

**CANBY CITY COUNCIL
WORK SESSION MINUTES
June 18, 2025**

PRESIDING: Brian Hodson

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

STAFF PRESENT: Jorge Tro, Acting City Administrator; Teresa Ridgley, Deputy City Recorder; Scott Schlag, Finance Director; Jamie Stickel, Economic Development Director/Communications Specialist; Todd Wood, Fleet/Transit/IT Director; Heidi Muller, Transit Operations Manager; and Spencer Polack, Public Works Supervisor.

CALL TO ORDER: Mayor Hodson called the Work Session to order at 6:33 p.m.

DISCUSSION REGARDING HISTORY OF REDWOOD PROFESSIONAL VILLAGE 2/SE 3RD COURT: Don Hardy, Planning Director, presented the land use permitting history of the property, noting the private street did not meet current City standards for width and pavement. There was also a private stormwater system. He showed the subdivision plat and views of the area and discussed the zoning, private street, development and maintenance agreement, connection to the Logging Road, parking capacity analysis, how access to the Logging Road was a medium priority, and cost issues.

The Council considered potential challenges in converting the private road to public use, mountable curbs for emergency vehicles, non-conforming setbacks and the need for significant upgrades, existing utility easement, need for pedestrian access to the nearby logging trail, adequacy of the circulation, and police cars on the logging trail.

Dr. Don Perman, property owner, gave a background on how he needed to move his business from downtown to another commercial property with parking. He bought property and rezoned it and built the road 19 years ago. He argued the road had been serving multiple purposes, including access for City maintenance vehicles, utility vehicles, emergency services, police, and public parking for the nearby logging trail. He requested the Council consider assessing the road's value and purchasing it for a City-owned road to function as is. He also recommended taking one of the empty lots still available and turning it into parking with a bathroom.

Councilor Padden noted the road did not meet City standards for curbs and sidewalks, making it difficult for the City to take over. He suggested alternative solutions, such as installing fencing along the logging trail and implementing parking restrictions.

There was consensus to schedule another Work Session to further examine the road widening project and associated costs, purchasing a lot for parking, and installing a fence with a gate.

Mayor Hodson adjourned the Work Session at 7:08 p.m.

**CANBY CITY COUNCIL
REGULAR MEETING MINUTES
June 18, 2025**

PRESIDING: Brian Hodson

COUNCIL PRESENT: Traci Hensley, Paul Waterman, Daniel Stearns, James Davis, Herman Maldonado (arrived at 7:04pm), and Jason Padden.

STAFF PRESENT: Jorge Tro, Acting City Administrator; Teresa Ridgley, Deputy City Recorder; Scott Schlag, Finance Director; Jamie Stickel, Economic Development Director/Communications Specialist; Todd Wood, Fleet/Transit/IT Director; Heidi Muller, Transit Operations Manager; and Spencer Polack, Public Works Supervisor.

CALL TO ORDER: Mayor Hodson called the meeting to order at 7:08 p.m.

NEW EMPLOYEE INTRODUCTIONS: None.

CITIZEN INPUT AND COMMUNITY ANNOUNCEMENTS: Kristi Smith, Canby resident, approached the Council regarding Juneteenth and the absence of official recognition by City leadership. This was the second time she had submitted a request for a Juneteenth proclamation and had been denied or ignored. The Council's recent willingness to recognize other communities through proclamations was unmistakably hypocritical. She read the Juneteenth proclamation because the community deserved to see this day honored.

Chris Wright, Canby Disposal, along with Deb Hart, Founder of Pink Sistas (an organization providing free retreats to women diagnosed with breast cancer), requested the Council allow pink recycling carts on the streets. Those interested would make a \$50 donation to have a pink recycling cart which could be used on a permanent basis as long as the customer remained in Canby. The cart belonged to Canby Disposal, and customers could request to get the blue recycle cart back.

There was discussion regarding the concern that the \$50 donation would affect the franchise agreement. The City Attorney would review the franchise agreement to see if it could be allowed.

CONSENT AGENDA: ****Council President Hensley moved to approve the consent agenda which included approval of the May 21, 2025, City Council Regular Meeting minutes, approval of reappointments to various Committees, Commissions, and Boards, approval of the Full On-Premises OLCC License for Andele Kitchen at 117 NW 2nd Avenue, and the Limited On-Premises OLCC License for Thai Dish located at 108 N Ivy Street. Motion was seconded by Councilor Maldonado and passed 6-0.**

PUBLIC HEARINGS:

City's Election to Receive State Shared Revenue for FY 2026 – Mayor Hodson read the hearing statement.

Scott Schlag, Finance Director, presented the staff report. He explained where the state shared revenue funds came from and the requirements to receive those funds.

Mayor Hodson opened the public hearing.

There was no public testimony.

Mayor Hodson closed the public hearing.

****Council President Hensley moved to adopt Resolution 1435, A RESOLUTION CERTIFYING AND DECLARING THE CITY'S ELIGIBILITY AND ELECTION TO RECEIVE STATE REVENUE FOR FISCAL YEAR 2026. Motion was seconded by Councilor Maldonado and passed 6-0.**

Adopting the Budget, Making Appropriations, and Imposing and Categorizing Taxes for the 2025-2026 Fiscal Year – Mayor Hodson read the hearing statement.

Mr. Schlag presented the staff report. He explained budget law that required the adoption of the budget by June 30 every year and to hold a public hearing on the budget. There was a local option levy for .49 per \$1,000 for the Swim Center and the permanent tax rate of 3.4886. The Budget Committee approved the budget on May 29, 2025, and he requested that the Council approve it as well. He noted they had to cut \$650,000 from the budget.

Mayor Hodson opened the public hearing.

There was no public testimony.

Mayor Hodson closed the public hearing.

****Councilor Padden moved to adopt Resolution 1436, A RESOLUTION ADOPTING THE BUDGET, MAKING APPROPRIATIONS, AND IMPOSING AND CATEGORIZING TAXES FOR THE 2026 FISCAL YEAR. Motion was seconded by Councilor Maldonado and passed 6-0.**

Setting Fees for Services and Repealing Resolution No. 1437 (Master Fee Schedule) – Mayor Hodson read the hearing statement.

Mr. Schlag presented the staff report. This was an update to the Master Fee Schedule to go into effect July 1, 2025, and he summarized the proposed changes.

Mayor Hodson opened the public hearing.

Mayor Hodson read public testimony from Zoey Myers who was opposed to increasing library fines.

Mayor Hodson closed the public hearing.

Councilor Stearns asked if the collection of library fines cost more than the fines received. Marisa Ely, Library Director, thought that it did due to staff costs. There had been talk of going fine free at one point.

Councilor Padden discussed working towards better collection of Transient Room Tax.

Councilor Stearns discussed his objection to some of the fees and how the people using services needed to pay for those services. He also thought the fees needed to be increased based on CPI.

****Councilor Waterman moved to adopt Resolution No. 1437, A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF CANBY, OREGON, SETTING FEES FOR SERVICES; AND REPEALING RESOLUTION 1409. Motion was seconded by Councilor Padden and passed 4-2 with Councilors Hensley and Stearns opposed.**

ORDINANCES AND RESOLUTIONS:

Ordinance 1648 – Mr. Schlag said this was a large increase from last year and a few outstanding liability issues had not been finalized. This was the best guess of what the liability was for next year.

Councilor Stearns thought there should be more discussion on things the City could do to affect their insurance rating. Councilor Padden would like to know the specific factors as to why the fee increased.

****Councilor Padden moved to approve Ordinance 1648, AN ORDINANCE AUTHORIZING THE ACTING CITY ADMINISTRATOR TO EXPEND PAYMENT TO CITYCOUNTY INSURANCE SERVICES (CIS) IN AN AMOUNT NOT TO EXCEED \$650,000 FOR LIABILITY INSURANCE COVERAGE FOR FISCAL YEAR 2025-2026 AND DECLARING AN EMERGENCY to come up for second reading on July 2, 2025. Motion was seconded by Councilor President Hensley and passed 6-0 on first reading.**

Ordinance 1649 – ****Councilor President Hensley moved to approve Ordinance 1649, AN ORDINANCE AUTHORIZING THE ACTING CITY ADMINISTRATOR TO EXPEND PAYMENT TO SAIF CORPORATION IN AN AMOUNT NOT TO EXCEED \$134,793.56 FOR WORKER'S COMP COVERAGE FOR FISCAL YEAR 2025-2026, AND DECLARING AN EMERGENCY to come up for second reading on July 2, 2025. Motion was seconded by Councilor Maldonado and passed 6-0.**

Resolution 1438 – Mr. Schlag explained this loan would help with library operations until they received their district funds in January.

There was discussion regarding not charging the library interest for the loan and using a different fund that would not need the interest paid back.

****Councilor Padden moved to adopt Resolution 1438, A RESOLUTION AUTHORIZING AN INTERFUND LOAN FROM THE CEMETERY PERPETUAL CARE FUND TO THE LIBRARY FUND IN THE AMOUNT OF \$500,000 AND AUTHORIZING REPAYMENT**

OF THE INTERFUND LOAN IN FY2026. Motion was seconded by Councilor Maldonado and passed 6-0.

Resolution 1439 – ****Council President Hensley moved to Resolution 1439, A RESOLUTION EXTENDING WORKERS COMPENSATION COVERAGE TO VOLUNTEERS OF THE CITY OF CANBY AND REPEALING RESOLUTION 1413. Motion was seconded by Councilor Maldonado and passed 6-0.**

Resolution 1440 – Mr. Schlag said the cost for sewer billing had increased and it had not been increased in the budget for the last few years. He recommended taking \$22,000 from contingency and transferring it to the materials and services category. The fund had been increased for the 25-26 fiscal year.

****Councilor Padden moved to adopt Resolution 1440, A RESOLUTION AUTHORIZING THE TRANSFER OF APPROPRIATED FUNDS WITHIN THE FISCAL YEAR 2024-2025 SEWER NOT ALLOCATED FUND BUDGET. Motion was seconded by Councilor Maldonado and passed 6-0.**

OLD BUSINESS: None

NEW BUSINESS: Consider an Interim City Administrator Contract with Randy Ealy – Mayor Hodson said last week the Council had decided to end the contract with Eileen Stein and move forward with hiring an interim City Administrator. He explained why the Council had chosen Mr. Ealy as the interim.

****Councilor Padden moved to authorize the Acting City Administrator to execute a contract with Randy Ealy for Interim City Administrator services. Motion was seconded by Councilor Davis and passed 6-0.**

MAYOR'S BUSINESS: Mayor Hodson said C4 had submitted a letter to the legislature regarding transportation taxes and funding for small transit systems. He attended the ribbon cutting for a downtown business and discussed upcoming summer events.

COUNCILOR COMMENTS & LIAISON REPORTS:

Councilor Padden discussed putting information on the City's website about safe river access with the Knights Bridge closure. He would be attending the Canby Pride event. There were openings on the Heritage and Landmarks Commission. The Willamette Falls & Landings Heritage Area Coalition had moved into the historic West Linn City Hall and there were two conference rooms for rent. He thought the updates to the Council policies should be prioritized and approved. He then discussed public comments and how he did not appreciate attacks on City staff.

Council President Hensley also attended the ribbon cutting. She reminded everyone about the Knights Bridge closure.

Councilor Davis attended the Canby Adult Center meeting where they approved their budget and worked on the plan for their move. The Parks and Recreation Advisory Board discussed the

parks project list at their last meeting. The Ivy Ridge Neighborhood Association had been discussing developing a park on currently vacant land. The Committee also elected new officers. He thought Canby Kids should be reminded to file their invoice for City funds in the budget. He asked about the power capacity issue.

Mayor Hodson said there were ongoing discussions with PGE and Canby Utility on the issue.

Councilor Stearns attended a downtown parking meeting, Bridging Cultures event on Saturday, and Citizens Engagement Academy. The Council subcommittee had been working on the City Administrator review process which could be used for the new interim.

Councilor Waterman said there were two openings on the Bike and Pedestrian Committee. Rick Maier was retiring from the Library Advisory Board and a new Board member had been voted in.

CITY ADMINISTRATOR'S BUSINESS: Jorge Tro, Acting City Administrator, reported on the Touch a Truck event.

CITIZEN INPUT: None

ACTION REVIEW:

1. Approved the consent agenda.
2. Approved Ordinances 1648 and 1649 to come up for second reading on July 2, 2025.
3. Adopted Resolutions 1435, 1436, 1437, 1438, 1439, and 1440.
4. Approved the Acting City Administrator to enter into a contract agreement with Randy Ealy as Interim City Administrator.

****Council President Hensley moved to go into Executive Session pursuant to ORS 192.660(2)(h) Pending Litigation and ORS 192.660(2)(f) Exempt Public Records. Motion was seconded by Councilor Maldonado and passed 6-0.**

Mayor Hodson read the Executive Session statement and adjourned the Regular Meeting at 9:06 p.m.

Teresa Ridgley
Deputy City Recorder



Traci Hensley
Council President

Assisted with Preparation of Minutes – Susan Wood