

**CANBY CITY COUNCIL
REGULAR SESSION
MARCH 20, 1991**

Mayor Shawn P. Carroll presiding. Council members present: Terry Prince, Keith Stiglbauer, Maureen Miltenberger, Robert Smith and Walt Daniels. Absent: Scott Taylor.

Also present: Administrator Michael Jordan, City Attorney John Kelley, Public Works Director Rusty Klem, Swim Center Director Scott Nelson, Librarian Beth Saul, City Recorder Marilyn Perrett, Darlene Key, Lori Johnson, Peggy Sigler, Alice Fenske, Arden and Carol Eby, Roxann Lund, Diane Anderson, Virginia Miller, Chris Curran and Diana Precht.

Mayor Carroll called the session to order at 7:30 p.m., followed by the flag salute and meditation.

Roll call of the Council showed a quorum to be present.

MINUTES OF PREVIOUS SESSION: **Councilman Prince moved to approve as distributed the minutes of regular session, March 6, 1991. Motion seconded by Councilman Daniels and approved 5-0.

CITIZEN INPUT ON NON-AGENDA ITEMS: None presented.

COMMUNICATIONS: Letter from Frank Fortier - Administrator Jordan read a letter from Mr. Fortier, 965 N.E. 34th Place, commending the Public Works crew for their good work, timeliness and congenial manner in removing a downed tree on his property.

Letter from Whiskey Hill Jazz Club - Mr. Jordan read a letter from Steve Lakey requesting permission to use Wait Park on May 18, 1991, for the Canby Junior Festival of Jazz. They requested the closure of Grant Street and N.W. Fourth Avenue to set up approximately eleven booths. The club will coordinate their activities with the Police Department. The City Council gave unanimous approval by consensus for the event.

NEW BUSINESS: Accounts Payable - **Councilman Daniels moved to approve payment of accounts payable in the amount of \$244,732.55, seconded by Councilman Smith. Mr. Daniels commented that the large amount was due to retirement of City water bonds. Motion passed 5-0, by roll call vote.

Request from Canby Heritage League - Peggy Sigler, President of the Canby Heritage League, read a letter to the Council requesting the City to review the historic inventory of local structures and to implement an ordinance to implement Comprehensive Plan Goal 6-R, to protect these sites. Ms. Sigler noted that owners received tax credits for designated historic structures. Ms. Sigler said at present, Canby has only four such noted structures and the County has 80.

Councilor Smith asked how many members were in the organization and was informed about 75.

Attorney Kelley questioned how the organization envisioned the ordinance to work. Ms. Sigler noted that the County has a Historic Review Board and passed around a sample of the criteria needed to be designated as a historic structure. She also said that they had investigated other communities and found a wide range in their criteria; most were only encouraging measures rather than being restrictive.

Kurt Schrader addressed the Council and said the proposed ordinance might be a guideline

for owners that intend to preserve their buildings. He also pointed out that the document would make citizens aware of the program and the economic advantages.

Rusty Klem pointed out that the City has nothing in place now that would be effective.

Administrator Jordan suggested that Attorney Kelley, Rusty Klem, Planner Bob Hoffman and himself meet with Ms. Sigler and some of her members as a committee to formulate a plan of action and return to the Council at a later date with suggestions. The Council agreed to this recommendation.

ORDINANCES & RESOLUTIONS: Ordinance No. 857 - This was the final reading on the proposed ordinance to amend the zoning map as requested by Wayne Scott. **Councilman Prince moved to adopt on final reading Ordinance No. 857, AN ORDINANCE AMENDING THE ZONING MAP OF THE CITY OF CANBY, COUNTY OF CLACKAMAS, OREGON; AND DECLARING AN EMERGENCY. Motion seconded by Councilman Smith and approved by roll call vote, 5-0.

Ordinance No. 855 - Mr. Klem explained that the City had called for bids about eight months ago for the Swim Center Roof Project and the lowest bid at that time was \$75,000. He explained that it was decided to request bids again at this time since the architect suggested this was a better time of year and we'd get a better response from contractors. Four bids were received as follows: F.D. Thomas, Inc. of Medford, \$36,591; CPM Contractors of Tualatin, \$47,155; Inter- Mountain Insulation of Canby, \$52,000; and DIAMCO of Oak Harbor, Washington, \$85,206. The bids were reviewed by the architect and staff recommended Ordinance No. 855 to implement the contract. Also, a letter accepting the bid was presented for approval. **Councilman Daniels moved to accept the bid from F.D. Thomas, Inc. of Medford and that Ordinance No. 855, AN ORDINANCE AUTHORIZING THE MAYOR AND CITY RECORDER TO EXECUTE A CONTRACT WITH F.D. THOMAS, INC., FOR THE CANBY SWIM CENTER ROOF AND SKYLIGHT RENOVATION PROJECT be posted and come up for final reading on April 3, 1991. Motion seconded by Councilman Stiglbauer.

Councilman Prince suggested that the motion include that the contract be contingent upon approval by the City Attorney. Both the maker of the motion and the second, agreed to this provision of the motion.

Councilman Stiglbauer questioned the alternate roof bid. Scott Nelson explained that the base bid was for acrylic type roof and the alternate was for an urethane roof, which is currently the material on the existing roof. Also, the urethane material is more durable and weather resistant; as well as having a 5 + 5 year warranty..

The motion on the floor was approved 5-0.

OTHER REPORTS OR ANNOUNCEMENTS: Administrator Jordan reminded the Council of the Clackamas County Cities meeting on March 28th at the Monarch Inn.

Mr. Jordan noted that the City had received two applications for the vacant Planning Commission appointments.

The Council set a workshop for Thursday, April 4th, 7:30 p.m., for review of the Parks Master Plan and a proposal for a system development charge ordinance. The Planning Commission, City Council, Master Plan Parks Committee and City staff members will attend the workshop.

Administrator Jordan reminded the Council of the workshop on Wednesday, March 27th,

7:00 p.m., regarding the on-going City goal setting process.

Library Report - Beth Saul presented an update report for the library which included a special thank you to the Council and citizens for the new library facility. Mrs. Saul reviewed the facility and the functional space uses of the building; the increase of 10-15% in usage; budget programs; short staffing; and other problems, specifically the "latchkey" children. Mrs. Saul pointed out that a great deal of review of the latchkey problem by the Library Board has generated many ideas, however, she felt it was a community wide problem and welcomed input on the matter.

Mayor Carroll inquired about any planned activities for the school Spring Break. Scott Nelson said that both the Swim Center and Library had, in past years, planned special events for this time period and the response was minimal. However, they will give thought to promoting it again.

Pool - Scott Nelson reported that the Swim Center was in the final day of Life Guard training. Mr. Nelson reported that usually the guards they train stay for about four years, until college, and this year's group is particularly a great bunch. He also pointed out that many of the trainees are from the Canby Swim Team Club.

Public Works - Mr. Klem reported on the four Block Grant Funding applications the City had submitted to the County. The City received approval on three of the four. The Community Outreach Program, the refurbished trailer to act as a mini-mobile City Hall, was awarded \$8,000, which was more than we requested. The Spanish Language Classes was denied as being not eligible. The Police Automated Telephone Welfare Check System, an automated dialing system for homebound citizens was also awarded more money than we requested, \$8,000. And finally, the Canby Plan for Social Improvement was awarded \$25,000, to be implemented in the second year of the planning cycle. Mr. Klem had reported that the County felt Canby's CDBGF requests were very innovative and noted that most requests were for structural improvements.

****Councilman Prince moved to go into Executive Session under ORS 192.660 (1)(h), regarding current or pending litigation; and (1)(i), regarding employee evaluation. Motion seconded by Councilman Daniels and approved 6-0.**

Mayor Carroll recessed the regular session at 8:30 p.m., to meet in Executive Session in the Police Department Conference Room. The regular session was reconvened at 10:55 p.m., in the Chambers.

Mayor Carroll asked if a Code Enforcement Officer was back on duty and was informed that a Police Reserve Officer is doing Code Enforcement at this time.

Mayor Carroll asked if all department heads were involved in the Block Grant Funding process and was told they were.

Administrator Jordan briefly reviewed the process for the goal setting session scheduled for Wednesday, March 27th.

Mr. Jordan reported that Councilwoman Miltenberger notified him that a group of Hispanic citizens have organized regarding some concerns and as soon as he is more informed about this issue he will return to the Council with more information.

The Council briefly reviewed the applicant process for the Planning Commission and asked that another story be put in the paper. Two applications have been received to date, and hopefully a decision can be made about mid April.

Mayor Carroll adjourned the meeting at 11:03 p.m.

EXECUTIVE SESSION
MARCH 20, 1991


Present: Mayor, Councilor's Prince, Daniels, Smith, Stiglbauer and Miltenberger,
Administrator Jordan and Attorney Kelley.

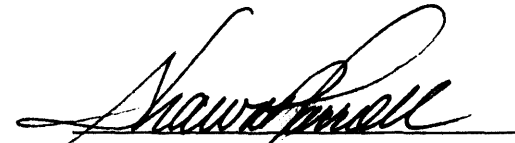
Mayor Carroll opened the session at 8:43 p.m., in the Police Department Conference
Room.

ORS 192.660 (1)(h), the Council discussed the pending litigation between the City and Mr.
Rinkes.

ORS 192.660 (1)(i), the Council reviewed performance appraisals for City Department
Heads.

Mayor Carroll adjourned the session at 10:52 p.m.


Marilyn K. Perlett
City Recorder


Shawn P. Carroll
Mayor