



CITY COUNCIL Agenda

222 NE 2nd Avenue, Canby, OR, 97013 | Ph: (503) 266-4021 | www.canbyoregon.gov

March 4, 2026

The City Council meeting may be attended in person in the Council Chambers at
222 NE 2nd Avenue, Canby, OR 97013

The meetings can be viewed on YouTube at:

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

The public can register to speak at the meeting virtually by contacting the Deputy City Recorder;
ridgleyt@canbyoregon.gov or call 503-266-0637. No pre-registration is required to speak in person.

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

EXECUTIVE SESSION – 6:00 PM

EXECUTIVE SESSIONS ARE CLOSED TO THE PUBLIC. Representatives of the news media and designated staff may attend Executive Sessions. Representatives of the news media are specifically directed not to report on any of the deliberations during the Executive Session, except to state the general subject of the session as previously announced. No Executive Session may be held for the purpose of taking final action or making any final decision.

1. **CALL TO ORDER**
 2. **EXECUTIVE SESSION:** Pursuant to ORS 192.660(2)(e): to conduct deliberations with designee on real property transaction negotiations.
 3. **ADJOURN**
-

REGULAR MEETING – 7:00 PM

1. **CALL TO ORDER**
 - a. Invocation
 - b. Pledge of Allegiance
2. **ROLL CALL**
3. **STAFF INTRODUCTIONS**

4. CITIZEN INPUT, PUBLIC COMMENT ON NON-AGENDA ITEMS, & COMMUNITY ANNOUNCEMENTS:

This is an opportunity for audience members to address the City Council on items not on the agenda. If you are attending in person, please complete a testimony/comment card prior to speaking and hand it to the City Recorder. If you would like to speak virtually, please contact the Deputy City Recorder by 4:30 pm on March 4, 2026, with your name, the topic you'd like to speak on and contact information: ridgleyt@canbyoregon.gov or call 503-266-0637.

5. PROCLAMATIONS/ SPECIAL PRESENTATIONS

- a. Presentation on Bắc Giang City, Vietnam, as a Sister City

6. ITEMS REMOVED FROM THE CONSENT AGENDA

7. CONSENT AGENDA

- a. Approval of the February 4, 2026, City Council Regular Meeting Minutes.

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8. APPOINTMENTS

9. ORDINANCES & RESOLUTIONS

- a. Consider **Ordinance No. 1663:** An Ordinance Authorizing the Interim City Administrator to Extend by nine (9) months the contract with MSNW Group LLC, in the amount of \$113,760.00 for the remainder of the year for custodial services for the City of Canby. (*Second Reading*)
- b. Consider **Ordinance No. 1664:** An Ordinance Approving Interim City Administrator to Enter an Agreement with PumpTech to Purchase the Diesel Engine Trailer in the Amount of \$57,690.00. (*Second Reading*)
- c. Consider **Resolution No. 1452:** A Resolution Authorizing the Initiation of a Sister City Program with Bắc Giang, Vietnam and Authorizing the Mayor to Sign a Memorandum of Understanding.

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10. PUBLIC HEARINGS

11. OTHER BUSINESS

- a. Continuation of Parks SDC Discussion

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12. MAYOR'S BUSINESS

13. COUNCILOR COMMENTS & LIAISON REPORTS

14. CITY ADMINISTRATOR'S BUSINESS & STAFF REPORT

15. CITIZEN INPUT, PUBLIC COMMENT ON NON-AGENDA ITEMS, & COMMUNITY ANNOUNCEMENTS

16. ACTION REVIEW

17. ADJOURNMENT

*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.

**CANBY CITY COUNCIL
MEETING MINUTES
February 4, 2026**

PRESIDING: Traci Hensley

COUNCIL PRESENT: Paul Waterman, Daniel Stearns, Jason Padden (attended virtually), James Davis, and Herman Maldonado.

COUNCIL ABSENT: Brian Hodson

STAFF PRESENT: Randy Ealy, Interim City Administrator; Emily Guimont, City Attorney; Maya Benham, Administrative Director/City Recorder; Peter Wood, Human Resources Director; Jorge Tro, Police Chief; Jamie Stickel, Economic Development Director/Communications Specialist; Katy Joyner, Finance Analyst; Denise LaRue, Finance Director; Marisa Ely, Library Director; Nathan Templeman, Swim Center Program Manager; Patrick Mahoney, WWTP Supervisor; Todd Wood, Transit/IT/Fleet/Public Works Director; Spencer Polack, Public Works Supervisor; Ryan Potter, Planning Manager, Tyler Nizer, Economic Development & Tourism Coordinator; and Maxwell Taylor, Associate Planner.

CALL TO ORDER: Council President Hensley called the meeting to order at 7:05 p.m.

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

STAFF INTRODUCTIONS: Don Hardy, Planning Director, introduced Maxwell Taylor, Associate Planner. Mr. Hardy announced DLCD had conditionally approved the City's Housing Production Strategy with two minor conditions.

CITIZEN INPUT AND COMMUNITY ANNOUNCEMENTS: None.

PROCLAMATIONS/SPECIAL PRESENTATIONS: Iwo Jima Remembrance Day – Council President Hensley read the Proclamation declaring February 7, 2026, as Iwo Jima Remembrance Day and presented the proclamation to Larry Horne from the American Legion.

Larry Horne said there would be a flag raising at the Adult Center on Saturday at 10 a.m.

CONSENT AGENDA: ****Councilor Maldonado moved to approve the Consent Agenda including approval of the January 7, 2026, City Council Regular Meeting Minutes. Motion was seconded by Councilor Davis and passed 6-0.**

APPOINTMENTS: ****Councilor Stearns moved to approve the appointment of Ron Yarbrough to the Canby Utility Board with a term ending February 28, 2029, and the appointment of Ron LeBlanc to the Canby Utility Board with a term ending February 28, 2027. Motion was seconded by Councilor Maldonado and passed 6-0.**

ORDINANCES & RESOLUTIONS:

Ordinance 1661 - ****Councilor Davis moved to adopt ORDINANCE 1661, AN ORDINANCE AUTHORIZING THE INTERIM CITY ADMINISTRATOR TO AMEND THE PERSONAL SERVICES AGREEMENT WITH CURRAN-MCLEOD, INC. CONSULTING ENGINEERS FOR DESIGN AND CONSTRUCTION PHASE ENGINEERING SERVICES FOR THE EXTENSION OF WALNUT STREET TO HIGHWAY 99E. Motion was seconded by Councilor Maldonado and passed 6-0 by roll call vote.**

PUBLIC HEARINGS: Order 26-01: An Order Granting a Noise Variance Application to DeWitt Construction for Continuous Boring Work Under Union Pacific Railroad at 1852 Teakwood Circle for approximately 70-80 Continuous Hours February 23-27, 2026 –

Council President Hensley opened the public hearing and read the hearing statement.

Neil Olsen, Public Works Maintenance Worker, and Spencer Polack, Public Works Operations Supervisor, said this was construction for Phase 1 of the Walnut Street extension project. They would be boring under the railroad to put in a sewer line. The railroad would not allow them to break up the work, and they had to do a 24-hour continuous boring. They held a town hall meeting with the neighbors.

There was discussion regarding the neighbors' concerns and possible delays.

There was no public testimony.

Council President Hensley closed the public hearing.

****Councilor Waterman moved to adopt Order 26-02, an order granting a noise variance application to DeWitt Construction for continuous boring work under Union Pacific Railroad at 1852 Teakwood Circle for approximately 70-80 continuous hours February 23-27, 2026. Motion was seconded by Councilor Davis and passed 6-0.**

****Councilor Maldonado moved to excuse the City Attorney from the rest of the meeting. Motion was seconded by Councilor Davis and passed 6-0.**

OTHER BUSINESS: Mid-Year Budget Review with Budget Committee –Denise LaRue, Finance Director, presented the mid-year budget review. This was financial data through the end of December 2025. She discussed the General Fund structure, Special Revenue Fund structure, Internal Service Fund structure, cash overview, personnel FTE comparison, FY26 capital project summary, projected ending fund balances for FY25, FY26, and FY27, FY 26-27 budget schedule, and considerations approaching the FY27 budget process.

Randy Ealy, Interim City Administrator, reviewed the needs list from staff.

There was discussion regarding how the capital projects were funded, delays in Wastewater projects due to staff transition, reserve percentage, how the Urban Renewal District closing was

not built into the projections, how this was a standard schedule, need to increase revenues, and use of restricted funds.

MAYOR'S BUSINESS: None.

COUNCILOR COMMENTS & LIAISON REPORTS:

Council President Hensley discussed the industrial explosion that happened yesterday and appreciated how the community responded.

Councilor Maldonado echoed the sentiments about yesterday. He urged citizens to behave respectfully to those who had different beliefs and to view everyone as human beings, not as opponents.

Councilor Padden thanked all those who helped during the crisis yesterday. He thought they should have a better understanding of where the businesses who had potential impact were located and what mitigation could be done. He warned the Council about serial meetings when responding to texts.

Councilor Davis said there was a position open on the Parks and Recreation Advisory Board. A new Parks Board Chair would be elected at the next meeting. Library staff presented at the Rotary luncheon. The Rotary Father/Daughter Dance would be on March 13. He asked to put the extension of the Interim City Administrator's position or a discussion of other options on the next agenda.

There was consensus to put the topic on an upcoming agenda.

Councilor Stearns thanked the First Responders for yesterday. He was concerned about the Police Chief's statement on the City's website. He thought it needed to be clearer that calling the police was not calling ICE.

Councilor Waterman reported on the meeting with the Library Board, Friends of the Library, Kiwanis, Library Foundation, and Todos Juntos.

CITY ADMINISTRATOR'S BUSINESS & STAFF REPORT: Mr. Ealy welcomed new Budget Committee Member Cantonwine.

Tyler Nizer, Economic Development & Tourism Coordinator, announced First Thursday tomorrow.

CITIZEN INPUT: None.

ACTION REVIEW:

1. Approved the Consent Agenda with the January 7, 2026, Regular Meeting minutes.
2. Approved Canby Utility Board appointments.
3. Adopted Ordinance 1661.
4. Approved Order 26-02, granting the Noise Variance at 1852 Teakwood Circle.

Council President Hensley adjourned the meeting at 8:59 p.m.

Maya Benham, CMC
City Recorder

Brian Hodson
Mayor

Assisted with Preparation of Minutes – Susan Wood

DRAFT



CITY COUNCIL Staff Report

Meeting Date: 3/4/2026

To: The Honorable Mayor Hodson & City Council
Thru: Randy Ealy, Interim City Administrator
From: Todd Wood, Transit & Fleet Services Director
Agenda Item: Consider **Ordinance No. 1663**: An Ordinance Authorizing the Interim City Administrator to Extend by nine (9) months the contract with MSNW Group LLC, in the amount of \$113,760.00 for the Remainder Of The Year for Custodial Services for the City of Canby.
(*Second Reading*)
Goal: N/A
Objective: N/A

Summary

Consider **Ordinance No. 1663**: An Ordinance Authorizing the Interim City Administrator to extend by nine (9) months the contract with MSNW Group LLC, in the amount of \$113,760.00 for the remainder of the year for custodial services for the City of Canby. The purpose of extending the contract for the remainder of the year with MSNW Group LLC is to provide custodial services for the five City-owned and operated buildings. This service includes general cleaning, restroom maintenance, floor care, trash removal, surface sanitation, and specialized services such as upholstery cleaning, pressure washing and window cleaning.

Background

The City Facilities Department advertised through an RFP (Request for Proposal) process on September 2023. The MSNW Group LLC was selected and entered in a one (1) year contract. This contract has previously been extended in the past and the City is looking to extend it until December 31, 2026. Currently, the custodial services contract ends March 31, 2026

Discussion

The city is evaluating their service needs and budget for long term custodial services. By extending this contract it allows city staff time to make the best educated decision to align with future needs and goals.

Attachments

Ordinance No.1663
MSNW Group LLC Custodial Contract
Addendum IV

Fiscal Impact

Our current budget supports this contract for the remainder of the fiscal year.

Options

1. Approve Addendum IV for Custodial Services with MSNW Group LLC
2. Deny Addendum IV with further instructions to staff.

Recommendation

It is recommended that the City Council approve Addendum IV with MSNW Group LLC as presented.

Proposed Motion

“I move to adopt **Ordinance No. 1663**, Authorizing the Interim City Administrator to extend by nine (9) months the contract with MSNW Group LLC, in the amount of \$113,760.00 for the remainder of the year for custodial services for the City of Canby.”

ORDINANCE NO. 1663

AN ORDINANCE AUTHORIZING THE INTERIM CITY ADMINISTRATOR TO EXTEND BY NINE (9) MONTHS THE CONTRACT WITH MSNW GROUP LLC, IN THE AMOUNT OF \$113,760.00 FOR THE REMAINDER OF THE YEAR FOR CUSTODIAL SERVICES FOR THE CITY OF CANBY.

WHEREAS, on September 28, 2023, the City of Canby entered into a contract with MSNW Group LLC to provide Custodial Services for City owned and operated buildings;

WHEREAS, the City of Canby is proposing an extension of contract with MSNW Group LLC through Addendum IV, contract period for April 1, 2026 through December 31, 2026;

WHEREAS, the Canby City Council meeting and acting as the Contract Review Board for the City of Canby has reviewed the contract price of \$113,760.00 and the Staff Report and believes this to be in the best interest of the City to enter an extension contract with MSNW Group LLC.

THEREFORE, THE CITY OF CANBY, OREGON, ORDAINS AS FOLLOWS:

Section 1. The City Administrator is hereby authorized on behalf of the City to enter into an agreement with MSNW Group LLC in the amount of \$113,760.00.

SUBMITTED to the Canby City Council and read the first time at a regular meeting therefore on Wednesday, February 18, 2026 ordered posted as required by the Canby City Charter; and scheduled for second reading on Wednesday, March 4, 2026, commencing at the hour of 7:00 PM in the Council Chambers located at 222 NE 2nd Avenue, 1st Floor Canby, Oregon.

Maya Benham, CMC
City Recorder

PASSED on second and final reading by the Canby City Council at a regular meeting thereof on the 4th day of March, 2026, by the following vote:

YEAS _____

NAYS _____

Brian Hodson
Mayor

ATTEST:

Maya Benham, CMC
City Recorder



ADDENDUM IV FACILITIES CONTRACT

This Addendum sets forth an Agreement between City of Canby, and MSNW Group LLC, to make the following service updates; Contract dated December 6, 2023.

1. Pricing for extension through December 2026, adding periodic services:

Site	Monthly Rate
Library/Civic Center	\$6,090.00
Police Department	\$4,615.00
Public Works	\$ 920.00
Transit Kitchen/Restroom	\$ 435.00
Transit Office	\$ 580.00

The contract period for these updates is April 1, 2026, through December 31, 2026.

Signature of Client indicates agreement, including any adjustments in Contract Sum or Contract Time.

Contract Price and all other terms, covenants, and conditions of the above-referenced Contract, except as duly modified by this and previous Addendums, if any, remain in full force and effect.

City of Canby
By: Randy Ealy, City Administrator

Date

MSNW Group LLC
By: Terell Weg, President & CEO

Date



City Council Staff Report

Meeting Date: 3/4/2026

To: The Honorable Mayor Hodson & City Council
Thru: Randy Ealy, Interim City Administrator
From: Patrick Mahoney, WWTP Supervisor
Agenda Item: Consider **Ordinance No. 1664**: An Ordinance Approving the Interim City Administrator to Execute a Contract with PumpTech to Purchase the Diesel Engine Pump Trailer in the amount of \$57,690.00. (*Second Reading*)

Summary

This capital purchase is intended to replace our current emergency backup pump trailer for the WWTP RAW water well to convey the wastewater into the rest of the treatment system. This pump is necessary for emergency situations where either there is no power supplied to the main RAW wastewater pumps or there is an issue with the pumps themselves. This replacement pump will be a modern style dry-priming pump with level control abilities that the current one does not possess.

Background

The WWTP is required under its NPDES permit issued by the State of Oregon DEQ to have emergency contingencies in place to protect public health and the environment from any foreseeable issues that could arise and to have mitigation in place. This pump is considered an emergency backup to the RAW wastewater pumps at the WWTP.

Attachments

Ordinance No. 1664
PumpTech Quote

Fiscal Impact

Capital Project "Influent/Recycle Pump Replacement" is budgeted at \$1M

Options

1. Approve Interim City Administrator to Execute a Contract with PumpTech for \$57,690.00.
2. Deny Interim City Administrator to Execute a Contract with PumpTech for \$57,690.00.

Recommendation

It is recommended by Staff to move forward with the purchase from PumpTech in the amount of \$57,690.00 and allowing Interim City Administrator to execute a contract.

Proposed Motion

"I move to adopt **Ordinance No. 1664**: An Ordinance Approving the Interim City Administrator to Execute a Contract with PumpTech to Purchase the Diesel Engine Pump Trailer in the Amount of \$57,690.00."

ORDINANCE NO. 1664

AN ORDINANCE AUTHORIZING THE INTERIM CITY ADMINISTRATOR TO EXECUTE A CONTRACT WITH PUMPTech LLC IN THE AMOUNT OF \$57,690 FOR THE PURCHASE OF A DIESEL ENGINE PUMP TRAILER.

WHEREAS, the City of Canby informally advertised and received three (3) bid responses to an informal solicitation for the purchase of a diesel engine pump trailer; and

WHEREAS, City of Canby staff selected PumpTech as the lowest responsible bidder who responded to the informal solicitation.

NOW, THEREFORE, THE CITY OF CANBY, OREGON, ORDAINS AS FOLLOWS:

Section 1. The Interim City Administrator is hereby authorized, on behalf of the City of Canby, to enter into the contract with PumpTech, LLC in an amount not to exceed \$57,690 for the purchase of a diesel engine pump trailer.

Section 2. The effective date of this Ordinance shall be April 3, 2026.

SUBMITTED to the Canby City Council and read the first time at a regular meeting thereof on Wednesday, February 18, 2026, ordered posted as required by the Canby City Charter; and scheduled for second reading on March 4, 2026, commencing at the hour of 7:00 PM in the Council Chambers located at 222 NE 2nd Avenue, 1st Floor, Canby, Oregon.

Maya Benham, CMC
City Recorder

PASSED on the second and final reading by the Canby City Council at a regular meeting thereof on March 4, 2026, by the following vote:

YEAS _____ NAYS _____

Brian Hodson
Mayor

ATTEST:

Maya Benham, CMC
City Recorder



Quote Number: 1105872

QUOTE

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<p>Quote To:</p> <p>Canby, City Of PO Box 930 Canby OR 97013-0930 USA</p> <p>Phone: 503-266-4021</p> <p>Fax:</p>	<p>Date: 1/5/2026</p> <p>Expires: 2/5/2026</p> <p>Quote Name Diesel Trailer Package w/Cornell</p> <p>Sales Person: Bob Olijnyk Email: bolijnyk@pumptechnw.com</p> <p>Inside Sales: Mark Jansen Email: mjansen@pumptechnw.com</p> <p>Est. Lead Time: 14-16 Weeks</p> <p>Ship Via:: Company Truck</p> <p>FOB: FOB Origin Full Freight Allow</p>
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Line	Part	Description	Expected Qty	Unit Price	Ext. Price
1	90000046	Diesel Engine Trailer Package:	1.00EA	57,690.00	57,690.00
		Premier 6" Diesel DOT Open Trailer Package			
		Pump: 6NNT			
		Ductile Iron W/CA6NM Impeller			
		Impeller Trim TBD			
		Cycloseal mechanical seal - Tungsten Carbide vs. Silicon Carbide			
		Run-Dry Equipped			
		Redi-Prime System Included			
		Grease lubricated bearings			
		Kohler KDI 1903 TCR 50hp Engine			
		85 Gallon fuel tank			
		Controls Inc. Panel			
		Lifting bale			
		6K torsion axle			



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Lines Total	57,690.00
Total Taxes	0.00
Total Taxes %	0 %
Line Miscellaneous Charges	0.00
Quote Miscellaneous Charges	0.00
Quote Total (Cash/Check/ACH)	57,690.00
Quote Total (Only if Paid by Credit Card)	59,564.93

Taxes are estimated upon the current known shipping address

Due to potential tariff impacts and pricing volatility, all prices are subject to change without notice.

The above order is subject to Pumptech, LLC's standard terms and conditions and credit approval which are attached and made part of this agreement. We appreciate your interest in our products and services and if you have any questions on our offerings please do not hesitate to call.

By signature below, I accept this offering:

Signed _____

Signed by _____ Title _____ Date _____

NOTICE: ONGOING GLOBAL AND DOMESTIC SUPPLY INSTABILITIES

Due to the global supply chain disruptions, and material shortages, PumpTech, LLC is unable to guarantee any current or previously quoted lead times. We always work vigorously to fulfill all orders as quickly as possible. Due to the continuous and ongoing global freight and material price increases, we are strictly following our Quotation Validity Time of 30 days from the date of the quote. We are doing our best to contain both costs and shipment dates.

Estimated lead times are subject to prior sale, availability and current shop loads. Lead times will be determined, per order, at the time of receipt of order acknowledgment from our suppliers. Once we have received acknowledgment, we will alert you to the current lead time. Where applicable, lead times will not begin until: internal engineering review and approval, 100% signed off approved submittals, and signed off drawings and/or contract approval. Freight is not included in this quote, unless specifically stated. PumpTech, LLC will not accept any penalties or LD's for any delays caused by COVID-19, material shortages, supply chain issues, or transportation delays.

FORMATION OF CONTRACT: These standard terms and conditions of sale ("Terms and Conditions") together with the sales covenants, the general specifications, the technical specifications, and any addendum thereto, including any acknowledgement by PUMPTECH, LLC, comprise the "Proposal" or "Sales Quotation" (collectively the "Quotation"), which upon acceptance by Purchaser become the "Agreement." Subject to prior credit approval by PUMPTECH, LLC (see "Credit Approval and Payment Terms" section below), Purchaser may accept the Quotation through: (i) delivering a purchase order that incorporates the Quotation by reference and payment of the initial deposit; (ii) other written indication by Purchaser of its acceptance of the Quotation along with payment of the initial deposit; (iii) delivering a purchase order or other written indication by Purchaser of its acceptance of the Quotation and agreement by both parties on a standard progress payment plan that does not require an initial deposit (see "Credit Approval and Payment Terms" section below); or (iv) receipt by Purchaser of PUMPTECH, LLC's acknowledgement without notice of rejection. The effective date of the Agreement shall be the date that PUMPTECH, LLC communicates to Purchaser via PUMPTECH, LLC's acknowledgement, in writing. PUMPTECH, LLC's obligations under the Quotation or the Agreement shall not commence



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until the effective date. The scope of work for the Agreement is limited to the equipment, machinery, goods, engineering services (if applicable) and/or related commissioning services (if applicable) specifically set forth in the Agreement ("Equipment"). The scope of work does not include installation or any on-site services unless specifically identified as being included in the price in the Agreement. Any terms and conditions contained in any purchase order, plans and specifications, correspondence, or accompanying payment for delivery of the Equipment, which are different from or in addition to the Terms and Conditions herein, shall not be binding on PUMPTECH, LLC, whether or not they would materially alter the Agreement, and PUMPTECH, LLC hereby objects to and rejects the same unless such terms and conditions are delivered to PUMPTECH, LLC prior to Quotation and referenced in the Quotation.

CREDIT APPROVAL AND PAYMENT TERMS: Credit approval is required by PUMPTECH, LLC prior to release of order to manufacturer; however, submittal may begin at the time of receipt of purchase order.

PUMPTECH, LLC's payment terms are net thirty (30) days from invoice date. In some circumstances PUMPTECH, LLC may require progress payments. Progress payments are due and payable upon receipt of invoice. PUMPTECH, LLC's "Standard Progress Payment Plan" is defined as a payment plan that includes the following terms in the purchase order or the Agreement: 1st: fifteen percent (15%) upon receipt of approved drawings; 2nd: thirty percent (30%) upon order of major components; 3rd: twenty percent (20%) upon receipt of major components at PUMPTECH, LLC's facility; 4th: thirty percent (30%) upon shipment; and 5th: five percent (5%) on start-up. If not included within the Quotation, all applicable federal, state and local taxes will be added to each invoice. Time is of the essence with respect to all payments.

Payments that are outstanding more than ten (10) days from their respective due date shall bear an interest rate of one and one-half percent (1.5%) per month (eighteen percent (18%) annually) until fully paid, including any interest accruing thereon. If PUMPTECH, LLC chooses to turn any past-due balances over to a collection agency, Purchaser agrees to pay costs of the collection to the extent that is allowed by law for commercial accounts.

CHANGE ORDERS: Changes to the design, specifications, scope of supply, delivery schedule, Equipment demonstration site or date, shipping instructions of the Equipment, or any material term of the Agreement, may only be made upon execution by Purchaser and PUMPTECH, LLC in writing ("Change Order"). Such Change Order shall state the parties' agreement on (i) change in the specifications, designs, scope of work, delivery schedule or shipping instructions for the Equipment, (ii) an adjustment to the purchase price, and (iii) an adjustment in the date of shipment of the Equipment and/or the period of performance. Both parties agree and acknowledge that unless a Change Order is agreed upon in writing by both parties, the Agreement shall not be modified in any manner. In addition, PUMPTECH, LLC has the right to suspend performance of its obligations hereunder without liability during the period while the change is being evaluated and negotiated. In the event Purchaser has communicated proposed changes to PUMPTECH, LLC, PUMPTECH, LLC, at its sole discretion, shall either: (a) accept the Change Order; (b) reject the Change Order and continue performance under the existing Agreement; or (c) cancel the Agreement. In the event that PUMPTECH, LLC elects (b) above, Purchaser shall either (i) agree to continued performance by PUMPTECH, LLC pursuant to the Agreement or (ii) cancel the Agreement. In the event of (b)(ii), Purchaser shall pay PUMPTECH, LLC for all amounts then due and owing under the Agreement plus all incurred costs not yet billed (e.g., labor and materials) plus fifteen percent (15%) for profit on all incurred costs not yet billed.

SHIPMENT: Estimated shipment from manufacturer can proceed as quoted after receipt of approved submittals and purchase order. Although PUMPTECH, LLC shall use commercially reasonable efforts to have the Equipment delivered within the time estimated, any quoted shipment time is based on information from suppliers and is not intended to be an exact date or a guarantee. Any late delivery charges due to shipment beyond the estimated schedule will not be accepted.

WARRANTY: The only warranty/guarantee implied or applied to this Agreement are those as put forth by the original manufacturer. New equipment manufactured by PUMPTECH, LLC are warranted to be free from defects in material and workmanship for a period of one (1) year from the date of shipment (ninety (90) days for repaired equipment) provided that the Purchaser has timely made all payments due under the Agreement and the product is properly installed, serviced, and operated under normal conditions. If within one (1) year of installation PUMPTECH, LLC receives written



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notice from Purchaser of defective material or workmanship with respect to Equipment, PUMPTECH, LLC's sole obligation shall be, at PUMPTECH INC.'s option, either to (i) repair the Equipment, (ii) replace the Equipment, or (iii) refund the amount paid by Purchaser. PUMPTECH, LLC shall have no other obligation or liability whatsoever with respect to any defective material(s) or service. Materials to be replaced or items for which services are to be re-performed shall be shipped by Purchaser to, PUMPTECH, LLC's shop in Bellevue, Washington or to such location as PUMPTECH, LLC may designate. Purchaser is responsible for prepayment of freight and insurance of such shipment. Purchaser shall provide returned items to PUMPTECH, LLC in such a state that PUMPTECH, LLC may inspect the item immediately upon PUMPTECH, LLC's receipt thereof. If found to be defective, PUMPTECH, LLC will prepay all freight and insurance costs of the return shipment of the repaired or replaced item. Any repaired or replaced items shall be warranted only for the remaining period of the original warranty. Expedited repairs are subject to expediting fees. Products inspected and proven to be non-defective are subject to service charges and will be returned to Purchaser at Purchaser's expense.

THIS AGREEMENT DOES NOT GRANT ANY OTHER WARRANTY OR GUARANTEE OR MAKE ANY REPRESENTATIONS, EITHER EXPRESS OR IMPLIED, INCLUDING WITHOUT LIMITATION, IMPLIED WARRANTIES OF MERCHANTABILITY OR FITNESS FOR ANY PARTICULAR PURPOSE, WHETHER ARISING BY LAW, CUSTOM, CONDUCT OR USAGE OF TRADE. THE RIGHTS AND REMEDIES PROVIDED HEREIN ARE EXCLUSIVE AND IN LIEU OF ANY OTHER RIGHTS OR REMEDIES. THIS WARRANTY SHALL NOT BE VALID IF THE ITEMS THAT ARE THE SUBJECT MATTER OF THIS AGREEMENT HAVE BEEN SUBJECTED TO ABUSE, MISUSE, ACCIDENT, ALTERATION, MODIFICATION, NEGLIGENCE, UNAUTHORIZED REPAIR, OR EXPOSURE TO CONDITIONS BEYOND THE APPLICABLE ENVIRONMENT.

THIS WARRANTY SHALL ALSO BE VOID IF THE ITEMS ARE ASSIGNED, SOLD OR TRANSFERRED TO AN ENTITY OTHER THAN PURCHASER.

LIMITATION OF LIABILITY: PUMPTECH, LLC's liability on any claim of any kind (excluding bodily injury or death) whether based on contract, warranty, tort (including negligence), strict liability or otherwise, for any loss or damage arising out of, connected with, or resulting from this Agreement, or from the performance or breach thereof, or from all services and Equipment covered by or furnished under this Agreement, shall in no case exceed the price of the specific service or Equipment which gives rise to the claim.

PURCHASER UNDERSTANDS AND ACKNOWLEDGES THAT IN NO EVENT WILL PUMPTECH, LLC BE LIABLE FOR SPECIAL, DIRECT, INDIRECT, INCIDENTAL, PUNITIVE, EXEMPLARY OR CONSEQUENTIAL DAMAGES, HOWEVER CAUSED, INCLUDING, BUT NOT LIMITED TO, THOSE FOR LABOR, EXPENSES, LOSS OF PROFITS OR REVENUE, LOST OPPORTUNITIES, OR SIMILAR DAMAGES OF ANY KIND.

INDEMNIFICATION: Purchaser agrees to defend, indemnify and hold harmless PUMPTECH, LLC and its respective affiliates, officers, directors, employees, shareholders and agents from and against all losses, costs, expenses, damages, suits or liability of any nature incurred in whole or in part as a result of the conduct, negligence, or willful misconduct of Purchaser, its agents, servants, employees or customers or caused by Purchaser's property or property under the responsibility of Purchaser.

DISPUTE RESOLUTION: All claims, disputes or controversies (whether in contract or tort, pursuant to statute or regulation, or otherwise, and whether pre-existing, present or future) arising out of or relating to PUMPTECH, LLC's services and/or these Terms and Conditions (collectively "Claims") will be resolved, first, by a formal mediation conducted by an experienced mediator mutually agreed upon by PUMPTECH, LLC and Purchaser, and, if mediation should fail to resolve the Claims, secondly, by reference to and determination by binding arbitration governed by the Federal Arbitration Act and administered by the American Arbitration Association under its rules for resolution of disputes, or under other mutually agreed procedures. The parties agree that any arbitration proceeding shall be presided over by a neutral arbitrator selected by the parties who shall have at least twenty (20) years of experience practicing law related to sales contract disputes. Any such proceedings under mediation or arbitration shall be conducted in Seattle, Washington. This provision shall survive the termination of the Agreement governed by these Terms and Conditions.

CHOICE OF LAW: This Agreement shall be construed in accordance with the laws of the State of Washington.

PumpTech LLC
321 S. Sequoia Parkway
Canby OR 97013



Phone: 503-659-6230
Fax: 425-562-9213

Quote Number: 1105872

QUOTE

Page: 5 of 5

ATTORNEY FEES: In any litigation, arbitration, or other proceeding by which one party either seeks to enforce its rights under this Agreement (whether in contract, tort, or both) or seeks a declaration of any rights or obligations under this Agreement, the prevailing party shall be awarded its reasonable attorney fees, and costs and expenses incurred.

FINAL AGREEMENT: This Agreement merges all prior discussions, whether written or oral, and is the entire understanding and agreement of the parties; neither party shall be bound by additional or other representations, conditions, or promises except as subsequently set forth in writing and signed by the party to be bound.



City Council Staff Report

Meeting Date: 3/4/2026

To: The Honorable Mayor Hodson & City Council
Thru: Randy Ealy, Interim City Administrator
From: Jamie Stickel, Economic Development Director
Agenda Item: Consider **Resolution No. 1452**: A Resolution Authorizing the Initiation of a Sister City Program with Bắc Giang, Vietnam and Authorizing the Mayor to Sign a Memorandum of Understanding.

Summary

The City Council will discuss **Resolution No. 1452**, a resolution authorizing the initiation of a Sister City Program with Bắc Giang, Vietnam and Authorizing the Mayor to Sign a Memorandum of Understanding.

Background

The City of Canby was approached to consider initiating a “Sister City” relationship with Bắc Giang, Vietnam. The initiative came to the City of Canby via Senator Christine Drazan’s office, after a meeting between Senator Drazan, Amy Nguyen (Owner, Dragonberry Produce INC and President of the United Vietnam Alliance) and Daniel Wong (Vice President of the United Vietnam Alliance). Bắc Giang, Vietnam is the capital of the Bắc Ninh Province in Vietnam. Dragonberry Produce INC has deep cultural and professional connections to Vietnam – both of which serve as foundational pieces for a sister city program.

Sister City International was formed in 1956. Its mission: *To promote peace through mutual respect, understanding, cooperation – one individual, one community at a time.* Sister Cities International has worked since its inception to create global relationships based on cultural, educational, informational, and trade exchanges. Members of Sister City International engage in educational and cultural exchanges, business and trade, sports diplomacy, and humanitarian aid. These efforts help to build relationships based on cultural, educational, informational, and trade exchanges.

City of Canby Economic Development staff met with Sister City International on Friday, January 23rd, 2026. The informational call provided an overview of the process for initiating a sister city program. While there are many avenues for creating a sister city program, the strongest aspect Canby has is the willingness of an international city to form a sister city program, as well as the relationship pathways already fostered through Dragonberry Produce INC’s relationships with both cities and the work of the United Vietnam Alliance.

In order for a sister city partnership to be recognized by Sister Cities International, the two communities must sign formal documents which clearly endorse the link. This presumes several key items: that the U.S. community is already a member of Sister Cities International and has followed proper procedures (i.e. passed a city council resolution declaring the intent to twin with the specific city); that both communities share a mutual commitment to the relationship; and that both have secured the necessary support structure to build a lasting relationship.

In the discussion with Sister City International, it was recommended that both Canby, Oregon and Bắc Giang, Vietnam adopt resolutions – or the appropriate corresponding action – affirming their commitment to becoming

sister cities. In addition to the resolution, a Memorandum of Understanding (MOU), both in English and Vietnamese, will be signed by the mayors of each city. Senator Drazen plans to visit Vietnam in May 2026 alongside Amy Nguyen and has graciously offered to be the conduit between the cities bringing the signed MOU from Canby, Oregon to Bắc Giang, Vietnam for signing.

Discussion

Economic Development staff and Amy Nguyen will provide a presentation on Sister City International process, the efforts of United Vietnam Alliance and Dragonberry Produce INC. as it relates to sister city operations, and the benefits to Canby, Oregon and Bắc Giang, Vietnam by initiating a formal sister city program through Sister City International.

Attachments

- Resolution No. 1452
- Memorandum of Understanding
- United Vietnam Alliance Letter
- Dragonberry Produce on the Global Stage: A Milestone for Vietnamese Agriculture

Fiscal Impact

- \$440 Sister City International Fee, yearly rate

Options

1. Approve Resolution No. 1452: A Resolution Authorizing the Initiation of a Sister City Program with Bắc Giang, Vietnam and authorizing Mayor Hodson to sign the Memorandum of Understanding.
2. Deny Resolution No. 1452: A Resolution Authorizing the Initiation of a Sister City Program with Bắc Giang, Vietnam and authorizing Mayor Hodson to sign the Memorandum of Understanding.

Recommendation

It is recommended that City Council approve **Resolution No. 1452**.

Proposed Motion

"I move to adopt **Resolution No. 1452**, A Resolution Authorizing the Initiation of a Sister City Program with Bắc Giang, Vietnam, and Authorizing Mayor Hodson To Sign The Memorandum Of Understanding (MOU).

RESOLUTION NO. 1452

A RESOLUTION AUTHORIZING THE INITIATION OF A SISTER CITY PROGRAM WITH BAC GIANG, VIETNAM AND AUTHORIZING THE MAYOR TO SIGN A MEMORANDUM OF UNDERSTANDING.

WHEREAS, the Sister City Program, administered by Sister Cities International®, was initiated by the President of the United States of America in 1956 to encourage greater friendship and understanding between the United States and other nations through direct personal contact;

WHEREAS, in order to foster those goals, the people of Canby, Oregon and Bắc Giang, Vietnam in a gesture of friendship and goodwill, agree to collaborate for the mutual benefit of their communities by exploring educational, economic and cultural opportunities;

WHEREAS, we agree to support and encourage opportunities for mutually beneficial practical exchanges in the fields of business, arts and culture, health, science, education, sports, tourism, etc.;

WHEREAS, Canby, Oregon and Bắc Giang, Vietnam will support and encourage visits by the citizens of both cities, establish affiliations between schools and community organizations, promote cultural exchanges, develop mutual understanding of the citizens of both cities by exchanging various information and material, and encourage official visits between representatives from each community; and

WHEREAS, Canby, Oregon and Bắc Giang, Vietnam do hereby proclaim themselves Sister Cities, and declare their intent to abide by these guidelines indefinitely according to Sister Cities International® policies.

NOW THEREFORE, BE IT RESOLVED by the City of Canby City Council as follows:

1. The City Council authorizes the Mayor to execute, on behalf of the City of Canby, a MOU with Bắc Giang, Vietnam in substantially the same form as the MOU attached to this Resolution.
2. The City Council authorizes the Mayor to execute, on behalf of the City of Canby, a MOU translated to Vietnamese with Bắc Giang, Vietnam in substantially the same form as the MOU attached to this Resolution.
3. The City Council further authorizes the Interim City Administrator to administratively take all actions necessary to correct any typographical errors, scrivener's errors, or formatting errors in the MOU.

This resolution will take effect immediately.

PASSED AND ADOPTED by the City Council this 4th day of March, 2026, and signed by the Mayor and City Recorder in authentication of its passage.

Brian Hodson
Mayor

ATTEST:

Maya Benham, CMC
City Recorder

MEMORANDUM OF UNDERSTANDING
BETWEEN
THE PEOPLE’S COMMITTEE OF BAC NINH PROVINCE,
THE SOCIALIST REPUBLIC OF VIET NAM
AND
THE CITY COUNCIL OF CANBY, OREGON,
THE UNITED STATES OF AMERICA

With a view to consolidating and developing friendly cooperative relations, enhancing mutual understanding on the basis of mutual respect, and in accordance with the principles of voluntariness, equality, mutual benefit, and compliance with the laws and international treaties to which each country is a party, the People’s Committee of Bac Ninh Province, the Socialist Republic of Viet Nam, and the City Council of Canby, Oregon, the United States of America (hereinafter referred to as the “two Parties”) agree to sign this Memorandum of Understanding (MOU) with the following contents:

1. The two Parties shall carry out exchange visits between delegations of the People’s Committee of Bac Ninh Province and the City Council of Canby, and promote people-to-people exchanges, subject to the budget capacity of each Party or as otherwise agreed upon by the two Parties in specific cases.

2. The two Parties shall promote cooperation and exchange of information and experience in the fields of economy, trade, science, technology, agriculture, culture, tourism, healthcare, education and training, and other areas of mutual strength and interest. The two Parties shall create favorable conditions and encourage investment attraction, business connectivity, supply chain development, digital economy, green transition, and maintain regular exchanges to strengthen cooperation, discuss expansion, and contribute to the development of the Viet Nam – United States Comprehensive Strategic Partnership.

3. The two Parties shall endeavor to promote friendly cooperation activities and develop good relations within the framework of this MOU, within the scope of their respective functions, duties, and authorities, and in accordance with the laws of Viet Nam and the United States.

4. The two Parties agree to designate focal agencies to maintain communication and implement the contents and cooperation mechanisms set forth in this MOU.

The Department of Industry and Trade of Bac Ninh Province shall serve as the focal point for the People’s Committee of Bac Ninh Province.

..... (Name of agency) shall serve as the focal point for the City Council of Canby.

5. Any amendment to this MOU shall be made in writing by one Party and shall take effect upon mutual written agreement of the two Parties. Any dispute arising from the interpretation,

application, or implementation of this MOU shall be resolved in a spirit of goodwill, cooperation, and mutual consensus between the two Parties.

6. This MOU consists of two (02) pages and shall take effect from the date of signing. The MOU shall remain valid for five (05) years and shall be automatically extended for an additional five (05) years unless one Party provides written notice of its intention to terminate at least three (03) months prior to the expiration date to the other Party.

This MOU is signed on the ... day of ..., 2026, and is made in two (02) originals in Vietnamese and English, both texts being equally authentic. Each Party shall retain one (01) original for implementation.

**For the People’s Committee of Bac Ninh
Province, the Socialist Republic of Vietnam**

**For the City Council of Canby, Oregon,
The United States of America**

Chairperson

Chairperson (or Mayor)

BẢN GHI NHỚ HỢP TÁC
GIỮA
ỦY BAN NHÂN DÂN TỈNH BẮC NINH, NƯỚC CỘNG HÒA XÃ HỘI
CHỦ NGHĨA VIỆT NAM
VÀ
HỘI ĐỒNG THÀNH PHỐ CANBY, BANG OREGON, HỢP CHỨNG
QUỐC HOA KỲ

Nhằm củng cố, phát triển mối quan hệ hợp tác hữu nghị, tăng cường sự hiểu biết, trên cơ sở tôn trọng lẫn nhau, theo nguyên tắc tự nguyện, bình đẳng, cùng có lợi và phù hợp với pháp luật, các điều ước quốc tế mà mỗi nước là thành viên; Ủy ban nhân dân tỉnh Bắc Ninh, nước Cộng hòa xã hội chủ nghĩa Việt Nam và Hội đồng thành phố Canby, bang Oregon, Hợp chủng quốc Hoa Kỳ (sau đây gọi tắt là “hai bên”) nhất trí ký kết Bản ghi nhớ hợp tác giữa hai bên, với các nội dung như sau:

1. Hai bên cùng thực hiện các hoạt động trao đổi Đoàn công tác của Ủy ban nhân dân tỉnh Bắc Ninh và Hội đồng thành phố Canby, tăng cường giao lưu nhân dân trên cơ sở phù hợp với khả năng ngân sách của mỗi bên hoặc thỏa thuận của hai bên trong từng trường hợp cụ thể.
2. Hai bên đẩy mạnh hợp tác, trao đổi thông tin, kinh nghiệm trên các lĩnh vực về kinh tế, thương mại, khoa học, công nghệ, nông nghiệp, văn hóa, du lịch, y tế, giáo dục đào tạo và các lĩnh vực khác mà hai bên có thế mạnh, cùng quan tâm; hai bên cùng tạo môi trường thuận lợi, khuyến khích đẩy mạnh thu hút đầu tư, kết nối hợp tác doanh nghiệp, phát triển chuỗi cung ứng, kinh tế số, chuyển đổi xanh và duy trì trao đổi thường xuyên để tăng cường hợp tác, thảo luận về mở rộng, phát triển đóng góp chung vào quan hệ hợp tác Đối tác Chiến lược toàn diện Việt Nam - Hoa Kỳ.
3. Hai bên cùng nỗ lực để thúc đẩy các hoạt động hợp tác hữu nghị, phát triển quan hệ tốt đẹp trong khuôn khổ Bản ghi nhớ hợp tác này trong phạm vi chức năng, nhiệm vụ, quyền hạn của mỗi Bên và phù hợp với pháp luật của Việt Nam cũng như Hoa Kỳ.
4. Hai bên nhất trí cử cơ quan làm đầu mối duy trì liên lạc và trao đổi các nội dung, cơ chế hợp tác nêu trong Bản ghi nhớ hợp tác này.

Sở Công Thương Bắc Ninh làm đầu mối cho Ủy ban nhân dân tỉnh Bắc Ninh.

.....(Tên cơ quan) làm đầu mối cho Hội đồng thành phố Canby.

5. Việc sửa đổi Bản ghi nhớ hợp tác này sẽ được thực hiện bằng văn bản thông báo của một Bên và dựa trên thỏa thuận nhất trí chung giữa hai bên. Bất kỳ tranh chấp nào phát sinh từ việc giải thích, áp dụng và thực hiện các nội dung của Bản ghi nhớ hợp tác này được giải quyết dựa trên tinh thần thiện chí, hợp tác và có sự thống nhất chung của hai bên.

6. Bản ghi nhớ hợp tác được lập gồm hai (02) trang và có hiệu lực kể từ ngày ký. Hiệu lực Bản ghi nhớ hợp tác trong thời gian là năm (05) năm và sẽ được tự động gia hạn thêm năm (05) năm nữa, trừ khi một trong hai bên gửi văn bản thông báo trước ngày gia hạn ít nhất ba (03) tháng trước ngày gia hạn cho bên còn lại về ý định chấm dứt thực hiện Bản ghi nhớ hợp tác này.

Bản ghi nhớ hợp tác này được ký vào ngày tháng Năm 2026 và được lập thành hai (02) bản bằng tiếng Việt và tiếng Anh, có giá trị như nhau và mỗi bên giữ một (01) bản để thực hiện./.

**TM. Ủy ban nhân dân tỉnh Bắc Ninh,
nước Cộng hòa xã hội chủ nghĩa
Việt Nam**

**TM. Hội đồng thành phố Canby,
bang Oregon, Hợp chủng quốc
Hoa Kỳ**

Chủ tịch

Chủ tịch (Thị trưởng)

Oregon, January 10, 2026

To:

- The Central Committee of the Communist Party of Vietnam
- Leaders of the Party and the State
- All Delegates to the 14th National Congress of the Communist Party of Vietnam

Dear Esteemed Leaders,

On the occasion of the 14th National Congress of the Communist Party of Vietnam, the United Vietnam Alliance (UVA) respectfully extends our warmest congratulations and best wishes to the Central Committee of the Party, the Leaders of the Party and the State, and all distinguished delegates attending the Congress.

The 14th National Congress is a political event of profound significance, marking a new stage in Vietnam's national development and setting strategic directions for the country's future in the context of deepening international integration. The orientations and decisions adopted at the Congress will continue to strengthen political stability, promote sustainable socio-economic development, improve the quality of life for the people, and enhance Vietnam's role and standing in the international community.

The Vietnamese community in the United States, and members of the United Vietnam Alliance in particular, have consistently followed with great interest and confidence the achievements of the Party, the State, and the People of Vietnam. While preserving our Vietnamese cultural identity, we actively integrate into American society and remain deeply connected to our homeland. In this spirit, UVA is committed to serving as a bridge of friendship, trust, and practical cooperation between Vietnam and the United States.

In furtherance of this mission, the United Vietnam Alliance respectfully introduces and supports a proposed Sister City partnership between Canby City, Oregon, United States, and Bắc Giang City, Việt Nam. This initiative reflects a people-centered, community-driven approach to international cooperation, aligned with Vietnam's goals of sustainable development, education, innovation, and international engagement.

Despite differences in geography and scale, Canby City and Bắc Giang City share strong common values: commitment to community well-being, education, local enterprise, environmental stewardship, and balanced growth that benefits families and future generations. A sister-city relationship would provide a flexible and practical framework for cooperation in areas such as:

- Agriculture, food safety, and agri-technology
- Small and medium-sized enterprise (SME) development
- Education, workforce training, and youth exchange
- Cultural exchange and people-to-people engagement
- Sustainable urban development and environmental practices

This proposed partnership is further strengthened by existing people-to-people and business connections between the two communities, particularly through agricultural cooperation linking Canby, Oregon and Bắc Ninh Province. These existing relationships demonstrate that local-to-local cooperation between Vietnam and the United States is already working in practice and can be meaningfully expanded through a formal sister-city framework.

The United Vietnam Alliance respectfully offers to serve as a connecting and coordinating organization for this initiative—supporting dialogue, facilitating exchanges, and helping ensure continuity, transparency, and long-term success. Through this role, UVA seeks to contribute concretely to Vietnam’s sustainable development and to the enduring friendship between the Vietnamese and American peoples.

With full confidence in the leadership of the Communist Party of Vietnam, we respectfully wish the 14th National Congress of the Party great success, and wish the Party leaders and all delegates good health, wisdom, and continued success in fulfilling the responsibilities entrusted to them by the Party and the People.

Respectfully yours,

On behalf of the UNITED VIETNAM ALLIANCE

Amy Nguyen
President



Dragonberry
PRODUCE

TỔNG BÍ THƯ TÔ LÂM

GẶP GỠ BÀ CON CỘNG ĐỒNG VÀ CÁC CƠ QUAN ĐẠI DIỆN
TẠI HOA KỲ

Washington, D.C. ngày 19 tháng 2 năm 2024



Dragonberry Produce on the Global Stage: A Milestone for Vietnamese Agriculture

Amy Nguyen Presents Bold Vision for the Future of Vietnamese Produce to Vietnam's Highest Leadership in Washington, D.C.

On February 19th, Dragonberry Produce founder and president Amy Nguyen was invited to address Vietnam's General Secretary Tô Lâm and senior government officials during his historic visit to Washington, D.C., a notable recognition of private-sector leadership within the agricultural trade.

Drawing on nearly three decades at the forefront of the global produce trade, Amy presented a forward-looking vision for Vietnamese agriculture, one that moves beyond export volume toward building a world-class brand rooted in quality, sustainability, and trust.

"The future of Vietnamese agriculture is not only about volume, it is about the brand. A brand built on discipline, sustainability, integrity, and the enduring spirit of our people."

This moment reflects what Dragonberry has been building toward for years: a company positioned not just as a distributor of extraordinary produce, but as a bridge between Vietnam's agricultural potential and the world's most discerning markets.

What This Means for Our Partners

Unmatched Access and Government-Level Relationships

Dragonberry's direct engagement with Vietnam's top leadership, alongside Ambassador Nguyen Quoc Dung, Consul General Hoang Anh Tuan, Vice Minister of Agriculture and Environment Dr. Hoang Trung, and other senior officials, reinforces the depth of our relationships across the U.S.- Vietnam agricultural corridor. These leaders play a central role in shaping trade policy and export infrastructure. For our partners, this translates to a level of market access and supply chain confidence that few specialty produce companies can offer.



Strengthened Export Infrastructure

Dragonberry is actively supporting the Hanoi Irradiation Center, the first facility in Northern Vietnam now approved and currently in the final phase of inspections by both Vietnam's Ministry of Agriculture and Environment and the U.S. Department of Agriculture (APHIS). This facility directly expands irradiation capacity for high-demand fruits like lychees and longans, meaning greater export volumes, faster market access, and stronger compliance assurance for our retail partners.

Strategic Expansion in Vietnam

Dragonberry International has officially received approval to operate directly in Vietnam. This on-the-ground presence ensures tighter quality control from farm to shelf, closer coordination with growers and logistics partners, and the infrastructure to scale as demand grows across North America and beyond.

Proven Retail Execution

This milestone arrives on the heels of a record-breaking Lunar New Year longan campaign for major U.S. retailers. It follows Dragonberry's continued success placing Vietnamese lychees in leading retail channels including Safeway and Costco, programs built on Global G.A.P. certification, rigorous cold-chain management, and the kind of end-to-end oversight that gives buyers confidence in every shipment.



Dragonberry
PRODUCE



The Bigger Picture

General Secretary Tô Lâm's Washington visit signals an accelerating era of U.S.-Vietnam economic cooperation. Vietnamese fruits now reach markets across North America, Japan, and throughout the European Union, with new exotic varieties of tropical fruits on the horizon.

Dragonberry stands at the center of this momentum. With nearly 30 years of expertise, government-level partnerships, certified supply chains, and a relentless commitment to quality, we are building the premier platform for Vietnamese produce on the global stage.

"If we work together with unity and long-term commitment, Vietnam will not only export fruit, we will also export excellence to the world."

- Amy Nguyen, Founder & President, Dragonberry Produce Inc.



City Council Staff Report

Meeting Date: 3/4/2026

To: The Honorable Mayor Hodson & City Council
Thru: Randy Ealy, Interim City Administrator
From: Don Hardy, Planning Director
Agenda Item: Parks System Development Charge (SDC) Update Process Work Session Part 7

Summary

As a follow up to the February 18th SDC Work Session, this work session will focus on the result of project reductions to the 20-year Park Project List made during the February 18th City Council meeting.

Background

The resulting tables of park projects from the February 18th City Council meeting is included for reference along with how the reduced list compares to the percentage of home cost. The recommended **Parks and Recreation Advisory Committee, Councilor Padden, and Council Davis options** are also shown. One **Additional Option for comparison only** is also included to provide perspective on what additional cuts are necessary to get below 7% of home prices for collective SDC charges.

A 3-year and 5-year phasing plan is recommended to either the Councilor Padden or Councilor Davis plan option.

Discussion

Staff would like to have council provide input on recommended directions for moving forward and this would be conveyed to the Parks and Recreation Advisory Committee during their March 17th meeting. Following that meeting, another City Council meeting will review input from the Parks and Recreation Advisory Committee on March 25th.

Attachments

None: a short PowerPoint presentation will be provided to City Council on March 3.

Fiscal Impact

No fiscal impacts will occur.

Options

City Council can choose which option to proceed with as a recommendation to the Parks and Recreation Advisory Committee.

Recommendation

Staff is recommending either the Councilor Padden or Councilor Davis option with 3-year or 5-year phase in.

Proposed Motion

No motion is proposed, and staff is requesting a city council recommendation for moving forward with discussions with the Parks and Recreation Advisory Committee.

Alternative A from February 17 Parks and Recreation Advisory Committee Option

Canby DRAFT Parks Project List (Inside Future UGB), 2026 to 2046						Preliminary DRAFT Assumptions			
ID #	Project Name	Park Category	Relative Priority*	Category	Acres (New)	Cost Est.	SDC Eligibility Share %	SDC Eligibility Share \$	Bathroom Stalls Added
1	Athletic/Sports/Rec. Center	Community Park	High	Athletic/Rec. Center	47	\$76,400,000	36.6%	\$27,949,000	TBD
2	Aquatic Center (New)	Community Park	High	Aquatic/Rec Center	3	\$45,000,000	36.6%	\$16,462,000	TBD
3	Honda Pits Action Sports Park	Community Park	High	Park Development	8.87	\$2,000,000	36.6%	\$732,000	2
5	Maple Street Park	Community Park	High	Adding Facilities		\$900,000	36.6%	\$329,000	6
6	Wait Park Improvements	Community Park	High	Adding Facilities		\$2,000,000	36.6%	\$732,000	4
7	Other Aquatic Center Improvements	Community Park	High	Adding Facilities		\$1,250,000	36.6%	\$457,000	TBD
9	Community (River) Park Improvements	Community Park	Medium	Adding Facilities		\$2,000,000	36.6%	\$732,000	TBD
				Subtotal		\$129,550,000	36.6%	\$47,393,000	
12	Ivy Ridge Estates Neighborhood Park	Neighborhood Park	High	Park Development	1.5	\$1,000,000	100.0%	\$1,000,000	TBD
13	Walnut Street Off-Leash Dog Park	Neighborhood Park	High	Park Development	1.5	\$1,000,000	100.0%	\$1,000,000	2
				Subtotal		\$2,000,000	100.0%	\$2,000,000	
14	Molalla River Canby Utility Property	Natural Areas & O.S.	Medium	Land Acquisition	67	\$1,850,000	68.1%	\$1,261,000	
15	Logging Road Trail Improvements (in-City)	Natural Areas & O.S.	Medium	Land & Improvement	10	\$4,000,000	68.1%	\$2,726,000	
17	Redwood Landing Improvements	Natural Areas & O.S.	Medium	Adding Facilities		\$350,000	68.1%	\$239,000	
				Subtotal		\$6,200,000	68.1%	\$4,226,000	
18	Emerald Necklace ROW Acquisition	Trails	Medium	ROW Acquisition	20	\$8,000,000	29.7%	\$2,375,000	
				Subtotal		\$8,000,000	29.7%	\$2,375,000	
				TOTAL	158.9	\$145,750,000	38.4%	\$55,994,000	

* relative priority reflects Canby Parks Committee input as of 2/17/2026.

Alternative B from February 18 City Council meeting, Councilor Padden Option

Canby DRAFT Parks Project List (Inside Future UGB), 2026 to 2046						Preliminary DRAFT Assumptions			
ID #	Project Name	Park Category	Relative Priority*	Category	Acres (New)	Cost Est.	SDC Eligibility Share %	SDC Eligibility Share \$	Bathroom Stalls Added
1	Sports/Rec. Center Land Acquisition	Community Park	High	Athletic/Rec Center	32	\$20,000,000	40.9%	\$8,183,000	TBD
2	Aquatic Center (New)	Community Park	High	Aquatic/Rec Center	3	\$45,000,000	40.9%	\$18,412,000	TBD
3	Honda Pits Action Sports Park	Community Park	High	Park Development	8.87	\$3,000,000	40.9%	\$1,227,000	2
4	Athletic Complex/Rec Center	Community Park	High	Aquatic/Rec Center		\$20,000,000	40.9%	\$8,183,000	TBD
6	Wait Park Improvements	Community Park	High	Adding Facilities		\$5,000,000	40.9%	\$2,046,000	4
9	Community (River) Park Improvements	Community Park	Medium	Adding Facilities		\$2,000,000	40.9%	\$818,000	TBD
				Subtotal		\$95,000,000	40.9%	\$38,869,000	
12	Ivy Ridge Estates Neighborhood Park	Neighborhood Park	High	Park Development	1.5	\$2,000,000	100.0%	\$2,000,000	TBD
				Subtotal		\$2,000,000	100.0%	\$2,000,000	
15	Logging Road Trail Improvements (in-City)	Natural Areas & O.S.	Medium	Land Acquisition	10	\$4,000,000	100.0%	\$4,000,000	
17	Redwood Landing Improvements	Natural Areas & O.S.	Medium	Adding Facilities		\$350,000	100.0%	\$350,000	
				Subtotal		\$4,350,000	100.0%	\$4,350,000	
18	Emerald Necklace ROW Acquisition	Trails	Medium	ROW Acquisition	20	\$8,000,000	46.1%	\$3,692,000	
				Subtotal		\$8,000,000	46.1%	\$3,692,000	
				TOTAL	75.37	\$109,350,000	44.7%	\$48,911,000	6

* relative priority reflects Canby Parks Committee input as of 7/1/2025.

Alternative C from February 18 City Council meeting, builds on Alternative B, Councilor Davis Option

Canby DRAFT Parks Project List (Inside Future UGB), 2026 to 2046						Preliminary DRAFT Assumptions			
ID #	Project Name	Park Category	Relative Priority*	Category	Acres (New)	Cost Est.	SDC Eligibility Share %	SDC Eligibility Share \$	Bathroom Stalls Added
1	Sports/Rec. Center Land Acquisition	Community Park	High	Athletic/Rec Center	32	\$20,000,000	40.9%	\$8,183,000	TBD
2	Aquatic Center (New)	Community Park	High	Aquatic/Rec Center	3	\$45,000,000	40.9%	\$18,412,000	TBD
3	Honda Pits Action Sports Park	Community Park	High	Park Development	8.87	\$2,000,000	40.9%	\$818,000	2
4	Athletic Complex/Rec Center	Community Park	High	Aquatic/Rec Center		\$20,000,000	40.9%	\$8,183,000	TBD
6	Wait Park Improvements	Community Park	High	Adding Facilities		\$5,000,000	40.9%	\$2,046,000	4
9	Community (River) Park Improvements	Community Park	Medium	Adding Facilities		\$2,000,000	40.9%	\$818,000	TBD
				Subtotal		\$94,000,000	40.9%	\$38,460,000	
15	Logging Road Trail Improvements (in-City)	Natural Areas & O.S.	Medium	Land Acquisition	10	\$4,000,000	100.0%	\$4,000,000	
17	Redwood Landing Improvements	Natural Areas & O.S.	Medium	Adding Facilities		\$350,000	100.0%	\$350,000	
				Subtotal		\$4,350,000	100.0%	\$4,350,000	
18	Emerald Necklace ROW Acquisition	Trails	Medium	ROW Acquisition	20	\$2,000,000	46.1%	\$923,000	
				Subtotal		\$2,000,000	46.1%	\$923,000	
				TOTAL	73.87	\$100,350,000	43.6%	\$43,733,000	6

* relative priority reflects Canby Parks Committee input as of 7/1/2025.

Alternative D, an Additional Option added for comparison only, builds on Alternative C and combines projects 1,2 and 4, with a cost of \$40M

Canby DRAFT Parks Project List (Inside Future UGB), 2026 to 2046						Preliminary DRAFT Assumptions			
ID #	Project Name	Park Category	Relative Priority*	Category	Acres (New)	Cost Est.	SDC Eligibility Share %	SDC Eligibility Share \$	Bathroom Stalls Added
1, 2 & 4	Athletic/Rec. Center / Pool	Community Park	High	Athletic/Rec Center/Pool	35	\$40,000,000	40.9%	\$16,366,000	TBD
3	Honda Pits Action Sports Park	Community Park	High	Park Development	8.87	\$2,000,000	40.9%	\$818,000	2
6	Wait Park Improvements	Community Park	High	Adding Facilities		\$5,000,000	40.9%	\$2,046,000	4
9	Community (River) Park Improvements	Community Park	Medium	Adding Facilities		\$2,000,000	40.9%	\$818,000	TBD
				Subtotal		\$49,000,000	40.9%	\$20,048,000	
15	Logging Road Trail Improvements (in-City)	Natural Areas & O.S.	Medium	Land Acquisition	10	\$4,000,000	100.0%	\$4,000,000	
17	Redwood Landing Improvements	Natural Areas & O.S.	Medium	Adding Facilities		\$350,000	100.0%	\$350,000	
				Subtotal		\$4,350,000	100.0%	\$4,350,000	
18	Emerald Necklace ROW Acquisition	Trails	Medium	ROW Acquisition	20	\$2,000,000	46.1%	\$923,000	
				Subtotal		\$2,000,000	46.1%	\$923,000	
				TOTAL	73.9	\$55,350,000	45.7%	\$25,321,000	6

* relative priority reflects Canby Parks Committee input as of 7/1/2025.

Parks SDC Alternatives Comparison Table

DRAFT Canby Parks SDC Alternatives Analysis				
	Alt. 1	Alt. 2	Alt. 3	Alt. 4
	Feb. 17	Feb. 18	Feb. 18	Feb. 19
	Parks AC	Padden	Davis	Alt.
# of Park Projects on 20-yr List	13	10	9	7
# of Parks Acres Added	159	75	74	74
Total New Parks Project Cost	\$ 145.8 M	\$ 109.4 M	\$ 100.4 M	\$ 55.4 M
Total Parks SDC Cost Basis (calculated)*	\$ 59.8 M	\$ 52.5 M	\$ 47.2 M	\$ 28.3 M
SDC Eligibility Share % of Total Cost	41%	48%	47%	51%
Draft Parks SDC Rate per New Dwelling**	\$21,188	\$18,615	\$16,733	\$10,044
Draft Other SDCs (combined)***	\$35,286	\$35,286	\$35,286	\$35,286
Total New SDCs per New Dwelling**	\$56,474	\$53,901	\$52,019	\$45,330
New Single Family Home Price (Avg.)***	\$685,000	\$685,000	\$685,000	\$685,000
Est. Total SDCs as % of New Home Price	8.2%	7.9%	7.6%	6.6%

* Reflects combined cost basis for reimbursement fee, improvement fee and admin cost.

** New draft SDCs for Canby for average new single family home at full amount.

*** Other SDCs reflect new Draft charges at full amount: transportation, sewer, storm and water.

**** Home sales price based on random survey on new homes sold in Canby over past 3 years.