and Lisa Weygandt.

CALL TO ORDER: Mayor Thompson called the Special Meeting to order at 8:04 p.m. after an Urban Renewal Agency Special Meeting.

CITIZEN INPUT & COMMUNITY ANNOUNCEMENTS: None.

RESOLUTIONS & ORDINANCES: Resolution 905 – Mayor Thompson said this had been moved to the August 3 City Council Meeting.

****Councilor Blackwell moved to go into executive session pursuant to ORS 192.660(2)(i) performance evaluation of public officer and ORS 192.660(3) labor negotiations. Motion was seconded by Councilor Carson and passed 6-0.**

Mayor Thompson read the Executive Session format and recessed the Special Meeting at 8:06 p.m.

**CANBY CITY COUNCIL
EXECUTIVE SESSION
July 27, 2005**

Presiding: Mayor Melody Thompson

Council Present: Roger Harris, Walt Daniels, Georgia Newton, Wayne Oliver, Teresa Blackwell and Randy Carson.

Staff Present: Mark Adcock, City Administrator; John Williams, Community Development & Planning Director; and Chaunee Seifried, Finance & Court Services Director.

Others Present: Steve St. Amand and Steve Mayes.

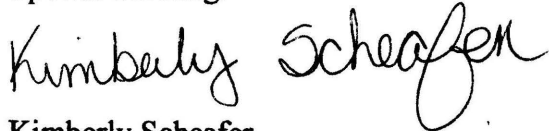
John Williams, representative for the management level staff, requested an Executive Session to discuss labor negotiations. Council agreed to hold negotiations in Executive Session.

Mayor Thompson called the session to order at 8:07 p.m.

ORS 192.660(3) – The Council discussed labor negotiations regarding management level staff.

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

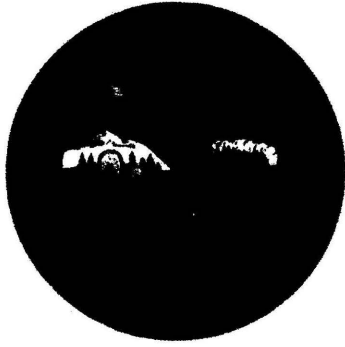
Mayor Thompson adjourned the executive session at 9:45 p.m. and immediately adjourned the Special Meeting.



Kimberly Scheafer
City Recorder Pro Tem



Melody Thompson
Mayor



OFFICE OF THE MAYOR

Proclamation

Friends of the Canby Public Library Appreciation Month

WHEREAS, the Friends of the Canby Public Library have long been the chief supporting organization for our public library; and

WHEREAS, the members of the Friends of the Canby Public Library give of their time, talents, and energy to improve the services, furnishings, and collection of the library; and

WHEREAS, the Friends of the Canby Public Library have just concluded their most successful fundraising effort ever, earning over \$30,000 for the benefit of the library; and

WHEREAS, over the years the Friends of the Canby Public Library have funded improvements and acquisitions that were beyond the capacity of the library's normal budget; and

WHEREAS, the Friends of the Canby Public Library intend to continue to use their resources to augment the library's resources and services, and to help find a stable funding source for libraries; and

WHEREAS, the Friends of the Canby Public Library can only continue to be successful with the support of the community.

NOW, THEREFORE, I, Melody Thompson, Mayor of the City of Canby, hereby declare the month of August 2005 Friends of the Canby Public Library Appreciation Month and urge all citizens to show support for the Friends of the Canby Public Library by patronizing the Friends' Book Store located in the Canby Public Library and by joining the Friends of the Canby Public Library to improve our community library and seek stable funding for the future.

Given unto my hand this 3rd day of August, 2005.

Melody Thompson
Mayor