

RESOLUTION NO. 1465

A RESOLUTION REFERRING A MEASURE PROPOSING AN AMENDMENT TO WAIVE OR MODIFY CITY ADMINISTRATOR RESIDENCY REQUIREMENT TO THE CITY CHARTER TO THE VOTERS FOR THE NOVEMBER 3, 2026, ELECTION

WHEREAS, the Oregon Constitution gives city voters the right to adopt and revise charters to grant cities legal authority, establish their form of government, and to create and assign duties and requirements to city official positions;

WHEREAS, The City of Canby's current Charter establishes the City Administrator position as the administrative head of the City and gives the City Council the authority to appoint and supervise the position;

WHEREAS, Chapter V, Section 2 of the current Charter requires the City Administrator to be a resident of the City of Canby;

WHEREAS, in December of 2025, the City Council convened a Charter Review Subcommittee to review the Charter for any revisions to propose to the voters;

WHEREAS, the Subcommittee recommended that Chapter V, Section 2 of the Charter be revised to give the City Council authority to waive or modify this residency requirement in accordance with rules for the purpose of assisting in City Administrator recruitment; and

WHEREAS, the City Council approves this recommendation and has directed City staff to draft such a revision to Chapter V, Section 2 of the Charter to refer to the voters of Canby at the November 3, 2026, election.

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

A measure election is hereby called on November 3, 2026, for the purpose of submitting to the electors of the City of Canby a measure amending the City Charter, for which the text amendment, ballot title, and explanatory statement certified and filed by the City Council shall be as set forth in Exhibit A and incorporated by reference herein; and

The Clackamas County Elections Office will conduct the election, and the precincts for said election shall be and constitute all of the territory included within the corporate limits of the City of Canby; and

The Interim City Administrator, City Recorder, and City Attorney are hereby authorized, empowered, and directed for and on behalf of the City to do and perform all acts and things necessary or appropriate to cause the ballot measure to appear on the ballot for the November 3, 2026, election and to otherwise carry out the purposes and intent of this resolution.

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This resolution shall take effect immediately upon its adoption.

ADOPTED this 15th day of July, 2026, by the City Council.



Brian Hodson
Mayor

ATTEST:



Maya Benham, CMC
City Recorder

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EXHIBIT A

BALLOT MEASURE

CAPTION: Amend City of Canby City Charter Chapter V Section 2

QUESTION: Shall Canby amend Charter Chapter V Section 2, City Administrator residency requirement?

CAPTION: This measure would amend the City's Charter. The Charter currently requires the City Administrator position to live within Canby. If adopted, this measure would amend the Charter to give the City Council the authority to waive or modify this residency requirement and would require the City Council to adopt rules to govern its authority to waive or modify this residency requirement. If this measure is not adopted, the City's Charter would remain the same.

EXPLANATORY STATEMENT

This measure would amend the City's existing home rule charter. The Oregon Constitution gives city voters the right to adopt and amend charters. A charter grants legal authority to a city, establishes a city's form of government, and creates city officials. Canby voters last amended the City's current Charter in 2009.

The Charter establishes the City Administrator position. The City Administrator is a City employee who serves as the administrative head of the City. The City Administrator is appointed and supervised by the City Council. Chapter V, Section 2, of the current Charter requires the City Administrator to live within City limits.

In December of 2025, the City Council convened a Charter Review Subcommittee to review the City's Charter for potential revisions to propose to the voters. The Subcommittee recommended that the City Administrator residency requirement be revised to give the City Council authority to waive or alter the requirement to assist in City Administrator recruitment. The City Council has approved sending this revision to the voters. If this measure is approved, the Charter would be revised to add the double-underlined sentence to Section 2 of Chapter V:

Section 2. CITY ADMINISTRATOR. (a) **Qualifications.** The City Administrator shall be the administrative head of the government of the City and shall be appointed by the Council without regard to political considerations and solely with reference to executive and administrative qualifications. A City Administrator need not be a resident of the City of Canby or the State at the time of appointment, but promptly thereafter shall become and remain a resident of the City during the term of the office. The Council may waive or alter this residency requirement and shall adopt rules to govern such waiver or alteration. Before taking office, the City Administrator shall give a bond in such amount and with such surety as may be approved by the Council. The premiums on such bond shall be paid by the City.

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If this measure is not approved, then Chapter V, Section 2 of the City's Charter would remain the same.