



AGENDA
CANBY CITY COUNCIL
Virtual Meeting/ Council Chambers
Regular Meeting 7:00 PM
Executive Session 7:15 PM

Meetings can be viewed on CTV Channel 5 and YouTube:
<https://www.youtube.com/channel/UCn8dRr3QzZYXoPUEF4OTP-A>

October 21, 2020
222 NE 2nd Avenue, 1st Floor

Mayor Brian Hodson
Council President Tim Dale
Councilor Traci Hensley

Councilor Greg Parker
Councilor Sarah Spoon
Councilor Shawn Varwig

Regular Meeting – 7:00 PM

- 1. CALL TO ORDER**
- 2. PRESENTATION**
 - a. Swearing in of New Police Officers
- 3. COMMUNICATION**
- 4. CITIZEN INPUT & COMMUNITY ANNOUNCEMENTS:** This is an opportunity for audience members to address the City Council on items not on the agenda. Each person will be given 3 minutes to speak. Staff and the City Council will make every effort to respond to questions raised during citizens input before the meeting ends or as quickly as possible thereafter. *****If you would like to speak virtually or in person, please email or call the City Recorder by 5:00 pm on October 21, 2020 with your name, the topic you'd like to speak on and contact information: bissetm@canbyoregon.gov or call 503-266-0733. Once your information is received, you will be sent instructions to speak. Please note that Council will be attending this meeting virtually.**
- 5. MAYOR'S BUSINESS**
- 6. COUNCILOR COMMENTS & LIAISON REPORTS**
- 7. CONSENT AGENDA:** This section allows the City Council to consider routine items that require no discussion and can be approved in one comprehensive motion. An item may be discussed if it is pulled from the consent agenda to New Business.
 - a. Approval of Minutes of the October 7, 2020 City Council Regular Meeting.
- 8. CITY ADMINISTRATOR'S BUSINESS & STAFF REPORTS**
- 9. CITIZEN INPUT**
- 10. ACTION REVIEW**
- 11. ADJOURN**

Executive Session – 7:15 PM
(Will begin after the City Council Meeting ends but not before 7:15 PM)

EXECUTIVE SESSIONS ARE CLOSED TO THE PUBLIC. Representatives of the news media and designated staff may attend Executive Sessions. Representatives of the news media are specifically directed not to report on any of the deliberations during the Executive Session, except to state the general subject of the session as previously announced. No Executive Session may be held for the purpose of taking final action or making any final decision.

1. CALL TO ORDER

2. EXECUTIVE SESSION: ORS 192.660 (2) (e) To conduct deliberations with persons designated by the governing body to negotiate real property transactions.

3. ADJOURN

*The meeting location is accessible to persons with disabilities. A request for an interpreter for the hearing impaired or for other accommodations for persons with disabilities should be made at least 48 hours before the meeting to Melissa Bisset at 503.266.0733. A copy of this Agenda can be found on the City's web page at www.canbyoregon.gov. **City Council and Planning Commission Meetings are typically broadcast live and can be viewed on CTV Channel 5.** For a schedule of the playback times, please call 503.263.6287.

****We are requesting that rather than attending in person you view the meeting on CTV Channel 5 or on YouTube: <https://www.youtube.com/channel/UCn8dRr3QzZYXoPUEF4OTP-A>**
If you do not have access virtually, there are a small number of chairs provided inside to allow for distancing.

**CANBY CITY COUNCIL
REGULAR MEETING MINUTES
October 7, 2020**

Due to COVID-19 Pandemic, the Mayor and City Councilors attended the meeting virtually. The public was asked to view the meeting live on CTV Channel 5 or on YouTube. Seating was available in the Council Chambers in compliance with the Governor's Executive Order regarding social distancing.

PRESIDING: Mayor Brian Hodson.

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

STAFF PRESENT: Joseph Lindsay, Interim City Administrator, City Attorney; Jamie Stickel, Economic Development Director; and Melissa Bisset, City Recorder.

CALL TO ORDER: Mayor Hodson called the Regular Meeting to order at 7:00 p.m.

COMMUNICATIONS: Joseph Lindsay, Interim City Administrator, announced that there would be an Executive Session at the end of the meeting and that Council would very likely come out of the Executive Session and back into the regular meeting to take action.

CITIZEN INPUT & COMMUNITY ANNOUNCEMENTS: It was publically noticed that Council would be attending the meeting virtually and written comments and input on agenda items were accepted until 5:00 p.m. on Wednesday, October 7. No comments were received and no one requested to speak.

MAYOR'S BUSINESS: Mayor Hodson said there was no C-4 meeting in October. He attended the Region 1 ACT meeting where the response from the Oregon Transportation Committee regarding funding the I-205 project was that the OTC was looking at a comprehensive congestion plan for the region. They also discussed tolling and the transportation improvement project list for 2024-2027. He welcomed Columbia Distributing to Canby. He thanked Chief Austin for his years of service at the Fire District. He congratulated Bridging Cultures for receiving a \$10,000 grant for purchasing a new delivery truck.

COUNCILOR COMMENTS & LIAISON REPORTS:

Councilor Parker said the Clackamas County Scare Fair would be starting on October 9 and would run on weekends in October.

Councilor Varwig welcomed the new Library Director. He also thanked Chief Austin for 50 years of service.

Council President Dale had attended Chief Austin's award ceremony.

CONSENT AGENDA: **Council President Dale moved to adopt the Minutes of the September 2, 2020 City Council Work Session and Regular Meeting and September 16, 2020 Work Session and Regular City Council Meeting and appoint Corina Kanen to the Heritage and Landmark Commission. Seconded by Councilor Spoon and passed 5-0.

RESOLUTION:

Resolution No. 1342: A Resolution Adopting A Temporary Program For Use Of Parking Lots During The COVID-19 Emergency.

Jamie Stickel, Economic Development Director, explained the Open Air Canby Recovery Program which would allow businesses to expand seating into private parking lots. This was in response to the ongoing COVID pandemic and social distancing. City parking requirements would be suspended, but businesses could not impede into ADA parking spaces or interfere with traffic or fire lanes. The program would be in place until December 31, 2021. There would be administrative review for participating businesses. Staff recommended approval.

Mayor Hodson asked if there were businesses already planning to participate. Ms. Stickel said there were three businesses that had expressed interest.

Councilor Spoon asked if staff could look into a simpler process for allowing tents for the outdoor seating. Ms. Stickel said staff would look into it.

Councilor Parker was open to that idea and any others that would help businesses.

Councilor Varwig clarified this was private parking, not public. He asked who they would delegate changes to. Ms. Stickel said it would be the Economic Development Department.

****Councilor Parker moved to adopt Resolution No. 1342, a resolution adopting a temporary program for use of parking lots during the COVID-19 emergency. Motion was seconded by Councilor Varwig and passed 5-0.**

CITY ADMINISTRATOR'S BUSINESS & STAFF REPORTS: Mr. Lindsay said notice had been sent for a Planning Commission hearing to amend the Transportation System Plan to include the Walnut Street extension. It would come to the Council for a hearing in November. They had not received enough qualified applications for the Planning Director position and the recruitment had been reopened. He announced Ms. Bisset had been with the City for one year, Mr. Laitinen had been with the City for 29 years, Mr. Nelzen had been with the City for 16 years, and Ms. Burkhardt had been with the City for 12 years.

CITIZEN INPUT: None.

ACTION REVIEW:

1. Approved the Consent Agenda.
2. Adopted Resolution No. 1342.

****Councilor Spoon moved to go into Executive Session pursuant to ORS 192.660(2)(a) Employment of a Public Officer. Motion was seconded by Councilor Varwig and passed 5-0.**

Mayor Hodson read the Executive Session format and recessed the Regular Meeting at 7:30 p.m.

Mayor Hodson reconvened the Regular Meeting at 7:59 p.m.

****Council President Dale moved to adopt the Employment Agreement with Michael Scott Archer to be the City Administrator effective November 9, 2020. Motion was seconded by Councilor Hensley and passed 5-0.**

The meeting adjourned at 8:02 pm.

Melissa Bisset, CMC
City Recorder

Brian Hodson
Mayor

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