

**CANBY CITY COUNCIL
CITY COUNCIL WORK SESSION
February 20, 2019**

PRESIDING: Mayor Brian Hodson.

COUNCIL PRESENT: Greg Parker, Traci Hensley, Tim Dale, Shawn Varwig, and Sarah Spoon. Councilor Tracie Heidt was absent.

STAFF PRESENT: Rick Robinson, City Administrator; Joseph Lindsay, City Attorney; Jamie Stickel, Economic Development Director; and Kim Scheafer, City Recorder.

OTHERS PRESENT: None.

Mayor Hodson called the Work Session to order at 6:00 p.m. in the Willow Creek Conference Room. The Council met in a work session to discuss parking in downtown Canby.

Jamie Stickel, Economic Development Director, said that a parking task force met in October to address the increasing demand for downtown parking. The focus was on signage and enforcement. The current parking signage was outdated and not uniform. The task force identified short term solutions, such as increasing the parking fine to \$25, creating updated comprehensive signage stating parking from 8 a.m. to 5 p.m. Monday through Friday, doing community outreach campaigns, and parking enforcement. A long term solution was updating the 2012 parking study. She reviewed the downtown parking map showing that in the main core of downtown it was two hour parking, the public parking lots would be three hour parking, and there would be ten hour parking for residents and employees. She showed a sample of what the signage could look like. The task force had recommended random enforcement.

There was discussion regarding the pros and cons of random enforcement.

Rick Robinson, City Administrator, said the hope was putting in a parking enforcement program would help people to be more cognizant of the expectations for downtown.

Councilor Varwig suggested the random enforcement be done frequently.

Councilor Spoon was in favor of a warning period for the first 90 days.

Councilor Parker asked if the former parking study showed the gap between what their capacity was and what was needed.

Mayor Hodson said they did not have that specific data, but he thought there was plenty of parking downtown.

There was discussion regarding raising the parking fine.

Councilor Spoon suggested enforcing the parking first and then raising the fine if that was not enough rather than doing both at the same time.

Councilor Varwig was in favor of keeping the parking fine as it was.

Councilor Hensley thought they should wait until May 2020 to see if they needed to raise the fine.

Council consensus was to move forward with the task force recommendations except for increasing the parking fine.

There was discussion regarding staff time for code enforcement and who could write parking tickets.

Mr. Robinson said this item would be brought to the Council at a future meeting to adopt the parking schedule.

Mayor Hodson adjourned the Work Session at 6:35 p.m.

**CANBY CITY COUNCIL
REGULAR MEETING MINUTES
February 20, 2019**

PRESIDING: Mayor Brian Hodson.

COUNCIL PRESENT: Tracie Heidt, Greg Parker, Traci Hensley, Tim Dale, Shawn Varwig, and Sarah Spoon.

STAFF PRESENT: Rick Robinson, City Administrator; Joseph Lindsay, City Attorney; Julie Wehling, Transit Director; and Kim Scheafer, City Recorder.

OTHERS PRESENT: Tony Crawford, Martin Lackner, Mark Triebwasser, Roger Myers, Pat Schauer, Larry & Geanne Horne, Patty Green, Curtis Green, Carol Rosen, Fire Chief Jim Davis, Eric Pfeifer-Robinson, Irene Breshears, Bob Cambra, Barry Johnson, Doug & Christine Ehrich, Havlyn Ehrich, Roger Steinke, and Stephen Berry.

CALL TO ORDER: Mayor Hodson called the Regular Meeting to order at 7:00 p.m. in the Council Chambers followed by the opening ceremonies.

Iwo Jima Remembrance Day Proclamation – Mayor Hodson read a proclamation proclaiming February 23, 2019 as Iwo Jima Remembrance Day and presented it to Martin Lackner.

Mr. Lackner said every year the memorial was rededicated. It was the single largest loss of life for the United States Marine Corp in its history.

Geanne Horne handed out a flyer for the flag raising ceremony and breakfast at the Canby Adult Center.

Recommendation from Parks and Recreation Advisory Board on a Splash Pad Location – Mark Triebwasser, Parks and Recreation Advisory Board Chair, said the Board's recommendation was to put the splash pad at Maple Street Park. The next step would be to gather public input on a design phase. He thought the water should go to the irrigation system instead of having a recycled system due to the expense and maintenance. Canby Livability was trying to put in a drinking fountain and water filling station at the Art Park. They were required to ask the Board for approval first. The Board had recommended that they move forward with submitting an application for a grant. They were asking that

the City would pay the \$21 per month in water usage fees. The Board thought it was a valuable project for promoting tourism. The Board had also discussed the options for a dog park.

Councilor Spoon asked about the access to the splash pad.

Mr. Triebwasser said there were several parking lots available. He did not think most people would be walking to the splash pad.

Councilor Spoon asked how the location was cost effective.

Mr. Triebwasser said all of the amenities were already in place for the splash pad. The neighbors were used to noise by the sports and events that already happened in the park. The water pressure was better at Maple Street Park than many other parks.

Councilor Hensley supported the Maple Street Park recommendation.

Councilor Heidt was also in support of the recommendation due to the amenities and parking available at Maple Street Park.

Councilor Varwig liked the multiple amenities at Maple Street Park and was in favor.

Councilor Spoon said her preference was for it to be downtown due to the economic development potential. She was not looking to obstruct putting in a splash pad, but wanted to make a point about where it was located. She did not think they had applied every lens to the decision. It was not safe to walk to Maple Street Park and they should not assume that everyone would be driving there. She thought it needed to be accessible to middle class and at risk families.

Mayor Hodson said Wait Park was his first choice as it would enhance downtown and was centrally located and accessible.

There was discussion about the option of purchasing park property, how Wait Park would need major modifications and tree removals for a splash pad, and how they determined what was cost effective.

There was consensus to schedule a Work Session in the future to discuss the process for Council to make decisions about parks in the future.

Councilor Varwig thought no matter where they put the splash pad it would be inaccessible to some people in the City. It was a net win to get a splash pad for the City and he did not think they should purchase new property when they already had a park that would work.

Councilor Dale said there was no perfect location, especially since Highway 99E and the railroad were formidable safety hazards. The emotional favorite of the Council was Wait Park, but there were barriers to that location. He thought Maple Street Park was a good option.

Councilor Parker was in support, although it was not where he would like it to be. This would be a park amenity in an area of town that already had amenities meanwhile there was a section of town that was the most underserved. He thought Maple Street Park was a practical location and did not object.

There was discussion regarding the timing of the project.

Rick Robinson, City Administrator, clarified the process and how the splash pad would not be able to be installed this year.

****Councilor Hensley moved to direct staff to move forward with the design phase for a splash pad at Maple Street Park. Motion was seconded by Councilor Heidt and passed 6-0.**

COMMUNICATIONS: None.

CITIZEN INPUT & COMMUNITY ANNOUNCEMENTS: Patty Green, outside City limits resident, passed out a map showing her property in relation to the proposed Project Shakespeare. The City planned to put a traffic signal on 1st Avenue, but there would be no trucks going on 1st Avenue until the road was improved. She thought the road should be improved first.

Mr. Robinson clarified the City was working with Project Shakespeare to see if they would contribute to the improvements to 1st Avenue. He thought the traffic signal would be critical to the flow of traffic at that intersection.

Ms. Green explained the issue of trucks entering and exiting right by her property.

MAYOR'S BUSINESS: Mayor Hodson said a gentleman from the State Parks Department attended the Parks and Recreation Advisory Board meeting to discuss Molalla River State Park. He said they were gearing up for master planning of that park. The Board of County Commissioners had a listening session last night regarding the Canby Ferry. He gave them a letter with the Council's recommendation.

COUNCILOR COMMENTS & LIAISON REPORTS: Councilor Hensley said C-4 received an update on the vehicle registration fee. The Board of County Commissioners was having a public hearing tomorrow night regarding the fee. C-4 also discussed the legislative priorities. The Traffic Safety Commission was concerned about bicycles not stopping at intersections. Parking on N 4th and Knott was an issue as well. They were also looking to put a crosswalk in on Berg Parkway. She attended the State of the City address and small business showcase as well as the listening session regarding the Canby Ferry.

Mayor Hodson suggested the Traffic Safety Commission work with the Bike and Pedestrian Committee regarding bicycles stopping at intersections. He suggested a flashing crosswalk sign on Berg Parkway.

Councilor Dale attended the State of the City address. Canby Utility was working with Tualatin Valley Water District for joint regional opportunities.

Councilor Varwig attended the State of the City address. He thought it was great having the business community networking with each other. He also attended the listening session regarding the Canby Ferry. The Library had a new Teen Task Force. There was an increase of 527% in teens using the library. There were 468 adults attending 28 different programs, 163 teens attending 17 programs, and 295 toddlers attending storytimes in the month of January.

Councilor Spoon said CTV5 did not have a quorum for their meeting yesterday. If someone was trying to watch a City meeting and there was an issue, they should reach out to her or CTV5. The SW Canby Neighborhood Association had discussed trees that had come down. She also attended the State of the City address. A bill was going through the legislature that would strengthen heritage areas and would

help with the work of the Willamette Falls Heritage Area Coalition. First Friday was changing to First Thursday. March would start the Charmed with Canby event. They had planned out a year of themed Thursdays.

CONSENT AGENDA: **Councilor Dale moved to adopt the annual liquor license renewals; appointment Havlyn Ehrich to the Heritage and Landmark Commission for a term to end on June 30, 2021; and the reappointment of Todd Wagner to the Canby Utility Board for a term to end on February 28, 2022. Motion was seconded by Councilor Hensley and passed 6-0.

Tony Crawford, Heritage and Landmark Commission Chair, introduced Havlyn Ehrich who was a sophomore at Canby High School. She would be representing Canby and the United States at a power lifting event in Sweden.

Ms. Ehrich introduced her parents, Doug and Christine. She spoke about powerlifting. There was a link to her fundraising on the Canby Now Podcast.

Councilor Spoon suggested creating a Youth Advisory Committee.

RESOLUTIONS & ORDINANCES: Resolution 1304 – Julie Wehling, Transit Director, said because they were a federally funded transportation service, they were now required to do an Asset Maintenance Plan for their fleet and facilities. Canby Area Transit had a transit vehicle maintenance plan for many years, but in the past they had not been required to formally adopt it by the Council. The plan had been reviewed by staff and ODOT for accuracy and compliance. She explained the minor edits that had been made to the resolution since the Council packet went out.

****Councilor Heidt moved to adopt Resolution 1304, A RESOLUTION ADOPTING CANBY AREA TRANSIT'S 2019 ASSET MAINTENANCE PLAN FOR PUBLIC TRANSIT FLEET AND FACILITIES. Motion was seconded by Councilor Varwig and passed 6-0.**

Resolution 1309 – Ms. Wehling said this resolution would also bring the City into compliance with federal regulations. She explained that this was adoption of the State's Transit Asset Management Plan and was a requirement for receiving 5311 funds.

****Councilor Hensley moved to adopt Resolution 1309, A RESOLUTION ADOPTING THE OREGON DEPARTMENT OF TRANSPORTATION'S TIER II TRANSIT ASSET MANAGEMENT GROUP PLAN AND PERFORMANCE MEASURES. Motion was seconded by Councilor Spoon and passed 6-0.**

Ordinance 1503 – Joe Lindsay, City Attorney, said this was a franchise agreement for a telecommunications operator who wanted to come to Canby. It was the same franchise agreement that they offered anyone who wanted to operate in the public rights-of-way.

****Councilor Spoon moved to adopt Ordinance 1503, AN ORDINANCE GRANTING TO EXTENET SYSTEMS INCORPORATED, A NONEXCLUSIVE FRANCHISE TO CONSTRUCT, OPERATE & MAINTAIN A TELECOMMUNICATIONS NETWORK AND PROVIDE TELECOMMUNICATIONS SERVICES WITHIN THE CITY OF CANBY OREGON. Motion was seconded by Councilor Heidt and passed 6-0 by roll call vote.**

NEW BUSINESS: Approving Contract with Peckhan & McKenney for City Administrator Recruitment – Mayor Hodson said at the February 6 Work Session the Council reviewed proposals for

recruitment of the City Administrator position. The feedback about the company had been outstanding. The company fell within the cost parameters and they had a breadth of recruitment experience for various positions. If approved, the Council would meet with the company at the first meeting in March.

Mr. Lindsay said Ms. Zeiber checked references for this firm and received great reviews for them.

****Councilor Hensley moved to approve the contract with Peckhan & McKenney for the City Administrator Recruitment. Motion was seconded by Councilor Dale and passed 6-0.**

CITY ADMINISTRATOR'S BUSINESS & STAFF REPORTS: None.

CITIZEN INPUT: None.

ACTION REVIEW:

1. Approved splash pad location for Maple Street Park.
2. Approved the Consent Agenda.
3. Adopted Resolution 1304.
4. Adopted Resolution 1309
5. Adopted Ordinance 1503.
6. Approved the contract with Peckhan and McKenney.

There was no Executive Session.

Mayor Hodson adjourned the Regular Meeting at 8:59 p.m.

Kimberly Scheafer, MMC
City Recorder

Brian Hodson
Mayor

Assisted with Preparation of Minutes - Susan Wood