



## BUDGET COMMITTEE Agenda

222 NE 2<sup>nd</sup> Avenue, Canby, OR, 97013 | Ph: (503) 266-4021 | [www.canbyoregon.gov](http://www.canbyoregon.gov)

**MAY 29, 2025 – 6:00 PM**

The Budget Committee Meeting may be attended in person in the Council Chambers at  
222 NE 2<sup>nd</sup> Avenue, Canby, OR 97013

The meetings can be viewed on YouTube at:

<https://www.youtube.com/channel/UCn8dRr3QzZYXoPUEF4OTP-A>

The public can register to attend the meeting virtually by contacting the Deputy City Recorder;  
[ridgleyt@canbyoregon.gov](mailto:ridgleyt@canbyoregon.gov) or call 503-266-0637.

For questions regarding programming, please contact: Willamette Falls Studio (503) 650-0275;  
[media@wfmstudios.org](mailto:media@wfmstudios.org)

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### 1. CALL TO ORDER

### 2. ROLL CALL

### 3. COMMITTEE DISCUSSION/ "PARKING LOT" LIST

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### 4. APPROVAL OF THE CITY OF CANBY FY2025-2026 BUDGET AND PROPERTY TAX RATES TO BE LEVIED

#### ***Motion to Approve Budget***

I move that the Budget Committee of the City of Canby approve the budget for the 2025-2026 fiscal year in the amount of \_\_\_\_\_ 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.

### 5. 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 Teresa Ridgley at 503-266-0637. A copy of this Agenda can be found on the City's web page at [www.canbyoregon.gov](http://www.canbyoregon.gov).



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## Memorandum

May 23, 2025

TO: Budget Committee

FR: Eileen Stein, City Administrator  
Scott Schlag, Finance Director

RE: Parking Lot Topics – May 22, 2025

The following items were identified as parking lot items for further discussion and consideration at the May 29<sup>th</sup> Budget Committee meeting:

**Administration:** Consider reducing or eliminating:

- Mayor/City Council Travel & Training (\$8,500)
- Council Stipend

**Library:**

- Consider restoring the \$20,000 reduction in the transfer from the General Fund to the Library
- Reconsider the interest payment made by the Library to the Cemetery Perpetual Care Fund

**Court:** Consider adding back in the following services for a total of ~~\$23,450~~ **\$25,350**:

- Bailiff Services
- Public Defender (2<sup>nd</sup> position)
- Interpreter Services

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

**Police:**

- Discuss restoring the Grill & Chill and Bike Rodeo events for \$6,000
- Discuss reducing the Capital Vehicle purchase to zero for \$80,000

**Parks:** Consider restoring the Canby Kids Grant of \$8,000

**Economic Development:** Revisit Independence Day fee schedule. See note from Jamie.

**Non-Allocated General Fund:** Consider reducing the Maple Park Turf reserve by \$15,000

Note from Jamie, regarding Independence Day event fees:

I would **not** recommend raising our fees at this time. As you will see below, there is quite a range associated with these events. The range of costs for food vendors varies between \$45-\$600; the range of costs for non-food vendors ranges from \$30-\$125. Canby is on the higher end – maybe the highest rates – as far as our vendor fees are concerned.

Each of our rates are for a 10x10 space and if the business or non-profit needs additional space, they have to purchase that space. For example, if a food truck comes to the event and is 27 feet long, they will need to purchase three 10x10 spaces meaning they would pay \$375 until April 25<sup>th</sup>; \$525 until May 29<sup>th</sup>; \$750 until June 27<sup>th</sup>; and \$1500 until July 4<sup>th</sup>.

**Canby:**

- Food Vendor (cost per 10x10 space; a food truck would typically buy 3 spaces):
  - \$125 until April 25<sup>th</sup>
  - \$175 Until May 29<sup>th</sup>
  - \$250 until June 27<sup>th</sup>
  - \$500 Latecomers
- Arts & Craft (cost per 10x10 space inside city limits):
  - \$45 until April 25<sup>th</sup>
  - \$65 Latecomers
- Arts & Craft (cost per 10x10 space outside city limits):
  - \$65 until April 25<sup>th</sup>
  - \$85 latecomers

**Woodburn:**

- Food Vendors: \$45 - \$115
- Non-Food Vendors: \$30 - \$50

**Monmouth:**

- Non-Profit: \$55
- Food: \$65
- Arts & Crafts: \$60

**Independence (2 Day Event)**

- Food Vendor: \$500 (\$600 after May 15<sup>th</sup>)

**Ashland:**

- Nonprofit Food Booth:
  - \$125 before 5/31
  - \$150 before 6/13
  - \$200 until 6/20
- Commercial Food Booth/Food Truck:
  - \$300 before 5/31
  - \$250 before 6/13
  - \$400 until 6/20

**Harrisburg:**

- Riverfront Premium Booth: \$175
- Riverfront Booth: \$125
- Regular Booth: \$100
- The Marketplace (not food): \$50

**Central Point:**

- Food truck or trailer: \$300

- Food Vendor: \$200
- Confection Vendor: \$150
- Non-Food Vendor: \$125