

CANBY CITY COUNCIL
SPECIAL CALLED WORK SESSION
June 11, 2025

PRESIDING: Brian Hodson (arrived at 7:05 p.m.)

COUNCIL PRESENT: Traci Hensley, Paul Waterman, Daniel Stearns, James Davis, Herman Maldonado, and Jason Padden (arrived at 7:25 p.m. virtually).

COUNCIL NOT PRESENT: None.

STAFF PRESENT: Eileen Stein, City Administrator; Emily Guimont, City Attorney; Teresa Ridgley, Deputy City Recorder; Don Hardy, Planning Manager; Steve Gering, Environmental Compliance Coordinator; Brianna Addotta, Associate Planner, and Ryan Potter, Planning Manager.

CALL TO ORDER: Council President Hensley called the Work Session to order at 7:01 p.m.

PREVIEW FY25-26 MASTER FEE SCHEDULE: Katy Joyner, Financial Analyst, focused on reviewing proposed fee increases from Exhibit A (which reflected all changes to the Master Fee Schedule) and discussing various fee structures across different city services which included electronic lien search fee, business license, business closure without notifying the City, Library fees which are determined by LINCC (Libraries in Clackamas County), Park Maintenance Fees which are increased with the typical CPI index increase which is 2.81%, and business license fees.

Steve Gering, Environmental Compliance Coordinator, spoke regarding wastewater treatment pre-treatment fees. Resolution No. 1422 established local limits, which are now incorporated into the Master Fee Schedule. Steve Gering also spoke about concentration limits for Biochemical Oxygen Demand (BOD) and TSS Total Suspended Solids (TSS) are based on what the plant can handle. Currently bills allow for a certain amount of concentration limits to everyone without a charge. Anyone going above those limits experience charges based on a tiered system. At the higher tier, the City can require they install some pre-treatment equipment to bring down those numbers to avoid going over what the plant can handle. Fees have been updated to current costs to treat since they previously represented costs from 2009. The industrial wastewater discharge permit renewal fee was brought down from the \$5,000 regular permit fee

Don Hardy, Planning Director, discussed System Development Charges (SDCs) were updated based on the engineering index which is 12.6%.

Brianna Addotta, Associate Planner, presented updates to planning and building permit fees, explaining changes to the planning fee schedule to align with neighboring jurisdictions (Molalla, Sandy, Gladstone, Oregon City, and Wilsonville) averaging fees from the jurisdictions which are similar in size, proximity, and population. The planning fee schedule had not been changed since 2021.

Council discussion included the possibility of increasing fees to vendors for Independence Day celebrations, the aquatic center (which has not been increased for many years), business license

fees, street maintenance fees which will be changed later based on recommendation from the task force, and transient room tax from camping at events in Clackamas County Fairgrounds.

The Master Fee Schedule will be on the agenda for the following week's Council Meeting for Council approval.

Mayor Hodson adjourned the Work Session at 8:13 p.m.

The Council went into Executive Session at 8:30 p.m. and reconvened into Open Session at 11:02 p.m.

****Council President Hensley moved to terminate Eileen Stein from her position as City Administrator without cause under Section 13b of her employment agreement with the City. Motion was seconded by Councilor Maldonado and passed 4-2.**


****Council President Hensley moved to put Eileen Stein on administrative leave until the effective date of her without cause termination under section 13b of her employment agreement with the City. Motion was seconded by Councilor Maldonado and passed 5-1.**

****Council President Hensley moved to appoint Chief Jorge Tro to serve as Acting City Administrator with all the authority of the City Administrator position. Motion was seconded by Councilor Maldonado and passed 6-0.**

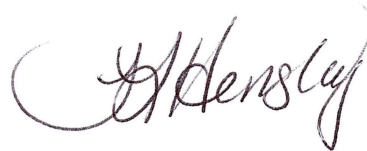
****Council President Hensley moved to authorize the Mayor to work with the counselor to procure candidates for interim City Administrator candidates for the Council consideration. Motion was seconded by Councilor Maldonado and passed 6-0.**

****Council President Hensley moved to authorize the Mayor to issue a statement titled "City Administration" to the City employees on behalf of this Council. Motion was seconded by Councilor Maldonado and passed 6-0.**

Mayor Hodson adjourned the Open Session at 11:07 p.m.



Teresa Ridgley
Deputy City Recorder



Traci Hensley
Council President