

**CANBY CITY COUNCIL
WORK SESSION MINUTES
August 16, 2023**

PRESIDING: Traci Hensley

COUNCIL PRESENT: Brian Hodson, James Davis, Christopher Bangs, Herman Maldonado, and Jason Padden.

COUNCIL ABSENT: None

STAFF PRESENT: Maya Benham, City Recorder; and Eileen Stein, Interim City Administrator.

CALL TO ORDER: Council President Hensley called the Work Session to order at 6:05 p.m. in the Council Chambers.

CITY COUNCIL INTERVIEWS:

Craig Lewelling said this was his third time interviewing for the Council position. He had a love and passion for the City and his focus was on the best interests of the City. He would always keep an open mind on the issues and he had a lot of experience to bring to the table.

Commissioner Padden asked about his involvement on the Planning Commission and getting up to speed on some of the issues. Mr. Lewelling said it had helped with getting up to speed, and some of the issues were the same ones they had been dealing with years ago.

Commissioner Davis asked which of the Council Goals he was most interested in. Mr. Lewelling thought they needed to be more involved with the Chamber of Commerce and businesses. He was intrigued by what was happening with the Fairgrounds and Fair Board.

Stephanie Boyce had also interviewed before. She thought the best cities were represented by people who invested in the long-term outcomes of their communities. She was concerned about crime in the City, especially theft. She would like to be a liaison to encourage and support the police in their efforts to prosecute to the extent of the law. She would like to help implement ordinances and policies regarding the homeless. She had served on committees in the past and was on committees at her church.

Commissioner Padden asked about the time commitment. Ms. Boyce said she had staff and could rearrange her schedule.

Mayor Hodson asked about her opinion on the recently approved camping ordinance. Ms. Boyce did not think it was strict enough, but she understood it was a group effort.

Megan Fraction had lived in Canby for a couple of years and wanted to be involved in shaping the community. The City was growing quickly and she wanted to maintain the small town feel. They needed to handle growth carefully and long-time Canby residents needed to be heard.

There was a need for lower income housing. She thought her background in property management was good experience in dealing with government entities and contracts. She did not have a specific goal in mind, but would like to join the existing Council that had gotten them this far and collaborate.

Daniel Stearns had resided in Canby since 2011 and owned a tax business in Canby. He was fluent in Spanish and interacted with the Hispanic community. He thought being on the Council was an opportunity to serve and be a liaison between the City and citizens. He wanted to help Canby become a better place to live. He thought citizens felt disconnected from government and he thought getting to know people could take away the barriers. There needed to be more interaction, so people did not feel left out. If people felt involved in decisions, they accepted them better.

ADJOURN: Council President Hensley adjourned the meeting at 6:48 p.m.

**CANBY CITY COUNCIL
REGULAR MEETING MINUTES
August 16, 2023**

PRESIDING: Mayor Brian Hodson

COUNCIL PRESENT: Traci Hensley, James Davis, Jason Padden, Christopher Bangs, and Herman Maldonado.

COUNCIL ABSENT: None

STAFF PRESENT: Eileen Stein, Interim City Administrator; David Doughman, City Attorney; Maya Benham, City Recorder; Jerry Nelzen, Public Works Director; Jaime Stickel, Economic Development Director; and Don Hardy, Planning Director.

CALL TO ORDER: Mayor Hodson called the Regular Meeting to order at 7:02 p.m. in the Council Chambers.

CITIZEN INPUT & COMMUNITY ANNOUNCEMENTS: Shawn Varwig, Canby resident, spoke about the appointment of a new City Councilor. He thought they should leave partisan tactics behind when making their selection. He suggested they choose Mr. Lewelling.

CONSENT AGENDA: ****Council President Hensley moved to approve the consent agenda that included the minutes of the June 7, 2023 Regular City Council Meeting. Motion seconded by Councilor Bangs and passed 5-0.**

Council President Hensley moved to approve the consent agenda that included the minutes of the June 21, 2023 Regular City Council Meeting. Motion was seconded by Councilor Padden and passed 4-0-1 with Councilor Bangs abstaining.

RESOLUTIONS & ORDINANCES:

Ordinance 1607 – Jerry Nelzen, Public Works Director, noted the renderings of the project that were in the packet. They were working on getting the easements to upgrade NE 10th from Locust to Pine.

****Councilor Bangs moved to adopt Ordinance 1607, AN ORDINANCE AUTHORIZING THE INTERIM CITY ADMINISTRATOR TO EXECUTE A CONTRACT WITH CURREN-MCLEOD, INC. IN THE AMOUNT OF \$159,000 FOR DESIGN AND CONSTRUCTION PHASE ENGINEERING SERVICES FOR IMPROVEMENTS TO NE 10TH AVENUE FROM N LOCUST STREET TO N PINE STREET. Motion seconded by Councilor Padden and passed 5-0 by roll call vote.**

Bob Cambra, Canby resident, said the Traffic Safety Commission was in support of Ordinances 1607 and 1608. Both projects addressed safety and livability as they would add sidewalks on 10th which promoted connectivity. Pine was a critical safety issue, especially for traffic movement.

Ordinance 1608 – Councilor Hensley clarified this was the engineering phase to look at options.

****Councilor Padden moved to adopt Ordinance 1608, AN ORDINANCE AUTHORIZING THE INTERIM CITY ADMINISTRATOR TO EXECUTE A CONTRACT WITH CURREN-MCLEOD, INC. IN THE AMOUNT OF \$90,000 FOR DESIGN AND CONSTRUCTION PHASE ENGINEERING SERVICES FOR REALIGNMENT OF N PINE STREET AND NE 4TH AVENUE. Motion was seconded by Council President Hensley and passed 5-0 by roll call vote.**

Ordinance 1609 – Jamie Stickel, Economic Development Director, gave a background on the grant and project. The grant could be used as a pass-through the Main Street Program. They were able to pass it through as part of the purchase and sale agreement provided the applicant worked with the City and State to ensure the proposals fit within the scope of the project. She clarified these were not City funds being given to a private entity. They were funds awarded by the State to a project at this building. She said the applicant was requesting another change and working on approval from the Planning Commission. It would be about three months of construction after approval.

Councilor Padden expressed concern about another change to the project and removing features that were enticing to the plan.

****Councilor Bangs moved to approve Ordinance 1609, AN ORDINANCE AUTHORIZING THE INTERIM CITY ADMINISTRATOR TO APPROVE THE EXPENDITURE OF \$200,000 TO CANBY LIBRARY HOLDINGS FOR THE REDEVELOPMENT OF THE FORMER CANBY PUBLIC LIBRARY AS PART OF THE OREGON MAIN STREET REVITALIZATION GRANT to come up for a second reading on September 6, 2023. Motion was seconded by Councilor Padden and passed 5-0 on first reading.**

Resolution 1393 – Don Hardy, Planning Director, presented on the sequential Urban Growth Boundary adoption process. He gave an overview of the process and discussed the benefits and components of the process.

There was discussion regarding County input and support, potential acreage needed for housing and employment lands, and where the growth would occur.

Mr. Hardy reviewed the Planning for Growth timeline.

There was discussion regarding the need to update code and how the last UGB expansion was done in 1984.

****Councilor Padden moved to approve Resolution 1393, A RESOLUTION ADOPTING THE SEQUENTIAL URBAN GROWTH BOUNDARY REVIEW PROCESS. Motion was seconded by Councilor Maldonado and passed 5-0.**

NEW BUSINESS: Appointment of a new City Councilor –

Each Councilor discussed their top candidates.

****Council President Hensley moved to appoint Daniel Stearns as the new City Councilor. Motion was seconded by Councilor Davis and passed 5-0.**

Councilor Maldonado left the meeting at 8:19 p.m.

OLD BUSINESS: DLCD Urban Boundary Expansion Grant Letter of Support – Mr. Hardy said there was money available for the UGB process through a grant from DLCD who requested a letter of support from the Council. He explained the scope of work and how the grant would offset some of the costs of the project. He discussed other grants he planned to apply for.

Councilor Bangs suggested adding that the whole Council endorsed the letter.

****Councilor Bangs moved to approve the letter as amended. Motion was seconded by Councilor Padden and passed 4-0.**

City Administrator & City Attorney Recruitment – Kevin Aguilar, Human Resources Director, said he had been working with GMP on the candidate profile. The goal was to have the profile published on August 24. The intent was to phase in the City Attorney recruitment about halfway through the City Administrator process.

MAYOR'S BUSINESS: Mayor Hodson gave an update on Canby Area Transit. He attended the Oregon Mayor's Association Conference and gave a summary to the Council. There was a Comprehensive Plan meeting tomorrow.

COUNCILOR COMMENTS & LIAISON REPORTS:

Councilor Davis provided updates on the Parks and Recreation Advisory Board where the Auburn Farms community park design, Maple Street Park improvements, and Legacy Park outdoor exercise facility were discussed. The Fire Board members who were re-elected were sworn in as well as three new firefighters. Recruitment for a new Fire Chief continued; interviews would be held in September. He then reported on recent fires and the County Fair. The Adult Center project was moving forward.

Councilor Bangs reported on the Library Advisory Board meeting where three new people started their board positions. They discussed how to honor donations and expand hours. He gave statistics about the library, including how they had 124,000 visitors last year. He also asked for an update on a possible roundabout on Ivy and 18th.

Council President Hensley gave an update on open Committee positions. She reported on the Traffic Safety Commission meeting where complaints from citizens, speeding at Darcy Estates, letters to the City, four way stops on N Elm, and the south side of 2nd and 3rd were discussed.

Councilor Padden reported on the Canby Utility Board meeting where the Water Master Plan, new Water Treatment Plant in the next 10 years, and legal training on meeting etiquette were discussed. He suggested a discussion on the Street Maintenance Fee. He spoke to the chair of the Parks Board about some ideas for changes in the future. He attended the Fair and Chamber luncheon. He helped spread mulch along 99E near the Fairgrounds with Public Works and other volunteers. He mentioned some possible beautification improvements on 99E.

CITY ADMINISTRATOR'S BUSINESS & STAFF REPORTS: Eileen Stein, Interim City Administrator, gave an update on the allocation of ARPA funds. There would be a meeting with the Finance Director regarding the CIP projects to ensure that the City's planned projects were funded. Police Chief Tro was writing an RFP for the Emergency Operations Plan update, and it was near completion.

CITIZEN INPUT:

There was none.

ACTION REVIEW:

1. Approved the consent agenda.
2. Adopted Ordinances 1607 and 1608.
3. Approved Ordinance 1609 to a second reading on September 6, 2023.
4. Approved Resolution 1393.
5. Appointed Daniel Stearns as a new City Councilor.
6. Approved the DLCD UGB Expansion Grant Letter of Support as amended.

****Council President Hensley moved to go into Executive Session pursuant to ORS 192.660(2)(e) real property. Motion was seconded by Councilor Padden and passed 4-0.**

Mayor Hodson read the Executive Session statement and recessed the Regular Meeting at 8:57 p.m.



Maya Benham
City Recorder



Brian Hodson
Mayor

Assisted with Preparation of Minutes - Susan Wood