

**CANBY CITY COUNCIL
WORK SESSION MINUTES
April 15, 2026**

PRESIDING: Brian Hodson

COUNCIL PRESENT: Jason Padden, City Councilor; Traci Hensley, Council President; James Davis; City Councilor; Daniel Stearns, City Councilor; and Paul Waterman; City Councilor.

COUNCIL ABSENT: Herman Maldonado; City Councilor

STAFF PRESENT: Randy Ealy, Interim City Administrator; Teresa Ridgley; Deputy City Recorder; Maya Benham, Administrative Director/City Recorder; Peter Wood, Human Resources Director; Todd Wood, Fleet/IT/Transit/Interim Public Works Director; Denise LaRue, Finance Director; Jamie Stickel, Economic Development Director/Communications Specialist; and Emily Guimont, City Attorney.

CALL TO ORDER: Mayor Hodson called the meeting to order at 6:00 p.m.

DISCUSSION WITH BEERY, ELSNER & HAMMOND, LLP - LEGAL SERVICES: The Council stated they had been well represented by the firm, however there was still a question of whether to go with an in-house attorney or keep it contracted. They asked what the firm thought had gone well this year and areas for improvement.

Emily Guimont, City Attorney, and Chad Jacobs, partner with Beery, Elsner, and Hammond, stated they had built a good relationship with staff. They thought it was valuable for them to be at Council meetings, even though it was expensive. Communication could always be improved. For areas like Urban Renewal, they would have to get more expertise in the firm that could be brought in.

There was discussion regarding the cost increase to the contract, cost saving measures, and how the firm seemed to be too risk-averse, especially in regard to the Ethics Commission (OGEC) and saying the Council could not do certain things.

Mr. Jacobs noted there had been a lot of legal pushback for some of the items from OGEC, however the firm would not be able to represent anyone accused of not following OGEC's rules.

There was discussion regarding the Council not being informed that there was extra legal work this year due to investigations and the additional potential cost. There also needed to be better planning for legal fees to be higher when employee contracts were being negotiated.

Randy Ealy, Interim City Administrator, discussed how it had been working with the firm for staff. He thought it was a good relationship, but he had told staff not to contact the attorney until they talked to him first. He thought the contract was better than in-house because in-house attorneys still had to consult on items they were not experts in.

It was noted in the past that HR handled the labor negotiations and legal looked it over at the end, which they could go back to that model as a cost savings.

There was further discussion regarding excusing the attorney from Council meetings unless otherwise notified, but not for Executive Sessions. Any Council questions could be emailed, and the City Administrator could share the information at meetings.

The Work Session was adjourned at 7:00 p.m.

****Councilor Hensley moved to go into Executive Session pursuant to ORS 192.660 (2)(f) Exempt Public Records. Motion was seconded by Councilor Padden and approved 5-0.**

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CALL TO ORDER: Mayor Hodson called the meeting to order at 7:34 p.m.

ROLL CALL: Councilor Padden present; Councilor Maldonado present; Council President Hensley present; Mayor Hodson present; Councilor Davis; Councilor Stearns present; and Councilor Waterman present.

CITIZEN INPUT AND COMMUNITY ANNOUNCEMENTS: Jackie Jones, Canby resident, and Michelle Kutnyak, Canby Prevention Coalition Coordinator, gave an update on the Coalition's work. They reported on the community partner appreciation lunch and learn, parent education night, relationship with schools, and upcoming summer events.

Darla Mead, Mulino resident, introduced herself as a candidate for State Representative. She was especially concerned with the health care system and preserving the uniqueness of small-town communities while still promoting economic development.

Nicole Bassett, Hood River resident, introduced herself as a candidate for State Senate. She spoke about her background in business and social and environmental responsibility. She planned to be a voice for rural communities.

PROCLAMATIONS/SPECIAL PRESENTATIONS: None.

CONSENT AGENDA: ****Council President Hensley moved to approve the Consent Agenda including approval of the March 11, 2026, City Council Special Called Meeting Minutes and the March 18, 2026, City Council Regular Meeting Minutes. Motion was seconded by Councilor Maldonado and passed 6-0.**

APPOINTMENTS: None.

ORDINANCES & RESOLUTIONS:

Ordinances 1666, 1667, and 1668 - ****Councilor Padden moved to adopt Ordinance 1666, AN ORDINANCE AUTHORIZING THE INTERIM CITY ADMINISTRATOR TO ENTER INTO AN AGREEMENT WITH XYLEM WATER SOLUTIONS USA TO PURCHASE FOUR RAW INFLUENT PUMPS IN THE AMOUNT OF \$93,602.00, to adopt Ordinance 1667, AN ORDINANCE AUTHORIZING THE INTERIM CITY ADMINISTRATOR TO ENTER INTO AN AGREEMENT WITH 3J CONSULTING REGARDING THE UGB EXPANSION AND CODE AUDIT, and to adopt Ordinance 1668, AN ORDINANCE AUTHORIZING THE MAYOR TO ENTER INTO AN AMENDED EMPLOYMENT CONTRACT BETWEEN THE CITY OF**

CANBY AND RANDY EALY. Motion was seconded by Council President Hensley and passed 6-0 by roll call vote.

Ordinance 1669 – Todd Wood, Fleet/IT/Transit/Interim Public Works Director, noted they were not using the Oregon State Price Agreement. They instead got three bids to get a better price. He explained the need to replace the servers at the Police Department. This purchase was for the hardware, and he hoped to buy it for \$100,000. However, the longer they waited the more likely the price would go up, which was the reason for the emergency clause.

****Council President Hensley moved to approve Ordinance 1669, AN ORDINANCE AUTHORIZING THE PURCHASE OF SERVER AND STORAGE EQUIPMENT IN AN AMOUNT NOT TO EXCEED \$100,000 AND DECLARING AN EMERGENCY to come up for second reading on May 6, 2026. Motion was seconded by Councilor Maldonado and passed 6-0.**

PUBLIC HEARING: Adoption of Comprehensive Plan and Comprehensive Plan Maps – Mayor Hodson opened the public hearing and read the hearing statement.

Don Hardy, Planning Director, and Steve Faust, 3J Consulting, presented the staff report. They compared the 1981 Comprehensive Plan to the proposed 2026 Comprehensive Plan. They then reviewed the goals and chapters in the updated Comprehensive Plan. Before this, there had only been a small amendment to the 1981 version for Special Area J. They went on to explain the approval criteria, vision and Comprehensive Plan process, community engagement, and Comp Plan changes per the Planning Commission, City Council, and DLCD. Since the last time this was brought to Council, changes were made to Goals 1, 2, 5, 7, 8, 9, 10, 11, 12, 13, and 14 and they reviewed the changes. An appendix was added to list the supporting documents, including the 2020 Historic Preservation Plan. They summarized the changes to the Comprehensive Plan Maps for Area 1, Area 10, Area 17, and Special Area J. They then discussed next steps.

There was discussion regarding changing the zoning in Special Area J, development concept planning for Special Area J to be an integrated development, any potential challenges to getting the plan approved by the state, confirmation that there was nothing materially deficient, and timeline for updating the SDCs.

Proponents: Matt Elwert, Planning Commission Chair, confirmed the Planning Commission's unanimous support for the adoption of the plan as presented. It had been a long process with a lot of community engagement.

Ethan Manuel, Canby resident, attended most of the community meetings and was part of the Technical Advisory Committee. He thought it had been a good process. He was in support of the plan.

Opponents: None

Mayor Hodson closed the public hearing.

The Council thanked everyone who participated and staff for their work.

Ordinance 1670 - ****Councilor Davis moved to approve Ordinance 1670, AN ORDINANCE ADOPTING THE CITY OF CANBY COMPREHENSIVE PLAN AND**

COMPREHENSIVE PLAN MAP CHANGES to come up for second reading on May 6, 2026. Motion was seconded by Councilor Padden and passed 6-0.

There was consensus to extend the meeting until 9:30 p.m.

OTHER BUSINESS: None.

MAYOR'S BUSINESS: Mayor Hodson reported on the Walnut Street project, C4 meeting where work force development and the C4 Retreat were discussed, and Region 1 Area Commission on Transportation meeting where funding allocation changes were discussed.

COUNCILOR COMMENTS & LIAISON REPORTS:

Council President Hensley said the Traffic Safety Commission discussed red light runners, u-turners, and speeding around the Fairgrounds. They were looking for more partners for the Prevention Coalition. The Suicide Prevention Task Force was providing QPR training in May.

****Council President Hensley moved to issue a blanket waiver for legal counsel attending Council meetings pending items reviewed by the City Administrator. Motion was seconded by Councilor Padden and passed 6-0.**

There was concern about not having legal counsel to prevent them from making mistakes that would be more expensive to clean up. It was noted the attorney would still review the agenda and they could wait to make decisions until they received legal feedback.

Council President Hensley suggested scheduling a Council Policies & Guidelines Subcommittee meeting to review Council policies on engaging legal counsel. There was consensus to schedule a meeting.

Councilor Padden spoke about speeding on N. Birch.

Councilor Davis reported on the Parks and Recreation Advisory Board meeting, speeding on bike trails, open position on the Board, work party at the Canby Adult Center on May 16, bus drivers at the Adult Center, and the Adult Center moving into the new facility in 2027. He asked about scheduling a joint meeting with the School District.

Mr. Ealy said he was working on scheduling the meeting.

Councilor Stearns discussed the water rates that would be going up in preparation for a new Water Treatment Plant. He suggested an ordinance preventing speeding e-bikes on bike trails and to include no speeding on sidewalks as well.

Councilor Waterman said the Bike and Pedestrian Committee wanted to address e-bikes. He was at the statewide Cybersecurity Summit and representatives from Canby Utility and the School District also attended.

CITY ADMINISTRATOR'S BUSINESS & STAFF REPORT: Mr. Ealy presented information regarding the Park Maintenance Fee. He discussed the Park Department revenue, which included rentals, maintenance fee, miscellaneous income, and transfer from the SDC fund. The Maintenance Fee brought in about \$570,000 per year. It was put into place in 2017 and

would sunset next year. He then reviewed the personnel budget, which was \$693,0000 and exceeded the value of the fee. Materials and Services was \$320,000, which also exceeded the fee. The Parks and Recreation Advisory Board thought they should look at how the fee was spent and line it up to cover certain maintenance items in the Park budget and a percentage of the labor costs, but not all. The rest would be covered by the General Fund. He asked for direction on constraints for how the fee was to be spent and if they should backfill the \$80,000 minimum amount in the fund that was missed last year.

There was consensus for staff to choose items that would be paid for by the fee and how much from the General Fund and take it to the Parks Board to discuss.

Jim Simmitt, Parks and Recreation Advisory Board Member, said the Board did not have specific line items in mind. There were questions as to what the fee had originally been meant to cover. They wanted to make sure there was enough in the budget for maintenance so new projects could be built.

It was noted that the fee was an additional funding source and was not intended to supplement the General Fund. The fee should only be used for park maintenance, and the minimum \$80,000 amount was an unfunded mandate. They thought it should be removed, however there would need to be research if it was required by ordinance.

CITIZEN INPUT: None.

ACTION REVIEW:

1. Approved the Consent Agenda.
2. Adopted Ordinances 1666, 1667, and 1668.
3. Approved Ordinances 1669 and 1670 to a second reading on May 6, 2026.
4. Approved a blanket waiver for legal to not attend Council meetings pending items reviewed by the City Administrator.
5. Consensus to schedule a Council Policy Subcommittee meeting regarding contacting legal counsel.
6. Consensus to go back to the Parks Board to discuss the Park Maintenance Fee.

The Mayor adjourned the meeting at 9:56 p.m.



Maya Benham, CMC
City Recorder



Brian Hodson
Mayor

Assisted with Preparation of Minutes – Susan Wood