
CITY OF CANBY
BUDGET COMMITTEE MEETING
May 29, 2025

Committee Members Present: Brian Hodson, Mayor; Kim Wiegand, Budget Committee Chair; Traci Hensley, City Council President; Paul Waterman, City Councilor; Jack Pendleton, Budget Committee Member; David Tate, Budget Committee Member; Daniel Stearns, City Councilor; James Davis, City Councilor; Jason Padden, City Councilor; Shawn Varwig, Budget Committee member (arrived at 6:15 p.m.)

Committee Members Absent: Herman Maldonado, City Councilor

Staff Present: Eileen Stein, City Administrator; Scott Schlag, Finance Director; Jessica Roberts, Court Supervisor; Katy Joyner, Financial Analyst; Jose Gonzalez, Police Captain; Eric Laitinen, Aquatics Program Manager; Jorge Tro, Police Chief; Don Hardy, Planning Director; Monica Stone, Wastewater Treatment Plant Supervisor; Marisa Ely, Library Director; Jamie Stickel, Economic Development Director/ Communications Specialist; Todd Wood, Transit & Fleet Director; Tyler Nizer, Economic Development and Tourism Coordinator; Spencer Polack, Public Works Supervisor; Ryan Potter, Planning Manager; Maya Benham, Administrative Director/ City Recorder; and Teresa Ridgley, Deputy City Recorder.

CALL TO ORDER: Chair Wiegand called the meeting to order at 6:08 p.m., followed by a roll call.

Council President Hensley noted there was a Police Captain that had been on paid administrative leave for six months and she suggested not filling the position now he had resigned and use the funds for other items. Jose Gonzalez, Police Captain, said it was an important position for the Police Department and without it, their workload had increased substantially. It was especially detrimental to getting everything done for the accreditation process due in September. They would try to promote from within, both for captain and sergeant, and those people could start right away. There would be some savings as it would take time to hire a new police officer to replace the ones that were promoted. However, there might be overtime needed to make up for the vacancies. He thought the savings would be roughly \$44,000.

COMMITTEE DISCUSSION/"PARKING LOT" LIST:

There was discussion regarding what was included in the \$25,000 Mayor/City Council line. Scott Schlag, Finance Director, said it included consulting expenses for Council Goal Setting, attorney services for Council, mediation, etc.

Councilor Padden suggested reducing the line to \$10,000. Mr. Schlag said last year, they paid the the Council Goals facilitator around \$11,600.

Councilor Hensley cautioned against cutting the Council's training budget because the League of Oregon Cities Conference was a great resource.

Councilor Davis wanted to eliminate the Mayor and Council stipend. That was \$9,600. Councilor Padden suggested using the Council Stipend for training and eliminating the Council Travel and Training line item.

Council President Hensley suggested waiting on the Development Code Update and redistributing those funds to the library, court, parks, and Police Department community events.

Councilor Padden thought they should fund the court, supplies and services for the Finance Department, library, Canby Kids grant in Parks, and Police community events. They could forgo the \$15,000 library's repayment of interest to the Cemetery Perpetual Care Fund, take \$15,000 from the turf project, \$15,000 from the Mayor/Council line item, \$8,500 from Mayor/Council Travel & Training, and \$9,000 from Planning to make up the difference, but he wanted to keep the code update project in the budget.

Don Hardy, Planning Director, discussed plans if the code update was postponed for a year. The department did have a lot on their plate, but they would be in the same situation next year with the Urban Growth Boundary process. They had to hire a consultant to do the code update work as they did not have the staff to do it.

There was discussion regarding the timing and having the code updated around the same time as the Urban Growth Boundary expansion for new properties that would annex and develop. Mr. Hardy noted there were also several state mandates that needed to be added to the code.

There was more discussion regarding the \$44,000 from the Police Department, splitting the code update project over two budget periods, and areas of agreement.

Councilor Waterman discussed the 20% reserve policy and that it would only give the City two additional weeks of expenses past the two full months of operating costs at 16.7%. He thought the reserve policy should be reduced. Instead of cutting department budgets, they could cut a big event like the Independence Day Celebration.

Council President Hensley said the Council had voted on the reserve policy, and it was 20%. She thought this was a community that prided itself on events and she did not want to cancel the Independence Day Celebration. Her proposal kept everything in tact except one project that would be delayed for one year.

Councilor Waterman noted the bubble list was not the entire budget cut. The Council had given consensus but had not voted on the reserve policy.

Councilor Stearns thought they should take the \$44,000 from the Police Department and split the code update into two years. He thought it would be hard to make up if they went below the 20% reserves.

Mayor Hodson noted that a little over \$24,000 was freed up if they went from 20% to 19% in reserves.

A. Administration

1. Consider reducing or eliminating Mayor/City Council Travel & Training (\$8,500)
2. Council Stipend

These items were unchanged and would remain in the budget.

B. Library

1. Consider restoring the \$20,000 reduction in the transfer from the General Fund to the

Library

There was consensus to add the \$20,000 back into the budget.

2. Reconsider the interest payment made by the Library to the Cemetery Perpetual Care Fund

This item was unchanged, and the Library would be charged interest for the loan.

C. Court

1. Consider adding back in the following services totaling \$25,350
 - a. Bailiff Services
 - b. Public Defender (2nd position)
 - c. Interpreter Services

There was consensus to add the total of \$25,350 for Court back into the budget.

D. Planning

1. Development Code Update: Deferring or finding grants to pay for the code update will free up \$160,000 in the General Fund

This project would be done in two years, and \$50,000 was reallocated elsewhere in the budget.

E. Police

1. Discuss restoring the Grill & Chill and Bike Rodeo events for \$6,000

There was consensus to restore these events back into the budget.

2. Discuss reducing the Capital Vehicle purchase to zero for \$80,000
3. Consider adding back in the second vehicle for \$160,000

These items were not discussed, and would remain as presented in the budget.

F. Parks

1. Consider restoring the Canby Kids Grant of \$8,000

There was consensus to restore the \$8,000 grant back into the budget.

G. Economic Development

1. Revisit Independence Day Fee Schedule

This item was not discussed.

H. Non-Allocated General Fund

1. Consider reducing the Maple Park Turf reserve by \$15,000

There was consensus to retain the Maple Street Park Turf project at \$35,000.

There was also consensus to restore \$5,000 to Finance for office supplies. There was consensus NOT to restore the \$12,000 for lights in downtown for the Light the Night event and NOT to restore the \$7,000 for fertilizer.

The restored items would be funded by: taking \$4,350 of the \$44,000 from Police, taking \$50,000 from Planning, and reducing the \$25,000 to \$15,000 from the Mayor and Council line item.

Jorge Tro, Police Chief, explained the \$44,000 was a potential savings depending on when the positions were filled.

****Councilor Padded moved to adjust the budget as proposed by the following: adding \$25,350 to Court; adding \$5,000 to Finance for supplies and services; restoring \$20,000 to the Library; restoring \$8,000 to Parks for Canby Kids; restoring \$6,000 to Police for Grill & Chill and the Bike Rodeo events; and reducing the following: \$50,000 from Planning for the code update; \$10,000 from Mayor and Council tied to the facilitator for annual goal setting; \$4,350 from Police in savings from hiring a Police Officer. Motion was seconded by Council President Hensley. Motion passed 8-1-1 with Budget Committee Member Tate opposed and Councilor Davis abstaining.**

****Council President Hensley moved that the Budget Committee of the City of Canby approve the budget for the 2025-2026 fiscal year in the amount of \$95,582,000.111 and to levy property taxes for the 2025-2026 fiscal year in the amount of \$3.4886 per \$1,000 of assessed value for operating purposes and \$0.49 per \$1,000 of assessed value for the Swim Center Local Option Levy. The motion was seconded by Budget Committee Member Varwig and passed 8-2 with Councilor Waterman and Budget Committee member Tate opposed.**

ADJOURN: The meeting was adjourned at 9:52 p.m.