

**CANBY CITY COUNCIL
WORKSHOP MINUTES
November 3, 2004**

Presiding: Mayor Melody Thompson

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

Staff Present: City Administrator Mark Adcock, Library & Parks Director Beth Saul, Project Planner Matilda Deas, and City Recorder Pro Tem Kim Scheafer.

Others Present: Roger Harris and Ken Schuh.

Mayor Thompson called the session to order at 6:31 p.m. A light dinner was served.

The Council met with City Administrator Mark Adcock and Project Planner Matilda Deas to review a draft of the Quality of Life Survey.

Ms. Deas said the survey would be sent randomly to 1,400 registered voters that are proportionately distributed. The one area they know that will be under-represented in is the Hispanic community because they traditionally are under-represented as registered voters. Staff will be facilitating a focus group meeting in the Hispanic community. A postcard will be sent to selected people giving them a heads up as to what is happening. The draft analysis and report will be ready for the Council's goal setting session in January. They hope to continue the process about every other year. Based on the responses from this first survey, they are hoping to keep the questions very similar so they can compare across years.

Mr. Adcock said a letter from the Mayor would give a serious and official validity to the survey. The letter needs to set forth what their goals are and how they intend to use the information. He reviewed the pre-survey and post-survey outreach activities. Mr. Adcock said an important piece would be that they need to be prepared to deal with the results from the survey in a very positive way, and be very public about the results.

Ms. Deas said the Planning Commission will be using results from the survey to use in the matrix for annexation criteria. Two questions regarding General Canby Days were included in the survey that would help the committee.

Councilor Newton said the randomness of the survey was important. They are already hearing one side of the issue from people that approach the Council. By doing this research as a very random sampling, they were getting a better snapshot of the whole community and those people that are not coming before them.

Mayor Thompson asked about doing a pre-goal setting survey review workshop. Councilor Newton said she would like to see them go through the survey results one evening and choose the topics they are going to attack first in the goal setting session.

Mr. Ken Schuh asked what the timeframe would be for getting the results to the public. Mr. Adcock said that would be a Council call based upon what they find out in the survey and how long it will take to formulate rational, cogent answers to how they were going to address deficiencies.

Mayor Thompson adjourned the session at 7:14 p.m.

**CANBY CITY COUNCIL
REGULAR SESSION MINUTES
November 3, 2004**

Presiding: Mayor Melody Thompson

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

Staff Present: City Administrator Mark Adcock, City Attorney John Kelley, Community Development & Planning Director John Williams, Library & Parks Director Beth Saul, Finance & Court Services Director Chaunee Seifried, Transit & General Services Director Margaret Yochem, Police Chief Ken Pagano, City Recorder Pro Tem Kim Scheafer, Municipal Court Judge Jon Henricksen, Court Bailiff Al Kitzmiller, Court Bailiff Earl Kisler, Lieutenant Greg Kroeplin, Police Officers James Murphy and Chris Macom, Reserve Police Officer Chris Scharmota, and Court Supervisor Kathy Mashek.

Others Present: Roger Harris, Lila Gottman, Lois Kisler, Rick Mashek, David Howell, and Jim & Debbie Scharmota.

CALL TO ORDER: Mayor Thompson called the regular session to order at 7:30 p.m., followed by the opening ceremonies.

Introduction of Court Bailiffs – Municipal Court Judge Jon Henricksen introduced Earl Kisler and Al Kitzmiller who were hired as court bailiffs.

Swearing In of Two Police Officers and One Reserve Officer – Police Chief Ken Pagano introduced officers James Murphy and Chris Macom. They had both been reserve officers for the city. Both officers graduated September 17 from the Oregon Police Academy. Judge Henricksen swore them in. Chief Pagano said that Chris Scharmota had graduated from the Portland Police Reserve Academy in July. Judge Henricksen swore him in.

Employee of the Month - City Administrator Mark Adcock said that Carla Ahl from the Planning Department was ill and unable to be at the meeting. Ms. Ahl was chosen as the Employee of the Month for September.

Presentation to Council from Police Chief – Chief Pagano recognized Lieutenant Greg Kroeplin for graduation from the FBI academy in September. Chief Pagano presented the Council with an Oregon Accreditation Alliance certificate.

COMMUNICATIONS: None.

CITIZEN INPUT & COMMUNITY ANNOUNCEMENTS: None.

MAYOR'S BUSINESS: Mayor Thompson said the Council had a workshop on the graffiti ordinance last week attended by citizens of several neighborhoods. Police Chief Pagano spoke at the Chamber Lunch on Tuesday on the topic as well. The comments and questions indicated a high level of understanding. Businesses asked if the transit tax could be used instead of taxing the businesses. Volunteers were suggested and participation from schools. The consensus from the group at the lunch was that the Council move ahead with the ordinance.

COUNCILOR COMMENTS & LIAISON REPORTS: Councilor Newton said that circulations at the library in October were record breaking, however the library levy had not passed. She asked for Mr. Adcock to explain to the Council in the future what this would mean for the library.

Councilor Oliver reported on the opening of the 13th Avenue Park on October 23. The park would be well used and looked good.

Councilor Blackwell said that the Canby Adult Center would be having a Chicken and Dumpling Dinner on November 6 as a fundraiser. They would also be having Bingo on November 13.

CONSENT AGENDA: ****Councilor Carson moved to approve Accounts Payable of \$474,085.31; Minutes of the October 13, 2004 City Council Workshop; Minutes of the October 20, 2004 City Council Workshop and Regular Meeting; Minutes of the October 27, 2004 City Council Special Meeting and Workshop; and a Change of Ownership Liquor License Application for Los Dorados Mexican Restaurant. Motion was seconded by Councilor Daniels and passed 5-0.**

RESOLUTIONS & ORDINANCES:

Ordinance 1156 - ****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. Motion was seconded by Councilor Daniels and passed 5-0 by roll call vote.**

Ordinance 1157 - ****Councilor Daniels 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. Motion was seconded by Councilor Blackwell and passed 5-0 by roll call vote.

Ordinance 1163 - **Councilor Daniels 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. Motion was seconded by Councilor Carson and passed 5-0 by roll call vote.

Ordinance 1164 - **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. Motion was seconded by Councilor Blackwell and passed 5-0 by roll call vote.

NEW BUSINESS: None.

CITY ADMINISTRATOR'S BUSINESS & STAFF REPORTS: Northeast Master Plan Task Force - Administrator Adcock said that Mr. Williams was asking the Council for an appointment of a liaison to the Northeast Master Plan Task Force. Community Development and Planning Director John Williams said the task force would be meeting five times in five months and there were seven citizen volunteers. Councilor Carson asked if all the people living in the area had been contacted. Mr. Williams said yes, and as the process went on they would be sending out more notices. Councilor Carson asked that they send the notices by certified mail so they could be sure everyone received notice. The first meeting was on November 10 at 7 p.m. at the Foursquare Church. Councilor Newton said she would volunteer. Councilor Blackwell said she would be an alternate.

Measure 37 - Mr. Williams said they would need to have some policy workshops when claims came in and they would take them on a case by case basis. The measure would go into effect no later than January 1. He thought the impact would be on undeveloped properties and in the rural areas. Mayor Thompson asked if there were any response time requirements, and Mr. Williams said no, it would probably be something every jurisdiction set up for themselves. There were many questions that needed to be addressed. Councilor Carson said he read that if it was not addressed in 120 days, they could do what they wanted. The money for the claims would have to come from taxes.

Mr. Williams said a workshop had been scheduled with the Planning Commission for November 15th regarding infrastructure. A workshop on the Arndt Road Project had been scheduled for December 8th at the Canby Adult Center at 7 p.m.

Mayor Thompson asked regarding the annexation matrix. Mr. Williams said instead of the A, B, C priority system they were thinking of changing it to those areas that were master planned

would be eligible for annexation and those without master plans were not. The Quality of Life survey would also help them know what to focus on in the applications.

City Attorney John Kelley said that the Northwoods case was still with the Court of Appeals and had not been sent back to LUBA because they were waiting for a decision on the cost bill.

CITIZEN INPUT: None.

ACTION REVIEW:

1. Approving the consent agenda.
2. Approving Ordinance 1156 on second reading.
3. Approving Ordinance 1157 on second reading.
4. Approving Ordinance 1163 on second reading.
5. Approving Ordinances 1164 on second reading.
6. Appointing Councilor Newton to the Northeast Master Plan Task Force.
7. Reporting on the impact of the library levy failing.

There was no executive session.

Mayor Thompson adjourned the regular session at 8:16 p.m.



Kimberly Scheafer
City Recorder Pro Tem



Melody Thompson
Mayor

Assisted in Preparation of Minutes – Susan Wood