

**CANBY CITY COUNCIL  
CITY COUNCIL WORK SESSION  
August 3, 2016**

**Presiding:** Mayor Brian Hodson.

**Council Present:** Todd Rocha, Greg Parker, Tim Dale, Tracie Heidt, and Clint Coleman. Councilor Traci Hensley was absent.

**Planning Commission Present:** None.

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

**Others Present:** None.

**[The audio recording for this work session failed.]**

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

The Council met in a work session to review a draft of the Land Needs Analysis.

Matilda Deas, Senior Planner, reviewed the Statewide Planning goal and the reason the analysis needed to be updated. Many downtown commercial lots had older homes on them and no commercial facility. There was a question on whether to assume they will all redevelop with the 20 year planning horizon. Another alternative was to look at the house to land value and make a determination. The current analysis listed Willamette Valley Country Club as zoned R-1 so it inflated the numbers.

After discussion consensus was for staff to use a building to land ratio.

Ms. Deas reviewed proposed zoning changes that staff was recommending. Council consensus was to have the zone changes brought forth separate from the Land Needs Study Comprehensive Plan Amendment.

Mayor Hodson adjourned the Work Session at 7:08 p.m.

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**CANBY CITY COUNCIL  
REGULAR MEETING MINUTES  
August 3, 2016**

**Presiding:** Mayor Brian Hodson.

**Council Present:** Todd Rocha, Greg Parker, Tim Dale, Tracie Heidt, and Clint Coleman. Councilor Traci Hensley was absent.

**Staff Present:** Rick Robinson, City Administrator; Joseph Lindsay, City Attorney; Amanda Zeiber, HR Director/Asst. City Administrator; Irene Green, Library Director; Jamie Stickel, Main Street Manager; and Kim Scheafer, City Recorder.

**Others Present:** Bob Cornelius, Joyce Ares, Rich Ares, Chris Stutes, Suzy Stutes, Kathy Stuart, Joyce Skogen, Sarah Spoon, Carol Palmer, Loren Bell, Lisa Leir, Amy Kelsey-Oreen, Katherine Christiansen, James Mack, Claire Schwalm, and Bonnie Payne.

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

Presentation by Friends of the Canby Public Library – Joyce Ares, Friends of the Canby Public Library, gave a background on the Friends and the fundraisers they held. These donations were being used to fund library programs. The donation that was being made that night consisted of donations in the donation jar at the library and the Fourth of July book sale as well as donations from Hazel Wagner, David Cole in memory of Rosemary Cole, Sherry McGinnis Kennemer and Representative Bill Kennemer, Melissa Kelly, Linda Warwick and John Warwick, Canby Lions Club, Meadows Residence Council, Bert and Linda Baty, Joe Driggers, Irene Green, Jamie Clifton, and more. Ms. Ares gave a breakdown of the \$44,351.14 donation. She asked that the City proclaim September 16 from this year forward as Canby Public Library Day. She presented the check from the Friends to the City.

**COMMUNICATIONS:** Rick Robinson, City Administrator, said they had learned that the new library/civic building would not be ready by September 16 to be open. The grand opening of the new library would be held on October 15.

**CITIZEN INPUT & COMMUNITY ANNOUNCEMENTS:** None.

**MAYOR'S BUSINESS:** Mayor Hodson said the Canby Cares event would be on September 10 from 10 a.m. – 3 p.m. at Canby Foursquare Church. They were in need of volunteers. Any councilors that wanted to attend the LOC Conference needed to submit their application to Kim Scheafer, City Recorder, by noon on Friday. He had a conversation with economic development and Chamber staff for marketing and promotion and a conversation with the City Administrator and Planning Director regarding housing. He thanked the Chamber for a great golf tournament. He visited with Japanese exchange students from the City's sister city. Canby's Big Weekend was at the end of August. He asked that the proclamation requested by the Friends be added to the agenda.

**COUNCILOR COMMENTS & LIAISON REPORTS:** Councilor Rocha thanked the Chamber for the golf tournament.

Councilor Parker also thanked the Chamber for the golf tournament. An exciting event was happening at the next First Friday.

Councilor Dale thanked the Chamber as well.

Councilor Heidt said the Library Foundation would support an account services desk for the new library. The library had been removing items from the collection that were old and outdated. The Summer Reading Program would end on August 10. The track was replaced recently at the high

school. There would be a shuttle bus to the County Fair for the week. Dial-A-Ride was open to the public on an as needed basis. She went to the de-briefing of the Independence Day event and encouraged people to participate in the Kiddy Caper Parade at the Fair. She explained a STEAM pilot program to help kids learn about computers and technology. The last Bridging Cultures Picnic would be held on August 13.

Councilor Coleman said the Chamber lunch would be held next Tuesday at the Fairgrounds. He discussed the upcoming events at the County Fair and Rodeo. He also attended the de-briefing meeting. He thanked the Planning Commission and planning staff for all of the projects that had been going on lately. He congratulated Parsons for improving their façade. He thanked staff for their support of the Traffic Safety Commission. He congratulated Eagle-Elsner on their paving work around town.

**CONSENT AGENDA: \*\*Councilor Dale moved to adopt the minutes of the July 6, 2016 City Council Regular Meeting; minutes of the July 12, 2016 City Council Special Meeting; and appointment of Cameron Jones to the Canby Public Library Board for a term to end on June 30, 2020. Motion was seconded by Councilor Rocha and passed 5-0.**

**PUBLIC HEARING:** Supplemental Budget for the 2016-17 FY – Mayor Hodson read the public hearing format.

STAFF REPORT: Mr. Robinson said most of the changes in the supplemental budget were budgeted items from the 2015-2016 year that were not expended in that fiscal year, but would be spent in 2016-2017. These funds were for the acquisition of the new transit parking lot, donations to the new library, and a modification to the estimate for workers comp charges.

Mayor Hodson opened the public hearing at 8:17 p.m.

PROPOSERS: None.

OPPOSERS: None.

Mayor Hodson closed the public hearing at 8:17 p.m.

**RESOLUTIONS & ORDINANCES:** Resolution 1244 – Mr. Robinson said several months ago he had been approached regarding the lease payment the City was making for the property the Swim Center and Canby Adult Center set on. He was requesting that the School District not be charged for swimming lessons anymore and in return the lease payment would remain the same.

Councilor Parker thought there should be a future discussion regarding either purchasing the property or coming up with some other solution.

**\*\*Councilor Heidt moved to adopt Resolution 1224, A RESOLUTION ADOPTING A GROUND LEASE BETWEEN THE CITY OF CANBY AND CANBY SCHOOL DISTRICT NO. 86. Motion was seconded by Councilor Coleman and passed 5-0.**

Resolution 1247 – Mr. Robinson said the Clackamas County Board of Commissioners had been working to identify a mechanism to generate revenue for road improvements to the unincorporated areas. A \$.06 per gallon gas tax would be going on the November ballot, 60% of

the funding going to the County, and 40% going to participating cities in the County based on population. In order to participate, cities had to support the tax through a resolution and approve an Intergovernmental Agreement for the allocation by September 1.

Mayor Hodson said there were some mayors who were not in support of the County requiring approval of the resolution and IGA. None of these projects would be roads within the Canby city limits. The City would receive \$281,000 per year. He was not pleased with the language that was before them, however it was work that needed to be done.

There was discussion regarding the pros and cons of moving forward as requested by the County.

**\*\*Councilor Parker moved to adopt Resolution 1247, A RESOLUTION SUPPORTING THE CLACKAMAS COUNTY MOTOR VEHICLE FUEL TAX. Motion was seconded by Councilor Heidt and passed 5-0.**

Resolution 1248 – **\*\*Councilor Dale moved to adopt Resolution 1248, A RESOLUTION ADOPTING A SUPPLEMENTAL BUDGET FOR THE 2016-2017 FISCAL YEAR. Motion was seconded by Councilor Coleman and passed 5-0.**

Resolution 1249 – **\*\*Councilor Dale moved to adopt Resolution 1249, A RESOLUTION AUTHORIZING THE MAYOR TO SIGN AN INTERGOVERNMENTAL AGREEMENT BETWEEN CLACKAMAS COUNTY AND PARTICIPATING CITIES OF CLACKAMAS COUNTY TO SHARE MOTOR VEHICLE FUEL TAX REVENUES. Motion was seconded by Councilor Heidt and passed 5-0.**

Ordinance 1447 – Mr. Robinson said there had been concern about the requirement of business licenses for hobby crafters who were not operating full time or were in competition with other businesses. The proposed Code change would add language to exempt businesses participating in an event sponsored by a non-profit or and any business in operation for three or fewer consecutive days at the same location and operating less than a total of 30 days per calendar year within the C-1 downtown commercial zone.

Katherine Christiansen, Canby resident, gave thanks from the handcrafters to the City for addressing this issue.

Lisa Leir, Canby resident, said she participated in the Farmers Market and other City sanctioned events and was glad it was exempt as she would not have been able to afford it.

James Mack, Canby resident, enjoyed working in the community. It was one of the best places he had ever been in his life.

**\*\*Councilor Rocha moved to approve Ordinance 1447, AN ORDINANCE AMENDING CANBY MUNICIPAL CODE (CMC) CHAPTER 5.04.190 REGARDING BUSINESS LICENSE EXEMPTIONS IN THE CITY OF CANBY to come up for second reading on August 17, 2016. Motion was seconded by Councilor Parker and passed 5-0 on first reading.**

**NEW BUSINESS:** Heritage Trail Unveiling – Jamie Stickel, Main Street Manager, said with the hard work of the Historic Review Board, the City received two grants to put up plaques on historic

buildings in the City. The plaques would be unveiled at the next First Friday on August 5. She handed out a brochure that had been developed of the historic sites.

The City had received a grant for Baker Prairie Cemetery restoration and bids were being collected for the project. There would be cleaning and repair of the headstones and also training available for volunteers.

Carol Palmer, Historic Review Board Chair, spoke about the projects the Board was exploring to build community awareness and support for the historic resources in Canby.

**ADMINISTRATOR'S BUSINESS & STAFF REPORTS:** Mr. Robinson said the County would be paving some County roads near Canby.

**CITIZEN INPUT:** None.

**ACTION REVIEW:**

1. Approved the Consent Agenda.
2. Adopted Resolutions 1244, 1247, 1248, and 1249.
3. Approved Ordinances 1447 to come up for second reading on August 17, 2016.

There was no Executive Session.

Mayor Hodson adjourned the meeting at 9:08 p.m.

Kimberly Scheafer, MMC  
City Recorder  
Assisted with Preparation of Minutes - Susan Wood

Brian Hodson  
Mayor