

**CANBY CITY COUNCIL
CITY COUNCIL WORK SESSION
May 17, 2017**

Presiding: Mayor Brian Hodson.

Council Present: Tyler Smith, Greg Parker, Tim Dale, Tracie Heidt, and Sarah Spoon. Councilor Traci Hensley was absent.

Planning Commission Present: John Serlet, John Savory, Derrick Mottern, Shawn Varwig, Andrey Chernishov, and Tyler Hall. Commissioner Larry Boatright was absent.

Staff Present: Rick Robinson, City Administrator; Joseph Lindsay, City Attorney; Matilda Deas, Senior Planner; Bryan Brown, Planning Director; and Kim Scheafer, City Recorder.

Others Present: None.

Mayor Hodson called the Work Session to order at 6:00 p.m. in the Mt. Hood Conference Room.

The Council met in a Work Session to review results from the buildable land needs analysis.

Matilda Deas, Senior Planner, said the buildable land needs analysis was a long term plan for allocating lands in the City's Urban Growth Boundary over a 20 year period. It was a look at whether there was currently enough land in the UGB to meet the projected future needs in each zoning category. She explained the methodologies and population projections used for the analysis. The City would have enough industrial land, but would not have enough residential if they were expecting a 2.3% annual average growth rate.

There was discussion regarding how the number of jobs in Canby did not directly correlate with the housing needs of the City and the adopted population projection number.

Ms. Deas had not factored future park land into the projections. There was a park standard of 10 acres per 1,000, and the City would need 172 more acres of park land. Only developed parks were counted in this standard and she wanted to know if they should include open spaces in the 10 acres per 1,000 projection.

There was discussion regarding the lack of funds for park maintenance and whether they could afford and whether they wanted the projected growth.

Ms. Deas explained this analysis was not telling the Council what to do, but showed trends of the past and projections for the future for the City to know what to expect and how to plan accordingly. If the Council decided that the standard should include open spaces, it reduced the number from 172 to 72 acres of needed park land, or instead of the 10 acres per 1,000, it would be 5.8 acres per 1,000. If they used the 10 acres per 1,000, they would run out of residential land faster and it would trigger the conversation to expand the Urban Growth Boundary at some point.

There was consensus to continue to use the 10 acres per 1,000 standard.

Ms. Deas said since there would be a need for more residential land, did the City want to explore creating urban reserves, which were areas outside the Urban Growth Boundary that would be designated for future growth. She thought it was highly possible the City could get a grant to do that work.

There was consensus that the City should explore creating urban reserves. They also wanted to look into identifying areas that could be used for larger half or one acre residential lots, which was lacking in the City.

There was discussion regarding needing land for affordable housing as well.

Ms. Deas said the Willamette Valley Country Club was zoned R-1, and there was 149 acres that were vacant and had to be included in the residential estimate. They were still short residential land even with including this property. If the golf club remained, it would never be developed. The Comprehensive Plan designation for the property was private recreation, which was not implemented in the City's zoning. The zoning the property ended up with was R-1. She would be coming back with a change to this so it did not skew the residential lot numbers.

Mayor Hodson adjourned the Work Session at 7:20 p.m.

**CANBY CITY COUNCIL
REGULAR MEETING MINUTES
May 17, 2017**

PRESIDING: Mayor Brian Hodson.

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

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

OTHERS PRESENT: Sara Hepler, Tony & Betty Crawford, Bob Cornelius, Vicente Alvarez, Michelle Poyourow, Walt Daniels, Bill & Karyn Fenton, Jason Dietz, Dylan McCombs, Rina Bicknell, and Andrew & Shannon Hale.

CALL TO ORDER: Mayor Hodson called the Regular Meeting to order at 7:30 p.m. in the Council Chambers followed by opening ceremonies.

Recommendation from Transit Advisory Committee Regarding Transit Master Plan – Michelle Poyourow, Jarrett Walker + Associates, said this recommendation was from the Transit Advisory Committee that was developed with the consultants and staff. It set priorities for future revenue in the next couple of years. The priority was to increase frequency on Route 99 rather than reinstate a local circulator route. There were also some things Canby Area Transit could do that would improve the efficiency of dial-a-ride and paratransit services that would allow the same number of people to use the services, but at a lower cost. This cost savings would be used for increasing frequency on Route 99. The final Transit Master Plan would reflect the Council's decision whether or not to approve this approach.

There was discussion regarding the public outreach that had been done, the sequencing of the next phases, providing weekend service vs. a local circulator, and whether or not to keep both paratransit and dial-a-ride or only one of those and offering out of city service. There was further discussion regarding revisiting the Intergovernmental Agreement with Tri-Met regarding paratransit services and not postponing this process to have that discussion.

Councilor Hensley arrived at 7:46 p.m.

Mayor Hodson suggested including in the plan the savings, costs, consequences, and impacts on riders of going all dial-a-ride or all paratransit to help with future conversations. He also suggested holding another Work Session on the plan to discuss these issues further.

Councilor Smith was in favor of this direction, however he preferred expanding dial-a-ride and combining the dial-a-ride and paratransit services into one.

****Councilor Heidt moved to adopt the staff and Transit Advisory Committee's recommendation of a phase approach to outlining future Canby Area Transit Services in the Transit Master Plan as set forth in the April 21, 2017 staff report. Motion was seconded by Councilor Spoon and passed 6-0.**

COMMUNICATIONS: None.

CITIZEN INPUT & COMMUNITY ANNOUNCEMENTS: Sara Hepler, Canby resident, said she watched the Council meetings online when she couldn't attend a meeting. Two people spoke at a previous meeting about having others from the community do the invocation. She suggested allowing students studying government to speak and youth choirs to perform a song for the invocation.

Betty Crawford, Kiwanis Foundation Chair, reported on the dance party kickoff last Saturday for the Dolly Parton Imagination Library. They were signing up any child under five years of age to receive a free book every month. About 115 kids would be receiving books.

MAYOR'S BUSINESS: Mayor Hodson said the bylaws should be done for the Clackamas County Coordinating Committee soon. The County was looking at doing a housing needs study and would be looking at cities for financial help. State legislators were looking at transportation package funding to address road maintenance, infrastructure improvements, and key bottleneck areas. The Parks and Recreation Advisory Board met and discussed park maintenance funding. They would be coming back with a dollar amount and recommendation for the Council. He attended the Clackamas County Economic Export Summit.

COUNCILOR COMMENTS & LIAISON REPORTS: Councilor Smith said the Planning Commission approved a minor partition on an existing lot. They also received information regarding traffic management and capacity. In general, Canby was not exceeding capacities for the roadways. There was also information on how the arterials, collectors, and City streets were designed and tools to redirect and control traffic.

Councilor Parker said Mindy Montecucco was the new Chair of the Bike & Pedestrian Committee. The next meeting would be held on May 30. He had been asked to serve as Canby's representative on developing a scope of assessment of economic impact for the Willamette Falls Legacy Project. The Historic Review Board received a Local Government Grant for \$8,000 to put together a women's

heritage trail and tying preservation with economic development and tourism. He attended the Baker Prairie Cemetery event.

Councilor Hensley said the Adult Center had a consultant review their comprehensive plan project which was still a work in progress. They were also looking for a new Food Service Manager. The Traffic Safety Commission heard a citizen concern regarding the need for a stop sign at First and Hazel Dell Way. There was an application to fill the vacancy on the Commission. Breakfast at the American Legion was over until September.

Councilor Dale said Canby Utility was a public utility and did not generate its own power. All of the power came from Bonneville Power Administration and BPA was currently in the process of reviewing fees. It looked like it would be a modest increase. Canby Utility was also doing a rate review process. There would be a City Budget Committee meeting on Thursday night. He explained the budget process so far.

Councilor Heidt said the library drop box in the alley had been fixed. The Friends of the Library were having a Beach Book Sale on June 3. She attended a Canby School District Board Work Session. She gave kudos to James Hanson for being a "Super Kid." She was helping to organize the Canby Independence Day parade. Parade entries were due by June 26. The Lions Club would be holding a celebration this Saturday for Bob Cavanaugh who had been a Lions member for 50 years. She welcomed Shannon Hale to the Bike and Pedestrian Committee.

Councilor Spoon said the rededication of Baker Prairie Cemetery was a great event. The Historic Review Board was looking at getting another grant to continue restoration. The Independence Day Committee was looking for volunteers, especially with set up or break down. The email link to volunteer was on the Independence Day website. There was a Wednesday night bike ride at Bikes N More.

CONSENT AGENDA: **Councilor Dale moved to adopt the minutes of the May 3, 2017 City Council Regular Meeting; reappointment of Mark Triebwasser to the Parks and Recreation Advisory Board for a term to end on June 30, 2020; and appointment of Shannon Hale to the Bike and Pedestrian Committee for a term to end on June 30, 2020. Motion was seconded by Councilor Hensley and passed 6-0.

PUBLIC HEARING: Mayor Hodson read the public hearing format.

Rick Robinson, City Administrator, said in 2010 the City Council requested Finance staff to complete a master schedule of fees and to have the schedule come back yearly to Council. There were few changes in the fees for this year. He reviewed the changes in the fees including deleting the First Friday marketing program, deleting the weiner dog race fee, creating a new fee for the car show, increasing the fee for putting photos and videos on CD, increasing the special event security fee, deleting the duplicated court assessment fee, adding a category to the discovery request fee for citations, creating a DUII diversion filing fee, renaming the failure to comply suspension fee, creating a failure to appear at trial fee, creating a parking ticket late fee, deleting a damaged items fee, creating a lost or damaged label fee, increasing the Public Works labor rate, creating a mower rate, increasing the Transportation and Parks SDCs, increasing the planning fee, creating a minor variance fee, and increasing Swim Center fees.

There was discussion regarding the reasons for the special event security fee, mower rate, car show fee, and deletion of the First Friday marketing program.

Mayor Hodson opened the public hearing at 9:03 p.m.

Public Testimony: None.

Mayor Hodson closed the public hearing at 9:03 p.m.

RESOLUTIONS & ORDINANCES: Resolution 1262 – ****Councilor Spoon moved to adopt Resolution 1262, A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF CANBY, OREGON, SETTING FEES FOR SERVICES. Motion was seconded by Councilor Heidt and passed 6-0.**

Ordinance 1460 – Julie Wehling, Transit Director, said Canby Area Transit operated through a contract for drivers, dispatchers, and a supervisor. Since 2001 the contract had been with MV Transportation. The current agreement with MV expired on June 30, 2017. Eight companies responded to an RFP for transit operations. MV was the number one pick of the interview committee. Based on the estimate of 57 vehicle hours per day over the first three years of the agreement, the proposal would cost 5.95% more than the amount that was budgeted in 2017. There were many advantages to staying with the same contractor. This was a three year contract with the option of two additional three year extensions. She recommended approval of the ordinance. The increase was much lower than what they had anticipated in the budget.

****Councilor Hensley moved to approve Ordinance 1460, AN ORDINANCE AUTHORIZING THE MAYOR AND CITY ADMINISTRATOR TO EXECUTE A CONTRACT WITH MV TRANSPORTATION, INC. OF DALLAS, TEXAS FOR PROVIDING TRANSIT SERVICE OPERATIONS FOR CANBY AREA TRANSIT (CAT); AND DECLARING AN EMERGENCY to come up for second reading on June 7, 2017. Motion was seconded by Councilor Spoon and passed 6-0.**

NEW BUSINESS: Discussion Regarding Council Liaison to Bridging Cultures and Concilio – Mayor Hodson said it had been requested to have to a Council liaison to Bridging Cultures and Concilio.

Councilor Spoon thought this would help with the Council goal of inclusion. Bridging Cultures represented a population in the City that did not have direct representation on the Council. This was a good way to engage and participate in inclusive outreach. These groups had proactively engaged the Police Department in creating a survey and trying to improve the relationship of the Police Department and Latino population. She was proud of what these organizations were doing.

Councilor Heidt thought this made the City more approachable and would formalize the partnership.

Vicente Alvarez, President of Concilio, said he was trying to reach out to the Council. They could do better in the community by working together.

Councilors Heidt and Spoon said they would share the liaison role.

Ms. Poyourow said that Bridging Cultures and Concilio had been extremely helpful in the outreach for the Transit Master Plan. The partnership they had with these groups was unique and did not exist in many other communities.

Ms. Crawford said that the first event this summer was the Bridging Cultures picnic at 11:00 a.m. at Locust Street Park this Saturday. This was a free community event. The next Bridging Cultures meeting was on June 6 at Baker Prairie Middle School at 6 p.m.

ADMINISTRATOR'S BUSINESS & STAFF REPORTS: Mr. Robinson said the old Council Chambers had been taken down. The next phase would be mobilization and removal of the old Finance and Development Services buildings. If they would like to have a copy of the Canby Housing Needs Assessment, let him know.

CITIZEN INPUT: None.

ACTION REVIEW:

1. Approved the Consent Agenda.
2. Adopted Resolution 1262.
3. Approved Ordinance 1460 to come up for second meeting on June 7.

There was no Executive Session.

Mayor Hodson adjourned the Regular Meeting at 9:35 p.m.

Kimberly Scheafer, MMC
City Recorder

Brian Hodson
Mayor

Assisted with Preparation of Minutes - Susan Wood