

**CANBY CITY COUNCIL
WORK SESSION MINUTES
March 19, 2025**

Presiding: Traci Hensley

Council Present: Daniel Stearns, Paul Waterman, James Davis, and Jason Padden.

COUNCIL ABSENT: Herman Maldonado and Brian Hodson.

Staff Present: Eileen Stein, City Administrator; Emily Guimont, City Attorney; Teresa Ridgley, Deputy City Recorder; Don Hardy, Planning Director; Ryan Potter, Planning Manager; Jerry Nelzen, Public Works Director; Monica Stone, Wastewater Treatment Plant Supervisor; Steve Gering, Environmental Compliance Coordinator; and Jamie Stickel, Economic Development Director/Communications Specialist.

CALL TO ORDER: Council President Hensley called the Work Session to order at 6:01 p.m.

SYSTEM DEVELOPMENT CHARGES: Don Hardy, Planning Director, introduced Todd Chase from FCS Group. Also present virtually was Josh Soper, Berry, Elsner, Hammond Law. This Work Session was a follow up to the previous Work Session on SDCs to allow for more information and answer questions from the Council.

Mr. Chase gave a summary of the local policy options that were discussed last time. The nonresidential SDCs and SDCs scaled by home size had consensus support. He gave an example of existing Canby SDCs if scaled by house size. Discounts or exemptions for affordable housing had mixed support. He explained the advantages and disadvantages of one or more SDC districts, the Wilsonville case study, another example of South Hillsboro, basis for the SDC charges, and Parks Level of Service policy options.

There was discussion regarding options for reimbursement from SDCs for a project, both residential and nonresidential should pay SDCs, how other cities handled discounts or exemptions for affordable housing, how the SDCs did not have to be used in the district they were collected in, flaw in the methodology that more people lived in large houses when actually more lived in affordable housing, creating multiple park districts, no cap for scaling by house size, definition of affordable housing, and charging SDCs for an increase of use.

Mr. Hardy discussed the next steps for adopting the new SDC fees.

Council President Hensley adjourned the Work Session at 6:59 p.m.

**CANBY CITY COUNCIL
REGULAR MEETING MINUTES
March 19, 2025**

PRESIDING: Brian Hodson

COUNCIL PRESENT: Traci Hensley, Paul Waterman, Daniel Stearns, James Davis, and Jason Padden.

COUNCIL ABSENT: Herman Maldonado

STAFF PRESENT: Eileen Stein, City Administrator; Emily Guimont, City Attorney; Teresa Ridgley, Deputy City Recorder; Jerry Nelzen, Public Works Director; Monica Stone, Wastewater Treatment Plant Supervisor; Steve Gering, Environmental Compliance Coordinator; and Jamie Stickel, Economic Development Director/Communications Specialist.

CALL TO ORDER: Mayor Hodson called the meeting to order at 7:07 p.m.

NEW EMPLOYEE INTRODUCTIONS: None.

CITIZEN INPUT AND COMMUNITY ANNOUNCEMENTS: Celesta Graves, Canby Pride representative, read a proclamation declaring Transgender Day of Visibility on March 31.

Kristi Smith, Canby Pride, thanked the Mayor and Council for participating in the meet and greet with Canby Pride. Listening was only the first step, and she expressed the need for action. Those in the LGBTQ+ community did not feel emotionally safe in Canby. They expressed concern about raising their children in a town where harassment and discrimination went unchecked. A starting point was for the City's leadership to acknowledge a small gesture such as Transgender Day of Visibility. Proclamations were a way to show that discrimination and hate were not acceptable in our community.

Bill Vermillion and John Alfiere, Canby VFW Post 6057, came to recognize the 58,000 plus Vietnam veterans who lost their lives in Vietnam and to invite the public to a presentation at the Vietnam Era Memorial and lunch at Burgerville after on March 29 at 11:00 a.m.

Mayor Hodson corrected the ORS posted for the Executive Session, which should be ORS 660.192(2)(i) Performance Evaluation.

CONSENT AGENDA: **Council President Hensley moved to approve the March 5, 2025, City Council Work Session and Regular Meeting minutes and the Full-On Premises, Commercial OLCC Application for T's Lucky Pub located at 136 N Grant Street. Motion was seconded by Councilor Padden and passed 5-0.

PUBLIC HEARING:

Setting Industrial Waste Discharge Limits – Mayor Hodson opened the public hearing and read the hearing statement.

STAFF REPORT: Monica Stone, Wastewater Treatment Supervisor, and Steve Gering, Environmental Coordinator, presented the staff report. The resolution would allow the City to adopt new local limits for industrial wastewater users and set fees associated with implementing the City's industrial pre-treatment program. He explained the wastewater treatment process and how some businesses discharged pollutants that could disrupt the process. Special discharge limitations needed to be placed on such businesses. He discussed the proposed limitations and fees associated with the program.

The Council asked questions about current permits, penalties for violations, methodology for the fees, and basing the limits on the NPDES Permit.

There was no public testimony.

Mayor Hodson closed the public hearing.

****Councilor Padden moved to adopt Resolution 1422, A RESOLUTION SETTING INDUSTRIAL WASTE DISCHARGE LIMITS, DEFINING NORMAL WASTEWATER POLLUTANT CONCENTRATIONS, REQUIRING INDUSTRIAL WASTEWATER DISCHARGE PERMIT FEES, ESTABLISHING FEES AND CHARGES FOR THE TESTING OF INDUSTRIAL WASTEWATER, AND THEREFORE REPEALING RESOLUTION NO. 1150. Motion was seconded by Council President Hensley and passed 5-0.**

Alternative Delivery Method – Mayor Hodson opened the public hearing and read the hearing statement.

STAFF REPORT: Ms. Stone presented the staff report. She discussed the alternate delivery method for the upgrade to the ultraviolet disinfection system at the Wastewater Treatment Plant. After doing more testing, they found the upgrade was not going to be sufficient and the system needed to be replaced. Because of the need to replace it as quickly as possible, she was requesting a different process from the typical bid, design, bid, build process which could take several years. She would like to do a progressive design build process where the construction and design could be bid at the same time.

The Council asked questions about change orders and staying within budget, cost for the project, and needed future upgrades to the Wastewater Treatment Plant.

There was no public testimony.

Mayor Hodson closed the public hearing.

****Council President Hensley moved to adopt Resolution 1424, A RESOLUTION ADOPTING FINDINGS TO UTILIZE DESIGN-BUILD AS AN ALTERNATIVE PROCUREMENT METHOD FOR THE ULTRAVIOLET DISINFECTION SYSTEM PROJECT AND EXEMPTING THE PROJECT FROM COMPETITIVE BIDDING REQUIREMENTS. Motion was seconded by Councilor Davis and passed 5-0.**

ORDINANCES AND RESOLUTIONS:

Resolution 1425 – Eileen Stein, City Administrator, said this was the final step to adopt the City Council Goals for FY 25-27.

****Councilor Padden moved to adopt Resolution 1425, A RESOLUTION ADOPTING CITY COUNCIL GOALS FOR FY 25-27. Motion was seconded by Councilor Davis and passed 5-0.**

OLD BUSINESS: Potential Hotel Incentives – Jamie Stickel, Economic Development Director/Communications Specialist, presented options for hotel incentives. She gave a background and overview of incentives, fee and permitting assistance, tax abatement: standard enterprise zone, and public-private partnerships.

There was discussion regarding extending S Berg Parkway for another road into the industrial park, sound-proofing from the railroad, how the Council generally was not in favor of tax abatement/enterprise zones but was in favor of design assistance, land acquisition, City developed amenities, and possibly SDC assistance/staggering payments. There was further discussion regarding improving the current motel, potential land for a hotel on 99E, breakdown of how much the incentives would cost, and making the City a destination to be ready for a hotel.

There was consensus for staff to do more work on SDC/permitting assistance, potential property purchase, design assistance, City developed property, and possible Local Improvement District or Advanced Financing District.

NEW BUSINESS: None.

MAYOR'S BUSINESS: None.

COUNCILOR COMMENTS & LIAISON REPORTS:

Councilor Padden gave updates on the Willamette Falls & Landings Heritage Area Coalition who were in their new building. He thought the City should become a paid member of the Coalition. He noted the Budget Committee meeting coincided with the Clackamas Cities Dinner in May and asked if it could be rescheduled. He reported on the Planning Commission meeting, First Thursday, need for regular updates on legal fees, and attending the funeral for the owner of Al's Garden Center. He thanked Canby Pride for setting up the candidate's forum and encouraged the Council to attend Pride events.

Councilor Davis spoke about the upcoming Parks and Recreation Advisory Board meeting where the 20-year plan would be discussed. He would like to see the Maple Street Park parking project go out to bid. There was a final review with the consultant for Dodds Addition park and then it would come to Council for approval. The little libraries were up at the parks and Canby Rotary would maintain them. The Planning Commission's final decisions for the new Adult Center building were all doable. He reported on the Rotary Father/Daughter Dance and Chamber Gala. The Chamber of Commerce Director had recently resigned. He noted the flag should be replaced at City Hall.

Councilor Stearns reported on the Citizens Engagement Academy and announced a Canby Utility Board public hearing on rates on April 8.

Councilor Waterman reported on the Library Board meeting where library funding was discussed and the Bike and Pedestrian Committee meeting where e-bike rules were discussed. Pride in the Park was scheduled for June 22.

CITY ADMINISTRATOR'S BUSINESS: Ms. Stein said the RFP had been issued for Maple Street Park for a new engineer of record to do the design. She noted in the packet there was an update on Public Works, Parks, and Wastewater Treatment Plant projects. Bi-Monthly reports were also in the packet.

CITIZEN INPUT: None.

ACTION REVIEW:

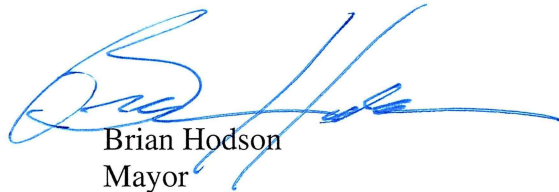
1. Approved the Consent Agenda.
2. Adopted Resolutions 1422, 1424, and 1425.

****Council President Hensley moved to go into Executive Session pursuant to ORS 192.660(2)(i) Performance Evaluation. Motion was seconded by Councilor Davis and passed 5-0.**

Mayor Hodson read the Executive Session statement and recessed the Regular Meeting at 9:10 p.m. Mayor Hodson adjourned the Executive Session at 11:35 p.m. The Regular Meeting did not reconvene.



Maya Benham, CMC
City Recorder



Brian Hodson
Mayor

Assisted with Preparation of Minutes – Susan Wood