

**CANBY CITY COUNCIL WORK SESSION**  
**November 2, 2022**

**PRESIDING:** Mayor Brian Hodson

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

**ABSENT:** Sarah Spoon

**STAFF PRESENT:** Scott Archer, City Administrator; Joseph Lindsay, City Attorney/Assistant City Administrator; Melissa Bisset, HR Director/ City Recorder; Don Hardy, Planning Director; Jamie Stickel, Economic Development Director; and Tyler Nizer, Economic Development & Tourism Coordinator.

**CALL TO ORDER:** Mayor Hodson called the City Council Work Session to order at 6:01 p.m. in the Council Chambers.

**Discuss Housing Need and Economic Opportunity Assessment:**

Jamie Stickel, Economic Development Director, and Don Hardy, Planning Director, presented the October 19, 2022 Joint Planning Commission/City Council Work Session follow up discussion. They reviewed the Housing Needs Analysis, Housing Production Strategy, Economic Opportunities Analysis, Comprehensive Plan, and Transportation System Plan draft schedules, population growth forecast, population trends by age cohort, Canby housing needs, residential land sufficiency, and household demand and affordability. They addressed the housing policy strategies to meet future housing needs, both what had been recently implemented by the City and what had preliminary support by consultants, staff, and/or stakeholders. They discussed pre-development pipeline projects, employment growth scenarios and staff's recommendation for the medium to high scenario, Canby EOA overall land needs, community development aspirations, draft vision statement, economic development objectives, and staff recommendations.

There was discussion regarding the population projections from PSU, acreage demand for housing and employment, average household sizes, workforce housing, growth scenarios, developing on what was currently farmland, zoning, vision statement, economic objectives, and housing policy strategies.

There was consensus to move forward with staff's recommendation for the growth scenario of medium to high. The Council was generally in favor of the vision statement and economic objectives. For the housing strategies, they suggested adding inclusionary zoning, allowing reduced parking in appropriate zones, and discussed changing the mindset to build different housing types in the City.

**ADJOURN:** Mayor Hodson adjourned the Work Session at 7:26 p.m.

**CANBY CITY COUNCIL  
REGULAR MEETING MINUTES  
November 2, 2022**

**PRESIDING:** Mayor Brian Hodson

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

**COUNCIL ABSENT:** Sarah Spoon

**STAFF PRESENT:** Scott Archer, City Administrator; Joseph Lindsay, City Attorney/Assistant City Administrator; and Melissa Bisset, HR Director/ City Recorder; Jerry Nelzen, Public Works Director; Jeff Snyder, Public Works Supervisor; Paul Waterman, Network Administrator; Jorge Tro, Police Chief; Doug Kitzmiller, Captain; and Jose Gonzalez, Captain.

**CALL TO ORDER:** Mayor Hodson called the Regular Meeting to order at 7:34 p.m. in the Council Chambers followed by opening ceremonies.

**PROCLAMATION:** Small Business Saturday – Mayor Hodson read the proclamation declaring November 26, 2022 as Small Business Saturday.

Jamie Stickel, Economic Development Director, discussed the need to support local businesses.

Jim Davis, Fire Chief, thanked everyone involved in economic development.

**NEW STAFF INTRODUCTIONS:** Scott Archer, City Administrator, introduced Amber Quinn, Library Manager, and Philip Yokum, Children's Librarian.

**UPDATE ON CLACKAMAS 800 RADIO GROUP (C800):** Jorge Tro, Police Chief, gave an update on the project including a background on the C800 system, bond for the upgrade, budget shortfall to complete the project, how the project was back on track to be completed by summer 2023, ARPA funds to help with the shortfall, and the estimated cost to the City.

Mr. Archer discussed options for this one time budget expense.

**PRESENTATION OF ACCREDITATION AWARD:** Scott Hayes, Executive Director of the Oregon Accreditation Alliance, presented the Canby Police Department with its first Accreditation Award. He explained the purpose of accreditation, standards, and compliance.

Chief Tro added that this was one of his priorities when he became chief. He thanked Captain Kitzmiller for his work on this.

**CITIZEN INPUT & COMMUNITY ANNOUNCEMENTS:** Jason Padden, Canby resident, gave an update on the Planning Commission work items. There was one vacancy on the Commission.

**CONSENT AGENDA: \*\*Council President Hensley moved to approve the minutes of the August 31, 2022 Special Called Meeting and the appointment of Cara Hawkins to the Parks and Recreation Advisory Board for a term expiring June 30, 2024. Motion was seconded by Councilor Varwig and passed 5-0.**

**ORDINANCES:**

Ordinance 1586 – **\*\*Councilor Varwig moved to adopt Ordinance 1586, AN ORDINANCE AUTHORIZING THE CITY ADMINISTRATOR TO ENTER INTO AN EMPLOYMENT CONTRACT BETWEEN THE CITY OF CANBY AND DAVE CONNER. Motion was seconded by Councilor Marine and passed 5-0 by roll call vote.**

Ordinance 1587 – Mr. Archer said this would upgrade the City's IT system from an on-premises server to a Cloud based server. There was a one-time migration fee and an ongoing annual maintenance contract fee.

Councilor Varwig asked about potential security risks and email access.

Paul Waterman, Network Administrator, explained how the upgrade would improve security and provide availability in a disaster.

**\*\*Councilor Parker moved to pass Ordinance 1587, AN ORDINANCE AUTHORIZING THE CITY ADMINISTRATOR TO ENTER INTO AN ANNUAL AGREEMENT WITH MICROSOFT AND ONE-TIME MIGRATION PROJECT WITH CONVERGEONE, INC. FOR MICROSOFT OFFICE 360 SOFTWARE to come up for a second reading on November 16, 2022. Motion was seconded by Councilor Bangs and passed 5-0 on first reading.**

Ordinance 1588 – Chief Tro said if approved, police officers would be required to record encounters of reasonable suspicion or probable cause of a crime occurring. This would be a five year contract for the cameras which would be paid out of the budget as well as grants. He explained what the contract included and features of the system.

Councilor Marine asked about human error.

Chief Tro thought it would get better with practice and more than one officer might be recording at the same time. People were advised when they were being recorded.

Councilor Bangs asked if it would be the same procedure for the School Resource Officer. Chief Tro said yes, but there were more restrictions on releasing anything related to juveniles.

Councilor Marine asked if the Behavioral Health Officer would have a camera. Chief Tro said that officer would not have a body camera.

**\*\*Council President Hensley moved to pass Ordinance 1588, AN ORDINANCE AUTHORIZING THE CITY ADMINISTRATOR TO ENTER INTO AN AGREEMENT WITH AXON ENTERPRISES IN THE AMOUNT OF \$185,714.70 FOR THE**

**PURCHASE OF BODY WORN CAMERAS to come up for a second reading on November 16, 2022. Motion was seconded by Councilor Varwig and passed 5-0 on first reading.**

Chief Tro noted he would be coming back to Council with a request to purchase new in-car video cameras.

**OLD BUSINESS: Dog Park Update** – Jerry Nelzen, Public Works Director, and Jeff Snyder, Public Works Supervisor, presented bid alternates to reduce the cost of the project. They cautioned eliminating too many amenities and triggering starting the County process over.

Mr. Archer explained both the City and County land use processes for the project. It would be a Type I process for the City, and the County said they were still working through their process. Because the property was outside the City limits and Urban Growth Boundary, there were additional challenges.

There was discussion regarding reducing the sidewalk, how eliminating amenities would affect the quality of the park, and putting in a pedestrian crossing at Territorial.

Jason Padden, Canby resident, thought the cost of the dog park would continue to rise if it was put off. He noted the City had a leash law and did not think the dog park community meeting was properly facilitated for those who wanted to discuss the amenities and cost. He explained why the alternate locations for the dog park did not work, how the proposed location was the best one, and how they should be working on a location for a second dog park.

Mary Doak, Canby resident, did not think the Council was listening to citizens. She questioned the criteria for vetting the locations for the dog park. She compared the proposed location to Molalla River State Park and explained how Molalla River State Park was better.

Mayor Hodson clarified the vetting of the options that had been done and how the proposed location was chosen as the best option.

Ms. Doak thought the process needed to slow down and current information needed to be gathered.

Mayor Hodson said the Council was listening. They were going through the process with the County and there would be several more discussions on this topic.

**MAYOR'S BUSINESS:** Mayor Hodson reported on the Parks and Recreation Advisory Board meeting where the Parks Master Plan CIP was discussed. The Oregon Mayors Association Task Force on Homelessness was asking for the City's support to ask the State legislature for funds to be given to cities to address homelessness.

There was consensus for the Mayor to move forward with support, but cautiously and asking questions about possible strings attached.

Mayor Hodson thanked the downtown businesses for the Halloween event. Bridging Cultures would hold their Thanksgiving Dinner on November 19 and the Light the Night event would be held on December 2.

**COUNCIL COMMENTS & LIAISON REPORTS:** Council President Hensley said the Suicide Prevention Task Force was looking for more members. There would be a Canby Center Food Bank Fundraiser this Saturday.

Councilor Varwig attended the Clackamas Cities Dinner.

Fire Chief Davis said they were currently updating their Strategic Plan. He discussed increasing call volume, how workforce was an issue, partnership with the Police Department, and Canby Rotary generator project phase 1 which was now completed.

Councilor Varwig reminded everyone next Tuesday was election day.

Councilor Bangs discussed school conferences. He responded to Ms. Doak's comments regarding the dog park vetting and explained why he supported the proposed location. He thought a lot of false information was being shared in the community and he was asking for honesty.

Councilor Marine noted there would be a Canby Utility fee increase, not a rate increase.

**CITY ADMINISTRATOR'S BUSINESS & STAFF REPORTS:** Mr. Archer said there would be a dedication of the Arch and Quiet Zone tomorrow as well as First Thursday. There would be a free leaf drop off at the Public Works facility on December 3.

**CITIZEN INPUT:** None.

**ACTION REVIEW:**

1. Approved the Consent Agenda.
2. Adopted Ordinance 1586.
3. Passed Ordinances 1587 & 1588 to a second reading on November 16, 2022.

There was no Executive Session.

The meeting was adjourned at 9:48 p.m.



Melissa Bisset  
City Recorder



Brian Hodson  
Mayor

Assisted with Preparation of Minutes - Susan Wood