

**CANBY CITY COUNCIL  
WORKSHOP  
October 20, 2004**

Present: Mayor Melody Thompson, Councilors Georgia Newton, Wayne Oliver, Randy Carson, and Teresa Blackwell, Transit & General Services Director Margaret Yochem, Finance & Court Services Director Chaunee Seifried, City Recorder Pro Tem Kim Scheafer, Lila & Curtis Gottman, Doug Saylor, Rhonda Hutchinson, Bob Watson, and Charles Blackwell. Councilor Daniels absent.

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

The Council and General Canby Day Committee met in the City Hall Conference Room to discuss how the transition to a non-profit committee would take place. General Canby Day Committee Chair Lila Gottman said the committee was waiting until after October 25 to fill out the paperwork since the IRS is making new forms and changing their process. Becoming non-profit (501(c)3) will allow them to write grant applications and accept gifts and tax-deductible donations.

Discussions took place regarding changing General Canby Day from a one-day to a two-day event, revolving around several proposed activities.

There was a discussion as to how the General Canby Day King and Queen have been chosen.

Councilor Newton said she would like the books to be kept in an accounting approved format, an audit of the books performed, and to be bonded. Committee member Charles Blackwell said that there are two signers on the account and any money that comes in is double or triple documented. Ms. Gottman said the accounting would be moved to Peachtree Accounting Software. Wilcox, Arredondo & Co. has agreed to donate their accounting services as outside auditors to them.

A decision was made to have questions put on the Quality of Life Survey regarding General Canby Day to find out how citizens feel about it.

Councilor Newton said she would be more comfortable with the non-profit status if there was clear definition regarding the roll of the City, and what the committee is responsible for.

Mayor Thompson said the Council would like General Canby Day clearly defined as being separate. They needed to meet again to further discuss the non-profit issue.

Mayor Thompson adjourned the session at 7:31 p.m.

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**CANBY CITY COUNCIL  
REGULAR SESSION  
October 20, 2004**

Mayor Melody Thompson presiding. Council members present: Georgia Newton, Wayne Oliver, Randy Carson, and Teresa Blackwell. Councilor Walt Daniels absent.

Also present: City Attorney John Kelley, Transit & General Services Director Margaret Yochem, Library & Parks Director Beth Saul, Finance & Court Services Director Chaunee Seifried, Police Lieutenant Greg Kroeplin, Code Enforcement Officer Don Hemstreet, Project Planner Matilda Deas, Senior Mechanic Joe Witt, City Recorder Pro Tem Kim Scheafer, County Commissioner Martha Schrader, Dirk Borges, Roger Harris, Kathryn Davis and David Howell.

**CALL TO ORDER:** Mayor Thompson called the regular session to order at 7:34 p.m., followed by the opening ceremonies.

Presentation to Canby Public Library by Clackamas County Commissioner Martha Schrader in memory of Donna Borges – Commissioner Schrader presented a Newberry Award winner book in honor of Ms. Borges. Ms. Saul read the inscription.

**COMMUNICATIONS:** None.

**CITIZEN INPUT & COMMUNITY ANNOUNCEMENTS:** None.

**MAYOR'S BUSINESS:** None.

**COUNCILOR COMMENTS & LIAISON REPORTS:** Councilor Blackwell thanked the Council for the workshop with the General Canby Day Committee they had earlier that evening.

Councilor Oliver invited everyone to the dedication of the 13<sup>th</sup> Avenue Park on Saturday at 10 a.m.

Councilor Newton reported that the library volunteers were up and circulations were up. New artwork was on display and she encouraged citizens to vote for the library levy.

**CONSENT AGENDA:** \*\*Councilor Carson moved to approve Accounts Payable of \$342,654.31 and the Minutes of the October 6, 2004 City Council Meeting. Motion was seconded by Councilor Blackwell and passed 4-0.

**RESOLUTIONS & ORDINANCES:**

Resolution 884 – Mayor Thompson asked if the rates had changed. Ms. Yochem said there was \$13,000 in labor costs, but because the Fire District had received a grant, were retiring one of their oldest vehicles and bringing in a new one, they renegotiated to take off \$1,500. Councilor Carson asked if the time on other vehicles was increasing, how would they renegotiate for that?

Ms. Yochem said there was a clause in the agreement that they could renegotiate at any time or give 30 day notice.

**\*\*Councilor Carson moved to approve Resolution 884, A RESOLUTION ADOPTING AN INTERGOVERNMENTAL AGREEMENT BETWEEN THE CITY OF CANBY (CITY) AND THE CANBY RURAL FIRE PROTECTION DISTRICT (DISTRICT) REGARDING SHARING RESOURCES AND SERVICES FOR FLEET MAINTENANCE. Motion seconded by Councilor Blackwell and passed 4-0.**

Resolution 885 – **\*\*Councilor Blackwell moved to approve Resolution 885, A RESOLUTION ADOPTING THE WILLAMETTE WAYSIDE MANAGEMENT PLAN FOR THE FUTURE DEVELOPMENT OF THE PROPERTIES FORMERLY KNOWN AS THE LOG BOOM, FISH EDDY, AND ECO PARK. Motion seconded by Councilor Oliver.**

Ms. Saul explained where the log boom, fish eddy, and Eco Park were. This would be a guiding document that would help them in the future as resources were available for development. It would be a natural area, but there would be paving of the road, and signage. Councilor Carson said that part of the land was given to them by the State.

**Motion passed 4-0.**

Ordinance 1156 – Ms. Yochem said they hoped to get another year out of this vehicle, but it needed to be retired. Councilor Carson thanked Joe Witt, City Mechanic, for keeping up the vehicles for as long as he did.

**\*\*Councilor Carson moved to approve Ordinance 1156, AN ORDINANCE AUTHORIZING THE MAYOR AND CITY ADMINISTRATOR TO EXECUTE A CONTRACT WITH BRUCE CHEVROLET OF HILLSBORO, OREGON FOR THE PURCHASE OF ONE 2005 CHEVROLET SILVERADO ¾ TON TRUCK FOR THE CANBY PARKS DEPARTMENT; AND DECLARING AN EMERGENCY to come up for second reading on November 3, 2004. Motion was seconded by Councilor Blackwell and passed 4-0 on first reading.**

Ordinance 1157 – Project Planner Matilda Deas said this was the final step in the Parks Acquisition Plan. This ordinance set forth criteria and standards for land dedication for parks in applications for new development in Canby and gave them the opportunity to negotiate with applicants to dedicate park land in lieu of SDC's or use SDC's or a combination of both. It set the process for implementing it and criteria for approval.

**\*\*Councilor Newton moved to approve Ordinance 1157, AN ORDINANCE AMENDING TITLE 16 OF CANBY MUNICIPAL CODE ADOPTING PARK DEDICATION STANDARDS AND PROCEDURES FOR ALL NEW RESIDENTIAL, INDUSTRIAL, AND COMMERCIAL CONSTRUCTION to come up for second reading on November 3, 2004. Motion seconded by Councilor Carson and passed 4-0 on first reading.**

Ordinance 1159 - **\*\*Councilor Carson moved to approve Ordinance 1159, AN ORDINANCE AUTHORIZING THE MAYOR AND CITY RECORDER TO EXECUTIVE CHANGE ORDER NUMBER 3 WITH PARKER NORTHWEST PAVING COMPANY FOR CONSTRUCTION OF SEQUOIA PARKWAY ROADWAY IMPROVEMENTS STAGE III; AND DECLARING AN EMERGENCY. Motion was seconded by Councilor Blackwell and passed 4-0 by roll call vote.**

Ordinance 1160 - **\*\*Councilor Newton moved to approve Ordinance 1160, AN ORDINANCE AMENDING SECTION 6 AND SECTION 8 OF ORDINANCE NO. 1113 REGARDING CHANGES IN THE EID ANNUAL ASSESSMENTS FINAL REPORT FOR FYE 2003-2008 AND CHANGES TO THE DISBURSEMENT SCHEDULE FOR PAYING COLLECTED FUNDS TO THE CANBY BUSINESS REVITALIZATION GROUP (CBR); AND DECLARING AN EMERGENCY. Motion was seconded by Councilor Oliver and passed 4-0 by roll call vote.**

Ordinance 1161 - **\*\*Councilor Carson moved to approve Ordinance 1161, AN ORDINANCE AUTHORIZING THE MAYOR AND CITY ADMINISTRATOR TO EXECUTE A CONTRACT WITH MCBRIDE'S INDUSTRIAL COATINGS AND CONSTRUCTION OF HILLSBORO, OREGON FOR THE INSTALLATION OF POOL DECK SURFACING FOR THE CANBY SWIM CENTER; AND DECLARING AN EMERGENCY. Motion was seconded by Councilor Blackwell and passed 4-0 by roll call vote.**

Ordinance 1163 - Ms. Yochem said this would replace a 1974 GMC Van with a Ford truck with an extended cab to haul tools. Mayor Thompson said they had a few capital purchases that night, and it was through good planning that they had reserves in their accounts to make these purchases.

**\*\*Councilor Carson moved to approve Ordinance 1163, AN ORDINANCE AUTHORIZING THE MAYOR AND CITY ADMINISTRATOR TO EXECUTE A CONTRACT WITH GRESHAM FORD OF GRESHAM, OREGON FOR THE PURCHASE OF A 2005 FORD EXTENDED CAB ½ TON PICKUP TRUCK FOR THE CANBY FLEET SERVICES DEPARTMENT; AND DECLARING AN EMERGENCY to come up for second reading on November 3, 2004. Motion seconded by Councilor Blackwell and passed 4-0 on first reading.**

Ordinance 1164 - Ms. Yochem said this was to purchase a vehicle for the building official whose car was in an accident and was totaled. They would be purchasing it off the State bid. Mayor Thompson said the building fund was separate from the general fund and was not allowed to be used for other expenses. Councilor Blackwell said Building Officials were trained in a rapid response in the event of a catastrophe.

**\*\*Councilor Carson moved to approve Ordinance 1164, AN ORDINANCE AUTHORIZING THE MAYOR AND CITY ADMINISTRATOR TO EXECUTE A CONTRACT WITH MURRAY CHEVROLET OF GRESHAM, OREGON FOR THE PURCHASE OF ONE 2005 CHEVROLET ASTRO VAN VEHICLE TO THE CANBY**

**BUILDING DEPARTMENT; AND DECLARING AN EMERGENCY to come up for second reading on November 3, 2004. Motion seconded by Councilor Blackwell and passed 4-0 on first reading.**

**NEW BUSINESS:** None.

**CITY ADMINISTRATOR'S BUSINESS & STAFF REPORTS:** Project Planner Matilda Deas said this Saturday was the national Make A Difference Day, and they intended to work on Canby Community Park. Starbucks was donating \$10 an hour per person to the fund for native plants and they would use the money to buy plants for the high school agricultural program. They would be planting, putting down mulch, and doing general clean up.

**CITIZEN INPUT:** None.

**ACTION REVIEW:**

1. Approving the consent agenda.
2. Approving Resolutions 884 and 885.
3. Approving Ordinances 1156, 1157, 1163, and 1164 to come up for second reading on November 3, 2004.
4. Approving Ordinance 1159, 1160, and 1161 on second reading.

Mayor Thompson asked about following up on the workshop they had earlier that day with the General Canby Day Committee. Councilor Newton thought they needed to define the roles and responsibilities. Councilor Blackwell thought they should meet again in a month and in the interim ask the committee to work on the new roles.

There was no executive session.

Mayor Thompson adjourned the regular session at 8:10 p.m.



Kimberly Scheafer  
City Recorder Pro Tem



Melody Thompson  
Mayor

Assisted in Preparation of Minutes – Susan Wood