

**CANBY CITY COUNCIL  
REGULAR MEETING MINUTES  
August 17, 2022**

**PRESIDING:** Mayor Brian Hodson

**COUNCIL PRESENT:** Traci Hensley, Shawn Varwig, Sarah Spoon, Greg Parker, Art Marine, and Christopher Bangs.

**STAFF PRESENT:** Scott Archer, City Administrator; Joseph Lindsay, City Attorney/Assistant City Administrator; Maya Benham, Deputy City Recorder; Jamie Stickel, Economic Development Director; Jerry Nelzen, Public Works Director; Jeff Snyder, Public Works Supervisor; and Ryan Potter, Planning Manager.

**CALL TO ORDER:** Mayor Hodson called the Regular Meeting to order at 7:58p.m. in the Council Chambers.

**CITIZEN INPUT & COMMUNITY ANNOUNCEMENTS:** None

**CONSENT AGENDA:**

**\*\*Council President Hensley moved to approve the minutes of the June 15, 2022 City Council Regular Meeting. Motion was seconded by Councilor Varwig and passed 5-0-1 with Councilor Bangs abstaining.**

Councilor Bangs noted he was present at the June 29 meeting although he was not listed in the attendance.

**\*\*Council President Hensley moved to approve the minutes of the June 29, 2022 City Council Regular Meeting as amended. Motion was seconded by Councilor Varwig and passed 5-0-1 with Councilor Marine abstaining.**

**PUBLIC HEARING:** Parks Maintenance Fee – Mayor Hodson opened the public hearing and read the hearing statement.

Scott Archer, City Administrator, presented the staff report. He gave a background on the fee which was set to sunset on December 31, 2022. Council had asked staff to bring back options for their consideration. He then clarified the use of the fee. Staff recommended extending the fee. He explained the anticipated revenue that would come to the City when the Urban Renewal District closed.

There was clarification regarding use of the fee.

There was no public testimony.

Mayor Hodson closed the public hearing.

## **ORDINANCES & RESOLUTION:**

Ordinance 1582 – **\*\*Councilor Bangs moved to adopt Ordinance 1582, AN ORDINANCE AMENDING CANBY MUNICIPAL CODE CHAPTER 3.35.090 (F) REGARDING THE EXPIRATION OF THE PARK MAINTENANCE PROGRAM, OPTION 2 FOR NO SUNSET to come up for second reading on September 7, 2022. Motion was seconded by Councilor Marine.**

Council President Hensley thought a sunset of five years was necessary.

There was discussion regarding the need for ongoing park maintenance and annual review of the fee.

Councilor Varwig said the Parks Committee recommended extending for five years. He thought there should be a sunset.

There was further discussion regarding the pros and cons of a sunset.

**Motion passed 4-2 on first reading with Councilors Hensley and Varwig opposed.**

Ordinance 1583 – Jerry Nelzen, Public Works Director, said Canby Utility relocated to their new facility, and the Parks Department took their place. However, the buildings they moved into were currently not insulated.

**\*\*Council President Hensley moved to adopt Ordinance 1583, AN ORDINANCE AUTHORIZING THE CITY OF CANBY TO EXECUTE A CONTRACT WITH JB CONSTRUCTION & DESIGN IN THE AMOUNT OF \$62,500.00 FOR INSULATING TWO PUBLIC WORKS WAREHOUSES to come up for second reading on September 7, 2022. Motion was seconded by Councilor Varwig and passed 6-0 on first reading.**

Ordinance 1584 – Jamie Stickel, Economic Development Director, said these were proposed updates to the code regarding historic preservation. The Planning Commission reviewed the changes and they were passed 3-2. She explained the no votes were due to removing the requirement that a majority of the members had to live or work within the Urban Growth Boundary.

Carol Palmer, Canby resident, thought there needed to be better recruitment for City committees.

**\*\*Councilor Spoon moved to adopt Ordinance 1584, AN ORDINANCE AMENDING TITLE 16, CHAPTER 16.110 HISTORIC PRESERVATION, OF THE CANBY MUNICIPAL CODE with the amendment that the requirement for residency was not removed to come up for second reading on September 7, 2022. Motion was seconded by Council President Hensley and passed 5-1 on first reading with Councilor Parker opposed.**

Resolution 1376 – Ryan Potter, Planning Manager, presented the Parks and Recreation Master Plan. He gave a background on the document, policy direction, list of priorities, and next steps.

Jeff Milkes, consultant with BerryDunn, discussed the community engagement process and recommended goals and objectives in the plan.

**\*\*Council President Hensley moved to adopt Resolution 1376, A RESOLUTION ADOPTING THE PARKS AND RECREATION MASTER PLAN. Motion was seconded by Councilor Spoon and passed 6-0.**

Councilor Spoon thought some of the goals and objectives should be reviewed by the future DEI committee.

**MAYOR'S BUSINESS:** Mayor Hodson reported on the Parks Board meeting where the Locust Street Park picnic shelter, Pickle Ball courts, Community Park pond, Urban Renewal park project, Parks Maintenance Fee, and dog park site design were discussed. He confirmed the Council wanted the Board to weigh in on the final drawings and development of the dog park as well as hold a public hearing to receive input.

There was discussion regarding the land use process, timeline, working with the County, and public input.

Mayor Hodson said the Parks Board was also looking into recreation activities that other cities were doing. The Bicycle and Pedestrian Committee would be coming to Council to discuss blind spots on the Forest Road trail. The I-205 Diversion Subcommittee discussed modelling assumptions at their last meeting. He attended the Oregon Mayors Association Conference and C4 meeting. There would be a Q & A with the Oregon Transportation Commission Chair on tolling. He thanked all the organizations that provided cooling stations over the summer. He then announced upcoming events.

**COUNCIL COMMENTS & LIAISON REPORTS:** Councilor Marine attended the Canby Utility Board meeting where they discussed electric car charging stations and new equipment.

Councilor Spoon discussed changes to the Canby Loop schedule. The Clackamas County Fair had started. She would like recommendations from the Parks Board as well as costs associated with park and pool improvements.

Councilor Parker commented on the conversations about the leased property for the Adult Center and Swim Center, Bike and Pedestrian Committee's concern about the blind spots on the trail, and Council packets that were now electronic.

Council President Hensley attended the 25<sup>th</sup> anniversary of Shimadzu. The Traffic Safety Commission was discussing Redflex cameras and County roads coming into City jurisdiction.

Mr. Nelzen explained the roads that were being proposed to be brought in, condition of the roads, and the amount the County would contribute.

There was consensus to discuss the proposal at a future Work Session.

Council President Hensley suggested a Work Session with the School Board to discuss the land lease.

**CITY ADMINISTRATOR'S BUSINESS & STAFF REPORTS:** Mr. Archer said the final documents had been signed for the Quiet Zone. It would officially start on August 29. The grand opening for the Arch would be on November 3. The Ivy Street power undergrounding project

was nearly complete. He discussed upcoming road projects and the Knights Bridge Road Bridge repair project.

**CITIZEN INPUT:** Lonna Bollinger, Canby resident, asked for an update on preserving the trees on Territorial across from Eco Park. She thought they should pass an ordinance or amend the code to preserve open spaces as well as existing trees.

Mr. Lindsay had contacted the property owner and he was not interested in preserving the trees. He planned to move forward with his building.

Councilor Spoon said it would take time to change the code.

Barry Johnson said the Parks Board was against the proposed dog park location and cost. He thought there should be a public meeting to show what was planned. He thought other options should be explored and it should be built for less money.

**ACTION REVIEW:**

1. Approved the consent agenda as amended.
2. Passed Ordinances 1582, 1583, and 1584 as amended to second reading on September 7, 2022.
3. Adopted Resolution 1376.

The meeting was adjourned at 10:09 p.m.

*Melissa Bisset*

Melissa Bisset  
City Recorder



Brian Hodson  
Mayor

Assisted with Preparation of Minutes - Susan Wood