



**AGENDA  
CANBY CITY COUNCIL  
WORK SESSION – 6:00 PM  
REGULAR MEETING – 7:00 PM**

**February 1, 2023**

**Hybrid/Virtual Meeting/Council Chambers  
Council Chambers - 222 NE 2<sup>nd</sup> Avenue, 1<sup>st</sup> Floor**

**Register here to attend the meetings virtually:**

[https://us06web.zoom.us/webinar/register/WN\\_9LsuphluQkyl\\_6TqDBeNmw](https://us06web.zoom.us/webinar/register/WN_9LsuphluQkyl_6TqDBeNmw)

***The meetings can be viewed on YouTube:***

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

For questions regarding programming, please contact:

**Willamette Falls Studio (503) 650-0275; [media@wfmstudios.org](mailto:media@wfmstudios.org)**

Mayor Brian Hodson

Councilor Christopher Bangs

Councilor James Davis

Council President Traci Hensley

Councilor Herman Maldonado

Councilor Jason Padden

Councilor Shawn Varwig

**WORK SESSION – 6:00 PM**

- 1. CALL TO ORDER**
- 2. CAMPING ORDINANCE**
- 3. ADJOURN**

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**REGULAR MEETING – 7:00 PM**

- 1. CALL TO ORDER**
  - a. Invocation
  - b. Pledge of Allegiance
- 2. NEW STAFF INTRODUCTIONS**
- 3. 2022-2023 FISCAL YEAR BUDGET UPDATE**
- 4. CITIZEN INPUT & 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

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hand it to the City Recorder. Each person will be given 3 minutes to speak. Staff and the City Council will make every effort to respond to questions raised during citizens input before the meeting ends or as quickly as possible thereafter. **\*\*\*If you would like to speak virtually please email or call the Deputy City Recorder by 4:30 pm on February 1, 2023 with your name, the topic you'd like to speak on and contact information: [benhamm@canbyoregon.gov](mailto:benhamm@canbyoregon.gov) or call 503-266-0720. Once your information is received, you will be sent instructions to speak.**

5. **CONSENT AGENDA:** This section allows the City Council to consider routine items that require no discussion and can be approved in one comprehensive motion. An item may be discussed if it is pulled from the consent agenda to New Business.
- a. Approval of the December 7, 2022 and of the December 21, 2022 City Council Regular Meeting Minutes. Pg. 73

6. **ORDINANCE**
- a. Consider **Ordinance No. 1593**: An Ordinance authorizing the Canby City Administrator to amend the Ground Lease with Canby School District No. 86 to extend the term and create a Right of First Refusal. (*Second Reading*) Pg. 82

7. **OLD BUSINESS**
- a. Walnut Street Extension Update Pg. 101
  - b. Parks Maintenance Fee

8. **MAYOR'S BUSINESS**

9. **COUNCILOR COMMENTS & LIAISON REPORTS**

10. **CITY ADMINISTRATOR'S BUSINESS & STAFF REPORTS**

11. **CITIZEN INPUT**

12. **ACTION REVIEW**

13. **ADJOURN**

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\*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 Maya Benham at 503-266-0720. A copy of this Agenda can be found on the City's web page at [www.canbyoregon.gov](http://www.canbyoregon.gov).

**ORDINANCE NO. 1582**

**AN ORDINANCE PROHIBITING CAMPING AND REDUCING OTHER MISCELLANEOUS OFFENSES TO VIOLATIONS**

**WHEREAS**, the Canby Municipal Code does not currently have an ordinance regulating camping on certain public rights of way;

**WHEREAS**, Oregon House Bill 3115 requires any camping ordinance be brought into compliance with Oregon law and the decisions in *Martin v. Boise* and *Blake v. Grants Pass*;

**WHEREAS**, the City of Canby desires to have a camping ordinance that balances the constitutional rights of indigent homeless individuals with the needs of a city to remain orderly, safe, and clean;

**WHEREAS**, current Canby Municipal Codes in Chapter 9.24 and 12.24.040 unnecessarily criminalize certain behaviors associated with sidewalks, public rights of way, and use of public lands;

**WHEREAS**, the City of Canby desires to reduce the stigma and punishment associated with certain behaviors involving public lands and rights of way; and

**WHEREAS**, the City of Canby desires to have an ordinance that reasonably regulates as to time, space, and manner any camping within or along Canby public rights of way.

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

**Section 1.** They City of Canby City Council creates CMC Chapter 9.25 and Chapter 9.24.080, and it amends Chapter 12.24.040 in the ways shown in Exhibits “A.”

**SUBMITTED** to the Canby City Council and read the first time at a regular meeting therefore on Wednesday, July 20, 2022 ordered posted as required by the Canby City Charter; and scheduled for second reading on Wednesday, August 3, 2022 commencing at the hour of 7:30 PM in the Council Chambers located at 222 NE 2<sup>nd</sup> Avenue, 1<sup>st</sup> Floor Canby, Oregon.

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Melissa Bisset, CMC  
City Recorder

**PASSED** on second and final reading by the Canby City Council at a regular meeting thereof on the 3<sup>rd</sup> day of August, 2022, by the following vote:

YEAS \_\_\_\_\_

NAYS \_\_\_\_\_

\_\_\_\_\_  
Brian Hodson  
Mayor

ATTEST:

\_\_\_\_\_  
Melissa Bisset, CMC  
City Recorder

ORDINANCE ~~xxx-1582~~ - EXHIBIT "A"

**Canby Municipal Code Chapter 9.24.080 Penalty.**

Violation of Chapter 9.24 is punishable by a fine not to exceed \$1000. In lieu of any fine that may be imposed for violation of this section, the court may order community service. Or the court may order both a fine and community service.

**Canby Municipal Code Chapter 9.25 CAMPING PROHIBITED IN CERTAIN PLACES**

Sections:

9.25.010 Definitions.

9.25.020 Prohibited Camping.

9.25.030 Violation-Penalty.

**9.25.010 Definitions.**

As used in this section.

(1) "To camp" means to set up, or to remain in or at, a campsite.

(2) "Campsite" means any place where any bedding, sleeping bag, or other sleeping matter, or any stove or fire, is placed, established, maintained, whether or not such place incorporates the use of any tent, lean-to, shack, or any other structure, or any vehicle or part thereof.

(3) "City property" means and includes all real property owned by the city, other than public right-of-way and utility easement as those are defined herein, and all property held in proprietary capacity by the city.

(4) "To Store" or "storage" means to put aside or accumulate for use when needed, to put for safekeeping, to place or leave in a location.

(5) "Camp paraphernalia" means but is not limited to, tarpaulins, cots, beds, sleeping bags, blankets, mattresses, hammocks, or non-city designated cooking facilities and similar equipment.

(6) "Camp facilities" include, but are not limited to, tents, huts, temporary shelters, or vehicles.

**9.25.020 Prohibited Camping.**

(a) Except as expressly authorized by the Canby Municipal Code, it is unlawful at all times for any persons to establish or occupy a campsite on the following city property:

(1) All public parks;

(2) In a manner reducing the clear, continuous sidewalk width to less than five feet;

(3) All publicly owned or maintained parking lots; and

(4) All public property located within an area zoned for residential use under Title 16 of this code.

(b) Except as expressly authorized by the Canby Municipal Code, it shall be unlawful for any person to camp or maintain a campsite on any city property during the hours of 6:30 a.m. to 9:30 p.m.

(c) Except as expressly authorized by the Canby Municipal Code, it shall be unlawful for any individual to store more than 120 cubic feet of personal property, including camp facilities and camp paraphernalia, on city property during the hours of 6:30 a.m. to 9:30 p.m.

(d) Notwithstanding the provisions of this chapter, the City Administrator or designee may temporarily authorize camping or storage of personal property on city property by written order that specifies the period of time and location:

- (1) In the event of emergency circumstances;
- (2) In conjunction with a special event permit; or
- (3) Upon finding it to be in the public interest and consistent with council goals and policies.

(e) The City Administrator may adopt administrative rules to implement any of the provisions of this chapter.

**9.25.030 Violation - Penalties and Enforcement.**

(a) Violation of Chapter 9.25.020 is a Class "C" violation. Each day that a violation occurs will be considered a separate offense. In lieu of any fine that may be imposed for violation of this section, the court may order community service. Or the court may order both a fine and community service.

(b) In addition to any other penalties that may be imposed, violation of this chapter shall constitute a public nuisance and may be abated in accordance with ORS 202.077 and 203.079.

**12.24.040 Possession or consumption of alcoholic beverages prohibited in parks.**

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A. No person shall possess or consume alcoholic beverages in the municipal parks.

B. Violation of this section is a ~~Class C Violation~~ ~~Class C misdemeanor~~.

C. It is an affirmative offense that the possession or consumption of alcohol was part of a city-sponsored or otherwise permitted event involving alcohol. For example, a beer festival in the park.

## CHAPTER 9.24: MISCELLANEOUS OFFENSES

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### Section

- 9.24.010 Obstruction of sidewalks.
- 9.24.020 Riding on trains.
- 9.24.030 Removal of animal carcass.
- 9.24.040 Posted notices.
- 9.24.060 Drinking in public places.
- 9.24.070 Public indecency.

#### **§ 9.24.010 Obstruction of sidewalks.**

No person shall wilfully remain standing, lying or sitting down upon any of the sidewalks of the city in a manner as to obstruct the free passage of foot traffic or foot travelers on any portion of the same, or wilfully remain standing, lying or sitting thereon in that manner after being requested to move on by any police officer of the city.

#### **§ 9.24.020 Riding on trains.**

No person other than a railroad employee shall get on or off of any railroad car or train at any place within the corporate limits of the city, or in any manner interfere with railroad cars or trains within the corporate limits of the city.

#### **§ 9.24.030 Removal of animal carcass.**

No person who is the owner of any animal which dies shall suffer or permit the carcass to remain upon the public streets or ways; and no person who is owner or occupant of any property shall suffer or permit the carcass of any animal to remain thereon. It shall be the duty of any owner or occupant to forthwith cause the carcass to be buried or other disposition made of the same.

#### **§ 9.24.040 Posted notices.**

No person shall wilfully deface or tear down any notice, bulletin or sign before its date of expiration.

#### **§ 9.24.060 Drinking in public places.**

No person shall drink or consume alcoholic liquor in or on a street, alley, sidewalk, mall, public or private parking lot or parking structure, motor vehicles, public grounds or other public places unless the place has been licensed for that purpose by the Oregon Liquor Control Commission and the owner of the OLCC licensed premises has obtained a permit from the City of Canby to operate a sidewalk café or other qualifying event.

(Am. Ord. 1316, passed 8-19-2009; Am. Ord. 1366, passed 11-21-2012)

#### **§ 9.24.070 Public indecency.**

No person shall, while in or in view of a public place, including public streets, perform an act of urination or defecation, except in toilets provided for that purpose.

GUIDE



# Guide to Persons Experiencing Homelessness in Public Spaces

JUNE 2022



# Guide to Persons Experiencing Homelessness in Public Spaces

Cities possess a significant amount of property – from parks, greenways, sidewalks, and public buildings to both the developed and undeveloped rights of way – sizable portions of a city belong to the city itself, and are held in trust for particular public purposes or use by residents. Historically cities have regulated their various property holdings in a way that prohibits persons from camping, sleeping, sitting or lying on the property. The historic regulation and management of a city’s public spaces must be reimagined in light of recent federal court decisions and the Oregon Legislature’s enactment of HB 3115, both of which direct cities to consider their local regulations within the context of available local shelter services for those persons experiencing homelessness.

As the homelessness crisis intensifies, and the legal parameters around how a city manages its public property contract, cities need guidance on how they can regulate their property in a way that respects each of its community members, complies with all legal principles, and protects its public investments. A collective of municipal attorneys from across the state of Oregon convened a work group to create this guide, which is intended to do two things: (1) explain the legal principles involved in regulating public property in light of recent court decisions and statutory enactments; and (2) provide a checklist of issues/questions cities should review before enacting or amending any ordinances that may impact how their public property is managed.

## Legal Principles Involved in Regulating Public Property

Two key federal court opinions, *Martin v. Boise* and *Blake v. Grants Pass*, have significantly impacted the traditional manner in which cities regulate their public property. In addition to these two pivotal cases, the Oregon Legislature enacted HB 3115 during the 2021 legislative session as an attempt to clarify, expand, and codify some of the key holdings within the court decisions. An additional piece of legislation, HB 3124, also impacts the manner in which cities regulate public property in relation to its use by persons experiencing homelessness. And, as the homelessness crisis intensifies, more legal decisions that directly impact how a city regulates its public property when it is being used by persons experiencing homelessness are expected. Some of these pending cases will seek to expand, limit, or clarify the decisions reached in *Martin* and *Blake*; other pending cases seek to explain how the well-established legal principle known as State Created Danger applies to actions taken, or not taken, by cities as they relate to persons experiencing homelessness.

### A. *The Eighth Amendment to the U.S. Constitution*

The Eighth Amendment to the U.S. Constitution states that excessive bail shall not be required, nor excessive fines imposed, nor cruel and unusual punishment inflicted. In 1962, the U.S. Supreme Court, in *Robinson v. California*, established the principle that “the Eighth Amendment prohibits the state from punishing an involuntary act or condition if it is the unavoidable consequence of one’s status or being.” 370 U.S. 660 (1962).

## B. *Martin v. Boise*

In 2018, the U.S. 9<sup>th</sup> Circuit Court of Appeals, in *Martin v. Boise*, interpreted the Supreme Court's decision in *Robinson* to mean that the Eighth Amendment to the U.S. Constitution "prohibits the imposition of criminal penalties for sitting, sleeping, or lying outside on public property for homeless individuals who cannot obtain shelter ... because sitting, lying, and sleeping are ... universal and unavoidable consequences of being human." The court declared that a governmental entity cannot "criminalize conduct that is an unavoidable consequence of being homeless – namely sitting, lying, or sleeping." 902 F3d 1031, 1048 (2018).

The 9<sup>th</sup> Circuit clearly stated in its *Martin* opinion that its decision was intentionally narrow, and that some restrictions on sitting, lying, or sleeping outside at particular times or in particular locations, or prohibitions on obstructing the rights of way or erecting certain structures, might be permissible. But despite the narrowness of the decision, the opinion only truly answered some of the many questions cities are rightly asking. After *Martin*, municipal attorneys could advise their clients in limited ways: some things were clear, and others were pretty murky.

One of the most commonly misunderstood aspects of the *Martin* decision is the belief that a city can never prohibit a person experiencing homelessness from sitting, sleeping or lying in public places. The *Martin* decision, as noted, was deliberately limited. Cities are allowed to impose city-wide prohibitions against persons sitting, sleeping, or lying in public, provided the city has a shelter that is accessible to the person experiencing homelessness against whom the prohibition is being enforced. Even if a city lacks enough shelter space to accommodate the specific person experiencing homelessness against whom the prohibition is being enforced, it is still allowed to limit sitting, sleeping, and lying in public places through reasonable restrictions on the time, place and manner of these acts ("where, when, and how") – although what constitutes a reasonable time, place and manner restriction is often difficult to define.

A key to understanding *Martin* is recognizing that an analysis of how a city's ordinance, and its enforcement of that ordinance, can be individualized. Pretend a city has an ordinance which prohibits persons from sleeping in city parks if a person has nowhere else to sleep. A person who violates that ordinance can be cited and arrested. A law enforcement officer finds 11 persons sleeping in the park, and is able to locate and confirm that 10 of said persons have access to a shelter bed or a different location in which they can sleep. If any of those 10 persons refuses to avail themselves of the available shelter beds, the law enforcement officer is within their rights, under *Martin*, to cite and arrest the persons who refuse to leave the park. The practicality of such an individualized assessment is not to be ignored, and cities are encouraged to consider the ability to make such an assessment as they review their ordinances, policies, and procedures.

What is clear from the *Martin* decision is the following:

1. Cities cannot punish a person who is experiencing homelessness for sitting, sleeping, or lying on public property when that person has no place else to go;
2. Cities are not required to build or provide shelters for persons experiencing homelessness;

3. Cities can continue to impose the traditional sit, sleep, and lie prohibitions and regulations on persons who do have access to shelter; and
4. Cities are allowed to build or provide shelters for persons experiencing homelessness.

After *Martin*, what remains murky, and unknown is the following:

1. What other involuntary acts or human conditions, aside from sleeping, lying and sitting, are considered to be an unavoidable consequence of one's status or being?
2. Which specific time, place and manner restrictions can cities impose to regulate when, where, and how a person can sleep, lie or sit on a public property?
3. What specific prohibitions can cities impose that will bar a person who is experiencing homelessness from obstructing the right of way?
4. What specific prohibitions can cities impose that will prevent a person who is experiencing homelessness from erecting a structure, be it temporary or permanent, on public property?

The city of Boise asked the United States Supreme Court to review the 9<sup>th</sup> Circuit's decision in *Martin*. The Supreme Court declined to review the case, which means the opinion remains the law in the 9<sup>th</sup> Circuit. However, as other federal circuit courts begin considering a city's ability to enforce sitting, sleeping and camping ordinances against persons experiencing homelessness, there is a chance that the Supreme Court may review a separate but related opinion to clarify the *Martin* decision and provide clarity to the outstanding issues raised in this guide.

### C. *Blake v. Grants Pass*

Before many of the unanswered questions in *Martin* could be clarified by the 9<sup>th</sup> Circuit or the U.S. Supreme Court, an Oregon federal district court issued an opinion, *Blake v. Grants Pass*, which provided some clarity, but also provided an additional layer of murkiness.

From the *Blake* case we also know the following:

1. Whether a city's prohibition is a civil or criminal violation is irrelevant. If the prohibition punishes an unavoidable consequence of one's status as a person experiencing homelessness, then the prohibition, regardless of its form, is unconstitutional.
2. Persons experiencing homelessness who must sleep outside are entitled to take necessary minimal measures to keep themselves warm and dry while they are sleeping.
3. A person does not have access to shelter if:

- They cannot access the shelter because of their gender, age, disability or familial status;
- Accessing the shelter requires a person to submit themselves to religious teaching or doctrine for which they themselves do not believe;
- They cannot access the shelter because the shelter has a durational limitation that has been met or exceeded; or
- Accessing the shelter is prohibited because the person seeking access is under the influence of some substance (for example alcohol or drugs) or because of their past or criminal behavior.

But much like *Martin*, the *Blake* decision left some unanswered questions. The key unknown after *Blake*, is: What constitutes a minimal measure for a person to keep themselves warm and dry – is it access to a blanket, a tent, a fire, etc.?

And while defining the aforementioned unknown question after *Blake* is most certainly difficult for cities, what cities must also keep ever present in their mind is the fact that the 9<sup>th</sup> Circuit Court of Appeals is presently reviewing the *Blake* decision. When the 9<sup>th</sup> Circuit finishes its review and issues an opinion, cities should reasonably expect the rules and parameters established by the Oregon district court in *Blake* to change. What types of changes should be expected, the severity of the changes, and when those changes will occur are questions municipal attorneys cannot answer at this time for their clients. Given the very real fluidity surrounding the legal issues discussed in this guide, before adopting any new policy, or revising an existing policy, that touches on the subject matter described herein, cities are strongly encouraged to speak with their legal advisor to ensure the policy is constitutional.

#### *D. House Bill 3115*

HB 3115 was enacted by the Oregon Legislature during its 2021 session. It is the product of a workgroup involving the LOC and the Oregon Law Center as well as individual cities and counties.

The bill requires that any city or county law regulating the acts of sitting, lying, sleeping or keeping warm and dry outside on public property must be “objectively reasonable” based on the totality of the circumstances as applied to all stakeholders, including persons experiencing homelessness. What is objectively reasonable may look different in different communities. The bill retains cities’ ability to enact reasonable time, place and manner regulations, aiming to preserve the ability of cities to manage public spaces effectively for the benefit of an entire community.

HB 3115 includes a delayed implementation date of July 1, 2023, to allow local governments time to review and update ordinances and support intentional community conversations.

From a strictly legal perspective, HB 3115 did nothing more than restate the judicial decisions found in *Martin* and *Blake*, albeit a hard deadline to comply with those judicial decisions was imposed. The bill provided no further clarity to the judicial decisions, but it also imposed no new requirements or restrictions.

#### *E. House Bill 3124*

Also enacted during the 2021 legislative session, HB 3124 does two things. First, it changes and adds to existing guidance and rules for how a city is to provide notice to homeless persons that an established campsite on public property is being closed, previously codified at ORS 203.077 *et seq.*, now found at ORS 195.500, *et seq.* Second, it gives instructions on how a city is to oversee and manage property it removes from an established campsite located on public property. It is important to remember that HB 3124 applies to public property; it is not applicable to private property. This means that the rules and restrictions imposed by HB 3124 are not applicable city-wide, rather they are only applicable to property classified as public.

HB 3124 does not specify, with any true certainty, what constitutes public property. There has been significant discussion within the municipal legal field as to whether rights of way constitute public property for the purpose of interpreting and implementing HB 3124. The general consensus of the attorneys involved in producing this guide is that rights of way should be considered public property for purposes of HB 3124. If an established homeless camp is located on rights of way, it should generally be treated in the same manner as an established camp located in a city park. However, as discussed below, depending on the dangers involved with a specific location, exceptions to this general rule exist.

When a city seeks to remove an established camp site located on public property, it must do so within certain parameters. Specifically, a city is required to provide 72-hour notice of its intent to remove the established camp site. Notices of the intention to remove the established camp site must be posted at each entrance to the site. In the event of an exceptional emergency, or the presence of illegal activity other than camping at the established campsite, a city may act to remove an established camp site from public property with less than 72-hour notice. Examples of an exceptional emergency include: possible site contamination by hazardous materials, a public health emergency, or immediate danger to human life or safety.

While HB 3124 specifies that the requirements contained therein apply to established camping sites, it fails to define what constitutes an established camping site. With no clear definition of what the word established means, guidance on when the 72-hour notice provisions of HB 3124 apply is difficult to provide. The working group which developed this guide believes a cautious approach to defining the word established at the local level is prudent. To that end, the LOC recommends that if, for example, a city were to enact an ordinance which permits a person to pitch a tent between the hours of 7 p.m. and 7 a.m., that the city also then consistently and equitably enforce the removal of that tent by 7 a.m. each day, or as close as possible to 7 a.m. Failing to require the tent's removal during restricted camping hours each day, *may*, given that the word established is undefined, provide an argument that the tent is now an established camp site that triggers the requirement of HB 3124.

In the process of removing an established camp site, oftentimes city officials will also remove property owned by persons who are experiencing homelessness. When removing items from established camp sites, city officials should be aware of the following statutory requirements:

- Items with no apparent value or utility may be discarded immediately;
- Items in an unsanitary condition may be discarded immediately;
- Law enforcement officials may retain weapons, drugs, and stolen property;
- Items reasonably identified as belonging to an individual and that have apparent value or utility must be preserved for at least 30 days so that the owner can reclaim them; and
- Items removed from established camping sites in counties other than Multnomah County must be stored in a facility located in the same community as the camping site from which it was removed. Items removed from established camping sites located in Multnomah County must be stored in a facility located within six blocks of a public transit station.

Cities are encouraged to discuss with legal counsel the extent to which these or similar requirements may apply to any camp site, “established” or not, because of due process protections.

#### *F. Motor Vehicles and Recreational Vehicles*

Cities need to be both thoughtful and intentional in how they define and regulate sitting, sleeping, lying, and camping on public property. Is sleeping in a motor vehicle or a recreational vehicle (RV) that is located on public property considered sitting, lying, sleeping, or camping on public property under the city’s ordinances and policies? This guide will not delve into the manner in which cities can or should regulate what is commonly referred to as car or RV camping; however, cities do need to be aware that they should consider how their ordinances and policies relate to car and RV camping, and any legal consequences that might arise if such regulations are combined with ordinances regulating sitting, lying, sleeping, or camping on public property. Motor and recreational vehicles, their location on public property, their maintenance on public property, and how they are used on or removed from public property are heavily regulated by various state and local laws, and how those laws interact with a city’s ordinance regulating sitting, lying, sleeping, or camping on public property is an important consideration of this process.

#### *G. State Created Danger*

In 1989, the U.S. Supreme Court, in *DeShaney v. Winnebago Cnty. Dep’t of Soc. Servs.*, interpreted the Fourteenth Amendment to the U.S. Constitution to impose a duty upon the government to act when the government itself has created dangerous conditions – this interpretation created the legal principle known as State Created Danger. 489 U.S. 189 (1989). The 9<sup>th</sup> Circuit has interpreted the State Created Danger doctrine to mean that a governmental

entity has a duty to act when the government actor “affirmatively places the plaintiff in danger by acting with ‘deliberate indifference’ to a ‘known or obvious danger.’” *LA Alliance for Human Rights v. City of Los Angeles*, 2021 WL 1546235.

The State Created Danger principle has three elements. First, the government’s own actions must have created or exposed a person to an actual, particularized danger that the person would not have otherwise faced. Second, the danger must have been one that is known or obvious. Third, the government must act with deliberate indifference to the danger. *Id.* Deliberate indifference requires proof of three elements:

“(1) there was an objectively substantial risk of harm; (2) the [state] was subjectively aware of facts from which an inference could be drawn that a substantial risk of serious harm existed; and (3) the [state] either actually drew that inference or a reasonable official would have been compelled to draw that inference.” *Id.*

Municipal attorneys are closely reviewing the State Created Danger principle as it relates to the use of public spaces by persons experiencing homelessness for three reasons. First, many cities are choosing to respond to the homeless crisis, the legal decisions of *Martin* and *Blake*, and HB 3115, by creating managed homeless camps where unhoused persons can find shelter and services that may open the door to many State Created Danger based claims of wrongdoing (e.g. failure to protect from violence, overdoses, etc. within the government sanctioned camp). Second, in California, at least one federal district court has recently ruled that cities have a duty to act to protect homeless persons from the dangers they face by living on the streets, with the court’s opinion resting squarely on the State Created Danger principle. Third, when imposing reasonable time, place, and manner restrictions to regulate the sitting, sleeping or lying of persons on public rights of way, cities should consider whether their restrictions, and the enforcement of those restrictions, trigger issues under the State Created Danger principle. Fourth, when removing persons and their belongings from public rights of way, cities should be mindful of whether the removal will implicate the State Created Danger principle.

In creating managed camps for persons experiencing homelessness, cities should strive to create camps that would not reasonably expose a person living in the camp to a known or obvious danger they would not have otherwise faced. And if there is a danger to living in the camp, a city should not act with deliberate indifference to any known danger in allowing persons to live in the camp.

And while the California opinion referenced above has subsequently been overturned by the 9<sup>th</sup> Circuit Court of Appeals, at least one federal district court in California has held that a city “acted with deliberate indifference to individuals experiencing homelessness” when the city allowed homeless persons to “reside near overpasses, underpasses, and ramps despite the inherent dangers – such as pollutants and contaminant.” *LA Alliance for Human Rights v. City of Los Angeles*, 2022 WL 2615741. The court essentially found a State Create Danger situation when a city allowed persons experiencing homelessness to live near interstates – a living situation it “knew” to be dangerous.

Before a city official enforces a reasonable time, place, and manner restriction which regulates the sitting, sleeping and lying of persons on public property, the official should review the enforcement action they are about to take in light of the State Created Danger principle. For example, if a city has a restriction that allows persons to pitch a tent on public property between the hours of 7 p.m. and 7 a.m., a city official requiring the person who pitched the tent to remove it at 7:01 a.m. should be mindful of all environmental conditions present at the time their enforcement order is made. The same thoughtful analysis should be undertaken when a city removes a person and their belongings from the public rights of way.

### **How Cities Proceed**

The law surrounding the use of public spaces by persons experiencing homelessness is newly emerging, complex, and ripe for additional change. In an effort to simplify, as much as possible, the complexity of this legal conundrum, below is an explanation of what municipal attorneys know cities must do, must not do, and may potentially do.

#### *A. What Cities Must Do*

In light of the court decisions discussed herein, and the recent House bills enacted by the Oregon Legislature, cities must do the following:

1. Review all ordinances and policies with your legal advisor to determine which ordinances and policies, if any, are impacted by the court decisions or recently enacted statutes.
2. Review your city's response to the homelessness crisis with your legal advisor to ensure the chosen response is consistent with all court decisions and statutory enactments.

If your city chooses to exclude persons experiencing homelessness from certain areas of the city for violating a local or state law, the person must be provided the right to appeal that expulsion order, and the order must be stayed while the appeal is pending.

3. If your city chooses to remove a homeless person's established camp site, the city must provide at least 72-hour notice of its intent to remove the site, with notices being posted at entry point into the camp site.
4. If a city obtains possession of items reasonably identified as belonging to an individual and that item has apparent value or utility, the city must preserve that item for at least 30 days so that the owner can reclaim the property, and store that property in a location that complies with state law.

#### *B. What Cities Must Not Do*

When the decisions rendered by the federal district court of Oregon and the 9<sup>th</sup> Circuit Court of Appeals are read together, particularly in conjunction with Oregon statutes, cities must not do the following:



1. Cities cannot punish a person who is experiencing homelessness for sitting, sleeping, or lying on public property when that person has no place else to go.
2. Cities cannot prohibit persons experiencing homelessness from taking necessary minimal measures to keep themselves warm and dry when they must sleep outside.
3. Cities cannot presume that a person experiencing homelessness has access to shelter if the available shelter options are:
  - Not accessible because of their gender, age, or familial status;
  - Ones which requires a person to submit themselves to religious teaching or doctrine for which they themselves do not believe;
  - Not accessible because the shelter has a durational limitation that has been met or exceeded; or
  - Ones which prohibit the person from entering the shelter because the person is under the influence of some substance (for example alcohol or drugs) or because of their past or criminal behavior.

### *C. What Cities May Potentially Do*

As previously noted, the recent court decisions, and those which are presently pending before the various federal district courts and in the 9<sup>th</sup> Circuit Court of Appeals, lack clarity in many key respects. This lack of clarity, while frustrating, also provides cities some leeway to address the homelessness crisis, specifically with how the crisis impacts the management of public property.

1. Cities may impose reasonable time, place and manner restrictions on where persons, including those persons experiencing homelessness, may sit, sleep, or lie. Any such regulation imposed by a city should be carefully vetted with the city's legal advisor.
2. Cities may prohibit persons, including those persons experiencing homelessness, from blocking rights of way. Any such regulation should be carefully reviewed by the city's legal advisor to ensure the regulation is reasonable and narrowly tailored.
3. Cities may prohibit persons, including those persons experiencing homelessness, from erecting either temporary or permanent structures on public property. Given that cities are required, by *Blake*, to allow persons experiencing homelessness to take reasonable precautions to remain warm and dry when sleeping outside, any such provisions regulating the erection of structures, particularly temporary structures, should be carefully reviewed by a legal advisor to ensure the regulation complies with all relevant court decisions and Oregon statutes.
4. If a city chooses to remove a camp site, when the camp site is removed, cities may discard items with no apparent value or utility, may discard items that are in an

unsanitary condition, and may allow law enforcement officials to retain weapons, drugs, and stolen property.

5. Cities may create managed camps where person experiencing homelessness can find safe shelter and access to needed resources. In creating a managed camp, cities should work closely with their legal advisor to ensure that in creating the camp they are not inadvertently positioning themselves for a State Created Danger allegation.

#### *D. What Cities Should Practically Consider*

While this guide has focused exclusively on what the law permits and prohibits, cities are also encouraged to consider the practicality of some of the actions they may wish to take. Prior to imposing restrictions, cities should work with all impacted staff and community members to identify if the suggested restrictions are practical to implement. Before requiring any tent pitched in the public right of way to be removed by 8 a.m., cities should ask themselves if they have the ability to practically enforce such a restriction – does the city have resources to ensure all tents are removed from public property every morning 365 days a year? If a city intends to remove property from a camp site, cities should practically ask themselves if they can store said property in accordance with the requirements of HB 3124. Both questions are one of only dozens of practical questions cities need to be discussing when reviewing and adopting policies that touch on topics covered by this guide.

### **Conclusion**

Regulating public property, as it relates to persons experiencing homelessness, in light of recent court decisions, legislative actions, and forthcoming judicial opinions is nuanced and complicated. It is difficult for cities to know which regulations are permissible and which are problematic. This guide is an attempt to answer some of the most common legal issues raised by *Martin, Blake*, HB 3115, HB 3124, and the State Created Danger doctrine – it does not contain every answer to every question a city may have, nor does it provide guidance on what is in each community's best interest. Ultimately, how a city chooses to regulate its public property, particularly in relation to persons experiencing homelessness, is a decision each city must make on its own. A city's decision should be made not just on the legal principles at play, but on its own community's needs, and be done in coordination with all relevant partners. As with any major decision, cities are advised to consult with experts on this topic, as well as best practice models, while considering the potential range of public and private resources available for local communities. Cities will have greater success in crafting ordinances which are not only legally acceptable, but are accepted by their communities, if the process for creating such ordinances is an inclusive process that involves advocates and people experiencing homelessness.

### **Additional Resources**

The League of Oregon Cities (LOC), in preparing this guide, has obtained copies of ordinances and policies that may be useful to cities as they consider their own next steps. Additionally, several municipal advisors who participated in the development of this guide have expressed a willingness to share their own experiences in regulating public rights of way, particularly as it

relates to persons experiencing homelessness, with Oregon local government officials. If you believe these additional resources may be of use to you or your city, please feel free to contact a member of the LOC's Legal Research Department.

### **Recognition and Appreciation**

The LOC wishes to extend its sincerest thanks to the municipal attorneys who assisted in the development of this guide. Attorneys from across Oregon came together over several months to vet legal theories, share best practices, and create this guide. These attorneys donated their time, experience, and resources – seeking nothing in return. And while a core team of attorneys was gathered to build this guide, the LOC recognizes that the team's work stands on the shoulders of every city and county attorney in Oregon who has been working, and who will continue to work, to assist their community in addressing the homelessness crisis. For those attorneys not specifically named below, please know your contributions are equally recognized and respected:

- Aaron Hisel, Montoya, Hisel & Associates;
- Chad Jacobs, Beery Elsner & Hammond;
- Eric Mitton, City of Medford;
- Kirk Mylander, Citycounty Insurance Services;
- Elizabeth Oshel, City of Bend;
- Mary Winters, City of Bend; and
- Grace Wong, City of Beaverton.



## CITY COUNCIL STAFF REPORT

Meeting Date: 2/1/2023

To: The Honorable Mayor Hodson & City Council

From: Scott Archer, City Administrator

Agenda Item: 2022-23 Fiscal Year Budget Update

Goal: Promote Financial Stability

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### **Summary and Background**

Eric Kytola, Finance Director, will provide a mid-year budget update for Fiscal Year 2022-23. Additionally, the Fiscal Year 2023-24 budget calendar will be reviewed. This update is intended to be informational and aligns with the City Council's prior direction to hold a mid-year budget review.

### **Attachments**

1. Mid-year revenue and expenses report (through 12/31/22)
2. FY 2023 Budget Calendar

### **Recommendation**

This is intended to be an informational report. No action is recommended.

CITY OF CANBY  
REVENUES WITH COMPARISON TO BUDGET  
FOR THE 6 MONTHS ENDING DECEMBER 31, 2022

GENERAL FUND

	PER ACTUAL	YTD ENCUM	YTD ACTUAL	BUDGET	UNEARNED	PCNT
<u>GENERAL REVENUES</u>						
100-000-311-0010	PROPERTY TAX CURRENT	5,958,685.65	.00	5,958,685.65	6,006,300.00	47,614.35 99.2
100-000-311-0020	PROPERTY TAX PRIOR	38,862.80	.00	38,862.80	52,000.00	13,137.20 74.7
100-000-320-0010	CABLE FRANCHISE FEE	21,865.09	.00	21,865.09	123,000.00	101,134.91 17.8
100-000-320-0020	TELEPHONE FRANCHISE FEE	960.66	.00	960.66	50,000.00	49,039.34 1.9
100-000-320-0030	SOLID WASTE FRANCHISE FEE	45,517.67	.00	45,517.67	153,500.00	107,982.33 29.7
100-000-320-0040	NATURAL GAS FRANCHISE FEE	.00	.00	.00	146,000.00	146,000.00 .0
100-000-320-0050	CITY SEWER FRANCHISE FEE	147,741.37	.00	147,741.37	318,000.00	170,258.63 46.5
100-000-330-0600	CIGARETTE TAX	5,012.19	.00	5,012.19	15,500.00	10,487.81 32.3
100-000-330-0700	LIQUOR REVENUE	103,988.25	.00	103,988.25	352,500.00	248,511.75 29.5
100-000-330-0800	STATE REVENUE SHARING	68,459.55	.00	68,459.55	230,000.00	161,540.45 29.8
100-000-334-1000	AMERICAN RESCUE PLAN ACT GRANT	1,991,482.38	.00	1,991,482.38	1,990,363.00	( 1,119.38) 100.1
100-000-339-0001	CU IN LIEU OF TAXES	384,524.83	.00	384,524.83	850,000.00	465,475.17 45.2
100-000-340-0001	BUSINESS LICENSES	37,110.00	.00	37,110.00	66,000.00	28,890.00 56.2
100-000-340-0002	LIQUOR LICENSES	150.00	.00	150.00	1,900.00	1,750.00 7.9
100-000-340-0003	MISCELLANEOUS FEES	85.00	.00	85.00	450.00	365.00 18.9
100-000-340-0100	TITLE LIEN SEARCH FEES	3,540.00	.00	3,540.00	12,500.00	8,960.00 28.3
100-000-345-0200	PEG ACCESS FEES	2,387.88	.00	2,387.88	22,800.00	20,412.12 10.5
100-000-360-0001	MISCELLANEOUS-INCOME	3,541.23	.00	3,541.23	9,500.00	5,958.77 37.3
100-000-360-0200	LEASE RECEIPTS (ADULT CENTER)	3,000.00	.00	3,000.00	6,000.00	3,000.00 50.0
100-000-361-0001	INTEREST REVENUES	84,943.93	.00	84,943.93	20,600.00	( 64,343.93) 412.4
100-000-363-0700	RETIREMENT/SEPARATION RESERVE	.00	.00	.00	31,000.00	31,000.00 .0
	<b>TOTAL GENERAL REVENUES</b>	<b>8,901,858.48</b>	<b>.00</b>	<b>8,901,858.48</b>	<b>10,457,913.00</b>	<b>1,556,054.52 85.1</b>
<u>COURT REVENUES</u>						
100-002-340-0001	COURT FINES AND FEES	161,724.69	.00	161,724.69	360,000.00	198,275.31 44.9
100-002-340-0003	MISCELLANEOUS FEES	110.50	.00	110.50	1,500.00	1,389.50 7.4
100-002-340-0020	FINES / JUSTICE COURT	4,689.04	.00	4,689.04	75,000.00	70,310.96 6.3
100-002-360-0002	COURT COLLECTIONS INTEREST	18,301.89	.00	18,301.89	55,000.00	36,698.11 33.3
100-002-360-0100	ATTORNEY REIMBURSEMENTS	2,715.00	.00	2,715.00	7,500.00	4,785.00 36.2
	<b>TOTAL COURT REVENUES</b>	<b>187,541.12</b>	<b>.00</b>	<b>187,541.12</b>	<b>499,000.00</b>	<b>311,458.88 37.6</b>
<u>PLANNING REVENUES</u>						
100-003-330-0100	CONSTRUCTION EXCISE TAX	169,686.00	.00	169,686.00	300,000.00	130,314.00 56.6
100-003-340-0001	LAND USE APPLICATIONS	28,320.00	.00	28,320.00	160,000.00	131,680.00 17.7
100-003-340-0003	MISCELLANEOUS FEES	2,429.99	.00	2,429.99	35,000.00	32,570.01 6.9
100-003-340-0200	TRAFFIC STUDIES	45,100.00	.00	45,100.00	135,000.00	89,900.00 33.4
100-003-340-0300	PLAN REVIEWS	35,652.00	.00	35,652.00	150,000.00	114,348.00 23.8
100-003-340-0360	ENGINEERING PLAN REVIEW FEES	.00	.00	.00	50,000.00	50,000.00 .0
100-003-360-0001	PLANNING MISCELLANEOUS-INCOME	.00	.00	.00	60,000.00	60,000.00 .0
	<b>TOTAL PLANNING REVENUES</b>	<b>281,187.99</b>	<b>.00</b>	<b>281,187.99</b>	<b>890,000.00</b>	<b>608,812.01 31.6</b>

CITY OF CANBY  
REVENUES WITH COMPARISON TO BUDGET  
FOR THE 6 MONTHS ENDING DECEMBER 31, 2022

GENERAL FUND

	PER ACTUAL	YTD ENCUM	YTD ACTUAL	BUDGET	UNEARNED	PCNT
<u>PARKS REVENUE</u>						
100-006-340-0001	PARK RENTALS	1,275.00	.00	1,275.00	450.00	( 825.00) 283.3
100-006-340-0100	PARK MAINTENANCE FEE	229,481.06	.00	229,481.06	483,000.00	253,518.94 47.5
100-006-360-0001	PARKS MISCELLANEOUS-INCOME	2,589.48	.00	2,589.48	.00	( 2,589.48) .0
100-006-391-0202	TRANSFER FROM STREETS	.00	.00	.00	14,500.00	14,500.00 .0
100-006-392-0210	TRANSFER FROM SDC FUND	.00	.00	.00	1,110,000.00	1,110,000.00 .0
	<b>TOTAL PARKS REVENUE</b>	<b>233,345.54</b>	<b>.00</b>	<b>233,345.54</b>	<b>1,607,950.00</b>	<b>1,374,604.46 14.5</b>
<u>BUILDING REVENUES</u>						
100-007-340-0001	BUILDING PERMITS	36,498.06	.00	36,498.06	50,000.00	13,501.94 73.0
	<b>TOTAL BUILDING REVENUES</b>	<b>36,498.06</b>	<b>.00</b>	<b>36,498.06</b>	<b>50,000.00</b>	<b>13,501.94 73.0</b>
<u>POLICE REVENUES</u>						
100-008-334-0300	GRANTS - DUII	4,137.52	.00	4,137.52	15,000.00	10,862.48 27.6
100-008-334-0305	GRANTS - DISTRACTED DRIVING	2,626.12	.00	2,626.12	15,000.00	12,373.88 17.5
100-008-334-0320	GRANT - SEATBELT	1,691.32	.00	1,691.32	7,500.00	5,808.68 22.6
100-008-334-0325	GRANTS - SPEED ENFORCEMENT	1,837.17	.00	1,837.17	3,000.00	1,162.83 61.2
100-008-334-0330	GRANT - PEDESTIAN SAFETY	.00	.00	.00	5,000.00	5,000.00 .0
100-008-334-0350	GRANTS - HIDTA	.00	.00	.00	20,000.00	20,000.00 .0
100-008-334-0408	GRANT - OJP VEST PROGRAM	1,185.00	.00	1,185.00	5,000.00	3,815.00 23.7
100-008-340-0001	VEHICLE RELEASE/TOW FEES	6,300.00	.00	6,300.00	17,000.00	10,700.00 37.1
100-008-340-0003	MISCELLANEOUS FEES	373.00	.00	373.00	200.00	( 173.00) 186.5
100-008-340-0100	ALARM PERMIT FEES	2,577.06	.00	2,577.06	5,000.00	2,422.94 51.5
100-008-340-0120	TEMPORARY LIQUOR PERMIT	280.00	.00	280.00	500.00	220.00 56.0
100-008-340-0130	SUBPOENA FEES	60.00	.00	60.00	300.00	240.00 20.0
100-008-340-0150	FINGER PRINTING FEES	.00	.00	.00	500.00	500.00 .0
100-008-340-0200	REPORTS REVENUE	1,698.65	.00	1,698.65	2,000.00	301.35 84.9
100-008-360-0001	POLICE MISCELLANEOUS-INCOME	33,380.62	.00	33,380.62	2,000.00	( 31,380.62) 1669.0
100-008-360-0500	CSD-SHARED SRO REIMBURSEMT	20,250.00	.00	20,250.00	76,854.00	56,604.00 26.4
100-008-364-0001	DONATIONS-POLICE	500.00	.00	500.00	500.00	.00 100.0
	<b>TOTAL POLICE REVENUES</b>	<b>76,896.46</b>	<b>.00</b>	<b>76,896.46</b>	<b>175,354.00</b>	<b>98,457.54 43.9</b>
<u>CEMETERY REVENUES</u>						
100-009-340-0001	GRAVE SALES	6,700.00	.00	6,700.00	22,000.00	15,300.00 30.5
100-009-340-0003	MISCELLANEOUS FEES	1,700.00	.00	1,700.00	4,000.00	2,300.00 42.5
100-009-340-0050	GRAVE OPEN & CLOSE	1,850.00	.00	1,850.00	8,000.00	6,150.00 23.1
100-009-340-0100	MAUSOLEUM NAME BARS	1,750.00	.00	1,750.00	4,000.00	2,250.00 43.8
100-009-340-0200	MAUSOLEUM SALES	7,935.00	.00	7,935.00	15,000.00	7,065.00 52.9
100-009-340-0220	MAUSOLEUM OPEN & CLOSE	3,450.00	.00	3,450.00	3,000.00	( 450.00) 115.0
	<b>TOTAL CEMETERY REVENUES</b>	<b>23,385.00</b>	<b>.00</b>	<b>23,385.00</b>	<b>56,000.00</b>	<b>32,615.00 41.8</b>

CITY OF CANBY  
REVENUES WITH COMPARISON TO BUDGET  
FOR THE 6 MONTHS ENDING DECEMBER 31, 2022

GENERAL FUND

	PER ACTUAL	YTD ENCUM	YTD ACTUAL	BUDGET	UNEARNED	PCNT
<u>FINANCE REVENUES</u>						
100-010-391-0107	O/H FROM BUILDING	11,118.24	.00	11,118.24	22,236.00	11,117.76 50.0
100-010-391-0111	O/H FROM ECONOMIC DEV	33,887.76	.00	33,887.76	67,776.00	33,888.24 50.0
100-010-391-0201	O/H FROM LIBRARY FUND	102,490.14	.00	102,490.14	204,980.00	102,489.86 50.0
100-010-391-0202	O/H FROM STREET	93,552.54	.00	93,552.54	187,105.00	93,552.46 50.0
100-010-391-0240	O/H FROM TRANSIT	131,018.10	.00	131,018.10	262,036.00	131,017.90 50.0
100-010-391-0275	O/H FROM SWIM LEVY	101,451.96	.00	101,451.96	202,904.00	101,452.04 50.0
100-010-391-0306	O/H FROM WWTP	115,028.58	.00	115,028.58	230,057.00	115,028.42 50.0
100-010-391-0311	O/H FROM COLLECTIONS	42,882.54	.00	42,882.54	85,765.00	42,882.46 50.0
100-010-391-0312	O/H FROM STORMWATER	25,336.62	.00	25,336.62	50,673.00	25,336.38 50.0
	TOTAL FINANCE REVENUES	656,766.48	.00	656,766.48	1,313,532.00	656,765.52 50.0
<u>ECONOMIC DEVELOPMENT REVENUE</u>						
100-011-334-0100	ECON DEV CITY GRANT REVENUE	1,318.50	.00	1,318.50	4,700.00	3,381.50 28.1
100-011-340-0300	EVENT REVENUE	3,950.00	.00	3,950.00	3,950.00	.00 100.0
100-011-340-0310	INDEPENDENCE DAY REVENUE	1,875.00	.00	1,875.00	9,200.00	7,325.00 20.4
100-011-391-0280	TRANSFER FROM UR	197,568.07	.00	197,568.07	350,000.00	152,431.93 56.5
	TOTAL ECONOMIC DEVELOPMENT REVE	204,711.57	.00	204,711.57	367,850.00	163,138.43 55.7
	TOTAL FUND REVENUE	10,602,190.70	.00	10,602,190.70	15,417,599.00	4,815,408.30 68.8

CITY OF CANBY  
EXPENDITURES WITH COMPARISON TO BUDGET  
FOR THE 6 MONTHS ENDING DECEMBER 31, 2022

ADMINISTRATION DEPT

	PER ACTUAL	YTD ENCUM	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>ADMINISTRATION DEPT</u>						
PERSONNEL SERVICES:						
100-101-410-1000	REGULAR SALARIES AND WAGES	235,089.54	.00	235,089.54	443,408.00	208,318.46 53.0
100-101-410-1300	OVERTIME	160.52	.00	160.52	.00	( 160.52) .0
100-101-410-2000	EMPLOYEE BENEFITS	1,247.05	.00	1,247.05	.00	( 1,247.05) .0
100-101-410-2100	INSURANCE BENEFITS	52,608.22	.00	52,608.22	93,457.00	40,848.78 56.3
100-101-410-2200	TAXES/OTHER	18,560.05	.00	18,560.05	35,466.00	16,905.95 52.3
100-101-410-2300	PERS CONTRIBUTIONS	54,175.20	.00	54,175.20	104,916.00	50,740.80 51.6
	<b>TOTAL PERSONNEL SERVICES</b>	<b>361,840.58</b>	<b>.00</b>	<b>361,840.58</b>	<b>677,247.00</b>	<b>315,406.42 53.4</b>
MATERIALS & SERVICES:						
100-101-410-3120	ELECTION	.00	.00	.00	1,000.00	1,000.00 .0
100-101-410-3200	PROF/TECH SERVICES	2,831.20	2,221.20	2,831.20	108,500.00	103,447.60 4.7
100-101-410-3315	CTV5 PROFESSIONAL SERVICES	.00	.00	.00	36,000.00	36,000.00 .0
100-101-410-3316	WFM PROFESSIONAL SERVICES	20,880.00	20,880.00	20,880.00	.00	( 41,760.00) .0
100-101-410-3330	CODIFICATION	503.68	.00	503.68	5,495.00	4,991.32 9.2
100-101-410-4300	COPIER LEASE & MAINT	1,721.49	723.65	1,721.49	5,000.00	2,554.86 48.9
100-101-410-5500	PRINTING & BINDING	.00	.00	.00	500.00	500.00 .0
100-101-410-5600	MAYOR & CITY COUNCIL	2,184.85	.00	2,184.85	12,120.00	9,935.15 18.0
100-101-410-5601	MAYOR & CC TRAVEL & TRAINING	6,593.94	.00	6,593.94	8,075.00	1,481.06 81.7
100-101-410-5602	MAYOR & CC MEMBERSHIP DUES	3,775.00	.00	3,775.00	1,189.00	( 2,586.00) 317.5
100-101-410-5800	ADMIN STAFF TRAVEL & TRAINING	953.27	.00	953.27	7,660.00	6,706.73 12.4
100-101-410-5803	ATTORNEY TRAVEL & TRAINING	1,431.84	.00	1,431.84	1,500.00	68.16 95.5
100-101-410-5820	ADMIN MEMBERSHIP DUES & FEES	21,124.09	.00	21,124.09	25,638.00	4,513.91 82.4
100-101-410-5901	INTERNAL CHARGE-FLEET	742.98	.00	742.98	1,486.00	743.02 50.0
100-101-410-5902	INTERNAL CHARGE-FACILITIES	7,879.56	.00	7,879.56	15,759.00	7,879.44 50.0
100-101-410-5903	INTERNAL CHARGE-TECH SERVICES	26,769.12	.00	26,769.12	53,538.00	26,768.88 50.0
100-101-410-6100	SUPPLIES & SERVICES	2,759.29	.00	2,759.29	7,075.00	4,315.71 39.0
100-101-410-6510	EMPLOYEE RECOGNITION	1,005.05	.00	1,005.05	5,525.00	4,519.95 18.2
	<b>TOTAL MATERIALS &amp; SERVICES</b>	<b>101,155.36</b>	<b>23,824.85</b>	<b>101,155.36</b>	<b>296,060.00</b>	<b>171,079.79 42.2</b>
	<b>TOTAL ADMINISTRATION DEPT</b>	<b>462,995.94</b>	<b>23,824.85</b>	<b>462,995.94</b>	<b>973,307.00</b>	<b>486,486.21 50.0</b>



CITY OF CANBY  
EXPENDITURES WITH COMPARISON TO BUDGET  
FOR THE 6 MONTHS ENDING DECEMBER 31, 2022

COURT DEPT

	PER ACTUAL	YTD ENCUM	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>COURT DEPT</u>						
PERSONNEL SERVICES:						
100-102-412-1000	86,805.96	.00	86,805.96	169,353.00	82,547.04	51.3
100-102-412-2100	12,948.99	.00	12,948.99	51,692.00	38,743.01	25.1
100-102-412-2200	7,653.45	.00	7,653.45	14,425.00	6,771.55	53.1
100-102-412-2300	14,867.89	.00	14,867.89	29,531.00	14,663.11	50.4
TOTAL PERSONNEL SERVICES	122,276.29	.00	122,276.29	265,001.00	142,724.71	46.1
MATERIALS & SERVICES:						
100-102-412-3341	4,052.96	.00	4,052.96	6,000.00	1,947.04	67.6
100-102-412-3343	43,602.00	33,001.00	43,602.00	44,000.00	( 32,603.00)	174.1
100-102-412-4450	811.28	797.10	811.28	1,750.00	141.62	91.9
100-102-412-5800	1,113.04	.00	1,113.04	1,805.00	691.96	61.7
100-102-412-5820	.00	.00	.00	250.00	250.00	.0
100-102-412-5821	.00	.00	.00	120.00	120.00	.0
100-102-412-5822	.00	.00	.00	105.00	105.00	.0
100-102-412-5902	3,418.74	.00	3,418.74	6,837.00	3,418.26	50.0
100-102-412-5903	21,566.46	.00	21,566.46	43,133.00	21,566.54	50.0
100-102-412-6100	1,540.52	.00	1,540.52	6,100.00	4,559.48	25.3
100-102-412-6101	.00	.00	.00	100.00	100.00	.0
100-102-412-6102	2,614.52	.00	2,614.52	5,000.00	2,385.48	52.3
100-102-412-6103	20,701.86	.00	20,701.86	55,000.00	34,298.14	37.6
TOTAL MATERIALS & SERVICES	99,421.38	33,798.10	99,421.38	170,200.00	36,980.52	78.3
TOTAL COURT DEPT	221,697.67	33,798.10	221,697.67	435,201.00	179,705.23	58.7

CITY OF CANBY  
EXPENDITURES WITH COMPARISON TO BUDGET  
FOR THE 6 MONTHS ENDING DECEMBER 31, 2022

PLANNING DEPT

	PER ACTUAL	YTD ENCUM	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>PLANNING DEPT</u>						
PERSONNEL SERVICES:						
100-103-419-1000	REGULAR SALARIES AND WAGES	138,989.90	.00	138,989.90	279,590.00	140,600.10 49.7
100-103-419-2000	EMPLOYEE BENEFITS	114.71	.00	114.71	.00 ( 114.71)	.0
100-103-419-2100	INSURANCE BENEFITS	15,687.40	.00	15,687.40	44,279.00	28,591.60 35.4
100-103-419-2200	TAXES/OTHER	12,376.39	.00	12,376.39	23,953.00	11,576.61 51.7
100-103-419-2300	PERS CONTRIBUTIONS	23,642.84	.00	23,642.84	63,040.00	39,397.16 37.5
	TOTAL PERSONNEL SERVICES	190,811.24	.00	190,811.24	410,862.00	220,050.76 46.4
MATERIALS & SERVICES:						
100-103-419-3200	PROF/TECH SERVICES	44,780.00	31,650.00	44,780.00	473,000.00	396,570.00 16.2
100-103-419-4450	COPIER LEASE & MAINT	2,027.60	1,387.56	2,027.60	4,000.00	584.84 85.4
100-103-419-5300	COMMUNICATIONS	52.86	.00	52.86	100.00	47.14 52.9
100-103-419-5510	MAPPING	.00	.00	.00	1,500.00	1,500.00 .0
100-103-419-5620	PLANNING COMMISS. EXPENSES	702.70	.00	702.70	1,500.00	797.30 46.9
100-103-419-5800	TRAVEL & TRAINING	2,602.45	.00	2,602.45	2,800.00	197.55 92.9
100-103-419-5820	FEES & DUES	533.00	.00	533.00	3,600.00	3,067.00 14.8
100-103-419-5902	INTERNAL CHARGE-FACILITIES	2,913.66	.00	2,913.66	5,827.00	2,913.34 50.0
100-103-419-5903	INTERNAL CHARGE-TECH SERVICES	27,170.58	.00	27,170.58	54,341.00	27,170.42 50.0
100-103-419-6100	SUPPLIES & SERVICES	3,591.63	.00	3,591.63	6,000.00	2,408.37 59.9
100-103-419-6910	TRAFFIC STUDY	12,722.50	.00	12,722.50	135,000.00	122,277.50 9.4
	TOTAL MATERIALS & SERVICES	97,096.98	33,037.56	97,096.98	687,668.00	557,533.46 18.9
	TOTAL PLANNING DEPT	287,908.22	33,037.56	287,908.22	1,098,530.00	777,584.22 29.2

CITY OF CANBY  
EXPENDITURES WITH COMPARISON TO BUDGET  
FOR THE 6 MONTHS ENDING DECEMBER 31, 2022

PARKS DEPT

	PER ACTUAL	YTD ENCUM	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>PARKS DEPT</u>						
PERSONNEL SERVICES:						
100-106-452-1000	REGULAR SALARIES AND WAGES	166,255.72	.00	166,255.72	397,801.00	231,545.28 41.8
100-106-452-1250	SEASONAL/TAPE WAGES	26,338.40	.00	26,338.40	18,000.00	( 8,338.40) 146.3
100-106-452-1300	OVERTIME	4,296.73	.00	4,296.73	7,500.00	3,203.27 57.3
100-106-452-2100	INSURANCE BENEFITS	40,826.17	.00	40,826.17	104,734.00	63,907.83 39.0
100-106-452-2200	TAXES/OTHER	19,567.80	.00	19,567.80	53,495.00	33,927.20 36.6
100-106-452-2300	PERS CONTRIBUTIONS	40,383.70	.00	40,383.70	101,888.00	61,504.30 39.6
100-106-452-2911	CLOTHING ALLOWANCE	2,400.00	.00	2,400.00	2,800.00	400.00 85.7
	TOTAL PERSONNEL SERVICES	300,068.52	.00	300,068.52	686,218.00	386,149.48 43.7
MATERIALS & SERVICES:						
100-106-452-3200	CONTRACT SERVICES	1,950.00	.00	1,950.00	11,000.00	9,050.00 17.7
100-106-452-3250	SURVEYS & MASTER PLANS- SDC	29,435.00	49,925.65	29,435.00	100,000.00	20,639.35 79.4
100-106-452-4310	PARKS GROUND MAINTENANCE	4,657.89	.00	4,657.89	10,500.00	5,842.11 44.4
100-106-452-4320	PARK BLDG MAINTENANCE	3,182.19	.00	3,182.19	17,300.00	14,117.81 18.4
100-106-452-4340	STREETSCAPE LANDSCAPING	10,215.48	.00	10,215.48	10,000.00	( 215.48) 102.2
100-106-452-4360	VANDALISM REPAIR	104.99	.00	104.99	3,000.00	2,895.01 3.5
100-106-452-4450	COPIER LEASE & MAINT	504.96	392.17	504.96	1,000.00	102.87 89.7
100-106-452-4500	PARKS MAINT FEE BILLING	14,583.44	.00	14,583.44	32,500.00	17,916.56 44.9
100-106-452-5300	COMMUNICATIONS	1,227.64	.00	1,227.64	1,800.00	572.36 68.2
100-106-452-5850	TRAINING/CONF/TRAVEL	.00	.00	.00	2,400.00	2,400.00 .0
100-106-452-5901	INTERNAL CHARGE-FLEET	36,931.50	.00	36,931.50	73,863.00	36,931.50 50.0
100-106-452-5902	INTERNAL CHARGE-FACILITIES	19,627.98	.00	19,627.98	39,256.00	19,628.02 50.0
100-106-452-5903	INTERNAL CHARGE-TECH SERVICES	3,061.68	.00	3,061.68	6,123.00	3,061.32 50.0
100-106-452-6100	SUPPLIES & SERVICES	18,575.95	2,678.57	18,575.95	18,400.00	( 2,854.52) 115.5
100-106-452-6120	PARK EQUIPMENT	10,672.27	.00	10,672.27	9,500.00	( 1,172.27) 112.3
100-106-452-6200	UTILITIES	17,368.24	.00	17,368.24	30,000.00	12,631.76 57.9
	TOTAL MATERIALS & SERVICES	172,099.21	52,996.39	172,099.21	366,642.00	141,546.40 61.4
CAPITAL:						
100-106-452-7410	EQUIPMENT/VEHICLES	26,712.00	.00	26,712.00	127,000.00	100,288.00 21.0
100-106-452-7618	LOCUST PARK SHELTER	.00	104,455.00	.00	110,000.00	5,545.00 95.0
100-106-452-7619	MAPLE PARK SPORT COURT	20,680.00	.00	20,680.00	.00	( 20,680.00) .0
100-106-452-7633	DOG PARK	12,158.75	.00	12,158.75	900,000.00	887,841.25 1.4
100-106-452-7634	MASTER PLAN PARKS PROJECTS	.00	.00	.00	1,000,000.00	1,000,000.00 .0
	TOTAL CAPITAL	59,550.75	104,455.00	59,550.75	2,137,000.00	1,972,994.25 7.7
	TOTAL PARKS DEPT	531,718.48	157,451.39	531,718.48	3,189,860.00	2,500,690.13 21.6

CITY OF CANBY  
EXPENDITURES WITH COMPARISON TO BUDGET  
FOR THE 6 MONTHS ENDING DECEMBER 31, 2022

BUILDING DEPT

	PER ACTUAL	YTD ENCUM	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>BUILDING DEPT</u>						
PERSONNEL SERVICES:						
100-107-422-1000	REGULAR SALARIES AND WAGES	42,604.16	.00	42,604.16	88,921.00	46,316.84 47.9
100-107-422-2100	INSURANCE BENEFITS	4,433.81	.00	4,433.81	13,295.00	8,861.19 33.4
100-107-422-2200	TAXES/OTHER	3,804.96	.00	3,804.96	7,468.00	3,663.04 51.0
100-107-422-2300	PERS CONTRIBUTIONS	7,450.23	.00	7,450.23	19,756.00	12,305.77 37.7
	TOTAL PERSONNEL SERVICES	58,293.16	.00	58,293.16	129,440.00	71,146.84 45.0
MATERIALS & SERVICES:						
100-107-422-5300	COMMUNICATIONS	52.86	.00	52.86	100.00	47.14 52.9
100-107-422-5902	INTERNAL CHARGE-FACILITIES	342.78	.00	342.78	686.00	343.22 50.0
100-107-422-6100	SUPPLIES & SERVICE	.00	.00	.00	50.00	50.00 .0
	TOTAL MATERIALS & SERVICES	395.64	.00	395.64	836.00	440.36 47.3
TRANSFERS:						
100-107-491-0110	O/H TRANSFER TO GENERAL FUND	11,118.24	.00	11,118.24	22,236.00	11,117.76 50.0
	TOTAL TRANSFERS	11,118.24	.00	11,118.24	22,236.00	11,117.76 50.0
	TOTAL BUILDING DEPT	69,807.04	.00	69,807.04	152,512.00	82,704.96 45.8

CITY OF CANBY  
EXPENDITURES WITH COMPARISON TO BUDGET  
FOR THE 6 MONTHS ENDING DECEMBER 31, 2022

POLICE DEPT

	PER ACTUAL	YTD ENCUM	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>POLICE DEPT</u>						
PERSONNEL SERVICES:						
100-108-421-1000	REGULAR SALARIES AND WAGES	1,560,213.73	.00	1,560,213.73	3,536,496.00	1,976,282.27 44.1
100-108-421-1300	OVERTIME	51,243.51	.00	51,243.51	84,000.00	32,756.49 61.0
100-108-421-1310	COURT OVERTIME	15,511.37	.00	15,511.37	52,500.00	36,988.63 29.6
100-108-421-1330	HOLIDAY OVERTIME	21,331.95	.00	21,331.95	63,000.00	41,668.05 33.9
100-108-421-1340	SIU OVERTIME	14,445.04	.00	14,445.04	26,500.00	12,054.96 54.5
100-108-421-1345	TRAINING OVERTIME	17,694.56	.00	17,694.56	42,000.00	24,305.44 42.1
100-108-421-1350	SPECIAL EVENTS OVERTIME	4,243.06	.00	4,243.06	5,500.00	1,256.94 77.2
100-108-421-1351	TACTICAL/SWAT OVERTIME	8,837.50	.00	8,837.50	31,500.00	22,662.50 28.1
100-108-421-1361	SUPERVISION OVERTIME	3,244.65	.00	3,244.65	10,500.00	7,255.35 30.9
100-108-421-1523	GRANT - DUII WAGES EXP	4,497.77	.00	4,497.77	15,000.00	10,502.23 30.0
100-108-421-1524	GRANT - SEATBELT WAGES EXP	2,410.55	.00	2,410.55	7,500.00	5,089.45 32.1
100-108-421-1525	GRANT - PEDESTRIAN/WAGES EXP	1,097.78	.00	1,097.78	5,000.00	3,902.22 22.0
100-108-421-1529	GRANT - HIDTA OT	3,831.07	.00	3,831.07	20,000.00	16,168.93 19.2
100-108-421-1533	GRANT - DISTRACTED DRIVING	2,975.46	.00	2,975.46	15,000.00	12,024.54 19.8
100-108-421-1534	GRANT - SPEED ENFORCEMENT	254.18	.00	254.18	3,000.00	2,745.82 8.5
100-108-421-2000	EMPLOYEE BENEFITS	8,654.71	.00	8,654.71	.00	( 8,654.71) .0
100-108-421-2100	INSURANCE BENEFITS	342,510.00	.00	342,510.00	776,996.00	434,486.00 44.1
100-108-421-2200	TAXES/OTHER	165,389.03	.00	165,389.03	423,311.00	257,921.97 39.1
100-108-421-2300	PERS CONTRIBUTIONS	460,140.41	.00	460,140.41	943,513.00	483,372.59 48.8
100-108-421-2910	UNIFORM CLEANING ALLOWANCE	6,250.00	.00	6,250.00	18,827.00	12,577.00 33.2
100-108-421-2911	CLOTHING ALLOWANCE	1,100.00	.00	1,100.00	3,091.00	1,991.00 35.6
100-108-421-2912	FOOTWEAR ALLOWANCE	6,900.00	.00	6,900.00	6,182.00	( 718.00) 111.6
	TOTAL PERSONNEL SERVICES	2,702,776.33	.00	2,702,776.33	6,089,416.00	3,386,639.67 44.4

CITY OF CANBY  
EXPENDITURES WITH COMPARISON TO BUDGET  
FOR THE 6 MONTHS ENDING DECEMBER 31, 2022

POLICE DEPT

	PER ACTUAL	YTD ENCUM	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
MATERIALS & SERVICES:						
100-108-421-3200	PROFESSIONAL SERVICES	100.00	.00	100.00	5,000.00	4,900.00 2.0
100-108-421-4450	COPIER LEASE & MAINT	3,553.27	3,495.90	3,553.27	7,080.00	30.83 99.6
100-108-421-5140	INVESTIGATION & INFO	389.28	.00	389.28	3,500.00	3,110.72 11.1
100-108-421-5141	PRISONERS BOARD & MEDICAL	2,400.00	.00	2,400.00	6,000.00	3,600.00 40.0
100-108-421-5142	CRIME PREVENTION	.00	.00	.00	1,500.00	1,500.00 .0
100-108-421-5300	COMMUNICATIONS	15,128.83	.00	15,128.83	31,000.00	15,871.17 48.8
100-108-421-5310	COUNTY DISPATCH FEES	125,256.00	135,137.54	125,256.00	242,212.00	( 18,181.54) 107.5
100-108-421-5500	JUVENILE DIVERSION SERVICES	.00	.00	.00	2,500.00	2,500.00 .0
100-108-421-5800	TRAINING & TRAVEL	29,699.76	.00	29,699.76	43,000.00	13,300.24 69.1
100-108-421-5801	FIREARMS & LESS LETHAL EQUIP	27,324.48	1,464.87	27,324.48	40,900.00	12,110.65 70.4
100-108-421-5803	TACTICAL ENTRY TEAM EQUIPMENT	885.99	.00	885.99	5,000.00	4,114.01 17.7
100-108-421-5804	VESTS	4,240.00	.00	4,240.00	11,000.00	6,760.00 38.6
100-108-421-5805	E.O.C.	.00	.00	.00	1,500.00	1,500.00 .0
100-108-421-5807	DETECTIVE EQUIPMENT	13,932.02	.00	13,932.02	20,000.00	6,067.98 69.7
100-108-421-5820	MEMBERSHIP FEES & DUES	500.00	.00	500.00	2,600.00	2,100.00 19.2
100-108-421-5840	INFORMATION SYSTEM SERVICES	6,369.55	26,916.50	6,369.55	66,000.00	32,713.95 50.4
100-108-421-5901	INTERNAL CHARGE-FLEET	117,864.48	.00	117,864.48	235,729.00	117,864.52 50.0
100-108-421-5902	INTERNAL CHARGE-FACILITIES	54,512.28	.00	54,512.28	109,025.00	54,512.72 50.0
100-108-421-5903	INTERNAL CHARGE-TECH SERVICES	130,020.60	.00	130,020.60	260,041.00	130,020.40 50.0
100-108-421-6100	SUPPLIES & SERVICES	24,671.51	549.40	24,671.51	41,562.00	16,341.09 60.7
100-108-421-6130	UNIFORMS & PATROL EQUIPMENT	16,550.77	.00	16,550.77	30,000.00	13,449.23 55.2
100-108-421-6151	RADIO REPAIR	.00	.00	.00	6,000.00	6,000.00 .0
100-108-421-6152	800 RADIO OPERATING FEE	29,227.50	.00	29,227.50	29,280.00	52.50 99.8
100-108-421-6160	CANINE EXPENSES	1,785.84	.00	1,785.84	3,500.00	1,714.16 51.0
100-108-421-6180	TRAFFIC SAFETY EQUIPMENT	9,571.41	.00	9,571.41	24,000.00	14,428.59 39.9
100-108-421-6820	DONATIONS-POLICE	1,001.00	.00	1,001.00	500.00	( 501.00) 200.2
100-108-421-6910	ACCREDITATION	3,525.00	.00	3,525.00	3,875.00	350.00 91.0
	TOTAL MATERIALS & SERVICES	618,509.57	167,564.21	618,509.57	1,232,304.00	446,230.22 63.8
CAPITAL:						
100-108-421-7470	CAPITAL EQUIP - VEHICLES	84,724.73	44,319.42	84,724.73	185,000.00	55,955.85 69.8
100-108-421-7471	EQUIP - COMPUTER/SOFTWARE	20,970.00	.00	20,970.00	77,000.00	56,030.00 27.2
	TOTAL CAPITAL	105,694.73	44,319.42	105,694.73	262,000.00	111,985.85 57.3
	TOTAL POLICE DEPT	3,426,980.63	211,883.63	3,426,980.63	7,583,720.00	3,944,855.74 48.0

CITY OF CANBY  
EXPENDITURES WITH COMPARISON TO BUDGET  
FOR THE 6 MONTHS ENDING DECEMBER 31, 2022

CEMETERY DEPT

	PER ACTUAL	YTD ENCUM	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>CEMETERY DEPT</u>						
PERSONNEL SERVICES:						
100-109-450-1000	REGULAR SALARIES AND WAGES	50,579.30	.00	50,579.30	112,435.00	61,855.70 45.0
100-109-450-1250	SEASONAL/TEMP WAGES	.00	.00	.00	18,000.00	18,000.00 .0
100-109-450-1300	OVERTIME	276.26	.00	276.26	.00 ( 276.26)	.0
100-109-450-2100	INSURANCE BENEFITS	9,793.96	.00	9,793.96	25,643.00	15,849.04 38.2
100-109-450-2200	TAXES/OTHER	5,067.92	.00	5,067.92	17,012.00	11,944.08 29.8
100-109-450-2300	PERS CONTRIBUTIONS	10,054.32	.00	10,054.32	27,530.00	17,475.68 36.5
	TOTAL PERSONNEL SERVICES	75,771.76	.00	75,771.76	200,620.00	124,848.24 37.8
MATERIALS & SERVICES:						
100-109-450-4300	GROUNDS MAINTENANCE	1,497.83	.00	1,497.83	3,500.00	2,002.17 42.8
100-109-450-4320	BUILDING MAINTENANCE	119.24	.00	119.24	4,200.00	4,080.76 2.8
100-109-450-4450	COPIER LEASE & MAINT	90.45	70.26	90.45	200.00	39.29 80.4
100-109-450-4620	REFUNDS	.00	.00	.00	2,000.00	2,000.00 .0
100-109-450-5903	INTERNAL CHARGE-TECH SERVICES	639.30	.00	639.30	1,279.00	639.70 50.0
100-109-450-6100	SUPPLIES - RECORDS	189.00	.00	189.00	1,350.00	1,161.00 14.0
100-109-450-6120	TOOLS & EQUIPMENT	34,553.10	.00	34,553.10	8,100.00 ( 26,453.10)	426.6
100-109-450-6200	UTILITIES	834.74	.00	834.74	2,500.00	1,665.26 33.4
100-109-450-6350	NAME BARS	1,713.00	.00	1,713.00	4,500.00	2,787.00 38.1
	TOTAL MATERIALS & SERVICES	39,636.66	70.26	39,636.66	27,629.00 ( 12,077.92)	143.7
	TOTAL CEMETERY DEPT	115,408.42	70.26	115,408.42	228,249.00	112,770.32 50.6

CITY OF CANBY  
EXPENDITURES WITH COMPARISON TO BUDGET  
FOR THE 6 MONTHS ENDING DECEMBER 31, 2022

FINANCE DEPT

	PER ACTUAL	YTD ENCUM	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>FINANCE DEPT</u>						
PERSONNEL SERVICES:						
100-110-415-1000	REGULAR SALARIES AND WAGES	172,035.84	.00	172,035.84	353,625.00	181,589.16 48.7
100-110-415-1300	OVERTIME	532.30	.00	532.30	.00 ( 532.30)	.0
100-110-415-2100	INSURANCE BENEFITS	33,576.43	.00	33,576.43	85,355.00	51,778.57 39.3
100-110-415-2200	TAXES/OTHER	15,145.01	.00	15,145.01	29,960.00	14,814.99 50.6
100-110-415-2300	PERS CONTRIBUTIONS	35,346.70	.00	35,346.70	79,212.00	43,865.30 44.6
	TOTAL PERSONNEL SERVICES	256,636.28	.00	256,636.28	548,152.00	291,515.72 46.8
MATERIALS & SERVICES:						
100-110-415-3200	PROF/TECH SERVICE	2,863.00	.00	2,863.00	.00 ( 2,863.00)	.0
100-110-415-3220	PROF SRVTITLE LIEN SEARCH COST	1,740.00	.00	1,740.00	6,500.00	4,760.00 26.8
100-110-415-3310	AUDITING	400.00	40,100.00	400.00	55,000.00	14,500.00 73.6
100-110-415-3440	SOFTWARE MAINTENANCE	36,545.00	.00	36,545.00	32,000.00 ( 4,545.00)	114.2
100-110-415-4450	COPIER LEASE & MAINT	1,824.27	511.78	1,824.27	4,500.00	2,163.95 51.9
100-110-415-5500	PRINTING & BINDING	598.50	.00	598.50	2,500.00	1,901.50 23.9
100-110-415-5800	TRAINING/CONF/TRAVEL	3,055.09	.00	3,055.09	9,000.00	5,944.91 34.0
100-110-415-5820	MEMBERSHIP DUES & FEES	90.00	.00	90.00	2,300.00	2,210.00 3.9
100-110-415-5902	INTERNAL CHARGE-FACILITIES	3,736.38	.00	3,736.38	7,473.00	3,736.62 50.0
100-110-415-5903	INTERNAL CHARGE-TECH SERVICES	28,310.88	.00	28,310.88	56,622.00	28,311.12 50.0
100-110-415-6100	SUPPLIES & SERVICE	4,404.00	.00	4,404.00	4,500.00	96.00 97.9
100-110-415-6101	BANK CHARGES	4,125.68	.00	4,125.68	11,500.00	7,374.32 35.9
100-110-415-6102	CASH OVER & SHORT	2,072.11	.00	2,072.11	.00 ( 2,072.11)	.0
100-110-415-6103	CITYWIDE PENDING VISA CHARGES	84.99	.00	84.99	.00 ( 84.99)	.0
100-110-415-6120	MISC OFFICE EQUIPMENT	1,464.72	.00	1,464.72	5,000.00	3,535.28 29.3
	TOTAL MATERIALS & SERVICES	91,314.62	40,611.78	91,314.62	196,895.00	64,968.60 67.0
	TOTAL FINANCE DEPT	347,950.90	40,611.78	347,950.90	745,047.00	356,484.32 52.2



CITY OF CANBY  
EXPENDITURES WITH COMPARISON TO BUDGET  
FOR THE 6 MONTHS ENDING DECEMBER 31, 2022

ECONOMIC DEVELOPMENT DEPT

		PER ACTUAL	YTD ENCUM	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>ECONOMIC DEVELOPMENT DEPT</u>							
PERSONNEL SERVICES:							
100-111-465-1000	REGULAR SALARIES AND WAGES	126,934.84	.00	126,934.84	257,073.00	130,138.16	49.4
100-111-465-1300	OVERTIME	1,293.25	.00	1,293.25	.00	( 1,293.25)	.0
100-111-465-2000	EMPLOYEE BENEFITS	534.46	.00	534.46	.00	( 534.46)	.0
100-111-465-2100	INSURANCE BENEFITS	14,908.19	.00	14,908.19	30,438.00	15,529.81	49.0
100-111-465-2200	TAXES/OTHER	10,392.94	.00	10,392.94	20,779.00	10,386.06	50.0
100-111-465-2300	PERS CONTRIBUTIONS	29,603.90	.00	29,603.90	60,259.00	30,655.10	49.1
	<b>TOTAL PERSONNEL SERVICES</b>	<b>183,667.58</b>	<b>.00</b>	<b>183,667.58</b>	<b>368,549.00</b>	<b>184,881.42</b>	<b>49.8</b>
MATERIALS & SERVICES:							
100-111-465-4450	COPIER LEASE & MAINT	1,013.76	693.74	1,013.76	1,500.00	( 207.50)	113.8
100-111-465-5902	INTERNAL CHARGE-FACILITIES	3,011.94	.00	3,011.94	6,024.00	3,012.06	50.0
100-111-465-5903	INTERNAL CHARGE-TECH SERVICES	7,993.26	.00	7,993.26	15,987.00	7,993.74	50.0
100-111-465-6100	SUPPLIES & SERVICES	10,117.98	.00	10,117.98	38,700.00	28,582.02	26.1
100-111-465-6115	MAIN STREET (GENERAL FUND)	20,079.09	.00	20,079.09	24,350.00	4,270.91	82.5
100-111-465-6116	INDEPENDENCE DAY EXPENSES	10,031.68	.00	10,031.68	16,850.00	6,818.32	59.5
100-111-465-6117	FLOWER PROGRAM	.00	.00	.00	6,500.00	6,500.00	.0
100-111-465-6120	COMMUNITY SMALL GRANTS	1,500.00	.00	1,500.00	50,000.00	48,500.00	3.0
100-111-465-6165	MAIN STREET (UR ALLOWABLE)	3,774.04	.00	3,774.04	33,071.00	29,296.96	11.4
100-111-465-6600	ECONDEV CITY GRANT EXPENDED	3,786.90	.00	3,786.90	5,700.00	1,913.10	66.4
	<b>TOTAL MATERIALS &amp; SERVICES</b>	<b>61,308.65</b>	<b>693.74</b>	<b>61,308.65</b>	<b>198,682.00</b>	<b>136,679.61</b>	<b>31.2</b>
TRANSFERS:							
100-111-491-0110	O/H TRANSFER TO GENERAL FUND	33,887.76	.00	33,887.76	67,776.00	33,888.24	50.0
	<b>TOTAL TRANSFERS</b>	<b>33,887.76</b>	<b>.00</b>	<b>33,887.76</b>	<b>67,776.00</b>	<b>33,888.24</b>	<b>50.0</b>
	<b>TOTAL ECONOMIC DEVELOPMENT DEPT</b>	<b>278,863.99</b>	<b>693.74</b>	<b>278,863.99</b>	<b>635,007.00</b>	<b>355,449.27</b>	<b>44.0</b>

CITY OF CANBY  
EXPENDITURES WITH COMPARISON TO BUDGET  
FOR THE 6 MONTHS ENDING DECEMBER 31, 2022

HUMAN RESOURCES/RISK MGMT DEPT

	PER ACTUAL	YTD ENCUM	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>HUMAN RESOURCES/RISK MGMT DEPT</u>						
PERSONNEL SERVICES:						
100-112-414-1000	REGULAR SALARIES AND WAGES	68,060.63	.00	68,060.63	165,707.00	97,646.37 41.1
100-112-414-2100	INSURANCE BENEFITS	13,604.08	.00	13,604.08	40,303.00	26,698.92 33.8
100-112-414-2200	TAXES/OTHER	5,784.89	.00	5,784.89	13,967.00	8,182.11 41.4
100-112-414-2300	PERS CONTRIBUTIONS	14,789.68	.00	14,789.68	37,118.00	22,328.32 39.9
	TOTAL PERSONNEL SERVICES	102,239.28	.00	102,239.28	257,095.00	154,855.72 39.8
MATERIALS & SERVICES:						
100-112-414-3200	PROFESSIONAL SERVICES	12,716.53	.00	12,716.53	138,500.00	125,783.47 9.2
100-112-414-3320	LEGAL/LABOR NEGOTIATIONS	.00	.00	.00	20,000.00	20,000.00 .0
100-112-414-3325	RECRUITMENT/EMPLOYEE TESTING	3,617.35	.00	3,617.35	12,000.00	8,382.65 30.1
100-112-414-3440	SOFTWARE MAINTENANCE	6,415.00	.00	6,415.00	15,606.00	9,191.00 41.1
100-112-414-5200	LIABILITY INSURANCE	431,488.51	.00	431,488.51	426,704.00	( 4,784.51) 101.1
100-112-414-5201	NON-INSURANCE CLAIMS	.00	.00	.00	15,000.00	15,000.00 .0
100-112-414-5202	LIAB INS DEDUCTIBLE ACCRUED	112.50	.00	112.50	25,000.00	24,887.50 .5
100-112-414-5800	TRAINING & TRAVEL	4,369.35	.00	4,369.35	8,000.00	3,630.65 54.6
100-112-414-5820	MEMBERSHIP FEES & DUES	561.56	.00	561.56	425.00	( 136.56) 132.1
100-112-414-5902	INTERNAL CHARGE-FACILITIES	2,454.36	.00	2,454.36	4,909.00	2,454.64 50.0
100-112-414-5903	INTERNAL CHARGE-TECH SERVICES	19,258.20	.00	19,258.20	38,516.00	19,257.80 50.0
100-112-414-6100	SUPPLIES & SERVICES	798.38	.00	798.38	7,600.00	6,801.62 10.5
100-112-414-6530	RISK MGMT/SAFETY COMMITTEE	119.00	.00	119.00	2,050.00	1,931.00 5.8
	TOTAL MATERIALS & SERVICES	481,910.74	.00	481,910.74	714,310.00	232,399.26 67.5
	TOTAL HUMAN RESOURCES/RISK MGMT	584,150.02	.00	584,150.02	971,405.00	387,254.98 60.1

CITY OF CANBY  
EXPENDITURES WITH COMPARISON TO BUDGET  
FOR THE 6 MONTHS ENDING DECEMBER 31, 2022

UNALLOCATED

	PER ACTUAL	YTD ENCUM	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>UNALLOCATED</u>						
PERSONNEL SERVICES:						
100-115-413-1900	.00	.00	.00	82,400.00	82,400.00	.0
	.00	.00	.00	82,400.00	82,400.00	.0
MATERIALS & SERVICES:						
100-115-413-4410	3,000.00	3,000.00	3,000.00	6,000.00	.00	100.0
100-115-413-5902	32,724.72	.00	32,724.72	65,449.00	32,724.28	50.0
100-115-413-6120	44,861.98	54,024.49	44,861.98	200,000.00	101,113.53	49.4
100-115-413-6199	.00	3,187.50	.00	.00	( 3,187.50)	.0
	80,586.70	60,211.99	80,586.70	271,449.00	130,650.31	51.9
OTHER						
100-115-801-8801	.00	.00	.00	200,000.00	200,000.00	.0
100-115-801-8810	.00	.00	.00	35,940.00	35,940.00	.0
100-115-801-8825	.00	.00	.00	924.00	924.00	.0
100-115-801-8830	.00	.00	.00	68,420.00	68,420.00	.0
100-115-801-8840	.00	.00	.00	6,431,780.00	6,431,780.00	.0
	.00	.00	.00	6,737,064.00	6,737,064.00	.0
TRANSFERS:						
100-115-491-0201	295,000.00	.00	295,000.00	295,000.00	.00	100.0
100-115-498-0001	.00	.00	.00	25,000.00	25,000.00	.0
	295,000.00	.00	295,000.00	320,000.00	25,000.00	92.2
	375,586.70	60,211.99	375,586.70	7,410,913.00	6,975,114.31	5.9
	6,703,068.01	561,583.30	6,703,068.01	23,423,751.00	16,159,099.69	31.0
	3,899,122.69	( 561,583.30)	3,899,122.69	( 8,006,152.00)	(11,343,691.39)	41.7

CITY OF CANBY  
REVENUES WITH COMPARISON TO BUDGET  
FOR THE 6 MONTHS ENDING DECEMBER 31, 2022

LIBRARY FUND

	PER ACTUAL	YTD ENCUM	YTD ACTUAL	BUDGET	UNEARNED	PCNT
<u>PROGRAM REVENUE</u>						
201-000-311-0030 CC LIBRARY DISTRICT	.00	.00	.00	1,091,340.00	1,091,340.00	.0
201-000-334-0001 GRANTS-LIBRARY	.00	.00	.00	3,905.00	3,905.00	.0
201-000-340-0003 LIBRARY FINES & FEES	7,981.53	.00	7,981.53	20,000.00	12,018.47	39.9
201-000-345-0001 FOL PASS THRU REVENUE	7,866.36	.00	7,866.36	12,000.00	4,133.64	65.6
201-000-361-0001 INTEREST REVENUES	1,292.44	.00	1,292.44	100.00	( 1,192.44)	1292.4
201-000-364-0001 DONATIONS-LIBRARY	270.51	.00	270.51	100.00	( 170.51)	270.5
201-000-364-0120 DONATIONS-FOL (PROGRAMMING)	.00	.00	.00	17,970.00	17,970.00	.0
201-000-391-0100 TRANSFER FROM GENERAL FUND	295,000.00	.00	295,000.00	295,000.00	.00	100.0
201-000-394-0223 INTERFUND LOAN FROM CPC	500,000.00	.00	500,000.00	500,000.00	.00	100.0
TOTAL PROGRAM REVENUE	812,410.84	.00	812,410.84	1,940,415.00	1,128,004.16	41.9
TOTAL FUND REVENUE	812,410.84	.00	812,410.84	1,940,415.00	1,128,004.16	41.9

CITY OF CANBY  
EXPENDITURES WITH COMPARISON TO BUDGET  
FOR THE 6 MONTHS ENDING DECEMBER 31, 2022

LIBRARY EXPENDITURES

	PER ACTUAL	YTD ENCUM	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>LIBRARY EXPENDITURES</u>						
PERSONNEL SERVICES:						
201-201-455-1000	REGULAR SALARIES AND WAGES	287,881.63	.00	287,881.63	545,395.00	257,513.37 52.8
201-201-455-1200	ON CALL	27,235.38	.00	27,235.38	46,984.00	19,748.62 58.0
201-201-455-1210	LIBRARY PAGE/SEASONAL	35,189.08	.00	35,189.08	.00	( 35,189.08) .0
201-201-455-2100	INSURANCE BENEFITS	61,839.90	.00	61,839.90	120,122.00	58,282.10 51.5
201-201-455-2200	TAXES/OTHER	30,125.73	.00	30,125.73	49,816.00	19,690.27 60.5
201-201-455-2300	PERS CONTRIBUTIONS	67,019.43	.00	67,019.43	133,582.00	66,562.57 50.2
	<b>TOTAL PERSONNEL SERVICES</b>	<b>509,291.15</b>	<b>.00</b>	<b>509,291.15</b>	<b>895,899.00</b>	<b>386,607.85 56.9</b>
MATERIALS & SERVICES:						
201-201-455-3150	COMPUTER HARDWARE/SOFTWARE	1,946.74	.00	1,946.74	1,550.00	( 396.74) 125.6
201-201-455-3170	LINCC CONSORTIUM	20,381.90	.00	20,381.90	35,100.00	14,718.10 58.1
201-201-455-4450	COPIER LEASE & MAINT	4,021.52	3,538.48	4,021.52	7,700.00	140.00 98.2
201-201-455-5800	TRAVEL & TRAINING	1,372.65	.00	1,372.65	5,075.00	3,702.35 27.1
201-201-455-5902	INTERNAL CHARGE-FACILITIES	45,704.94	.00	45,704.94	91,410.00	45,705.06 50.0
201-201-455-5903	INTERNAL CHARGE-TECH SERVICES	32,709.96	.00	32,709.96	65,420.00	32,710.04 50.0
201-201-455-6100	SUPPLIES & SERVICES	18,752.38	.00	18,752.38	29,400.00	10,647.62 63.8
201-201-455-6102	CASH OVER & SHORT	( 97.59)	.00	( 97.59)	.00	97.59 .0
201-201-455-6150	LIBRARY COLLECTION	27,149.77	.00	27,149.77	89,250.00	62,100.23 30.4
201-201-455-6421	LOST BOOKS REFUNDS	57.95	.00	57.95	.00	( 57.95) .0
201-201-455-6510	VOLUNTEER RECOGNITION	964.70	.00	964.70	1,500.00	535.30 64.3
201-201-455-6610	GRANTS-LIBRARY EXPENDED	3,309.43	.00	3,309.43	3,905.00	595.57 84.8
201-201-455-6992	DONATIONS EXPENDED FOL	6,367.28	.00	6,367.28	17,970.00	11,602.72 35.4
	<b>TOTAL MATERIALS &amp; SERVICES</b>	<b>162,641.63</b>	<b>3,538.48</b>	<b>162,641.63</b>	<b>348,280.00</b>	<b>182,099.89 47.7</b>
OTHER						
201-201-801-8801	CONTINGENCY	.00	.00	.00	100.00	100.00 .0
	<b>TOTAL OTHER</b>	<b>.00</b>	<b>.00</b>	<b>.00</b>	<b>100.00</b>	<b>100.00 .0</b>
TRANSFERS:						
201-201-491-0110	O/H TO GENERAL FUND	102,490.14	.00	102,490.14	204,980.00	102,489.86 50.0
201-201-491-0223	IF LOAN PAYMENT TO CPC	.00	.00	.00	500,000.00	500,000.00 .0
201-201-498-0001	SPECIAL PAYMENTS-FOL PASS-THRU	5,624.79	.00	5,624.79	.00	( 5,624.79) .0
	<b>TOTAL TRANSFERS</b>	<b>108,114.93</b>	<b>.00</b>	<b>108,114.93</b>	<b>704,980.00</b>	<b>596,865.07 15.3</b>
	<b>TOTAL LIBRARY EXPENDITURES</b>	<b>780,047.71</b>	<b>3,538.48</b>	<b>780,047.71</b>	<b>1,949,259.00</b>	<b>1,165,672.81 40.2</b>
	<b>TOTAL FUND EXPENDITURES</b>	<b>780,047.71</b>	<b>3,538.48</b>	<b>780,047.71</b>	<b>1,949,259.00</b>	<b>1,165,672.81 40.2</b>
	<b>NET REVENUE OVER EXPENDITURES</b>	<b>32,363.13</b>	<b>( 3,538.48)</b>	<b>32,363.13</b>	<b>( 8,844.00)</b>	<b>( 37,668.65) 325.9</b>

CITY OF CANBY  
REVENUES WITH COMPARISON TO BUDGET  
FOR THE 6 MONTHS ENDING DECEMBER 31, 2022

STREETS FUND

	PER ACTUAL	YTD ENCUM	YTD ACTUAL	BUDGET	UNEARNED	PCNT
<u>PROGRAM REVENUES</u>						
202-000-330-0001 STATE HIGHWAY FUND	526,263.69	.00	526,263.69	1,360,000.00	833,736.31	38.7
202-000-330-0010 LOCAL GAS TAX	137,737.97	.00	137,737.97	415,500.00	277,762.03	33.2
202-000-330-0020 COUNTY VEHICLE REGISTRATIONFEE	146,764.70	.00	146,764.70	382,900.00	236,135.30	38.3
202-000-334-0001 GRANT - ARPA ODOT	.00	.00	.00	2,960,000.00	2,960,000.00	.0
202-000-340-0003 MISCELLANEOUS FEES	467.00	.00	467.00	500.00	33.00	93.4
202-000-340-0015 STREET MAINTENANCE FEE	292,875.92	.00	292,875.92	614,000.00	321,124.08	47.7
202-000-340-0120 EROSION CONTROL FEES	22,700.00	.00	22,700.00	32,000.00	9,300.00	70.9
202-000-340-0125 DRIVEWAY/CURB/SIDEWALK INSPECT	8,700.00	.00	8,700.00	12,000.00	3,300.00	72.5
202-000-340-0130 STREET EXCAVATION/OPENING FEE	1,225.00	.00	1,225.00	2,000.00	775.00	61.3
202-000-340-0140 URBAN FORESTRY PROGRAM REVENUE	15,500.00	.00	15,500.00	22,000.00	6,500.00	70.5
202-000-340-0160 STREET SIGN PROGRAM REVENUE	4,714.25	.00	4,714.25	6,000.00	1,285.75	78.6
202-000-360-0001 MISCELLANEOUS-INCOME	5,557.76	.00	5,557.76	1,000.00	( 4,557.76)	555.8
202-000-360-0002 DAMAGED PROPERTY CLAIM REVENUE	391.62	.00	391.62	2,000.00	1,608.38	19.6
202-000-361-0001 INTEREST REVENUES	61,363.60	.00	61,363.60	16,500.00	( 44,863.60)	371.9
202-000-392-0210 TRANSFER FROM SDC FUND	267,779.94	.00	267,779.94	1,457,000.00	1,189,220.06	18.4
<b>TOTAL PROGRAM REVENUES</b>	<b>1,492,041.45</b>	<b>.00</b>	<b>1,492,041.45</b>	<b>7,283,400.00</b>	<b>5,791,358.55</b>	<b>20.5</b>
<b>TOTAL FUND REVENUE</b>	<b>1,492,041.45</b>	<b>.00</b>	<b>1,492,041.45</b>	<b>7,283,400.00</b>	<b>5,791,358.55</b>	<b>20.5</b>

CITY OF CANBY  
EXPENDITURES WITH COMPARISON TO BUDGET  
FOR THE 6 MONTHS ENDING DECEMBER 31, 2022

STREETS EXPENDITURES

	PER ACTUAL	YTD ENCUM	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>STREETS EXPENDITURES</u>						
PERSONNEL SERVICES:						
202-202-431-1000	REGULAR SALARIES AND WAGES	274,593.16	.00	274,593.16	461,528.00	186,934.84 59.5
202-202-431-1250	SEASONAL/TEMP WAGES	9,772.32	.00	9,772.32	9,025.00 ( 747.32)	108.3
202-202-431-1300	OVERTIME	7,214.17	.00	7,214.17	6,000.00 ( 1,214.17)	120.2
202-202-431-2100	INSURANCE BENEFITS	63,578.27	.00	63,578.27	120,363.00	56,784.73 52.8
202-202-431-2200	TAXES/OTHER	27,920.99	.00	27,920.99	66,476.00	38,555.01 42.0
202-202-431-2300	PERS CONTRIBUTIONS	66,081.48	.00	66,081.48	103,799.00	37,717.52 63.7
202-202-431-2911	CLOTHING ALLOWANCE	2,000.00	.00	2,000.00	1,200.00 ( 800.00)	166.7
	TOTAL PERSONNEL SERVICES	451,160.39	.00	451,160.39	768,391.00	317,230.61 58.7
MATERIALS & SERVICES:						
202-202-431-3112	CONSULTANT ENGINEER	560.00	.00	560.00	15,000.00	14,440.00 3.7
202-202-431-3200	PROFESSIONAL SERVICES	3,724.95	.00	3,724.95	5,000.00	1,275.05 74.5
202-202-431-4320	CURB/SIDEWALK REPAIR	6,569.57	.00	6,569.57	20,000.00	13,430.43 32.9
202-202-431-4340	STREET LIGHTING & MAINT	32,424.90	3,833.00	32,424.90	85,000.00	48,742.10 42.7
202-202-431-4345	STREET MAINTENANCE	16,449.00	.00	16,449.00	62,000.00	45,551.00 26.5
202-202-431-4450	COPIER LEASE & MAINT	484.65	376.40	484.65	800.00 ( 61.05)	107.6
202-202-431-4500	STREET MAINT BILLING	14,814.90	.00	14,814.90	27,500.00	12,685.10 53.9
202-202-431-4660	STREET SIGNING	8,149.26	.00	8,149.26	17,500.00	9,350.74 46.6
202-202-431-4680	STREET MARKING & STRIPING	1,918.76	.00	1,918.76	15,000.00	13,081.24 12.8
202-202-431-4690	DAMAGED PROPERTY CLAIM EXPENSE	4,325.74	.00	4,325.74	2,000.00 ( 2,325.74)	216.3
202-202-431-5300	COMMUNICATIONS	1,172.30	.00	1,172.30	2,100.00	927.70 55.8
202-202-431-5800	TRAVEL & TRAINING	1,118.75	.00	1,118.75	4,000.00	2,881.25 28.0
202-202-431-5820	MEMBERSHIP DUES & FEES	210.00	.00	210.00	800.00	590.00 26.3
202-202-431-5901	INTERNAL CHARGE-FLEET	48,196.98	.00	48,196.98	96,394.00	48,197.02 50.0
202-202-431-5902	INTERNAL CHARGE-FACILITIES	19,742.22	.00	19,742.22	39,484.00	19,741.78 50.0
202-202-431-5903	INTERNAL CHARGE-TECH SERVICES	20,293.62	.00	20,293.62	40,587.00	20,293.38 50.0
202-202-431-6100	SUPPLIES & SERVICES	8,164.47	.00	8,164.47	10,000.00	1,835.53 81.6
202-202-431-6120	SMALL TOOLS	3,421.45	.00	3,421.45	6,200.00	2,778.55 55.2
202-202-431-6180	SAFETY SUPPLIES	435.99	.00	435.99	1,100.00	664.01 39.6
202-202-431-6192	URBAN FORESTRY PROGRAM	2,576.00	.00	2,576.00	15,000.00	12,424.00 17.2
202-202-431-6200	UTILITIES	2,243.42	.00	2,243.42	5,600.00	3,356.58 40.1
	TOTAL MATERIALS & SERVICES	196,996.93	4,209.40	196,996.93	471,065.00	269,858.67 42.7
OTHER						
202-202-431-8800	STREETS CONTINGENCY	.00	.00	.00	100,000.00	100,000.00 .0
202-202-431-8820	RESTRICTED FOR FUTURE ST MAINT	.00	.00	.00	751,584.00	751,584.00 .0
202-202-801-8805	RESERVE FOR FUTURE EXPENDITURE	.00	.00	.00	2,987,919.00	2,987,919.00 .0
	TOTAL OTHER	.00	.00	.00	3,839,503.00	3,839,503.00 .0

CITY OF CANBY  
EXPENDITURES WITH COMPARISON TO BUDGET  
FOR THE 6 MONTHS ENDING DECEMBER 31, 2022

STREETS EXPENDITURES

	PER ACTUAL	YTD ENCUM	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
CAPITAL:						
202-202-431-7410 EQUIPMENT	.00	180,744.55	.00	779,000.00	598,255.45	23.2
202-202-431-7614 STREET MAINT FEE PROJECTS	935,976.37	145,912.28	935,976.37	900,000.00	( 181,888.65)	120.2
202-202-431-7626 N LOCUST NE 4TH-NE 10TH IMPROV	260,470.93	1,059,409.07	260,470.93	1,300,000.00	( 19,880.00)	101.5
202-202-431-7627 S IVY SIDEWALK/OVERLAY PROJECT	31,982.21	.00	31,982.21	1,900,000.00	1,868,017.79	1.7
202-202-431-7629 INDUSTRIAL PARK TO 99E	100,880.00	2,404.08	100,880.00	1,500,000.00	1,396,715.92	6.9
202-202-431-7631 S KNOTT ST	.00	2,884.00	.00	.00	( 2,884.00)	.0
202-202-431-7633 NE TERRITORIAL/REDWOOD IMPROVE	390,057.57	.00	390,057.57	280,000.00	( 110,057.57)	139.3
202-202-431-7635 CHARGING STATION	.00	.00	.00	150,000.00	150,000.00	.0
TOTAL CAPITAL	1,719,367.08	1,391,353.98	1,719,367.08	6,809,000.00	3,698,278.94	45.7
TRANSFERS:						
202-202-491-0110 O/H TRANSFER TO GENERAL FUND	93,552.54	.00	93,552.54	187,105.00	93,552.46	50.0
TOTAL TRANSFERS	93,552.54	.00	93,552.54	187,105.00	93,552.46	50.0
TOTAL STREETS EXPENDITURES	2,461,076.94	1,395,563.38	2,461,076.94	12,075,064.00	8,218,423.68	31.9
TOTAL FUND EXPENDITURES	2,461,076.94	1,395,563.38	2,461,076.94	12,075,064.00	8,218,423.68	31.9
NET REVENUE OVER EXPENDITURES	( 969,035.49)	( 1,395,563.38)	( 969,035.49)	( 4,791,664.00)	( 2,427,065.13)	( 49.4)



CITY OF CANBY  
 REVENUES WITH COMPARISON TO BUDGET  
 FOR THE 6 MONTHS ENDING DECEMBER 31, 2022

FLEET SERVICES FUND

	PER ACTUAL	YTD ENCUM	YTD ACTUAL	BUDGET	UNEARNED	PCNT
<u>PROGRAM REVENUES</u>						
204-000-360-0001 MISCELLANEOUS-INCOME	2,275.00	.00	2,275.00	1,000.00	( 1,275.00)	227.5
204-000-361-0001 INTEREST REVENUES	858.50	.00	858.50	95.00	( 763.50)	903.7
<b>TOTAL PROGRAM REVENUES</b>	<b>3,133.50</b>	<b>.00</b>	<b>3,133.50</b>	<b>1,095.00</b>	<b>( 2,038.50)</b>	<b>286.2</b>
<u>OPERATIONAL REVENUE</u>						
204-001-340-0450 CANBY ADULT CENTER	2,743.20	.00	2,743.20	2,000.00	( 743.20)	137.2
204-001-341-0001 INTERNAL REVENUE-FLEET	413,031.48	.00	413,031.48	826,063.00	413,031.52	50.0
<b>TOTAL OPERATIONAL REVENUE</b>	<b>415,774.68</b>	<b>.00</b>	<b>415,774.68</b>	<b>828,063.00</b>	<b>412,288.32</b>	<b>50.2</b>
<b>TOTAL FUND REVENUE</b>	<b>418,908.18</b>	<b>.00</b>	<b>418,908.18</b>	<b>829,158.00</b>	<b>410,249.82</b>	<b>50.5</b>

CITY OF CANBY  
EXPENDITURES WITH COMPARISON TO BUDGET  
FOR THE 6 MONTHS ENDING DECEMBER 31, 2022

FLEET EXPENDITURES

	PER ACTUAL	YTD ENCUM	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>FLEET EXPENDITURES</u>						
PERSONNEL SERVICES:						
204-204-425-1000	87,873.29	.00	87,873.29	172,826.00	84,952.71	50.8
204-204-425-1300	54.94	.00	54.94	2,500.00	2,445.06	2.2
204-204-425-2100	27,255.42	.00	27,255.42	54,442.00	27,186.58	50.1
204-204-425-2200	8,267.07	.00	8,267.07	19,947.00	11,679.93	41.5
204-204-425-2300	19,383.06	.00	19,383.06	38,518.00	19,134.94	50.3
204-204-425-2911	800.00	.00	800.00	800.00	.00	100.0
TOTAL PERSONNEL SERVICES	143,633.78	.00	143,633.78	289,033.00	145,399.22	49.7
MATERIALS & SERVICES:						
204-204-425-3110	3,279.16	788.89	3,279.16	9,000.00	4,931.95	45.2
204-204-425-3115	8,126.84	.00	8,126.84	20,000.00	11,873.16	40.6
204-204-425-3150	491.27	.00	491.27	18,000.00	17,508.73	2.7
204-204-425-4450	159.03	123.50	159.03	400.00	117.47	70.6
204-204-425-5150	14,899.01	.00	14,899.01	42,000.00	27,100.99	35.5
204-204-425-5300	524.01	.00	524.01	1,200.00	675.99	43.7
204-204-425-5800	.00	.00	.00	1,500.00	1,500.00	.0
204-204-425-5830	526.00	.00	526.00	1,000.00	474.00	52.6
204-204-425-5902	27,418.38	.00	27,418.38	54,837.00	27,418.62	50.0
204-204-425-5903	7,482.00	.00	7,482.00	14,964.00	7,482.00	50.0
204-204-425-6100	22,283.70	.00	22,283.70	45,000.00	22,716.30	49.5
204-204-425-6111	12,185.75	.00	12,185.75	8,000.00	( 4,185.75)	152.3
204-204-425-6112	2,891.70	.00	2,891.70	8,000.00	5,108.30	36.2
204-204-425-6119	1,754.06	.00	1,754.06	5,000.00	3,245.94	35.1
204-204-425-6120	5,279.17	.00	5,279.17	8,000.00	2,720.83	66.0
204-204-425-6300	157,051.64	.00	157,051.64	336,000.00	178,948.36	46.7
204-204-425-6301	2,135.53	.00	2,135.53	2,500.00	364.47	85.4
204-204-425-6302	3,249.81	.00	3,249.81	2,500.00	( 749.81)	130.0
204-204-425-6500	.00	.00	.00	500.00	500.00	.0
TOTAL MATERIALS & SERVICES	269,737.06	912.39	269,737.06	578,401.00	307,751.55	46.8
OTHER						
204-204-425-8800	.00	.00	.00	43,291.00	43,291.00	.0
TOTAL OTHER	.00	.00	.00	43,291.00	43,291.00	.0
TOTAL FLEET EXPENDITURES	413,370.84	912.39	413,370.84	910,725.00	496,441.77	45.5

CITY OF CANBY  
EXPENDITURES WITH COMPARISON TO BUDGET  
FOR THE 6 MONTHS ENDING DECEMBER 31, 2022

FLEET RESERVES

	PER ACTUAL	YTD ENCUM	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>FLEET RESERVES</u>						
CAPITAL:						
204-214-425-7410 EQUIPMENT	.00	.00	.00	20,000.00	20,000.00	.0
TOTAL CAPITAL	.00	.00	.00	20,000.00	20,000.00	.0
TOTAL FLEET RESERVES	.00	.00	.00	20,000.00	20,000.00	.0
TOTAL FUND EXPENDITURES	413,370.84	912.39	413,370.84	930,725.00	516,441.77	44.5
NET REVENUE OVER EXPENDITURES	5,537.34	( 912.39)	5,537.34	( 101,567.00)	( 106,191.95)	4.6

CITY OF CANBY  
REVENUES WITH COMPARISON TO BUDGET  
FOR THE 6 MONTHS ENDING DECEMBER 31, 2022

SYSTEMS DEVELOPMENT FUND

	PER ACTUAL	YTD ENCUM	YTD ACTUAL	BUDGET	UNEARNED	PCNT
<u>PROGRAM REVENUES</u>						
210-000-355-0100	516,787.32	.00	516,787.32	600,000.00	83,212.68	86.1
210-000-355-0175	10,546.68	.00	10,546.68	10,500.00	( 46.68)	100.4
210-000-355-0200	52,598.44	.00	52,598.44	95,000.00	42,401.56	55.4
210-000-355-0250	218,698.78	.00	218,698.78	395,000.00	176,301.22	55.4
210-000-355-0275	5,536.68	.00	5,536.68	10,000.00	4,463.32	55.4
210-000-355-0400	26,106.03	.00	26,106.03	35,000.00	8,893.97	74.6
210-000-355-0450	5,576.26	.00	5,576.26	7,000.00	1,423.74	79.7
210-000-355-0475	984.05	.00	984.05	1,500.00	515.95	65.6
210-000-355-0600	373,047.93	.00	373,047.93	600,000.00	226,952.07	62.2
210-000-355-0650	72,218.64	.00	72,218.64	95,000.00	22,781.36	76.0
210-000-355-0700	9,669.93	.00	9,669.93	11,000.00	1,330.07	87.9
210-000-361-0001	130,658.83	.00	130,658.83	55,000.00	( 75,658.83)	237.6
<b>TOTAL PROGRAM REVENUES</b>	<b>1,422,429.57</b>	<b>.00</b>	<b>1,422,429.57</b>	<b>1,915,000.00</b>	<b>492,570.43</b>	<b>74.3</b>
<b>TOTAL FUND REVENUE</b>	<b>1,422,429.57</b>	<b>.00</b>	<b>1,422,429.57</b>	<b>1,915,000.00</b>	<b>492,570.43</b>	<b>74.3</b>

CITY OF CANBY  
EXPENDITURES WITH COMPARISON TO BUDGET  
FOR THE 6 MONTHS ENDING DECEMBER 31, 2022

SYSTEMS DEVELOP EXPENDITURES

	PER ACTUAL	YTD ENCUM	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>SYSTEMS DEVELOP EXPENDITURES</u>						
OTHER						
210-210-801-8820	.00	.00	.00	4,672,835.00	4,672,835.00	.0
210-210-801-8825	.00	.00	.00	700,953.00	700,953.00	.0
210-210-801-8826	.00	.00	.00	114,857.00	114,857.00	.0
210-210-801-8830	.00	.00	.00	4,608,666.00	4,608,666.00	.0
210-210-801-8836	.00	.00	.00	55,780.00	55,780.00	.0
210-210-801-8840	.00	.00	.00	18,486.00	18,486.00	.0
210-210-801-8845	.00	.00	.00	34,937.00	34,937.00	.0
210-210-801-8846	.00	.00	.00	40,645.00	40,645.00	.0
210-210-801-8850	.00	.00	.00	71,156.00	71,156.00	.0
210-210-801-8855	.00	.00	.00	23,776.00	23,776.00	.0
210-210-801-8856	.00	.00	.00	6,355.00	6,355.00	.0
TOTAL OTHER	.00	.00	.00	10,348,446.00	10,348,446.00	.0
TRANSFERS:						
210-210-492-0106	.00	.00	.00	1,110,000.00	1,110,000.00	.0
210-210-492-0202	267,779.94	.00	267,779.94	1,457,000.00	1,189,220.06	18.4
210-210-492-0306	2,730.00	.00	2,730.00	1,233,000.00	1,230,270.00	.2
210-210-492-0312	.00	.00	.00	245,000.00	245,000.00	.0
TOTAL TRANSFERS	270,509.94	.00	270,509.94	4,045,000.00	3,774,490.06	6.7
TOTAL SYSTEMS DEVELOP EXPENDITUR	270,509.94	.00	270,509.94	14,393,446.00	14,122,936.06	1.9
TOTAL FUND EXPENDITURES	270,509.94	.00	270,509.94	14,393,446.00	14,122,936.06	1.9
NET REVENUE OVER EXPENDITURES	1,151,919.63	.00	1,151,919.63	(12,478,446.00)	(13,630,365.63)	9.2

CITY OF CANBY  
 REVENUES WITH COMPARISON TO BUDGET  
 FOR THE 6 MONTHS ENDING DECEMBER 31, 2022

TRANSIENT ROOM TAX FUND

		PER ACTUAL	YTD ENCUM	YTD ACTUAL	BUDGET	UNEARNED	PCNT
<u>TOURISM PROMO/FAC REVENUE</u>							
217-001-340-0100	ROOM TAX-RESTRICTED (70%)	9,251.09	.00	9,251.09	13,100.00	3,848.91	70.6
217-001-361-0001	INTEREST REVENUES (RESTR)	364.34	.00	364.34	140.00	( 224.34)	260.2
	TOTAL TOURISM PROMO/FAC REVENUE	9,615.43	.00	9,615.43	13,240.00	3,624.57	72.6
<u>TOURISM ENHANCEMENT REVENUE</u>							
217-002-340-0100	ROOM TAX-UNRESTRICTED (30%)	3,964.75	.00	3,964.75	6,600.00	2,635.25	60.1
217-002-361-0001	INTEREST REVENUES (UNRESTR)	156.14	.00	156.14	60.00	( 96.14)	260.2
	TOTAL TOURISM ENHANCEMENT REVEN	4,120.89	.00	4,120.89	6,660.00	2,539.11	61.9
	TOTAL FUND REVENUE	13,736.32	.00	13,736.32	19,900.00	6,163.68	69.0

CITY OF CANBY  
 EXPENDITURES WITH COMPARISON TO BUDGET  
 FOR THE 6 MONTHS ENDING DECEMBER 31, 2022

TOURISM PROMO/FAC (RESTRICTED)

		PER ACTUAL	YTD ENCUM	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>TOURISM PROMO/FAC (RESTRICTED)</u>							
MATERIALS & SERVICES:							
217-221-465-6100	SERVICES & SUPPLIES	283.20	.00	283.20	10,000.00	9,716.80	2.8
	TOTAL MATERIALS & SERVICES	283.20	.00	283.20	10,000.00	9,716.80	2.8
OTHER							
217-221-801-8820	RESERVED FOR TOURISM PROMO/FAC	.00	.00	.00	33,742.00	33,742.00	.0
	TOTAL OTHER	.00	.00	.00	33,742.00	33,742.00	.0
	TOTAL TOURISM PROMO/FAC (RESTRICT)	283.20	.00	283.20	43,742.00	43,458.80	.7

CITY OF CANBY  
EXPENDITURES WITH COMPARISON TO BUDGET  
FOR THE 6 MONTHS ENDING DECEMBER 31, 2022

TOURISM ENHANCEMENT(UNRESTRIC)

	PER ACTUAL	YTD ENCUM	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>TOURISM ENHANCEMENT(UNRESTRIC)</u>						
MATERIALS & SERVICES:						
217-222-465-6100	15,119.40	.00	15,119.40	10,000.00	( 5,119.40)	151.2
	15,119.40	.00	15,119.40	10,000.00	( 5,119.40)	151.2
OTHER						
217-222-801-8820	.00	.00	.00	15,193.00	15,193.00	.0
	.00	.00	.00	15,193.00	15,193.00	.0
TOTAL TOURISM ENHANCEMENT(UNRES	15,119.40	.00	15,119.40	25,193.00	10,073.60	60.0
TOTAL FUND EXPENDITURES	15,402.60	.00	15,402.60	68,935.00	53,532.40	22.3
NET REVENUE OVER EXPENDITURES	( 1,666.28)	.00	( 1,666.28)	( 49,035.00)	( 47,368.72)	( 3.4)



CITY OF CANBY  
 REVENUES WITH COMPARISON TO BUDGET  
 FOR THE 6 MONTHS ENDING DECEMBER 31, 2022

CEMETERY PERPETUAL CARE FUND

	PER ACTUAL	YTD ENCUM	YTD ACTUAL	BUDGET	UNEARNED	PCNT
<u>PROGRAM REVENUES</u>						
223-000-340-0001 PERPETUAL CARE: CURRENT SALES	6,865.00	.00	6,865.00	27,000.00	20,135.00	25.4
223-000-361-0001 INTEREST REVENUES	8,329.18	.00	8,329.18	10,000.00	1,670.82	83.3
223-000-392-0201 IF LOAN PAYMENT FROM LIBRARY	.00	.00	.00	500,000.00	500,000.00	.0
<b>TOTAL PROGRAM REVENUES</b>	<b>15,194.18</b>	<b>.00</b>	<b>15,194.18</b>	<b>537,000.00</b>	<b>521,805.82</b>	<b>2.8</b>
<b>TOTAL FUND REVENUE</b>	<b>15,194.18</b>	<b>.00</b>	<b>15,194.18</b>	<b>537,000.00</b>	<b>521,805.82</b>	<b>2.8</b>

CITY OF CANBY  
 EXPENDITURES WITH COMPARISON TO BUDGET  
 FOR THE 6 MONTHS ENDING DECEMBER 31, 2022

CEMETERY PERPETUAL CARE EXPEND

	PER ACTUAL	YTD ENCUM	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>CEMETERY PERPETUAL CARE EXPEND</u>						
TRANSFERS:						
223-223-492-0201 INTERFUND LOAN TO LIBRARY	500,000.00	.00	500,000.00	500,000.00	.00	100.0
TOTAL TRANSFERS	500,000.00	.00	500,000.00	500,000.00	.00	100.0
TOTAL CEMETERY PERPETUAL CARE EX	500,000.00	.00	500,000.00	500,000.00	.00	100.0
TOTAL FUND EXPENDITURES	500,000.00	.00	500,000.00	500,000.00	.00	100.0
NET REVENUE OVER EXPENDITURES	( 484,805.82)	.00	( 484,805.82)	37,000.00	521,805.82	(1310.

CITY OF CANBY  
 REVENUES WITH COMPARISON TO BUDGET  
 FOR THE 6 MONTHS ENDING DECEMBER 31, 2022

FACILITIES FUND

	PER ACTUAL	YTD ENCUM	YTD ACTUAL	BUDGET	UNEARNED	PCNT
<u>PROGRAM REVENUES</u>						
227-000-361-0001 INTEREST REVENUES	596.60	.00	596.60	230.00	( 366.60)	259.4
TOTAL PROGRAM REVENUES	596.60	.00	596.60	230.00	( 366.60)	259.4
<u>OPERATIONAL REVENUE</u>						
227-001-340-0250 CANBY UTILITY	.00	.00	.00	500.00	500.00	.0
227-001-341-0001 INTERNAL REVENUE-FACILITIES	248,500.02	.00	248,500.02	497,000.00	248,499.98	50.0
TOTAL OPERATIONAL REVENUE	248,500.02	.00	248,500.02	497,500.00	248,999.98	50.0
TOTAL FUND REVENUE	249,096.62	.00	249,096.62	497,730.00	248,633.38	50.1

CITY OF CANBY  
EXPENDITURES WITH COMPARISON TO BUDGET  
FOR THE 6 MONTHS ENDING DECEMBER 31, 2022

FACILITIES EXPENDITURES

	PER ACTUAL	YTD ENCUM	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>FACILITIES EXPENDITURES</u>						
PERSONNEL SERVICES:						
227-227-480-1000	71,864.47	.00	71,864.47	184,730.00	112,865.53	38.9
227-227-480-1300	1,969.72	.00	1,969.72	2,000.00	30.28	98.5
227-227-480-2100	15,721.36	.00	15,721.36	40,902.00	25,180.64	38.4
227-227-480-2200	6,949.39	.00	6,949.39	27,859.00	20,909.61	24.9
227-227-480-2300	16,374.42	.00	16,374.42	40,334.00	23,959.58	40.6
227-227-480-2911	800.00	.00	800.00	1,200.00	400.00	66.7
TOTAL PERSONNEL SERVICES	113,679.36	.00	113,679.36	297,025.00	183,345.64	38.3
MATERIALS & SERVICES:						
227-227-480-3200	12,470.91	20,716.69	12,470.91	28,000.00	( 5,187.60)	118.5
227-227-480-4200	7,348.23	.00	7,348.23	18,000.00	10,651.77	40.8
227-227-480-4300	22,553.70	.00	22,553.70	40,000.00	17,446.30	56.4
227-227-480-4450	93.49	72.61	93.49	180.00	13.90	92.3
227-227-480-5800	.00	.00	.00	2,000.00	2,000.00	.0
227-227-480-5901	3,673.02	.00	3,673.02	7,346.00	3,672.98	50.0
227-227-480-6100	854.68	.00	854.68	6,000.00	5,145.32	14.2
227-227-480-6200	24,424.57	.00	24,424.57	75,000.00	50,575.43	32.6
TOTAL MATERIALS & SERVICES	71,418.60	20,789.30	71,418.60	176,526.00	84,318.10	52.2
OTHER						
227-227-801-8801	.00	.00	.00	23,678.00	23,678.00	.0
TOTAL OTHER	.00	.00	.00	23,678.00	23,678.00	.0
TOTAL FACILITIES EXPENDITURES	185,097.96	20,789.30	185,097.96	497,229.00	291,341.74	41.4
TOTAL FUND EXPENDITURES	185,097.96	20,789.30	185,097.96	497,229.00	291,341.74	41.4
NET REVENUE OVER EXPENDITURES	63,998.66	( 20,789.30)	63,998.66	501.00	( 42,708.36)	8624.6

CITY OF CANBY  
 REVENUES WITH COMPARISON TO BUDGET  
 FOR THE 6 MONTHS ENDING DECEMBER 31, 2022

FORFEITURE FUND

	PER ACTUAL	YTD ENCUM	YTD ACTUAL	BUDGET	UNEARNED	PCNT
<u>PROGRAM REVENUES</u>						
229-000-360-0100 FORFEITURE FUNDS-FEDERAL	.00	.00	.00	5,000.00	5,000.00	.0
229-000-360-0200 FORFEITURE FUNDS-CIVIL	.00	.00	.00	5,000.00	5,000.00	.0
229-000-361-0001 INTEREST EARNED-FEDERAL	20.48	.00	20.48	125.00	104.52	16.4
229-000-361-0010 INTEREST EARNED-CIVIL	136.88	.00	136.88	50.00	( 86.88)	273.8
<b>TOTAL PROGRAM REVENUES</b>	<b>157.36</b>	<b>.00</b>	<b>157.36</b>	<b>10,175.00</b>	<b>10,017.64</b>	<b>1.6</b>
<b>TOTAL FUND REVENUE</b>	<b>157.36</b>	<b>.00</b>	<b>157.36</b>	<b>10,175.00</b>	<b>10,017.64</b>	<b>1.6</b>

CITY OF CANBY  
EXPENDITURES WITH COMPARISON TO BUDGET  
FOR THE 6 MONTHS ENDING DECEMBER 31, 2022

FORFEITURE EXPENDITURES

	PER ACTUAL	YTD ENCUM	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>FORFEITURE EXPENDITURES</u>						
MATERIALS & SERVICES:						
229-229-421-6100	SUPPLIES & SERVICES-FEDERAL	.00	.00	.00	5,000.00	5,000.00 .0
229-229-421-6110	SUPPLIES & SERVICE-CIVIL	.00	.00	.00	5,185.00	5,185.00 .0
TOTAL MATERIALS & SERVICES		.00	.00	.00	10,185.00	10,185.00 .0
OTHER						
229-229-801-8805	RESERVE FOR FUTURE EXP-FEDERAL	.00	.00	.00	1,013.00	1,013.00 .0
229-229-801-8806	RESERVE FOR FUTURE EXP-CIVIL	.00	.00	.00	4,421.00	4,421.00 .0
TOTAL OTHER		.00	.00	.00	5,434.00	5,434.00 .0
TOTAL FORFEITURE EXPENDITURES		.00	.00	.00	15,619.00	15,619.00 .0
TOTAL FUND EXPENDITURES		.00	.00	.00	15,619.00	15,619.00 .0
NET REVENUE OVER EXPENDITURES		157.36	.00	157.36	( 5,444.00)	( 5,601.36) 2.9

CITY OF CANBY  
REVENUES WITH COMPARISON TO BUDGET  
FOR THE 6 MONTHS ENDING DECEMBER 31, 2022

IT FUND

	PER ACTUAL	YTD ENCUM	YTD ACTUAL	BUDGET	UNEARNED	PCNT
<u>PROGRAM REVENUES</u>						
231-000-360-0001 MISCELLANEOUS-INCOME	1,648.00	.00	1,648.00	.00	( 1,648.00)	.0
231-000-361-0001 INTEREST REVENUES	1,051.31	.00	1,051.31	250.00	( 801.31)	420.5
TOTAL PROGRAM REVENUES	2,699.31	.00	2,699.31	250.00	( 2,449.31)	1079.7
<u>OPERATIONAL REVENUE</u>						
231-001-341-0001 INTERNAL REVENUE-TECH SERVICES	374,000.04	.00	374,000.04	748,000.00	373,999.96	50.0
TOTAL OPERATIONAL REVENUE	374,000.04	.00	374,000.04	748,000.00	373,999.96	50.0
TOTAL FUND REVENUE	376,699.35	.00	376,699.35	748,250.00	371,550.65	50.3

CITY OF CANBY  
EXPENDITURES WITH COMPARISON TO BUDGET  
FOR THE 6 MONTHS ENDING DECEMBER 31, 2022

TECH SERVICE EXPENDITURES

	PER ACTUAL	YTD ENCUM	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>TECH SERVICE EXPENDITURES</u>						
PERSONNEL SERVICES:						
231-231-457-1000	REGULAR SALARIES AND WAGES	100,401.10	.00	100,401.10	227,767.00	127,365.90 44.1
231-231-457-2100	INSURANCE BENEFITS	20,522.59	.00	20,522.59	66,447.00	45,924.41 30.9
231-231-457-2200	TAXES/OTHER	8,851.56	.00	8,851.56	19,236.00	10,384.44 46.0
231-231-457-2300	PERS CONTRIBUTIONS	13,474.99	.00	13,474.99	52,155.00	38,680.01 25.8
	TOTAL PERSONNEL SERVICES	143,250.24	.00	143,250.24	365,605.00	222,354.76 39.2
MATERIALS & SERVICES:						
231-231-457-3410	TECHNICAL CONSULTANT	3,000.00	600.00	3,000.00	82,200.00	78,600.00 4.4
231-231-457-4450	COPIER LEASE & MAINT	450.57	308.34	450.57	1,000.00	241.09 75.9
231-231-457-5300	COMMUNICATIONS	37,829.45	.00	37,829.45	63,197.00	25,367.55 59.9
231-231-457-5320	WEB PAGE	.00	.00	.00	12,000.00	12,000.00 .0
231-231-457-5800	TRAVEL & TRAINING	4,244.82	.00	4,244.82	6,000.00	1,755.18 70.8
231-231-457-5820	FEES & DUES	31,028.23	.00	31,028.23	61,697.00	30,668.77 50.3
231-231-457-5902	INTERNAL CHARGE-FACILITIES	2,056.74	.00	2,056.74	4,113.00	2,056.26 50.0
231-231-457-6100	SUPPLIES & SERVICES	5,603.23	.00	5,603.23	10,000.00	4,396.77 56.0
231-231-457-6120	COMPUTER EQUIPMENT	18,454.79	.00	18,454.79	27,825.00	9,370.21 66.3
	TOTAL MATERIALS & SERVICES	102,667.83	908.34	102,667.83	268,032.00	164,455.83 38.6
OTHER						
231-231-457-8800	CONTINGENCY	.00	.00	.00	31,682.00	31,682.00 .0
	TOTAL OTHER	.00	.00	.00	31,682.00	31,682.00 .0
	TOTAL TECH SERVICE EXPENDITURES	245,918.07	908.34	245,918.07	665,319.00	418,492.59 37.1



CITY OF CANBY  
EXPENDITURES WITH COMPARISON TO BUDGET  
FOR THE 6 MONTHS ENDING DECEMBER 31, 2022

TECH RESERVE

	PER ACTUAL	YTD ENCUM	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>TECH RESERVE</u>						
CAPITAL:						
231-232-457-7410 EQUIPMENT	36,729.85	.00	36,729.85	.00	( 36,729.85)	.0
231-232-457-7450 COMPUTER EQUIPMENT >\$5000	26,507.42	.00	26,507.42	157,000.00	130,492.58	16.9
TOTAL CAPITAL	63,237.27	.00	63,237.27	157,000.00	93,762.73	40.3
TOTAL TECH RESERVE	63,237.27	.00	63,237.27	157,000.00	93,762.73	40.3
TOTAL FUND EXPENDITURES	309,155.34	908.34	309,155.34	822,319.00	512,255.32	37.7
NET REVENUE OVER EXPENDITURES	67,544.01	( 908.34)	67,544.01	( 74,069.00)	( 140,704.67)	90.0

CITY OF CANBY  
REVENUES WITH COMPARISON TO BUDGET  
FOR THE 6 MONTHS ENDING DECEMBER 31, 2022

TRANSIT FUND

	PER ACTUAL	YTD ENCUM	YTD ACTUAL	BUDGET	UNEARNED	PCNT
<u>PROGRAM REVENUES</u>						
240-000-334-0100	GRANT - STF/STO	63,750.00	.00	63,750.00	130,000.00	66,250.00 49.0
240-000-334-0111	GRANT - 5311	253,076.00	.00	253,076.00	418,582.00	165,506.00 60.5
240-000-334-0122	GRANT - CAPITAL	129,202.00	.00	129,202.00	.00 ( 129,202.00)	.0
240-000-334-0124	GRANT - OPERATING	.00	.00	.00	88,000.00	88,000.00 .0
240-000-334-0126	STIF FORMULA FUNDS	280,236.37	.00	280,236.37	335,128.00	54,891.63 83.6
240-000-340-0010	TRANSIT ER PAYROLL TAX	685,608.03	.00	685,608.03	1,917,000.00	1,231,391.97 35.8
240-000-340-0020	PAYROLL TAX PENALTIES & INT	3,829.55	.00	3,829.55	8,000.00	4,170.45 47.9
240-000-340-0070	FARES	24,526.34	.00	24,526.34	30,000.00	5,473.66 81.8
240-000-360-0001	MISCELLANEOUS-INCOME	8,666.57	.00	8,666.57	2,000.00 ( 6,666.57)	433.3
240-000-361-0001	INTEREST REVENUES	25,051.64	.00	25,051.64	7,826.00 ( 17,225.64)	320.1
240-000-361-0002	STIF INTEREST	2,526.28	.00	2,526.28	1,485.00 ( 1,041.28)	170.1
240-000-364-0001	DONATIONS-TRANSIT	50.00	.00	50.00	.00 ( 50.00)	.0
TOTAL PROGRAM REVENUES		1,476,522.78	.00	1,476,522.78	2,938,021.00	1,461,498.22 50.3
TOTAL FUND REVENUE		1,476,522.78	.00	1,476,522.78	2,938,021.00	1,461,498.22 50.3

CITY OF CANBY  
EXPENDITURES WITH COMPARISON TO BUDGET  
FOR THE 6 MONTHS ENDING DECEMBER 31, 2022

TRANSIT EXPENDITURES

	PER ACTUAL	YTD ENCUM	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>TRANSIT EXPENDITURES</u>						
PERSONNEL SERVICES:						
240-240-466-1000	REGULAR SALARIES AND WAGES	106,299.13	.00	106,299.13	229,419.00	123,119.87 46.3
240-240-466-1300	OVERTIME	3,092.31	.00	3,092.31	1,500.00	( 1,592.31) 206.2
240-240-466-2100	INSURANCE BENEFITS	17,888.49	.00	17,888.49	41,216.00	23,327.51 43.4
240-240-466-2200	TAXES/OTHER	9,703.22	.00	9,703.22	19,490.00	9,786.78 49.8
240-240-466-2300	PERS CONTRIBUTIONS	23,804.05	.00	23,804.05	52,587.00	28,782.95 45.3
	TOTAL PERSONNEL SERVICES	160,787.20	.00	160,787.20	344,212.00	183,424.80 46.7
MATERIALS & SERVICES:						
240-240-466-3200	PROF/TECH SERVICES	.00	.00	.00	100,000.00	100,000.00 .0
240-240-466-3300	CONTRACT SERVICES	642,852.74	1,048,894.52	642,852.74	1,639,540.00	( 52,207.26) 103.2
240-240-466-4330	TRANSIT FACILITIES MAINTENANCE	6,780.10	200.00	6,780.10	13,800.00	6,819.90 50.6
240-240-466-4332	SPACE LEASE	21,633.00	21,633.00	21,633.00	58,982.00	15,716.00 73.4
240-240-466-4342	VEHICLE MAINTENANCE	63.77	.00	63.77	1,500.00	1,436.23 4.3
240-240-466-4450	COPIER LEASE & MAINT	2,711.82	1,961.75	2,711.82	6,000.00	1,326.43 77.9
240-240-466-5202	INSURANCE DEDUCTIBLE	( 100.00)	.00	( 100.00)	.00	100.00 .0
240-240-466-5300	COMMUNICATIONS	2,716.63	2,880.00	2,716.63	20,628.00	15,031.37 27.1
240-240-466-5400	MARKETING	2,713.10	.00	2,713.10	12,260.00	9,546.90 22.1
240-240-466-5500	PRINTING	139.76	.00	139.76	6,200.00	6,060.24 2.3
240-240-466-5800	TRAVEL & TRAINING	.00	.00	.00	5,500.00	5,500.00 .0
240-240-466-5820	MEMBERSHIP DUES & FEES	2,322.07	.00	2,322.07	12,262.00	9,939.93 18.9
240-240-466-5901	INTERNAL CHARGE-FLEET	184,577.52	.00	184,577.52	369,155.00	184,577.48 50.0
240-240-466-5902	INTERNAL CHARGE-FACILITIES	4,570.50	.00	4,570.50	9,141.00	4,570.50 50.0
240-240-466-5903	INTERNAL CHARGE-TECH SERVICES	25,092.66	.00	25,092.66	50,185.00	25,092.34 50.0
240-240-466-6100	SUPPLIES & SERVICES	3,416.56	.00	3,416.56	14,500.00	11,083.44 23.6
240-240-466-6105	TAX COLLECTION SERVICES & SUPP	1,477.14	.00	1,477.14	3,200.00	1,722.86 46.2
	TOTAL MATERIALS & SERVICES	900,967.37	1,075,569.27	900,967.37	2,322,853.00	346,316.36 85.1
OTHER						
240-240-801-8801	CONTINGENCY	.00	.00	.00	100,000.00	100,000.00 .0
240-240-801-8805	RESERVE FOR FUTURE EXPENDITURE	.00	.00	.00	1,344,412.00	1,344,412.00 .0
	TOTAL OTHER	.00	.00	.00	1,444,412.00	1,444,412.00 .0
CAPITAL:						
240-240-466-7300	TRANSIT PROJECTS	37,570.00	82,218.00	37,570.00	130,000.00	10,212.00 92.1
240-240-466-7420	VEHICLES	377,455.92	.00	377,455.92	90,000.00	( 287,455.92) 419.4
240-240-466-7430	BUS SHELTERS	.00	.00	.00	375,000.00	375,000.00 .0
240-240-466-7431	NEW TRANSIT OFFICE	.00	6,793.50	.00	1,500,000.00	1,493,206.50 .5
	TOTAL CAPITAL	415,025.92	89,011.50	415,025.92	2,095,000.00	1,590,962.58 24.1
TRANSFERS:						
240-240-491-0110	O/H TO GENERAL FUND	131,018.10	.00	131,018.10	262,036.00	131,017.90 50.0
	TOTAL TRANSFERS	131,018.10	.00	131,018.10	262,036.00	131,017.90 50.0
	TOTAL TRANSIT EXPENDITURES	1,607,798.59	1,164,580.77	1,607,798.59	6,468,513.00	3,696,133.64 42.9

CITY OF CANBY  
 EXPENDITURES WITH COMPARISON TO BUDGET  
 FOR THE 6 MONTHS ENDING DECEMBER 31, 2022

{SEGTITLE[D DEPARTMENT]}

	<u>PER ACTUAL</u>	<u>YTD ENCUM</u>	<u>YTD ACTUAL</u>	<u>BUDGET</u>	<u>UNEXPENDED</u>	<u>PCNT</u>
TOTAL FUND EXPENDITURES	1,607,798.59	1,164,580.77	1,607,798.59	6,468,513.00	3,696,133.64	42.9
NET REVENUE OVER EXPENDITURES	<u>( 131,275.81)</u>	<u>( 1,164,580.77)</u>	<u>( 131,275.81)</u>	<u>( 3,530,492.00)</u>	<u>( 2,234,635.42)</u>	<u>( 36.7)</u>

CITY OF CANBY  
REVENUES WITH COMPARISON TO BUDGET  
FOR THE 6 MONTHS ENDING DECEMBER 31, 2022

SWIM CENTER LEVY

	PER ACTUAL	YTD ENCUM	YTD ACTUAL	BUDGET	UNEARNED	PCNT
<u>PROGRAM REVENUE</u>						
275-000-311-0030	PROPERTY TAX LEVY	926,754.64	.00	926,754.64	952,000.00	25,245.36 97.4
275-000-311-0040	PROPERTY TAX - PRIOR	6,082.56	.00	6,082.56	8,000.00	1,917.44 76.0
275-000-340-0001	POOL REVENUE	45,573.64	.00	45,573.64	175,000.00	129,426.36 26.0
275-000-361-0001	INTEREST REVENUES	17,534.37	.00	17,534.37	8,500.00	( 9,034.37) 206.3
	TOTAL PROGRAM REVENUE	995,945.21	.00	995,945.21	1,143,500.00	147,554.79 87.1
	TOTAL FUND REVENUE	995,945.21	.00	995,945.21	1,143,500.00	147,554.79 87.1

CITY OF CANBY  
EXPENDITURES WITH COMPARISON TO BUDGET  
FOR THE 6 MONTHS ENDING DECEMBER 31, 2022

SWIM CENTER EXPENDITURES

	PER ACTUAL	YTD ENCUM	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>SWIM CENTER EXPENDITURES</u>						
PERSONNEL SERVICES:						
275-275-455-1000	196,781.49	.00	196,781.49	433,175.00	236,393.51	45.4
275-275-455-1300	3,122.57	.00	3,122.57	10,000.00	6,877.43	31.2
275-275-455-2100	31,182.07	.00	31,182.07	88,538.00	57,355.93	35.2
275-275-455-2200	19,712.76	.00	19,712.76	51,911.00	32,198.24	38.0
275-275-455-2300	33,749.17	.00	33,749.17	70,506.00	36,756.83	47.9
TOTAL PERSONNEL SERVICES	284,548.06	.00	284,548.06	654,130.00	369,581.94	43.5
MATERIALS & SERVICES:						
275-275-455-4300	7,819.69	18,793.70	7,819.69	51,000.00	24,386.61	52.2
275-275-455-4410	7,000.02	7,000.42	7,000.02	14,000.00	( .44)	100.0
275-275-455-4450	.00	.00	.00	350.00	350.00	.0
275-275-455-5400	520.00	.00	520.00	5,000.00	4,480.00	10.4
275-275-455-5800	540.58	.00	540.58	6,000.00	5,459.42	9.0
275-275-455-5903	8,733.36	.00	8,733.36	17,467.00	8,733.64	50.0
275-275-455-6100	3,620.03	.00	3,620.03	23,000.00	19,379.97	15.7
275-275-455-6101	2,355.21	.00	2,355.21	6,500.00	4,144.79	36.2
275-275-455-6102	( 2.00)	.00	( 2.00)	.00	2.00	.0
275-275-455-6110	4,794.72	.00	4,794.72	14,000.00	9,205.28	34.3
275-275-455-6120	1,795.75	.00	1,795.75	6,000.00	4,204.25	29.9
275-275-455-6130	1,021.22	.00	1,021.22	3,000.00	1,978.78	34.0
275-275-455-6200	12,590.03	.00	12,590.03	19,000.00	6,409.97	66.3
275-275-455-6210	2,042.95	.00	2,042.95	4,000.00	1,957.05	51.1
275-275-455-6220	5,094.24	.00	5,094.24	12,000.00	6,905.76	42.5
TOTAL MATERIALS & SERVICES	57,925.80	25,794.12	57,925.80	181,317.00	97,597.08	46.2
OTHER						
275-275-801-8801	.00	.00	.00	41,772.00	41,772.00	.0
275-275-801-8805	.00	.00	.00	112,743.00	112,743.00	.0
TOTAL OTHER	.00	.00	.00	154,515.00	154,515.00	.0
CAPITAL:						
275-275-455-7200	18,614.00	16,887.00	18,614.00	1,500,000.00	1,464,499.00	2.4
TOTAL CAPITAL	18,614.00	16,887.00	18,614.00	1,500,000.00	1,464,499.00	2.4
TRANSFERS:						
275-275-491-0110	101,451.96	.00	101,451.96	202,904.00	101,452.04	50.0
TOTAL TRANSFERS	101,451.96	.00	101,451.96	202,904.00	101,452.04	50.0
TOTAL SWIM CENTER EXPENDITURES	462,539.82	42,681.12	462,539.82	2,692,866.00	2,187,645.06	18.8
TOTAL FUND EXPENDITURES	462,539.82	42,681.12	462,539.82	2,692,866.00	2,187,645.06	18.8

CITY OF CANBY  
 EXPENDITURES WITH COMPARISON TO BUDGET  
 FOR THE 6 MONTHS ENDING DECEMBER 31, 2022

{SEGTITLE[D DEPARTMENT]}

	PER ACTUAL	YTD ENCUM	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
NET REVENUE OVER EXPENDITURES	533,405.39	( 42,681.12)	533,405.39	( 1,549,366.00)	( 2,040,090.27)	31.7

CITY OF CANBY  
 REVENUES WITH COMPARISON TO BUDGET  
 FOR THE 6 MONTHS ENDING DECEMBER 31, 2022

URBAN RENEWAL GENERAL FUND

	PER ACTUAL	YTD ENCUM	YTD ACTUAL	BUDGET	UNEARNED	PCNT
<u>URD PROGRAM REVENUE</u>						
280-000-360-0001 MISCELLANEOUS-INCOME	.00	.00	.00	500.00	500.00	.0
280-000-361-0001 INTEREST REVENUE	360.65	.00	360.65	1,480.00	1,119.35	24.4
280-000-391-0283 OP TRANSFER IN FROM UR DEBT	405,200.19	.00	405,200.19	1,683,320.00	1,278,119.81	24.1
<b>TOTAL URD PROGRAM REVENUE</b>	<b>405,560.84</b>	<b>.00</b>	<b>405,560.84</b>	<b>1,685,300.00</b>	<b>1,279,739.16</b>	<b>24.1</b>
<b>TOTAL FUND REVENUE</b>	<b>405,560.84</b>	<b>.00</b>	<b>405,560.84</b>	<b>1,685,300.00</b>	<b>1,279,739.16</b>	<b>24.1</b>



CITY OF CANBY  
EXPENDITURES WITH COMPARISON TO BUDGET  
FOR THE 6 MONTHS ENDING DECEMBER 31, 2022

URD EXPENDITURES

	PER ACTUAL	YTD ENCUM	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>URD EXPENDITURES</u>						
MATERIALS & SERVICES:						
280-280-463-3250	4,644.88	1,080.32	4,644.88	22,300.00	16,574.80	25.7
280-280-463-3270	197,568.07	.00	197,568.07	425,000.00	227,431.93	46.5
280-280-463-6372	.00	.00	.00	25,000.00	25,000.00	.0
280-280-463-6373	29,000.00	.00	29,000.00	75,000.00	46,000.00	38.7
TOTAL MATERIALS & SERVICES	231,212.95	1,080.32	231,212.95	547,300.00	315,006.73	42.4
CAPITAL:						
280-280-463-7506	11,890.49	14,289.81	11,890.49	238,000.00	211,819.70	11.0
280-280-463-7612	18,742.50	.00	18,742.50	425,000.00	406,257.50	4.4
280-280-463-7613	61,348.52	4,333.75	61,348.52	.00	( 65,682.27)	.0
280-280-463-7615	.00	.00	.00	50,000.00	50,000.00	.0
280-280-463-7616	33,142.65	322,624.00	33,142.65	425,000.00	69,233.35	83.7
TOTAL CAPITAL	125,124.16	341,247.56	125,124.16	1,138,000.00	671,628.28	41.0
TOTAL URD EXPENDITURES	356,337.11	342,327.88	356,337.11	1,685,300.00	986,635.01	41.5
TOTAL FUND EXPENDITURES	356,337.11	342,327.88	356,337.11	1,685,300.00	986,635.01	41.5
NET REVENUE OVER EXPENDITURES	49,223.73	( 342,327.88)	49,223.73	.00	293,104.15	.0

CITY OF CANBY  
 REVENUES WITH COMPARISON TO BUDGET  
 FOR THE 6 MONTHS ENDING DECEMBER 31, 2022

URBAN RENEWAL DEBT SVC. FUND

	PER ACTUAL	YTD ENCUM	YTD ACTUAL	BUDGET	UNEARNED	PCNT
<u>URD DEBT SERVICE REVENUE</u>						
283-000-311-0100 TAX INCREMENT	4,280,969.36	.00	4,280,969.36	4,474,598.00	193,628.64	95.7
283-000-311-0200 TAX INCREMENT - PRIOR	28,678.61	.00	28,678.61	50,000.00	21,321.39	57.4
283-000-355-0008 LID WALNUT ST PRINC	9,793.12	.00	9,793.12	.00	( 9,793.12)	.0
283-000-361-0001 INTEREST REVENUES	34,712.95	.00	34,712.95	17,500.00	( 17,212.95)	198.4
283-000-361-0008 LID WALNUT ST INT.	( 9,793.53)	.00	( 9,793.53)	.00	9,793.53	.0
<b>TOTAL URD DEBT SERVICE REVENUE</b>	<b>4,344,360.51</b>	<b>.00</b>	<b>4,344,360.51</b>	<b>4,542,098.00</b>	<b>197,737.49</b>	<b>95.7</b>
<b>TOTAL FUND REVENUE</b>	<b>4,344,360.51</b>	<b>.00</b>	<b>4,344,360.51</b>	<b>4,542,098.00</b>	<b>197,737.49</b>	<b>95.7</b>

CITY OF CANBY  
EXPENDITURES WITH COMPARISON TO BUDGET  
FOR THE 6 MONTHS ENDING DECEMBER 31, 2022

URBAN RENEWAL DEBT EXPENDITURE

	PER ACTUAL	YTD ENCUM	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>URBAN RENEWAL DEBT EXPENDITURE</u>						
DEBT SERVICE:						
283-283-470-9763	DEBT PAY-2021 BOND PRINCIPAL	.00	.00	.00	3,655,000.00	3,655,000.00 .0
283-283-470-9778	DEBT PAY-2012 BOND INT	( 164,206.25)	.00	( 164,206.25)	.00	164,206.25 .0
283-283-470-9779	DEBT PAY-2021 BOND INT	176,894.07	.00	176,894.07	353,792.00	176,897.93 50.0
	TOTAL DEBT SERVICE	12,687.82	.00	12,687.82	4,008,792.00	3,996,104.18 .3
TRANSFERS:						
283-283-491-0280	OP TRANSFER TO UR GENERAL	405,200.19	.00	405,200.19	1,683,320.00	1,278,119.81 24.1
	TOTAL TRANSFERS	405,200.19	.00	405,200.19	1,683,320.00	1,278,119.81 24.1
	TOTAL URBAN RENEWAL DEBT EXPENDI	417,888.01	.00	417,888.01	5,692,112.00	5,274,223.99 7.3
	TOTAL FUND EXPENDITURES	417,888.01	.00	417,888.01	5,692,112.00	5,274,223.99 7.3
	NET REVENUE OVER EXPENDITURES	3,926,472.50	.00	3,926,472.50	( 1,150,014.00)	( 5,076,486.50) 341.4

CITY OF CANBY  
REVENUES WITH COMPARISON TO BUDGET  
FOR THE 6 MONTHS ENDING DECEMBER 31, 2022

SEWER COMBINED FUND

	PER ACTUAL	YTD ENCUM	YTD ACTUAL	BUDGET	UNEARNED	PCNT
<u>PROGRAM REVENUES</u>						
306-000-360-0001 MISCELLANEOUS-INCOME	23,783.38	.00	23,783.38	25,000.00	1,216.62	95.1
306-000-361-0001 INTEREST REVENUES	93,382.06	.00	93,382.06	40,500.00	( 52,882.06)	230.6
TOTAL PROGRAM REVENUES	117,165.44	.00	117,165.44	65,500.00	( 51,665.44)	178.9
<u>OPERATIONS REVENUE</u>						
306-001-340-0004 SEWER TAP FEES	8,600.00	.00	8,600.00	12,500.00	3,900.00	68.8
306-001-340-0500 UTILITY CHARGES FOR SERVICE	2,110,590.91	.00	2,110,590.91	4,585,000.00	2,474,409.09	46.0
TOTAL OPERATIONS REVENUE	2,119,190.91	.00	2,119,190.91	4,597,500.00	2,478,309.09	46.1
<u>RESERVES REVENUE</u>						
306-004-392-0210 TRANSFER FROM SDC FUND	2,730.00	.00	2,730.00	1,478,000.00	1,475,270.00	.2
TOTAL RESERVES REVENUE	2,730.00	.00	2,730.00	1,478,000.00	1,475,270.00	.2
TOTAL FUND REVENUE	2,239,086.35	.00	2,239,086.35	6,141,000.00	3,901,913.65	36.5

CITY OF CANBY  
EXPENDITURES WITH COMPARISON TO BUDGET  
FOR THE 6 MONTHS ENDING DECEMBER 31, 2022

SEWER/WWTP EXPENDITURES

	PER ACTUAL	YTD ENCUM	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>SEWER/WWTP EXPENDITURES</u>						
PERSONNEL SERVICES:						
306-306-432-1000	REGULAR SALARIES AND WAGES	340,933.75	.00	340,933.75	580,987.00	240,053.25 58.7
306-306-432-1300	OVERTIME	1,111.99	.00	1,111.99	40,000.00	38,888.01 2.8
306-306-432-2100	INSURANCE BENEFITS	60,233.65	.00	60,233.65	113,849.00	53,615.35 52.9
306-306-432-2200	TAXES/OTHER	30,213.27	.00	30,213.27	72,812.00	42,598.73 41.5
306-306-432-2300	PERS CONTRIBUTIONS	76,744.05	.00	76,744.05	144,325.00	67,580.95 53.2
306-306-432-2911	CLOTHING ALLOWANCE	2,000.00	.00	2,000.00	3,200.00	1,200.00 62.5
	TOTAL PERSONNEL SERVICES	511,236.71	.00	511,236.71	955,173.00	443,936.29 53.5
MATERIALS & SERVICES:						
306-306-432-3112	PROFESSIONAL SERVICES	.00	18,000.00	.00	15,000.00 ( 3,000.00)	120.0
306-306-432-4210	DISPOSAL SERVICES	63,386.44	93,356.64	63,386.44	152,000.00 ( 4,743.08)	103.1
306-306-432-4360	MAINTENANCE OPERATIONS	12,914.70	.00	12,914.70	42,000.00	29,085.30 30.8
306-306-432-4365	PUMP AND MOTOR REPAIR	8,988.19	.00	8,988.19	20,000.00	11,011.81 44.9
306-306-432-4370	GROUNDS MAINT	500.24	.00	500.24	1,600.00	1,099.76 31.3
306-306-432-4450	COPIER LEASE & MAINT	75.38	58.55	75.38	600.00	466.07 22.3
306-306-432-5116	EFFLUENT TESTING	6,364.80	.00	6,364.80	31,860.00	25,495.20 20.0
306-306-432-5117	SLUDGE TESTING	589.00	.00	589.00	2,500.00	1,911.00 23.6
306-306-432-5119	PRETREATMENT TESTING	.00	.00	.00	7,500.00	7,500.00 .0
306-306-432-5300	COMMUNICATIONS	105.81	.00	105.81	1,000.00	894.19 10.6
306-306-432-5800	TRAVEL & TRAINING	1,825.50	.00	1,825.50	3,500.00	1,674.50 52.2
306-306-432-5820	MEMBERSHIP DUES & FEES	50.00	.00	50.00	3,000.00	2,950.00 1.7
306-306-432-5825	NPDES PERMIT FEES	24,924.00	.00	24,924.00	23,500.00 ( 1,424.00)	106.1
306-306-432-5901	INTERNAL CHARGE-FLEET	6,048.00	.00	6,048.00	12,096.00	6,048.00 50.0
306-306-432-5902	INTERNAL CHARGE-FACILITIES	939.24	.00	939.24	1,878.00	938.76 50.0
306-306-432-5903	INTERNAL CHARGE-TECH SERVICES	12,643.50	.00	12,643.50	25,287.00	12,643.50 50.0
306-306-432-6100	SUPPLIES & SERVICES	2,875.83	238.80	2,875.83	6,500.00	3,385.37 47.9
306-306-432-6110	SAFETY SUPPLIES	260.53	.00	260.53	1,500.00	1,239.47 17.4
306-306-432-6120	TOOLS & EQUIPMENT	.00	.00	.00	700.00	700.00 .0
306-306-432-6125	COMPUTER SUPPLIES	1,071.99	.00	1,071.99	6,500.00	5,428.01 16.5
306-306-432-6140	BLDG CLEANING SERVICE	.00	.00	.00	4,000.00	4,000.00 .0
306-306-432-6172	LAB EQUIPMENT & CHEMICALS	6,017.85	.00	6,017.85	13,000.00	6,982.15 46.3
306-306-432-6174	BULK CHEMICALS	5,584.92	.00	5,584.92	13,500.00	7,915.08 41.4
306-306-432-6175	LIME	24,143.06	.00	24,143.06	50,000.00	25,856.94 48.3
306-306-432-6176	BIOSOLIDS - POLYMER	6,050.00	.00	6,050.00	11,000.00	4,950.00 55.0
306-306-432-6200	UTILITIES	40,314.70	.00	40,314.70	98,000.00	57,685.30 41.1
	TOTAL MATERIALS & SERVICES	225,673.68	111,653.99	225,673.68	548,021.00	210,693.33 61.6
CAPITAL:						
306-306-432-7200	BUILDING	.00	.00	.00	461,000.00	461,000.00 .0
306-306-432-7410	VEHICLES & EQUIPMENT	.00	.00	.00	120,000.00	120,000.00 .0
306-306-432-7600	IMPROVEMENTS	36,799.25	38.50	36,799.25	400,000.00	363,162.25 9.2
306-306-432-7603	PRIMARY CLARIFIER/SUPPORT SYS	.00	45,818.50	.00	.00 ( 45,818.50)	.0
	TOTAL CAPITAL	36,799.25	45,857.00	36,799.25	981,000.00	898,343.75 8.4
TRANSFERS:						
306-306-491-0110	O/H TRANSFER TO GENERAL FUND	115,028.58	.00	115,028.58	230,057.00	115,028.42 50.0
	TOTAL TRANSFERS	115,028.58	.00	115,028.58	230,057.00	115,028.42 50.0

CITY OF CANBY  
 EXPENDITURES WITH COMPARISON TO BUDGET  
 FOR THE 6 MONTHS ENDING DECEMBER 31, 2022

SEWER/WWTP EXPENDITURES

	PER ACTUAL	YTD ENCUM	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
TOTAL SEWER/WWTP EXPENDITURES	888,738.22	157,510.99	888,738.22	2,714,251.00	1,668,001.79	38.6

CITY OF CANBY  
EXPENDITURES WITH COMPARISON TO BUDGET  
FOR THE 6 MONTHS ENDING DECEMBER 31, 2022

SEWER COLLECTIONS EXPENDITURES

	PER ACTUAL	YTD ENCUM	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>SEWER COLLECTIONS EXPENDITURES</u>						
PERSONNEL SERVICES:						
306-311-433-1000	REGULAR SALARIES AND WAGES	100,294.50	.00	100,294.50	246,521.00	146,226.50 40.7
306-311-433-1300	OVERTIME	1,260.09	.00	1,260.09	3,000.00	1,739.91 42.0
306-311-433-2100	INSURANCE BENEFITS	19,421.35	.00	19,421.35	66,853.00	47,431.65 29.1
306-311-433-2200	TAXES/OTHER	9,933.57	.00	9,933.57	35,481.00	25,547.43 28.0
306-311-433-2300	PERS CONTRIBUTIONS	22,283.96	.00	22,283.96	54,888.00	32,604.04 40.6
306-311-433-2911	CLOTHING ALLOWANCE	400.00	.00	400.00	800.00	400.00 50.0
	TOTAL PERSONNEL SERVICES	153,593.47	.00	153,593.47	407,543.00	253,949.53 37.7
MATERIALS & SERVICES:						
306-311-433-3112	CONSULTANT ENGINEER	3,910.00	.00	3,910.00	12,000.00	8,090.00 32.6
306-311-433-4345	LATERAL REPAIR	6,773.17	.00	6,773.17	12,000.00	5,226.83 56.4
306-311-433-4350	LIFT STATION MAINT	1,988.54	.00	1,988.54	10,000.00	8,011.46 19.9
306-311-433-4360	LIFT STATION TELEMTRY	.00	.00	.00	4,500.00	4,500.00 .0
306-311-433-4380	COLLECTION SYSTEM MAINT	1,436.68	.00	1,436.68	10,000.00	8,563.32 14.4
306-311-433-4450	COPIER LEASE & MAINT	208.79	162.17	208.79	1,800.00	1,429.04 20.6
306-311-433-5300	COMMUNICATIONS	727.93	.00	727.93	1,200.00	472.07 60.7
306-311-433-5800	TRAVEL & TRAINING	3,086.21	.00	3,086.21	4,000.00	913.79 77.2
306-311-433-5820	MEMBERSHIP DUES & FEES	.00	.00	.00	800.00	800.00 .0
306-311-433-5901	INTERNAL CHARGE-FLEET	14,997.00	.00	14,997.00	29,994.00	14,997.00 50.0
306-311-433-5902	INTERNAL CHARGE-FACILITIES	8,722.80	.00	8,722.80	17,446.00	8,723.20 50.0
306-311-433-5903	INTERNAL CHARGE-TECH SERVICES	2,254.86	.00	2,254.86	4,510.00	2,255.14 50.0
306-311-433-6100	SUPPLIES & SERVICES	2,597.42	.00	2,597.42	5,550.00	2,952.58 46.8
306-311-433-6125	SMALL TOOLS	2,998.69	.00	2,998.69	5,000.00	2,001.31 60.0
306-311-433-6180	SAFETY SUPPLIES	691.05	.00	691.05	1,200.00	508.95 57.6
306-311-433-6201	UTILITIES-LIFT STATIONS	3,942.80	.00	3,942.80	8,000.00	4,057.20 49.3
	TOTAL MATERIALS & SERVICES	54,335.94	162.17	54,335.94	128,000.00	73,501.89 42.6
CAPITAL:						
306-311-433-7410	VEHICLES & EQUIPMENT	170,205.12	120,572.95	170,205.12	194,000.00	( 96,778.07) 149.9
306-311-433-7625	S IVY PIPE UPSIZE 3RD TO 13TH	.00	363.00	.00	.00	( 363.00) .0
306-311-433-7627	SAFEWAY PUMP STATION REMOVAL	7,520.00	.00	7,520.00	950,000.00	942,480.00 .8
306-311-433-7628	GENERATOR 3RD BAKER PUMPSTATIO	.00	.00	.00	50,000.00	50,000.00 .0
306-311-433-7629	N KNOTT ST STORM	2,407.50	36,000.00	2,407.50	36,000.00	( 2,407.50) 106.7
306-311-433-7630	N MAPLE LN SEWER LINE REPLACE	6,160.00	146,500.00	6,160.00	152,000.00	( 660.00) 100.4
306-311-433-7631	N NW 10TH & BIRCH SEWER EXT	660.00	33,000.00	660.00	33,000.00	( 660.00) 102.0
	TOTAL CAPITAL	186,952.62	336,435.95	186,952.62	1,415,000.00	891,611.43 37.0
TRANSFERS:						
306-311-491-0110	O/H TRANSFER TO GENERAL FUND	42,882.54	.00	42,882.54	85,765.00	42,882.46 50.0
	TOTAL TRANSFERS	42,882.54	.00	42,882.54	85,765.00	42,882.46 50.0
	TOTAL SEWER COLLECTIONS EXPENDIT	437,764.57	336,598.12	437,764.57	2,036,308.00	1,261,945.31 38.0

CITY OF CANBY  
EXPENDITURES WITH COMPARISON TO BUDGET  
FOR THE 6 MONTHS ENDING DECEMBER 31, 2022

STORMWATER EXPENDITURES

	PER ACTUAL	YTD ENCUM	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>STORMWATER EXPENDITURES</u>						
PERSONNEL SERVICES:						
306-312-431-1000	REGULAR SALARIES AND WAGES	47,983.19	.00	47,983.19	158,185.00	110,201.81 30.3
306-312-431-1300	OVERTIME	20.91	.00	20.91	500.00	479.09 4.2
306-312-431-2100	INSURANCE BENEFITS	10,148.21	.00	10,148.21	39,679.00	29,530.79 25.6
306-312-431-2200	TAXES/OTHER	4,516.32	.00	4,516.32	20,312.00	15,795.68 22.2
306-312-431-2300	PERS CONTRIBUTIONS	10,008.62	.00	10,008.62	36,683.00	26,674.38 27.3
306-312-431-2911	CLOTHING ALLOWANCE	.00	.00	.00	400.00	400.00 .0
	TOTAL PERSONNEL SERVICES	72,677.25	.00	72,677.25	255,759.00	183,081.75 28.4
MATERIALS & SERVICES:						
306-312-431-3112	CONSULTANT ENGINEER	4,219.90	.00	4,219.90	10,000.00	5,780.10 42.2
306-312-431-4345	CATCH BASIN REPAIR	.00	.00	.00	8,000.00	8,000.00 .0
306-312-431-4362	STORM SYSTEM MAINTENANCE	119.00	.00	119.00	25,500.00	25,381.00 .5
306-312-431-4450	COPIER LEASE & MAINT	137.96	107.15	137.96	240.00	( 5.11) 102.1
306-312-431-5300	COMMUNICATIONS	481.34	.00	481.34	1,000.00	518.66 48.1
306-312-431-5800	TRAVEL & TRAINING	173.74	.00	173.74	2,000.00	1,826.26 8.7
306-312-431-5820	MEMBERSHIP DUES & FEES	.00	.00	.00	1,000.00	1,000.00 .0
306-312-431-5902	INTERNAL CHARGE-FACILITIES	8,722.80	.00	8,722.80	17,446.00	8,723.20 50.0
306-312-431-6100	SUPPLIES & SERVICES	1,680.65	.00	1,680.65	5,600.00	3,919.35 30.0
306-312-431-6125	SMALL TOOLS	1,443.37	.00	1,443.37	5,000.00	3,556.63 28.9
306-312-431-6180	SAFETY SUPPLIES	16.00	.00	16.00	1,100.00	1,084.00 1.5
	TOTAL MATERIALS & SERVICES	16,994.76	107.15	16,994.76	76,886.00	59,784.09 22.2
CAPITAL:						
306-312-431-7410	EQUIPMENT >\$5K	.00	.00	.00	194,000.00	194,000.00 .0
306-312-431-7611	DRYWELLS	.00	.00	.00	80,000.00	80,000.00 .0
	TOTAL CAPITAL	.00	.00	.00	274,000.00	274,000.00 .0
TRANSFERS:						
306-312-491-0110	O/H TRANSFER TO GENERAL FUND	25,336.62	.00	25,336.62	50,673.00	25,336.38 50.0
	TOTAL TRANSFERS	25,336.62	.00	25,336.62	50,673.00	25,336.38 50.0
	TOTAL STORMWATER EXPENDITURES	115,008.63	107.15	115,008.63	657,318.00	542,202.22 17.5



CITY OF CANBY  
EXPENDITURES WITH COMPARISON TO BUDGET  
FOR THE 6 MONTHS ENDING DECEMBER 31, 2022

SEWER UNALLOCATED

	PER ACTUAL	YTD ENCUM	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>SEWER UNALLOCATED</u>						
PERSONNEL SERVICES:						
306-313-470-1000	8,061.38	.00	8,061.38	18,864.00	10,802.62	42.7
306-313-470-2100	3,226.69	.00	3,226.69	4,986.00	1,759.31	64.7
306-313-470-2200	693.37	.00	693.37	1,572.00	878.63	44.1
306-313-470-2300	1,749.33	.00	1,749.33	4,154.00	2,404.67	42.1
TOTAL PERSONNEL SERVICES	13,730.77	.00	13,730.77	29,576.00	15,845.23	46.4
MATERIALS & SERVICES:						
306-313-470-3200	375.00	.00	375.00	.00	( 375.00)	.0
306-313-470-4500	24,676.38	.00	24,676.38	43,000.00	18,323.62	57.4
306-313-470-5900	147,741.37	.00	147,741.37	313,000.00	165,258.63	47.2
TOTAL MATERIALS & SERVICES	172,792.75	.00	172,792.75	356,000.00	183,207.25	48.5
OTHER						
306-313-801-8801	.00	.00	.00	200,000.00	200,000.00	.0
306-313-801-8805	.00	.00	.00	9,609,058.00	9,609,058.00	.0
TOTAL OTHER	.00	.00	.00	9,809,058.00	9,809,058.00	.0
TOTAL SEWER UNALLOCATED	186,523.52	.00	186,523.52	10,194,634.00	10,008,110.48	1.8
TOTAL FUND EXPENDITURES	1,628,034.94	494,216.26	1,628,034.94	15,602,511.00	13,480,259.80	13.6
NET REVENUE OVER EXPENDITURES	611,051.41	( 494,216.26)	611,051.41	( 9,461,511.00)	( 9,578,346.15)	1.2

## FY2023 City of Canby Budget Calendar

Due Dates	Activity
	Preliminary review of current year projections with each department head
3/2/2023	FY2023 Budget kickoff meeting
3/10/2023	New staffing (including allocation changes), due to Scott
3/10/2023	New program or capital outlay proposals, due to Scott
3/10/2023	5 yr. CIP, capital project description forms, and CPIF's due to Finance
3/16/2023	Meeting to review Capital Project budgets
3/17/2023	Department narratives due to Finance
3/24/2023	<b>FINAL FY2023</b> Projected worksheets due to Finance
3/24/2023	FY2023 Proposed worksheets with line item detail due to Finance
4/10/2023	Management team review and sign off on department budgets and narratives
4/17/2023	Budget Message Completed by City Administrator
4/17/2023	Distribute Fee Schedule worksheets for annual update
4/19/2023	Public Notice for Budget Meetings to the Herald – <a href="mailto:callsop@pamplinmedia.com">callsop@pamplinmedia.com</a> & post on City website
4/24/2023	Budget to the printers
5/10/2023	Distribute Proposed Budget to Management and Budget Committee
5/17/2023	1st Budget Committee Meeting – Thursday evening 6:00 - 9:00
5/24/2023	2nd Budget Committee Meeting – Thursday evening 6:00-9:00
5/19/2023	Fee schedule changes due to finance
5/24/2023	LB1 and UR1 and get public notice to the Herald 5 -30 days before meeting
6/1/2023	Resolution adopting the annual fee schedule to Melissa for Council agenda
6/1/2023	Resolution adopting the budget to Melissa for Council agenda
6/14/2023	Adopt Fee Schedule
6/14/2023	Public Hearing and adoption of the budget
7/14/2023	Complete LB and UB 50's for submission to the County
7/14/2023	Final Budget to the printers
7/21/2023	Adopted Budget distributed
7/25/2023	Submit GFOA Budget Award Application

Department head activities  
City Administrator activities

Finance activities  
Budget Committee

Council activities

**CANBY CITY COUNCIL  
REGULAR MEETING MINUTES  
December 7, 2022**

**PRESIDING:** Brian Hodson

**COUNCIL PRESENT:** Traci Hensley, Greg Parker, Art Marine, Sarah Spoon, and Christopher Bangs.

**COUNCIL ABSENT:** Shawn Varwig

**STAFF PRESENT:** Scott Archer, City Administrator; Joseph Lindsay, City Attorney/Assistant City Administrator; Melissa, HR Director/City Recorder; Jorge Tro, Police Chief; Jamie Stickel, Economic Development Director; Don Hardy, Planning Director; Jerry Nelzen, Public Works Director; and Brianna Addotta, Associate Planner.

**CALL TO ORDER:** Mayor Hodson called the Regular Meeting to order at 7:04 p.m. in the Council Chambers followed by opening ceremonies.

**NEW STAFF INTRODUCTION:** Scott Archer, City Administrator, introduced Parks Maintenance Worker Parker Smeltzer.

**SWEARING-IN CEREMONY:**

Jorge Tro, Police Chief, introduced Police Records Specialist Amy Strausser and Officers Justin House and Chris Davis.

Rodney Grafe, Municipal Court Judge, swore in Officers House and Davis.

**CANBY FIRE DISTRICT LIFESAVING RECOGNITION:** Matt Dale, Division Chief, recognized first responders who participated in the resuscitation of a cardiac arrest in Canby.

The Council thanked them for their service.

**SHOP LOCAL PRESENTATION:** Jamie Stickel, Economic Development Director, discussed the Shop Local Canby promotion. She shared the flyers, Shop Local punch card, and map of participating businesses.

There was discussion regarding support for the program, how the program worked, and expansion in the future.

**ELECTION PROCLAMATION:** Mayor Hodson read a proclamation certifying the results from Clackamas County Elections for the November 8, 2022 election which were as follows:

MAYOR

Brian D. Hodson – 5,242, Undervotes – 3,312, Overvotes – 0, and Write-In – 327

CITY COUNCIL

Brad Clark – 1,097, James X. Davis – 4,581, Craig Lewelling – 2,106, Herman Maldonado – 2,907, Art Marine – 2,528, Greg Parker – 2,819, Shawn Varwig – 3,274, Undervotes – 7,199, Overvotes – 8, and Write-in – 0

The three candidates who received the highest number of votes would serve four-year terms.

**CITIZEN INPUT & COMMUNITY ANNOUNCEMENTS:** None

**CONSENT AGENDA: \*\*Council President Hensley moved to approve the minutes of the March 9, 2022 Special Called Goal Setting City Council Meeting. Motion was seconded by Councilor Spoon and passed 5-0.**

**PUBLIC HEARINGS:** Noise Variance Request from NW Natural located at S Elm Street and 99E. The variance is for December 8-31, 2022, from 9:00pm – 5:00am – Mayor Hodson opened the public hearing and read the hearing statement.

Jay Davis attended via zoom to represent NW Natural and Kyle Sutton attended in-person and represented Loy Clark Construction. The request for the noise variance was to do night work across 99E. They were working with the City and Fire Department to take care of any remaining issues and hoped that they would not need the variance. It would be Plan B if they had to dig across 99E instead of drill across.

There were no public comments.

Mayor Hodson closed the public hearing.

**\*\*Councilor Spoon moved to approve the noise variance request for NW Natural. Motion was seconded by Council President Hensley and passed 5-0.**

Annexation and Zone Change Application located at 1885 N. Redwood Street – Mayor Hodson opened the public hearing and read the hearing statement.

CONFLICT OF INTEREST:

Councilor Spoon – No conflict, plan to participate.

Councilor Parker – No conflict, plan to participate.

Councilor Hensley – No conflict, plan to participate.

Councilor Bangs – No conflict, plan to participate.

Councilor Marine – No conflict, plan to participate.

Mayor Hodson – No conflict, plan to participate.

EX PARTE CONTACT:

Councilor Spoon – Driven by the site, drew no conclusions.

Councilor Parker – Driven by the site, drew no conclusions.

Councilor Hensley – Driven by the site, drew no conclusions.

Councilor Bangs – Driven by the site, drew no conclusions.

Councilor Marine – Driven by the site, drew no conclusions.

Mayor Hodson – None, drew no conclusions.

STAFF REPORT: Brianna Addotta, Associate Planner, presented the staff report. This was a request for annexation and zone change of a 1.061 acre parcel on N Redwood Street. She discussed the approval criteria, subject property, Comprehensive Plan land use designation and zoning district, land use and development history of the area, Transportation Planning Rule compliance, Transportation Impact Analysis, conceptual site plan, and comments received. The Planning Commission recommended approval subject to the proposed conditions.

There was discussion regarding the conditions, access to Redwood, and transportation analysis.

APPLICANT: Tom Scott, applicant, thought the application met all the criteria. This was an annexation of just over an acre of land near the Logging Road Trail and to rezone the property to R-2 which conformed with the Comprehensive Plan. It was one of the few parcels yet to be developed in the area. Public utilities and services would be available. The Traffic Impact Analysis showed that the infrastructure could handle this development along with the current developments that were happening on Territorial. The project would help meet the need for multi-family housing in the City.

PROPOSERS: None.

OPPOSERS: None.

REBUTTAL: None.

Mayor Hodson closed the public hearing.

DISCUSSION: None.

**\*\*Councilor Spoon moved to approve Ordinance 1592, AN ORDINANCE PROCLAIMING ANNEXATION INTO THE CITY OF CANBY, OREGON 1.06 ACRES OF REAL PROPERTY DESCRIBED AS LAND SITUATED SOUTHWEST 1/4 OF SECTION 27, T.3S., R.1E., W.M. (TAX MAP 31E27CB); AND AMENDING THE EXISTING COUNTY ZONING FROM RURAL RESIDENTIAL FARM FOREST 5 ACRES (RRFF5) TO CITY HIGH DENSITY RESIDENTIAL (R-2) FOR THE ENTIRE AREA; AND SETTING THE BOUNDARIES OF THE PROPERTY TO BE INCLUDED WITHIN THE CANBY CITY LIMITS to come up for second reading on December 21, 2022. Motion was seconded by Councilor Marine and passed 5-0 on first reading.**

#### **ORDINANCES & RESOLUTION:**

Ordinance 1589 – Chief Tro explained the financial savings if this ordinance went into effect before the first of the year. He asked that the ordinance be amended to declare an emergency.

Joe Lindsay, City Attorney, explained to amend the ordinance, they would have to pass the first reading again.

**\*\*Council President Hensley moved to approve Ordinance 1589, AN ORDINANCE AUTHORIZING THE CITY ADMINISTRATOR TO ENTER INTO AN AGREEMENT WITH AXON ENTERPRISES IN THE AMOUNT OF \$207,632.40 FOR THE**

**PURCHASE OF IN CAR VIDEO CAMERAS AND DECLARING AN EMERGENCY to come up for second reading on December 21, 2022. Motion was seconded by Councilor Spoon and passed 5-0 on first reading.**

Ordinance 1590 – **\*\*Councilor Spoon moved to adopt Ordinance 1590, AN ORDINANCE AUTHORIZING THE CITY ADMINISTRATOR TO ENTER INTO AN AGREEMENT WITH 3J CONSULTING FOR FISCAL YEAR 2022-2023 WORK ON THE CANBY COMPREHENSIVE PLAN AND TRANSPORTATION SYSTEM PLAN IN THE AMOUNT OF \$157,121.00. Motion was seconded by Councilor Bangs and passed 5-0 by roll-call vote.**

Ordinance 1591 – Mr. Archer acknowledged the excellent work at the Wastewater Treatment Plant. He explained the improvements to be done and how this was in the Capital Improvement Plan and already in the budget.

Jon Patrick, Treatment Plant Operator, discussed the wiring changes to the generators for emergency power supply. These were general improvements, not capacity improvements.

**\*\*Councilor Spoon moved to approve Ordinance 1591, AN ORDINANCE AUTHORIZING THE CITY ADMINISTRATOR TO EXECUTE A CONTRACT WITH LEE CONTRACTORS, LLC IN THE AMOUNT OF \$773,000.00 FOR THE 2022 WASTEWATER TREATMENT FACILITY IMPROVEMENT PROJECT to come up for second reading on December 21, 2022. Motion was seconded by Councilor Marine and passed 5-0 on first reading.**

Resolution 1378 – Mr. Archer said this was the next step to implement the updated Parks Master Plan. The CIP was a fluid document that would be revised over time.

There was discussion regarding Community Park improvements, which was a separate project.

Jerry Nelzen, Public Works Director, clarified there was no updated master plan for Maple Street Park, but the Parks and Recreation Advisory Board had suggested the improvements that were in the CIP.

There was discussion regarding use of SDCs for the projects and future input on the projects.

**\*\*Councilor Marine moved to approve Resolution 1378, A RESOLUTION TO ADOPT THE PROPOSED CITY OF CANBY PARKS CAPITAL IMPROVEMENT PLAN. Motion was seconded by Councilor Bangs and passed 5-0.**

#### **OLD BUSINESS:**

There was discussion regarding the Council vacancy appointment process and the December 21, 2022 City Council meeting.

Mayor Hodson reviewed the processes that had been done for other vacancies.

Mr. Lindsay explained how the Charter left a lot of discretion to Council in how the process could be done.

Councilor Spoon thought she could amend her resignation to ensure the vacancy existed prior to the person being sworn in. She wanted to follow the Charter to have six members on Council.

There was consensus to swear in the new Councilor with the others in January and to hold the interviews on December 21 as previously discussed and start the meeting at 6 p.m.

**MAYOR'S BUSINESS:** Mayor Hodson thanked staff for the Light the Night event. He reminded everyone to think local for holiday shopping. He thanked the businesses participating in the snowman competition. The Kiwanis Toy and Food Drive was underway. C4 met last week for a holiday gathering. The Region 1 Area Commission on Transportation reviewed the State Transportation Improvement Fund 2023-2025 Project List. They also gave an update on the Highway 217 construction and Abernethy Bridge/205 construction.

**COUNCIL COMMENTS & LIAISON REPORTS:** Councilor Spoon encouraged everyone to follow Ken and Melinda Buckles on Facebook regarding their veteran project.

**CITY ADMINISTRATOR'S BUSINESS & STAFF REPORTS:** Mr. Archer also thanked the staff involved with Light the Night. There was an updated Council Goals document at the dais for Council.

**CITIZEN INPUT:** Scott Sasse, Canby resident, suggested taking the next candidate who received the most votes in the election to fill the Council vacancy. He thought the people's voice should be heard.

Councilor Spoon noted the appointment process and election process were treated differently in the Charter.

**ACTION REVIEW:**

1. Approved the Consent Agenda.
2. Passed Ordinances 1589, 1591, and 1592 to second readings on December 21, 2022.
3. Adopted Ordinance 1590.
4. Passed Resolution 1378.

Mayor Hodson adjourned the meeting at 9:43 p.m.

Melissa Bisset  
City Recorder

Brian Hodson  
Mayor

Assisted with Preparation of Minutes - Susan Wood

**CANBY CITY COUNCIL  
REGULAR MEETING MINUTES  
December 21, 2022**

**PRESIDING:** Brian Hodson

**COUNCIL PRESENT:** Traci Hensley, Greg Parker, Art Marine (attended virtually), Sarah Spoon, Shawn Varwig, and Christopher Bangs.

**STAFF PRESENT:** Scott Archer, City Administrator; Joseph Lindsay, City Attorney/Assistant City Administrator; Maya Benham Deputy City Recorder; Jorge Tro, Police Chief; Don Hardy, Planning Director; and Brianna Addotta, Associate Planner.

**CALL TO ORDER:** Council President Hensley called the Regular Meeting to order at 6:02 p.m. in the Council Chambers followed by opening ceremonies.

Council President Hensley announced a short break and the meeting reconvened at 6:20 p.m. Mayor Hodson presided the meeting moving forward.

**INTERVIEWS FOR CITY COUNCIL VACANCY:**

Dan Ewert was a long time resident and had been on the Planning Commission three different times. He had also served on Budget Committees, Traffic Committees, Parks and Recreation Committees, Industrial Park planning committees, and was involved in youth programs. He was a veteran of the US Air Force and Oregon Air National Guard. He had owned and operated a number of businesses in Oregon, but retired in 2021. He was currently on the Planning Commission and member of Samaritan's Purse. He believed in giving back to the community. He wanted to serve on Council to make changes needed to the Comprehensive Plan and working with the county and the state. The most pressing concern was updating the Comprehensive Plan and Transportation System Plan, Industrial Park expansion, infrastructure issues due to growth, and economic growth. He explained a time when he was on the Planning Commission and they were discussing Phase 2 of the Industrial Park. A stakeholder presented information that was not correct and he called the stakeholder out on it. Later he met with the person and found it was a miscommunication. He apologized at the next meeting and was still friends with the family. He thought the Council needed to communicate better to the citizens. He suggested setting up a youth program where youth were on City committees. In the military, it was a team effort as well as his involvement with the Planning Commission, church, and Samaritan's Purse. He asked the Council what they thought were their greatest accomplishments.

Megan Fraction had lived in Canby for a couple of years. She was a property manager overseeing low income, affordable housing communities. She would like the opportunity to help shape the future of the City while maintaining the uniqueness of Canby. The most pressing concern was the rate of growth. She explained the situation of a resident dispute who called the owner and she was told to handle it. The way she was asked to handle it was unethical and she had a discussion with the owner on how it should be handled properly. Her goal on Council was to be a sounding board for the community, work collaboratively with the other Councilors, and



continue a thoughtful, balanced Council. She worked on a team currently and dealt with several housing agencies. She also volunteered as a coalition member for Revitalize Portland. She had worked with a management company to develop all of the SOPs for all of the properties which was a team effort. She asked Council what the most important issue they would want the appointed member to focus on. She discussed the problems in Portland that greatly reduced the quality of life for citizens.

Craig Lewelling discussed running his campaign for Council. He would have an open mind on Council and work for the greater good of the City. He explained how the Urban Renewal District had been created and the team effort needed on the Urban Renewal Advisory Committee, which he had been a part of. Good decisions came from debate and differing opinions. They needed to respect and listen to each other and focus on the common goals. They also needed to collect data and have it presented to Council to base decisions on. He asked about the time commitment of serving on Council and expressed gratitude for the time. He also asked what the biggest surprise was in the first three months of being on Council.

Jason Padden had lived in Canby for 17 years. He appreciated being in Canby and seeing it grow. He liked being involved in the community and was familiar with the time commitment. Some of the pressing concerns were future planning and how the planning would be funded and community engagement. He suggested reaching out to other cities that had grown and what they had done and what worked and what didn't. He explained his community service from a young age to present day. He tried to listen to what people said and understand where they were coming from and come to a place in the middle. However, some people had no interest in compromise and in those cases he took a step back and tried again later. He had concerns about the Street Maintenance Fee and wanted to help guide the City towards the future with the Transportation System Plan, Comprehensive Plan, and Code updates, and create a sidewalk program. He would step down from the Planning Commission if he was chosen.

Thomas Pierce had lived in Canby, but moved away, then moved back again after he retired. He had worked for the US Department of State as a diplomat. His career led to moving every few years, but now he was retired he wanted to serve the community and had time to commit to this. He thought the most pressing issues for Canby were balancing growth while maintaining the character and livability of the community. Managing conflict was sometimes through negotiation, sometimes compromise, and sometimes clarifying communication. He gave an example of countries coming together on an initiative, Pathways to Prosperity, and how he was tasked with negotiating a statement that all the countries involved could agree to. Time was pressing and negotiations were not going well. He solved it by talking with the parties, letting them know their concerns were important, and discussed options. Communication and listening were key. He did not have a specific goal or objective to be on Council, but had principles he would apply to the issues, such as fiscal responsibility and transparency. His job had required teamwork in every capacity. He asked what Council would tell a prospective candidate the things they needed to know.

**CITIZEN INPUT & COMMUNITY ANNOUNCEMENTS:** None

**CONSENT AGENDA: \*\*Council President Hensley moved to approve the minutes of the September 7, 2022 Regular Meeting and the September 21, 2022 Joint Work Session with**

**the Planning Commission and Regular Meeting. Motion was seconded by Councilor Varwig and passed 6-0.**

**ORDINANCES:**

Ordinance 1589 – **\*\*Councilor Bangs moved to adopt Ordinance 1589, AN ORDINANCE AUTHORIZING THE CITY ADMINISTRATOR TO ENTER INTO AN AGREEMENT WITH AXON ENTERPRISES IN THE AMOUNT OF \$207,632.40 FOR THE PURCHASE OF IN CAR VIDEO CAMERAS AND DECLARING AN EMERGENCY. Motion was seconded by Councilor Spoon and passed 6-0 by roll-call vote.**

Ordinance 1591 – **\*\*Councilor Spoon moved to adopt Ordinance 1591, AN ORDINANCE AUTHORIZING THE CITY ADMINISTRATOR TO EXECUTE A CONTRACT WITH LEE CONTRACTORS, LLC IN THE AMOUNT OF \$773,000.00 FOR THE 2022 WASTEWATER TREATMENT FACILITY IMPROVEMENT PROJECT. Motion was seconded by Council President Hensley and passed 6-0 by roll-call vote.**

Ordinance 1592 – **\*\*Council President Hensley moved to adopt Ordinance 1592, AN ORDINANCE PROCLAIMING ANNEXATION INTO THE CITY OF CANBY, OREGON 1.06 ACRES OF REAL PROPERTY DESCRIBED AS LAND SITUATED SOUTHWEST 1/4 OF SECTION 27, T.3S., R.1E., W.M. (TAX MAP 31E27CB); AND AMENDING THE EXISTING COUNTY ZONING FROM RURAL RESIDENTIAL FARM FOREST 5 ACRES (RRFF5) TO CITY HIGH DENSITY RESIDENTIAL (R-2) FOR THE ENTIRE AREA; AND SETTING THE BOUNDARIES OF THE PROPERTY TO BE INCLUDED WITHIN THE CANBY CITY LIMITS. Motion was seconded by Councilor Varwig and passed 6-0 by roll call vote.**

**NEW BUSINESS:**

Amendment to the City Administrator’s Employment Contract – Mayor Hodson said the Council did the annual performance evaluation of the City Administrator and agreed to a 5% increase in salary. There would be follow up for goal setting for the coming year.

**\*\*Council President Hensley moved to approve the amendment to the City Administrator’s Employment Contract. Motion was seconded by Councilor Spoon and passed 6-0.**

**ACCEPTANCE OF CITY COUNCILOR RESIGNATION:**

Councilor Spoon clarified her resignation date was effective at 12:00 p.m. on December 22, 2022.

There was discussion regarding the timing of filling the position and when the seat would be vacated.

**SELECTION OF CITY COUNCILOR:** Mayor Hodson said a number of emails had been received in favor of Mr. Padden and Mr. Lewelling.

**\*\*Councilor Bangs moved to appoint Jason Padden as City Councilor effective upon Councilor Spoon's resignation. Motion was seconded by Councilor Parker.**

There was discussion regarding the reasons for the selection of Mr. Padden.

**Motion passed 3-2-1 with Councilors Hensley and Varwig opposed and Councilor Spoon abstaining.**

**ACTION REVIEW:**

1. Approved the Consent Agenda.
2. Adopted Ordinances 1589, 1591, and 1592.
3. Approved the amendment to the City Administrators Employment Contract.
4. Appointed Jason Padden as City Councilor effective upon Councilor Spoon's resignation.

The meeting was adjourned at 8:16 p.m.

Melissa Bisset  
City Recorder

Brian Hodson  
Mayor

Assisted with Preparation of Minutes - Susan Wood



## CITY COUNCIL STAFF REPORT

Meeting Date: 2/1/2023

To: The Honorable Mayor Hodson & City Council

From: Scott Archer, City Administrator

Agenda Item: Ordinance No. 1593: An Ordinance authorizing the Canby City Administrator to amend the Ground Lease with Canby School District No. 86 to extend the term and create a Right of First Refusal. (*Second Reading*)

Goal: Develop a more robust Parks & Recreation Program aligned with the Parks Master Plan

Objective: Explore partnership options with the School District for property sale, exchange, or long-term lease

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### Summary

Staff recommends Council approval of the attached Ground Lease Amendment with Canby School District for the property beneath and around the Canby Swim Center ("Pool") and Canby Adult Center. Because of the total value of the lease rate over the life of the agreement, Council will be required to adopt an accompanying ordinance.

### Background

The Canby Swim Center ("Pool") and Canby Adult Center facilities are owned by the City of Canby. The City operates the Pool while the Adult Center is operated in partnership with the Friends of the Canby Adult Center, a non-profit organization. While the City owns the buildings, the property beneath and around the buildings is owned by Canby School District. The City leases the property used by the buildings via long-standing agreements with the School District over the course of several decades. The most current lease agreement was ratified in 2016. The current agreement only provides a length of term for one year at a time, with a clause for one-year renewals so long as either party does not terminate the agreement. Each of these two City facilities are well-used and highly valued by the Canby community. The existing agreement does not provide assurance of a lease beyond one year at a time, which creates challenges and uncertainty for the City. This is particularly problematic for creating long-term planning and exploring upgrades and improvements to the two aging facilities.

### Discussion

The City Council has expressed a desire for a longer-term arrangement for the property on which the City-owned Canby Swim Center and Canby Adult Center facilities are located. This desire was further supported by the adopted 2022 City Council Goals and Objectives. Last year, Council directed staff to initiate formal negotiations with the Canby School District to seek a new agreement that would support the City's desire to have longer-term certainty, particularly for the purpose of being able to make investments in the facilities. The School District's Board of Directors and Superintendent have been highly cooperative in reaching agreement on a longer-term lease. The Canby School District's Board of Directors previously approved this amendment and we are now asking for Council's approval.

The proposed amendment alters the existing 2016 Ground Lease. Key terms of the amendment include:

- Terms of the Lease are modified to agreement on a ten (10) year lease effective July 1, 2022. At the end of ten years, the lease automatically renews for two (2) successive five (5) year per periods.

- Section 2.2 of the original ground lease is modified to acknowledge that the City provides use of the pool and services to the School District consistent with the historical school uses of the facility, at no additional cost. This includes swim lesson program and Canby High School swim team use.
- Right of First Refusal for the City. Should the School District attempt to sell the property associated with the Ground Lease during the term of this agreement, the City will have the first opportunity to consider purchasing the property.
- All other terms, condition, and provisions of the underlying Ground Lease remain the same.
- The City will continue to pay the base rent amount of \$20,000 annually. This is unchanged from the current agreement, and does not change over the life of the agreement.

Because the value of the lease rate to be paid by the City over the life of the agreement, an accompanying ordinance will be needed. The total amount of lease payments will be a minimum of \$200,000 and a maximum of \$400,000, depending on whether the renewal clauses are utilized at the end of each time period (10-20 years).

**Attachments**

2016 Ground Lease

2022 Ground Lease Amendment

Ordinance No. 1593

**Fiscal Impact**

\$200,000 - \$400,000

**Options**

1. Approve Ground Lease Amendment and adopt Ordinance No. 1593.
2. Do not approve Ground Lease Amendment and do not adopt Ordinance No. 1593, leaving in place terms of the current 2016 Ground Lease.
3. Provide alternate direction to staff.

**Recommendation**

Staff recommends approval of Ground Lease Amendment and approval and adoption of accompanying Ordinance No. 1593.

**Proposed Motion**

“I move to adopt Ordinance No. 1593, An Ordinance authorizing the Canby City Administrator to amend the Ground Lease with Canby School District No. 86 to extend the term and create a Right of First Refusal.”

**ORDINANCE NO. 1593**

**AN ORDINANCE AUTHORIZING THE CANBY CITY ADMINISTRATOR TO AMEND THE GROUND LEASE WITH CANBY SCHOOL DISTRICT NO. 86 TO EXTEND THE TERM AND CREATE A RIGHT OF FIRST REFUSAL**

**WHEREAS**, the City of Canby owns its Swim Center and Adult Center buildings atop property owned by the Canby School District No. 86;

**WHEREAS**, the City of Canby and the Canby School District have an ongoing ground lease for this arrangement; and

**WHEREAS**, the City and School District both desire to amend the current ground lease to include a longer 10-year term and a right of first refusal.

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

1. The Canby City Council authorizes the City Administrator to enter into the attached amendment to the ground lease between the City of Canby and Canby School District No. 86.

**SUBMITTED** to the Canby City Council and read the first time at a regular meeting thereof on Wednesday, January 18, 2023, and ordered posted in three (3) public and conspicuous places in the City of Canby as specified in the Canby City Charter and scheduled for second reading before the City Council for final reading and action at a regular meeting thereof on Wednesday, February 1, 2023, commencing at the hour of 7:00 p.m. in the Council Meeting Chambers located at 222 NE 2<sup>nd</sup> Avenue, 1<sup>st</sup> Floor, Canby, Oregon.

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Melissa Bisset, CMC  
City Recorder

**PASSED** on the second and final reading by the Canby City Council at a regular meeting thereof on February 1, 2023, by the following vote:

YEAS \_\_\_\_\_ NAYS \_\_\_\_\_

\_\_\_\_\_  
Brian Hodson  
Mayor

ATTEST:

\_\_\_\_\_  
Melissa Bisset, CMC  
City Recorder

Exhibit "A"

**GROUND LEASE**

THIS GROUND LEASE ("Lease") is entered into this 3<sup>rd</sup> day of August 2016 by and between the following parties:

LANDLORD: Canby School District No. 86  
1130 South Ivy Street  
Canby, OR 97013

and

TENANT: City of Canby, an Oregon  
municipal corporation  
PO Box 930  
Canby, OR 97013

Landlord owns the fee title to the following property (the "Property"):

Legally described in Exhibit "A" attached hereto and incorporated herein by reference.

NOW, THEREFORE, Landlord hereby leases the Property to Tenant, and Tenant leases the Property from Landlord, on the terms and conditions set forth in this Lease:

**1. Lease of Property to Tenant; Lease Term; Possession**

1.1 **Lease of Property to Tenant.** Landlord hereby leases the Property to Tenant, and Tenant leases the Property from Landlord, for the term, at the rental, and upon all of the conditions set forth in this Lease.

1.2 **Term of Lease.** This Lease shall commence on the 1<sup>st</sup> day of August, 2016 (the "Commencement Date") for one (1) full lease year (plus the partial month, if any, in which this Lease commences), unless sooner terminated or extended as provided in this Lease.

1.3 **Option to Renew.** This Lease shall automatically renew for successive periods of one (1) year each on the following terms and conditions, unless either party wishing to terminate the Lease provides the other party notice of such intent to terminate the Lease on or before January 1<sup>st</sup>, prior to the expiration of the then existing Lease Term.

1.3.1 In the event of notification of cancellation, the Lease shall terminate thereafter on June 30<sup>th</sup> of such year;



1.3.2 Landlord may increase the amount of base rent for any renewal term by providing notice to Tenant on or before January 1st prior to the expiration of the then existing Term of Lease. Any increase in base rent shall become effective July 1<sup>st</sup> of that that year.

1.3.3 If the increase in base rent referenced above cannot be mutually agreed on by the parties hereto, the amount of increased base rent shall be fixed by three arbiters whose decision shall be binding on the parties. One arbiter shall be appointed by the Landlord, one by the Tenant, and one appointed by the other two arbiters. The fees and costs of such arbiters shall be shared equally by the parties.

1.4 **Possession.** Tenant will be entitled to possession of the Property for purposes of this Lease upon the mutual execution of this Lease.

1.5 **Property Leased "As Is".** Except as otherwise expressly set forth in this Lease, the Property is leased to Tenant in its "As Is" condition, subject to any and all patent and latent defects and faults, without reliance upon any representation by Landlord as to the condition or suitability of Property for any intended use or purpose by Tenant and without any representation or warranty by Landlord as to its compliance with applicable Legal Requirements (as defined below) or other matters, and Tenant further acknowledges that Tenant will be relying solely on its own skill, judgment and discretion in deciding whether to lease the property.

## 2. **Rental**

2.1 **Annual Base Rent.** (Initial Term). Tenant shall pay to Landlord as rent for the Property the sum of \$20,000 per year, in the form of monthly Lease payments of \$1,666.66, with the first payment due on or before July 31, 2010, and a similar payment to be made on or before the last day of each month thereafter through the entire Term of the Lease (the "rent" or sometimes referred to as the "base rent"). Rent for any partial month or partial year during the Term shall be a pro rata portion of the monthly or annual installment. Rent shall be payable in lawful money of the United States to Landlord at the address stated herein or to such other persons or at such other place as Landlord may designate in writing. Rent will commence as of the Commencement Date. The parties acknowledge that the rent payable under this Lease has been established to reflect the savings of below-market rent resulting from Landlord's and Tenant's respective exemption from taxation.

2.2 **Property Use as Rent.** Tenant agrees to offer use of pool and services to Landlord without charge, in the same manner and at a level of use equal to the average annual use of Landlord for the period beginning July 1, 2010 through June 30, 2015.

2.3 **Right to Adjust.** Tenant and Landlord mutually agree that should either party determine that the total value of Lease Payments, as determined by adding the Annual Base Ground Lease

Rents (as described in 2.1), and the value of Property Use Rent (as described in 2.2), is no longer a reliable estimate of a reasonable lease rate, Tenant and Landlord shall negotiate a revised lease rate as provided in Section 1.3 of this agreement.

2.4 **Additional Rent, No Offsets.** All payments required to be paid by Tenant under this Lease, other than base rent, will constitute additional rent. All rent (including base and additional rent) shall be received by Landlord without set-off, offset, abatement, or deduction of any kind.

2.5 **Net Lease.** The rental paid by Tenant shall be a fully net (sometimes referred to as "triple net" or "absolute net") return to Landlord, so that from and after the Commencement Date, this Lease shall yield the base rent to Landlord net of all operating costs, maintenance and repair costs, taxes, insurance charges, assessments, governmental charges, utility costs and fees, and all other expenses of whatever kind or nature pertaining to the operation of the Property. All such costs and expenses accruing after the Commencement Date shall be paid by Tenant as to the Property.

### 3. **Use of Property**

3.1 **Permitted Use.** Tenant shall use the Property primarily for the purpose of maintaining a community swimming pool thereon and for other related community recreation projects, including the Canby Adult Center, but for no other purposes. Tenant shall not cause or permit candy or other food products to be sold on the pool premises to school children during school hours; and Tenant shall not allow school aged children to smoke or loiter on the Property and will cooperate with Landlord or its agents in controlling any such activities. If Tenant proposes to change the use of the property, Tenant will not do so without first obtaining the prior consent of Landlord to such change in use, which consent may be withheld in Landlord's sole discretion.

3.2 **Parking Overflow.** Tenant may utilize the parking lot of Landlord's district office/Ackerman building when necessary to accommodate overflow parking from Tenant's use of the property after hours, on non-school days, and at other times when such use would not interfere with Landlord's school day parking needs.

3.3 **Compliance with Legal Requirements.** In connection with its use, Tenant shall keep and maintain the Property in compliance with all applicable laws, rules, regulations and ordinances of all federal, state, county, municipal and other public authorities having or claiming jurisdiction, and other recorded covenants, conditions and restrictions affecting the Property (collectively, the "Legal Requirements").

3.4 **Nondisturbance.** The rights of Tenant to the Property shall not be disturbed, cancelled, terminated or otherwise interfered with by Landlord during the Term of this Lease.

3.5 **Hazardous Substances.** Landlord represents and warrants that, as of the date of this Lease, and to the best of Landlord's knowledge, no hazardous substances have been generated, released, stored or deposited over, beneath, or on the Property from any source whatsoever by Landlord, its agents, independent contractors or invitees, other than Permitted Products (as defined below).

Tenant (as to the Property, during the Term) and Landlord (as to any adjoining property owned or operated by it, if any), have not, and shall not, allow or permit any Hazardous Substances to be generated, released, used, stored or deposited on or in the Property or adjoining property, except in the ordinary course of maintaining and operating such property and in strict compliance with applicable Environmental Laws (as defined below).

Tenant will indemnify, hold harmless, and defend Land lord, and its successors and assigns, from any and all claims, losses, damages, response costs and expenses arising out of or in any way relating to the presence of hazardous substances in, on, or beneath the Property that first occurred or accrued from and after the date of turnover of possession of the Property to Tenant, whether caused by Tenant or third parties.

The term "hazardous substances" is used in its very broadest sense, and refers to materials which because of their quantity, concentration, or physical, chemical, or infectious characteristics may cause or pose a present or potential hazard to human health or the environment when improperly handled, treated, stored, transported, disposed of, or otherwise managed. The term shall include, but is not limited to, all hazardous substances, hazardous materials and hazardous wastes listed by the U.S. Environmental Protection Agency and the state in which the Property is located under the Comprehensive Environmental Response, Compensation and Liability Act (CERCLA), the Resource Conservation and Recovery Act (RCRA), the Toxic Substances Control Act (TSCA), and the Federal Water Pollution Control Act (FWPCA), the Emergency Planning and Community Right-to-Know Act (EPCRA), the Clean Air Act (CAA) and any and all other federal, state and local statutes or ordinances applicable to the protection of human health or the environment (the "Environmental Laws"). However, the foregoing requirements and limitations will not apply to products such as landscape fertilizer, cleaning and other products and materials that are in ordinary quantities and customarily used in the cleaning, maintenance and operation of residential and commercial facilities (the "Permitted Products"), but each party will in any event cause any Permitted Products to be held or used in accordance with all applicable Environmental Laws.

#### 4. **Maintenance; Taxes; Utilities**

4.1 **Maintenance.** Tenant will be responsible for maintaining the Property in good order, condition repair, op rating condition, working order and appearance, and in accordance with all applicable Legal Requirements and Environmental Laws, including (without limitation) those requiring any structural or nonstructural alteration of the  
Ground Lease

Property (subject to any requirement of Tenant to obtain Landlord's consent herein) including, without limitation, all landscaping, buildings, driveways, parking lots, fences and signs located in the Property and all sidewalks and parkways adjacent to the Property.

4.2 **Taxes and Assessments.** Tenant shall pay (or cause to be paid) any property taxes, assessment and public charges ("taxes") on the land, and on the improvements thereon, subject to the provisions of this Lease.

4.3 **Tenant's Election to Contest.** Tenant may withhold payment of any tax or assessment on the Property if a good faith dispute exists as to the obligation to pay, so long as Landlord's property interest is not jeopardized. If the Property is subjected to a lien as a result of nonpayment, Tenant shall provide Landlord with assurances reasonably acceptable to Landlord that Tenant can and will satisfy the lien before enforcement against the Property.

4.4 **Utilities.** Tenant will be responsible for causing to be paid all charges for services and utilities incurred in connection with the use, occupancy and operation of the Property, including (without limitation) charges for electricity, gas, telephone service, water and sewer.

## 5. **Liens and Indemnification**

5.1 **Liens.** Tenant shall pay (or caused to be paid) as due all claims for work done on or for services rendered or material furnished to the Property, and shall keep the Property free from any liens which could result in foreclosure of Landlord's or Tenant's interest in the Property, except for financing by Tenant on its leasehold estate (which will bind Tenant's interest but not constitute a lien against Landlord's fee title). If Tenant fails to pay such claim or to discharge any lien Landlord may elect (in its discretion) to do so after at least ten (10) days' written notice to Tenant of Landlord's intention to do so, and in that event, Landlord may collect back from Tenant the amount so paid, as additional rent. Amounts paid by Landlord shall bear interest and be repaid by Tenant as provided in paragraph 10.4 below. Such payment by Landlord shall not constitute a waiver of any right or remedy Landlord may have because of Tenant's default.

5.2 **Indemnification.** Tenant (the "**Indemnitor**") shall indemnify the Landlord (the "**Indemnitee**") from any loss, liability, claim of liability or expense (including reasonable attorneys' fees and litigation expenses) arising out of or related to the Property or Building and arising out of or related to (i) any violation of law by the Indemnitor or its owners, agents, independent contractors, invitees, trespassers and employees (the "**Covered Persons**"), (ii) for any loss, injury or damage to Tenant or to any other person, or to its or their property, caused upon or about the Property, irrespective of the cause of such injury, damage or loss except to the extent caused by or resulting from the intentional torts of Landlord, or (iii) any negligent action or inaction of the Indemnitor or its Covered Persons. Further, Landlord shall not be liable: (i) for

any damage caused by other persons in, upon or about the Property, or caused by operations in construction of any work on the Property; or (ii) in any event for consequential damages, including lost profits of Tenant or any person claiming through or under Tenant. The provisions of this section shall survive the expiration or earlier termination of this Lease.

5.3 **Disclaimer of Landlord's Responsibilities.** Landlord shall not under any circumstances be liable to pay for any work, labor or services rendered or materials furnished to or for the account of Tenant, and no construction lien or other lien for such work, labor or services or material furnished shall attach to or affect the reversionary interest of Landlord in any building(s) or any construction, alteration, repair, or improvement erected or made by Tenant on the Property. Nothing contained in this Lease shall be deemed or construed in any way as constituting the request of consent of Landlord, either express or implied, to any contractor, subcontractor, laborer or materialman for the performance of any labor or the furnishing of any materials for any specific construction, alteration, repair or improvement to or on the Property or any part thereof, nor as giving Tenant any right, power or authority to contract for or permit the rendering of any services or the furnishing of any materials on behalf of Landlord that would give rise to the filing of any lien against Landlord's interest in the Property.

6. **Insurance; Restoration of Damage**

6.1 Liability Insurance. Tenant (as to the Property, during the Term) shall continuously maintain, at its expense, commercial general liability ("CGL") insurance with a combined single limit initially of \$2,000,000, or such greater amount approved by the parties as may from time to time customarily be furnished by tenants under comparable leases. Tenant shall name the Landlord as an additional insured, and the liability insurance will otherwise comply with paragraph 6.2 below.

6.2 **Form of Insurance.** All policies may be part of blanket coverage relating to properties owned or leased by Tenant. Tenant will deliver to Landlord certificates of such insurance coverage prior to or concurrent with Tenant's obtaining possession of the Property and thereafter, as to policy renewals, Tenant will deliver to Landlord certificates of coverage (or other confirmation of arrangements for coverage) within 15 days prior to the expiration of the term of each such policy. Tenant's insurance shall name Landlord as an additional insured. All of Tenant's insurance shall provide for thirty (30) days' written notice to Landlord prior to cancellation, non-renewal or material modification.

7. **Condemnation**

If the entire Property is condemned, or if a portion is taken which causes the remainder to be reasonably unusable for the use permitted hereunder, then this Lease shall terminate as of the date upon which possession of the Property is taken by the

condemning authority. The net condemnation proceeds shall be divided between Landlord and Tenant in proportion to the value of their respective interests in the Property immediately prior to the taking. If only a portion of the Property is taken and this Lease is not terminated, then (i) Tenant shall use the condemnation proceeds to make necessary repairs and alterations to the Property to permit Tenant to continue its operations thereon, and (ii) the remaining balance, if any, of the condemnation award attributable to the Property and Building shall be divided between Landlord and Tenant in proportion to the value of their respective interests in the Property immediately prior to the taking.

Tenant will be entitled to retain any award specifically made to Tenant for interruption of business, moving expenses, or the taking of Tenant's improvements, equipment or fixtures. Landlord will be entitled to any award specifically made to Landlord as severance damages for the effect of any taking on any adjoining property owned by Landlord that is not part of the Property under this Lease.

In the event of condemnation, rent shall be abated during the period of restoration, and shall be reduced for the remainder of the lease Term to the extent and in the same proportion as the reduction in the fair market rental value of the Property caused by the Property. Sale of all or a part of the Property to a purchaser with the power of eminent domain in the face of a threat or the probability of the exercise of the power shall be treated as a taking by condemnation.

8. **Transfers by Tenant.**

8.1 **Transfers Prohibited Without Consent.** Tenant shall not assign, pledge, hypothecate, encumber or otherwise transfer its leasehold interest and interest in the improvements on the Property without the written consent of Landlord, which consent may be withheld in Landlord's sole discretion. An unauthorized transfer under this section shall be deemed a default of this Lease and entitle Landlord to terminate this Lease.

9. **Events of Default**

The following shall be "Events of Default":

9.1 **Unauthorized Transfer.** Tenant's assignment, pledge, sublease, encumbrance or other transfer of Tenant's leasehold interest or the building on the Property without the prior written consent of Landlord.

9.2 **Payment Default.** Failure of Tenant to make any rent or other payment to be made to Landlord under this Lease within 20 days after receipt of written notice of nonpayment.

9.3 **Default in Other Covenants.** Failure of Tenant to comply with any other term or condition or fulfill any other obligation of this Lease within 30 days after written notice by Landlord specifying the nature of the default with reasonable  
Ground Lease

particularity. If the default is of such a nature that it cannot be remedied fully within the 30-day period, this requirement shall be satisfied if Tenant begins correction of the default within the 30-day period and thereafter proceeds with reasonable diligence and in good faith to effect the remedy as soon as practicable.

9.4 **Notice of Action to Retake or File Suit.** Prior to taking any action to re-enter or retake possession of the Property, or to sue Tenant for damages for default, Landlord will provide Tenant with at least ten days' notice of Landlord's intent to pursue the particular remedy or remedies if the default is not cured within such time period. Such notice may be given concurrently with or separately from the notices specified above.

## 10. **Remedies on Default**

Upon default, after expiration of notice and cure periods provided in Section 9, Landlord may exercise any one or more of the following remedies:

10.1 **Termination.** In the event of a default the Lease may be terminated at the option of Landlord by written notice to Tenant. Whether or not the Lease is terminated by election of Landlord or otherwise, Landlord shall be entitled to recover damages from Tenant for the default, and Landlord may reenter, take possession of the Property and remove any persons or personal property by legal action or by self-help with the use of reasonable force and without liability for damages and without having accepted a surrender.

10.2 **Re-letting.** Following reentry or abandonment, Landlord may re-let the property and in that connection may make any suitable alterations or refurbish the Property, or both, or change the character or use of the Property, but Landlord shall not be required to re-let for any use or purpose other than that specified in the lease or which Landlord may reasonably consider injurious to the Property or to any tenant that Landlord may reasonably consider objectionable. Landlord may re-let all or part of the Property, alone or in conjunction with other properties for a term longer or shorter than the term of this lease, on any reasonable terms and conditions, including the granting of some rent-free occupancy or other rent concession.

10.3 **Damages for Default.** Landlord may recover all damages caused by the default. Landlord may sue periodically to recover damages as they accrue during the remainder of the lease term without barring a later action for further damages. Landlord may at any time bring an action for accrued damages plus damages for the remaining lease term equal to the difference between the rent specified in this Lease and the reasonable rental value of the Property for the remainder of the term, discounted to the time of judgment at the rate of 9 percent per annum.

10.4 **Cure of Tenant's Default.** Without prejudice to any other remedy for default, Landlord may perform any obligation or make any payment required to cure a default by Tenant. The reasonable cost of performance, including reasonable attorneys'

fees and all disbursements, shall immediately be repaid by Tenant upon demand, together with interest from the date of expenditure until full paid at the rate of 12 percent per annum, but not in any event at a rate greater than the maximum rate of interest permitted by law.

10.5 **Other Remedies.** Landlord may exercise any other remedy available under applicable law. Landlord may terminate this Lease and take possession of the Property, and Landlord may pursue any other legal remedy for breach of contract, including (without limitation) specific performance, collection of damages, and collection of attorneys' fees and other costs and expenses.

## **11. General Provisions**

11.1 **Modifications.** This Lease may not be modified except by endorsement in writing attached to this Lease, dated and signed by the parties. Neither party shall not be bound by any statement of any agent or employee modifying this Lease, except for any person which the party has specifically designated in writing as its representative.

11.2 **Proration of Rent.** If this Lease starts or ends during a rental period, the rent (including taxes and any other charges) shall be prorated as of such date. Upon termination, other than for default, prepaid rent shall be refunded, if applicable.

11.3 **Nonwaiver.** Waiver of performance of any provision shall not be a waiver of nor prejudice the party's right otherwise to require performance of the same provision or any other provision.

11.4 **Succession.** Subject to the limitations on transfer of Tenant's interest, this Lease shall bind and inure to the benefit of the parties, their respective heirs, successors, and assigns.

11.5 **Entry by Landlord.** Except as otherwise provided herein, Landlord or its authorized representatives may enter the Property at any time without any restrictions from Tenant; however, Landlord or its authorized representatives may enter any building or improvement constructed on the Property under Tenant's exclusive control only upon 24 hours' notice to Tenant.

11.6 **Estoppel Certificates.** Within 10 days after receipt of written request, each party shall deliver a written statement to the requesting party stating the date to which the rent and other charges have been paid, whether the Lease is unmodified and in full force and effect, and any other matters that may reasonably be requested.

11.7 **Surrender of Premises; Demolition.** Upon the termination of this Lease, for any reason whatsoever, Tenant shall promptly vacate the property and deliver the same to Landlord in as good order and repair as said Property was at the



commencement of this Lease, ordinary wear and tear accepted. Notwithstanding the foregoing, upon termination of this Lease and vacation of the Property by Tenant, Tenant shall cause the demolition and removal of the swimming pool improvement on the property, and the re-gradng of the property as necessary, prior to Tenant's surrender of the Property to Landlord. Except as provided above, all additions to or alterations of the Property, whether installed by Landlord or By Tenant, excluding any trade fixtures, shall at once become part of the realty and belong to Landlord. Tenant agrees to restore any damage caused by the removal of any property Tenant is entitled to remove, pursuant to this Section.

11.8 **Notices.** Unless otherwise specifically provided herein, all notices, consents, directions, approvals, instructions, requests and other communications required or permitted by the terms hereof to be given (collectively "Notices") shall be given in writing and effective upon receipt. Notices may be served: by certified or registered mail, postage paid with return receipt requested; by private courier, prepaid; by telex, facsimile, or other telecommunication device capable of transmitting or creating a written record; or personally. Mailed Notices shall be deemed received three business days after mailing, properly addressed. Couriered Notices shall be deemed received when delivered as addressed, or if the addressee refuses delivery, when presented for delivery notwithstanding such refusal. With respect to any notice sent by telex, facsimile or other telecommunication device, the term "receipt" will mean electronic verification that transmission to the recipient was completed, if such transmission occurs during the normal business hours, or otherwise on the next business day after the date of transmission. Personal delivery of Notices shall be effective when accomplished. Unless a party changes its address by giving notice to the other party as provided herein, Notices shall be delivered to the parties at the following addresses:

If to Tenant, to it at:

**City of Canby, an Oregon municipal Corporation**

PO Box 930  
Canby, OR 97013

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

If to Landlord, to it at:

**Canby School District No. 86**

1130 South Ivy Street  
Canby, OR 97013

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

From time to time any party may designate a new address for purposes of Notices hereunder by Notice to the other party. Delivery of the copy of any notice to the places to which copies are to be sent is not a precondition to the effectiveness of the notice as to the parties to this Lease. As used in this Lease, the term "business day" means a day, other than Saturday or Sunday and national holidays, on which banking institutions in Portland,

Oregon are generally open for business to the public, and "normal business hours" means 9:00 a.m. to 5:00 p.m. on any such business day.

11.9 **Attorneys' Fees.** In the event suit or action is instituted to interpret or enforce the terms of this Lease, the prevailing party shall be entitled to recover from the other party such sum as the court may adjudge reasonable as attorneys' fees at trial, upon appeal and on any petition for review, in addition to all other sums provided by law.

11.10 **Relationship of Parties.** The relationship of the parties to this Lease is that of landlord and tenant. Landlord is not a partner or joint venture with Tenant in any respect or for any purpose in the conduct of Tenant's business or otherwise.

11.11 **Applicable Law.** The Property is located in the State of Oregon. The parties agree that the law of such State shall be applicable for purposes of construing and determining the validity of this Lease.

11.12 **Prior Agreements.** This Lease (including all exhibits, incorporated herein) is the entire, final, and complete agreement of the parties with respect to the matters set forth in this Lease, and supersedes and replaces all written and oral agreements previously made or existing by and between the parties or their representatives with respect to such matters.

11.13 **Validity of Provisions.** If any of the provisions contained in this Lease shall be invalid, illegal, or unenforceable in any respect, the validity of the remaining provisions contained in this Lease shall not be affected.

11.14 **Recording; Quitclaim.** Tenant shall not file or record this Lease without the specific prior written consent of Landlord, but the parties may execute a good and sufficient memorandum of lease for purposes of recording in a form acceptable to Landlord. Upon expiration or earlier termination of this Lease, Tenant shall promptly execute, acknowledge and deliver to Landlord any quitclaim deed or other document required by Landlord or a title company to remove the cloud of this Lease from the Property and to evidence the termination of Tenant's interests in the Property and improvements that will remain on the Property.

11.15 **Merger of Estates.** In the event and at such time as Landlord may own and hold both the landlord's and tenant's interest under this Lease, this Lease will terminate automatically by merger of estates.

11.16 **Authorization of Lease; Facsimile Signatures.** Each party covenants and warrants to the other that the person(s) executing this Lease on behalf of the party is duly authorized to execute and bind the party under this Lease. Facsimile transmission of any signed original document, and retransmission of any signed facsimile transmission, shall be the same as delivery of an original. At the request of either party, the parties shall

confirm facsimile-transmitted signatures by signing an original document.

11.17 **Brokers.** Neither party has used a real estate broker in connection with this transaction. Each party will defend, indemnify, and hold harmless from any claim, loss, or liability made or imposed by any other party claiming a commission or fee in connection with this transaction and arising out of its own conduct.

11.18 **Section Headings.** The headings to the sections and paragraphs of this Lease are included only for the convenience of the parties and shall not have the effect of enlarging, diminishing, or affecting the interpretation of its terms.

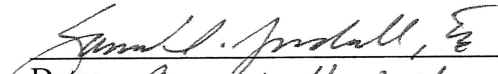
11.19 **Joinder in Instruments.** Upon reasonable request from time to time, Landlord shall join with Tenant in any conveyance, dedication, grant of easement or license or other instrument as shall be reasonably necessary or convenient to provide public utility service to the Property or in order to allow development or use of the Property by Tenant. Landlord shall not be required to incur any cost or expense by virtue of the provision of this paragraph.

11.20 **Exhibits.** All exhibits and attachments to the Lease are hereby incorporated as part of the body of this instrument.

IN WITNESS WHEREOF, the undersigned has caused this Ground Lease to be duly executed under seal by an officer thereunto duly authorized as of the date and year first above written.

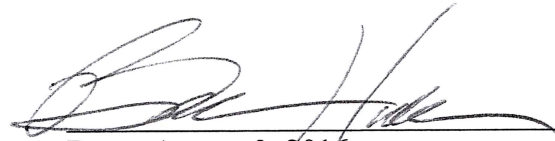
LANDLORD:

**CANBY SCHOOL DISTRICT NO.86**

  
Date: August 11, 2016  
Name: Samuel Goodall  
Title: Superintendent

TENANT:  
corporation

**CITY OF CANBY, an Oregon municipal**

  
Date: August 3, 2016  
Name: Brian Hodson  
Title: Mayor

## EXHIBIT "A"

### DESCRIPTION OF PROPERTY

A Parcel of land located in the Northeast one-quarter of Section 4, Township 4 South, Range 1 East of the Willamette Meridian, in the City of Canby, Clackamas County, Oregon. Said parcel of land being more particularly described as follows:

Commencing at the intersection of the Northerly line of that Tract of land dedicated for road purposes in that Deed recorded as Document No. 97-023967, Clackamas County Deed Records, with the East right-of-way line of South Ivy Street, said point being North 89°16'09" West a distance of 1259.47 feet and North 00°31'13" East a distance of 67.35 feet from the East one-quarter corner of said Section 4, said intersection point being the true point of beginning of the Parcel of land herein described; thence North 00°31'13" East, along said East right-of-way line, a distance of 484.94 feet to a point; thence South 89°33'00" East a distance of 220.19 feet to a point; thence South 00°50'30" West a distance of 513.36 feet to a point on said North line of said Document No. 97-023967 Tract; thence North 89°16'09" West, along said North line, a distance of 190.17 feet to an angle point in said North line; thence continuing along said North line, North 44°09'45" West a distance of 38.60 feet to the true point of beginning of the Parcel of land herein described.

Said Parcel of land contains an area of 2.5668 acres more or less.

**AMENDMENT TO GROUND LEASE BETWEEN CANBY SCHOOL DISTRICT NO. 86  
AND CITY OF CANBY**

This amendment alters the **GROUND LEASE** (originally dated August 3, 2016), between the Canby School District No. 86 (Landlord) and the City of Canby (Tenant) regarding the real property located beneath and around the Canby Swim Center and Canby Adult Center. The **GROUND LEASE** between the parties will remain in full force and effect, and the parties agree here that the lease will only be changed in the following ways:

**Term of the Lease:** Both parties agree to a ten (10) year lease starting on July 1, 2022 and extending until July 1, 2032. The lease shall automatically renew for two (2) successive five (5) years periods at the end of the original ten (10) year period unless either party wishing to terminate the **GROUND LEASE** provides the other party advanced, written notice of such intent to terminate on or before the January 1<sup>st</sup> prior to the expiration of the then existing lease term.

Section 2.2 of the Ground Lease is hereby amended and restated to read as follows:

**Property Use as Rent:** Tenant agrees to offer use of pool and services to Landlord without charge, in the same manner and at a level of use equal to the average annual use of Landlord for the period beginning July 1, 2010 through June 30, 2015, and the Tenant agrees to provide the swim lesson program for all district grade two (2) students and the Canby High School swim team's customary uses of the pool at no added cost to the Landlord.

**Right of First Refusal:** In the event that the Landlord attempts to sell the property associated with this **GROUND LEASE** at any time within the term of the lease, Landlord agrees to first offer to sell the property to Tenant at the current market value as reasonably determined by Landlord at the time of the offer. This offer shall be in writing and remain open and valid for at least sixty (60) days or until the parties agree on acceptable terms of the offer, leading to acceptance by both parties, if sooner. Both parties are cognizant of the need to work through public Boards that must act through duly-noticed public meetings, so the parties agree to act in good faith to appropriately secure this right of first refusal in the event that the purchase or other conveyance of this property becomes a possibility.

All other terms, conditions, and provisions of the underlying **GROUND LEASE** remain the same. If any of the terms or conditions conflict with these amendments, these amendments supersede the older terms and conditions. If any term, condition, or provision of this Lease is found to be unlawful by a final decision of a court of competent jurisdiction or ruling of any administrative agency, said provision shall be modified to comply with said law or decision if possible, and the other remaining provisions of this agreement shall remain in full force and effect.

IN WITNESS WHEREOF, the undersigned attest their authority to sign and have caused this amendment to the GROUND LEASE to be duly executed and binding upon the parties.

FOR THE LANDLORD:

CANBY SCHOOL DISTRICT NO. 86

Signature: 

Print Name/Title: Dr. Aaron Downs, Superintendent

Date: May 23, 2022

FOR THE TENANT:

CITY OF CANBY

Signature: \_\_\_\_\_

Print Name/Title: \_\_\_\_\_

Date: \_\_\_\_\_

The GROUND LEASE, a thirteen (13) page document, is attached as Exhibit A and contains a description of the property on the final page.



## CITY COUNCIL STAFF REPORT

Meeting Date: 2/1/2023

To: The Honorable Mayor Hodson & City Council

From: Scott Archer, City Administrator

Agenda Item: Walnut Street Extension Update

Goal: Plan a Transportation System that eases the impacts of growth

Objective: N/A

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### **Summary and Background**

Jerry Nelzen, Public Works Director, and Curt McLeod, consulting engineer with Curran-McLeod, Inc. will provide an update on the Walnut Street Extension (Industrial Park to 99E) project. This project has been identified by the City Council as a high priority. Staff and consultants have been progressing on the steps necessary to eventually complete the road extension connecting the Canby Pioneer Industrial Park to Hwy 99E.

### **Attachments**

1. Walnut Street Concept Sheet
2. ODOT Plan Set – 99E/Walnut

### **Recommendation**

This is an informational update, and no action is recommended at this time.



# WALNUT STREET EXTENSION

January 2023

**Send comments and questions to:**  
**contact:** Ryan Potter, Planning Manager, City of Canby  
**email:** potterr@canbyoregon.gov  
**phone:** (503) 266-0712

## THE PROCESS

### Where are we?

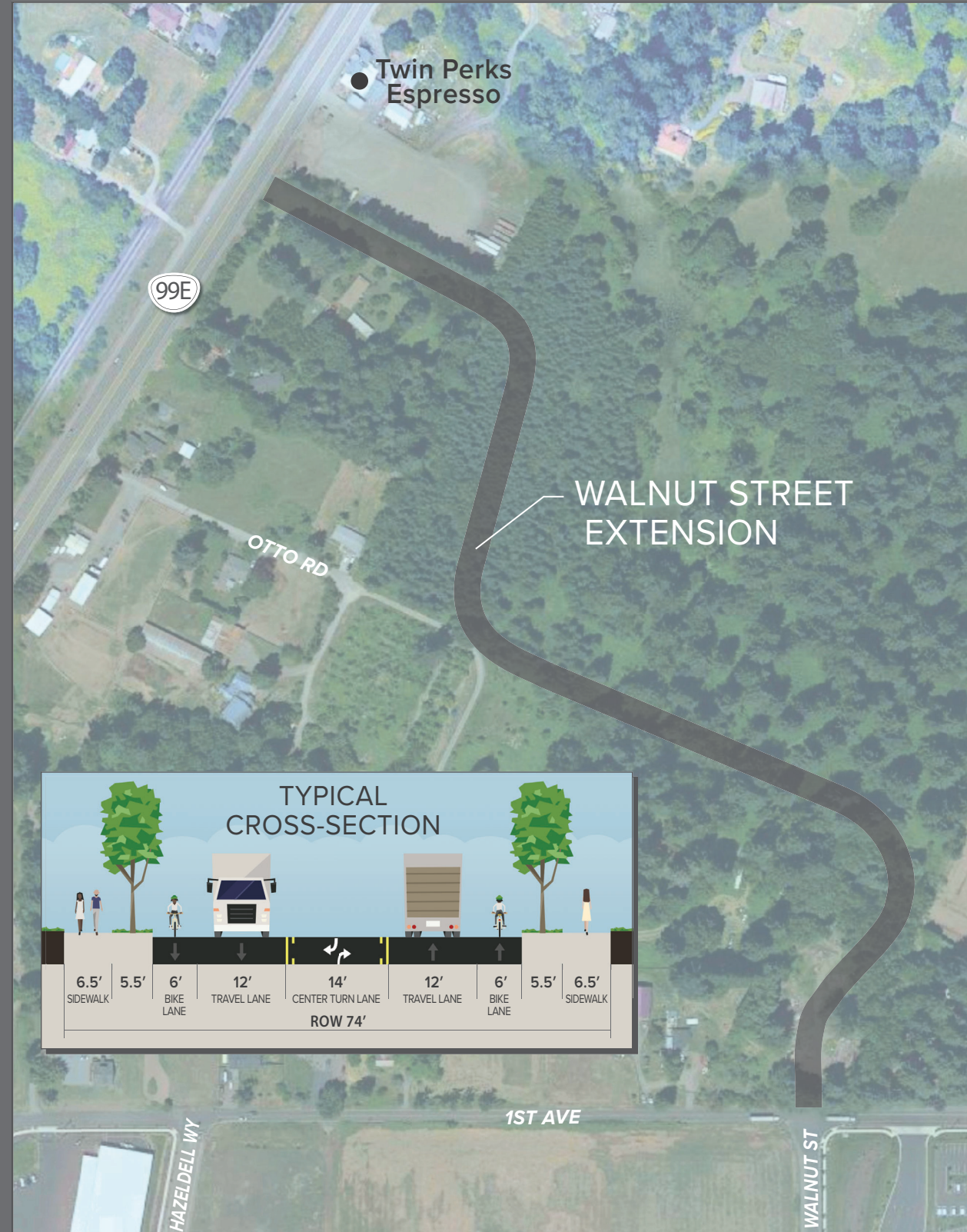
Steps 1 and 2 outlined below are complete; preliminary plans have been prepared, and right-of-way has been obtained.

### What's next?

We have begun obtaining design acceptance for the project (Step 3). This step includes preparing Advanced and Final Plan sets and obtaining access approval for the new intersection with OR-99E.

### Expected Timeline

Design acceptance will be ongoing over the next 12 to 18 months, followed by the construction phase expected during 2024-25.



## PROJECT HIGHLIGHTS

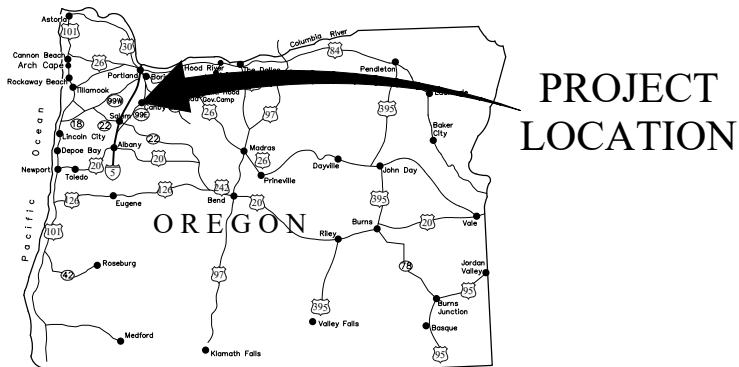
- Walnut Street is planned to be extended from SE 1st Avenue to OR-99E.
- The extension will include bike lanes, sidewalks, and lanes that accommodate large trucks.
- A new traffic signal is planned at the new Walnut Street intersection with OR-99E.
- Will serve existing and future businesses and residences.
- Helps reduce delay at surrounding intersections by providing another route to OR-99E.
- Improves safety by relocating private driveways on OR-99E near the new Walnut Street/OR-99E intersection to the new Walnut Street extension.

STEP 1 →	STEP 2 →	STEP 3 →	STEP 4
<b>Project Planning</b>	<b>Project Development</b>	<b>Design Acceptance</b>	<b>Construction</b>
Identify project need and viability.	Obtain right-of-way, develop preliminary plans, specifications, and estimates for the project.	Obtain final access and design acceptance for the project, including the new connection to OR-99E; prepare final Plans.	Build the Project.



# OREGON DEPARTMENT OF TRANSPORTATION HIGHWAY 99E & WALNUT STREET INTERSECTION

CLACKAMAS COUNTY, OREGON  
JANUARY 2023

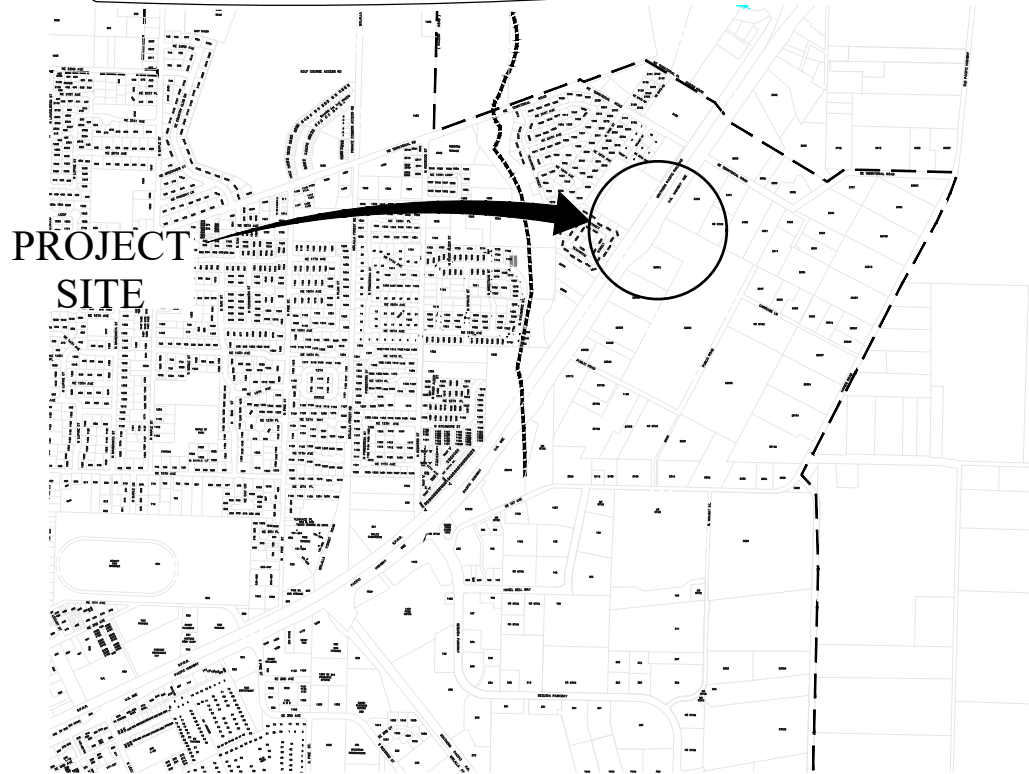


## SHEET INDEX

C0	COVER SHEET & INDEX
C1	CROSS SECTIONS
C2	CURVE TABLES
C3	STREET PLAN & PROFILE
C4	STREET PLAN & PROFILE
C5	ADA RAMP ENLARGEMENTS
C6	UTILITY PLAN & PROFILE
C7	UTILITY PLAN & PROFILE
C8	DETAILS
C9	DETAILS
C10	DETAILS
C11	DETAILS
C12	DETAILS

## LEGEND

— SA — S —	EXISTING SEWER		EXISTING FIRE HYDRANT
— ST — D —	EXISTING STORM		EXISTING CATCH BASIN
— W —	EXISTING WATER		EXISTING LIGHT POLE
— T —	EXISTING TELEPHONE		EXISTING POWER POLE
— P —	EXISTING UNDERGROUND POWER		EXISTING WATER VALVE
— E —	EXISTING UNDERGROUND ELECTRIC		EXISTING TREE
— FO —	EXISTING UNDERGROUND FIBER OPTIC		NEW CONCRETE SIDEWALK
	EXISTING CONCRETE		NEW AC SURFACING
	EXISTING ASPHALT CONCRETE		



**CONTRACTOR TO PROTECT EXISTING POWER, TELEPHONE/TELECOMMUNICATION LINES & COORDINATE RELOCATION OF ANY LINES THAT ARE IN CONFLICT WITH THE CONSTRUCTION WITH APPROPRIATE AGENCY**

**CALL BEFORE YOU DIG**  
ATTENTION: OREGON LAW REQUIRES YOU TO FOLLOW RULES ADOPTED BY THE OREGON UTILITY NOTIFICATION CENTER. THOSE RULES ARE SET FORTH IN OAR 952-001-0010 THROUGH OAR 952-001-0090. YOU MAY OBTAIN COPIES OF THESE RULES BY CALLING THE CENTER. (NOTE: THE TELEPHONE NUMBER FOR THE OREGON UTILITY NOTIFICATION CENTER IS (503) 232-1987 OR 811 OR 1-800-332-2344

**ALL UTILITY CROSSINGS ARE APPROXIMATE, CONTRACTOR TO POTHOLE AND FIELD DEPTH VERIFY PRIOR TO CONSTRUCTION AND CONSULT WITH THE ENGINEER REGARDING ANY CONFLICTS**



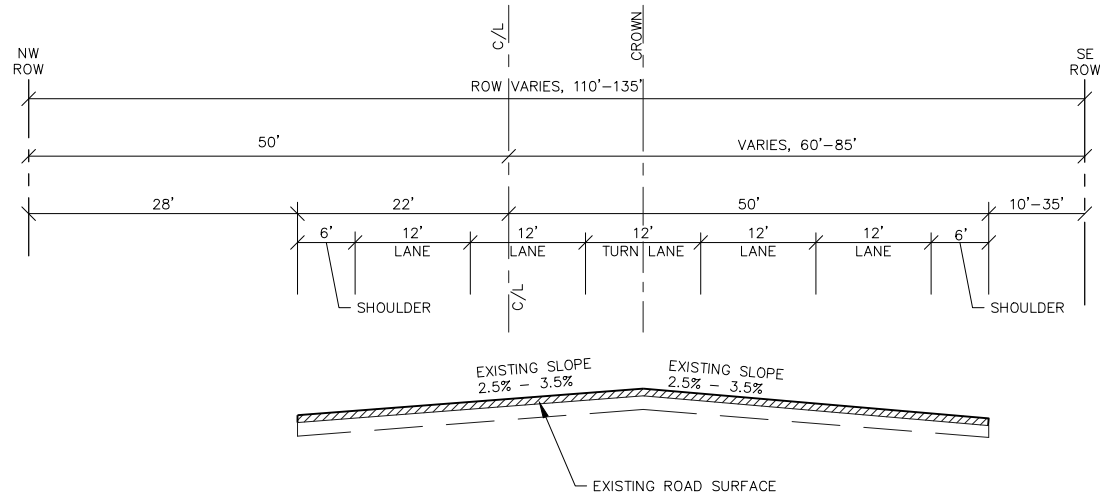
CITY OF CANBY  
VICINITY MAP  
SCALE: 1" = 1000'

BAR IS ONE INCH ON ORIGINAL DRAWING.				
ADJUST SCALE AS SHOWN ACCORDINGLY.				
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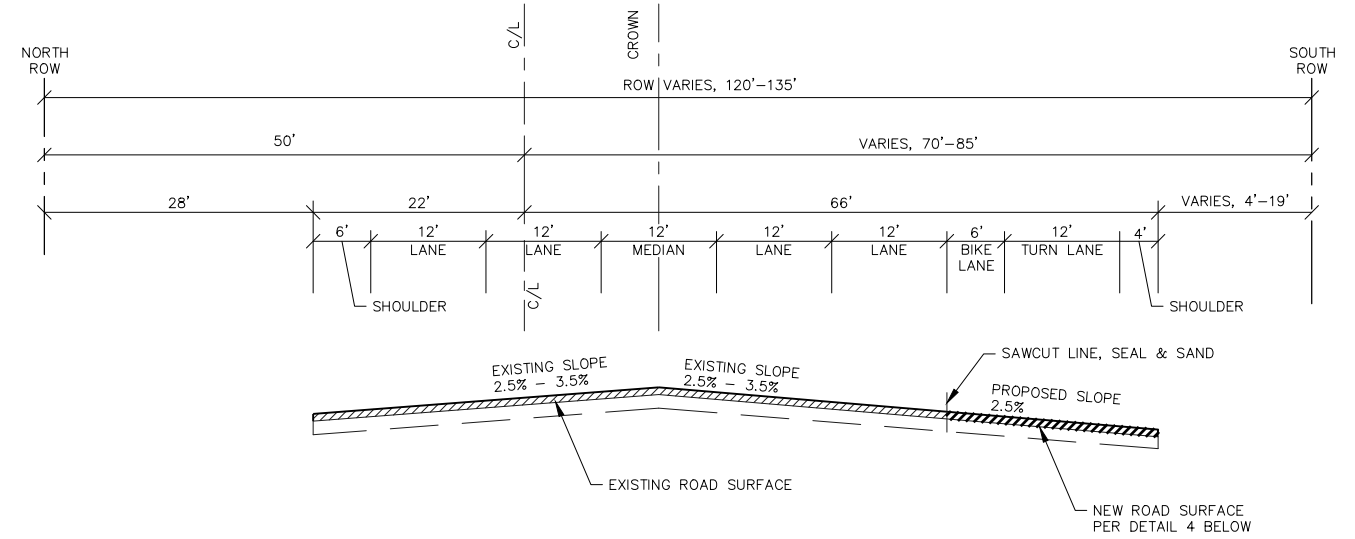
CURRAN-McLEOD, INC.  
CONSULTING ENGINEERS  
6655 S.W. HAMPTON ST., SUITE 210  
PORTLAND, OREGON 97223  
PHONE (503) 684-3478

OREGON DEPARTMENT OF TRANSPORTATION  
99 E & WALNUT INTERSECTION  
**HIGHWAY 99E  
COVER SHEET**  
CLACKAMAS COUNTY, OREGON

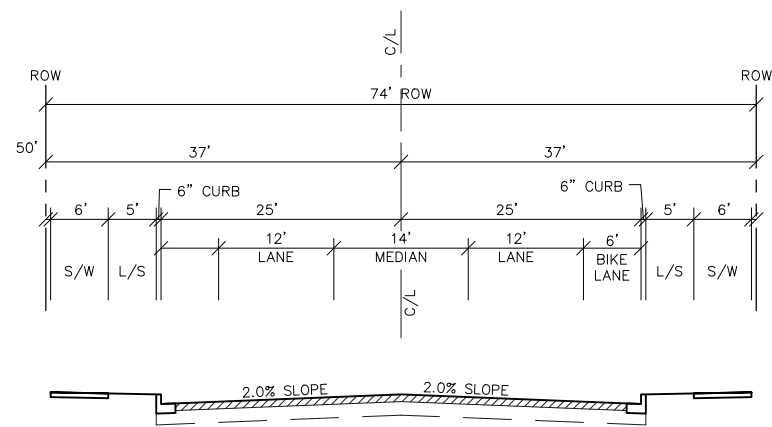
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D/S	JHH
CAD	1784
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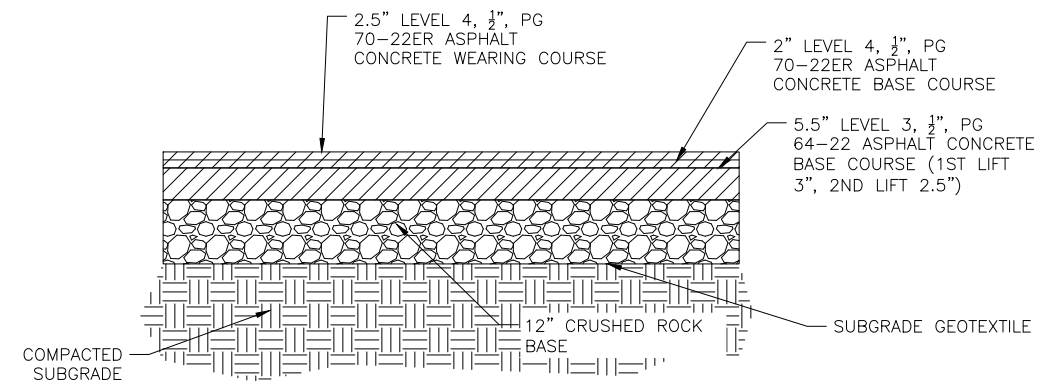
1 EXISTING HIGHWAY 99E CROSS SECTION STA: 92+00 - 101+00  
N.T.S.



2 PROPOSED HIGHWAY 99E CROSS SECTION STA: 97+00 - 99+00  
N.T.S.



3 S WALNUT ST CROSS SECTION (CITY OF CANBY)  
N.T.S.



4 NEW ASPHALT PAVEMENT SECTION  
ODOT ROW

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99 E & WALNUT INTERSECTION

HIGHWAY 99E  
SECTION

CLACKAMAS COUNTY, OREGON

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OF  
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No.	RADIUS	$\Delta$	LENGTH
$\diamond A$	441.02'	9°27'43"	72.83'
No.	STATION	OFFSET	
$\diamond A$	92+25.14 PC	7.16' LT	
	92+61.52 $\frac{1}{2}\Delta$	8.66' LT	
	92+97.64 PRC	13.16' LT	

No.	RADIUS	$\Delta$	LENGTH
$\diamond B$	441.02'	9°27'43"	72.83'
No.	STATION	OFFSET	
$\diamond B$	92+97.64 PRC	13.16' LT	
	93+33.77 $\frac{1}{2}\Delta$	17.66' LT	
	93+70.14 PT	19.16' LT	

No.	RADIUS	$\Delta$	LENGTH
$\diamond C$	120.00'	29°21'44"	61.50'
No.	STATION	OFFSET	GTR EL
$\diamond C$	95+27.18 PC	48.86' LT	122.85
	95+57.57 $\frac{1}{2}\Delta$	53.01' LT	122.98
	95+85.91 PCC	64.72' LT	122.89

No.	RADIUS	$\Delta$	LENGTH
$\diamond D$	40.00'	66°52'19"	46.69'
No.	STATION	OFFSET	GTR EL
$\diamond D$	95+85.91 PCC	64.72' LT	122.89
	96+01.74 $\frac{1}{2}\Delta$	81.41' LT	122.57
	96+05.76 PT	104.07' LT	121.85

No.	RADIUS	$\Delta$	LENGTH
$\diamond E$	120.00'	30°54'50"	64.75'
No.	STATION	OFFSET	GTR EL
$\diamond E$	96+51.91 PC	139.92' LT	120.91
	96+59.96 $\frac{1}{2}\Delta$	108.67' LT	121.90
	96+76.05 PCC	80.69' LT	122.88

No.	RADIUS	$\Delta$	LENGTH
$\diamond F$	40.00'	52°45'49"	36.84'
No.	STATION	OFFSET	GTR EL
$\diamond F$	96+76.05 PCC	80.7' LT	122.88
	96+90.20 $\frac{1}{2}\Delta$	69.2' LT	123.14
	97+08.00 PT	65.1' LT	123.40

No.	RADIUS	$\Delta$	LENGTH
$\diamond G$	593.10'	9°18'54"	96.42'
No.	STATION	OFFSET	GTR EL
$\diamond G$	98+62.20 PC	65.14' LT	124.02
	99+10.36 $\frac{1}{2}\Delta$	63.18' LT	124.25
	99+58.20 PRC	57.32' LT	124.47

No.	RADIUS	$\Delta$	LENGTH
$\diamond H$	593.10'	9°18'54"	96.42'
No.	STATION	OFFSET	GTR EL
$\diamond H$	99+58.20 PRC	57.32' LT	124.47
	100+06.04 $\frac{1}{2}\Delta$	51.45' LT	124.69
	101+54.20 PT	49.5' LT	124.92

No.	RADIUS	$\Delta$	LENGTH
$\diamond I$	512.66	10°47'34"	96.57'
No.	STATION	OFFSET	
$\diamond I$	98+62.20 PC	61.14' LT	
	99+10.42 $\frac{1}{2}\Delta$	58.87' LT	
	99+58.20 PRC	52.07' LT	

No.	RADIUS	$\Delta$	LENGTH
$\diamond J$	512.66	10°47'34"	96.57'
No.	STATION	OFFSET	
$\diamond J$	99+58.20 PRC	52.07' LT	
	100+05.99 $\frac{1}{2}\Delta$	45.27' LT	
	101+54.20 PT	43.00' LT	

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REV.#	DATE	BY	CHKD

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PHONE (503) 684-3478

OREGON DEPARTMENT OF TRANSPORTATION  
99 E & WALNUT INTERSECTION

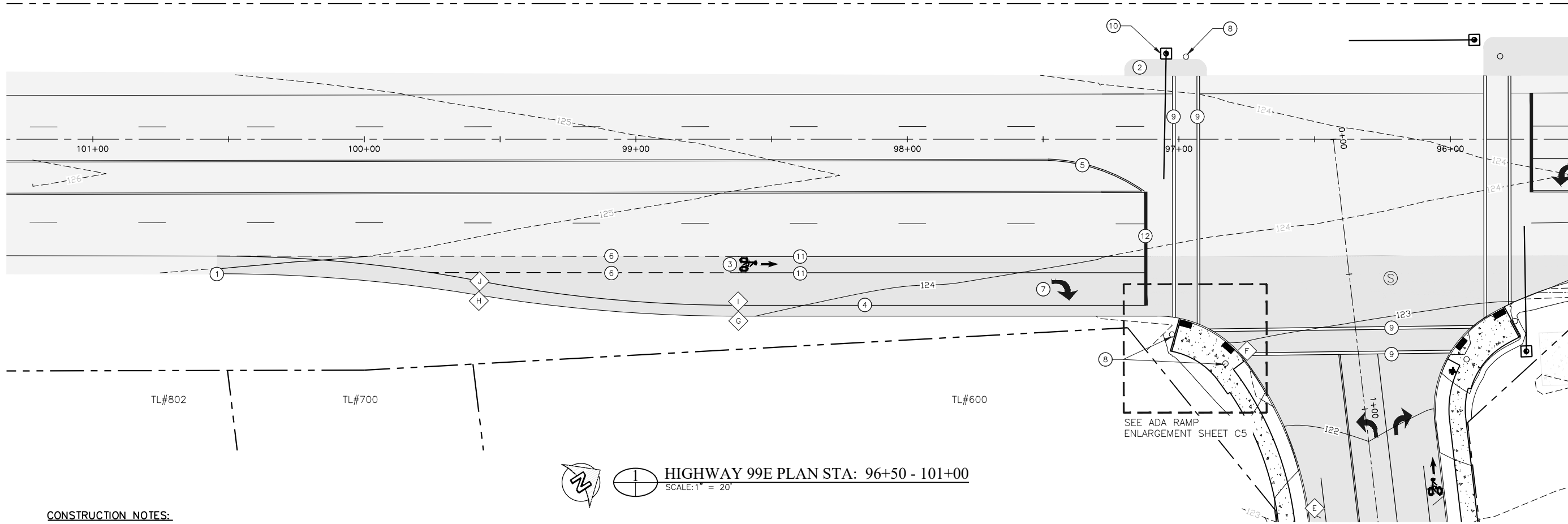
HIGHWAY 99E  
CURVE TABLES

CLACKAMAS COUNTY, OREGON

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D/S	JHH
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XX

UNION PACIFIC RAILROAD



**HIGHWAY 99E PLAN STA: 96+50 - 101+00**

SCALE: 1" = 20'

**CONSTRUCTION NOTES:**

- ① STA 100+4.20 END SAWCUT & ROAD IMPROVEMENT, MATCH EXISTING ELEVATION. END RIGHT TURN LANE TAPER.
- ② ASPHALT PEDESTRIAN LANDING
- ③ BICYCLE ARROW PER DETAIL BS/TM503/C8
- ④ FOG LINE PER DETAIL W/TM500/C8
- ⑤ NEW MEDIAN BULLNOSE PER DETAIL TM515/C10.
- ⑥ BIKE LANE DASHED STRIPING PER DETAIL WD-2/TM500/C8
- ⑦ RIGHT TURN ARROW PER DETAIL RA/TM501/C8
- ⑧ NEW PEDSTRIAN PUSH BUTTON, SEE SIGNAL PLAN FOR DETAILS
- ⑨ STA 96+98 INSTALL NEW CROSSWALK PER DETAIL CW/TM503/C8
- ⑩ INSTALL NEW TRAFFIC SIGNAL, SEE SIGNAL PLAN FOR DETAILS
- ⑪ LANE STRIPING PER DETAIL W-2/TM500/C8
- ⑫ STA 97+12.20 STOP BAR PER DETAIL S/TM503/C8

BAR IS ONE INCH ON ORIGINAL DRAWING.  
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99 E & WALNUT INTERSECTION

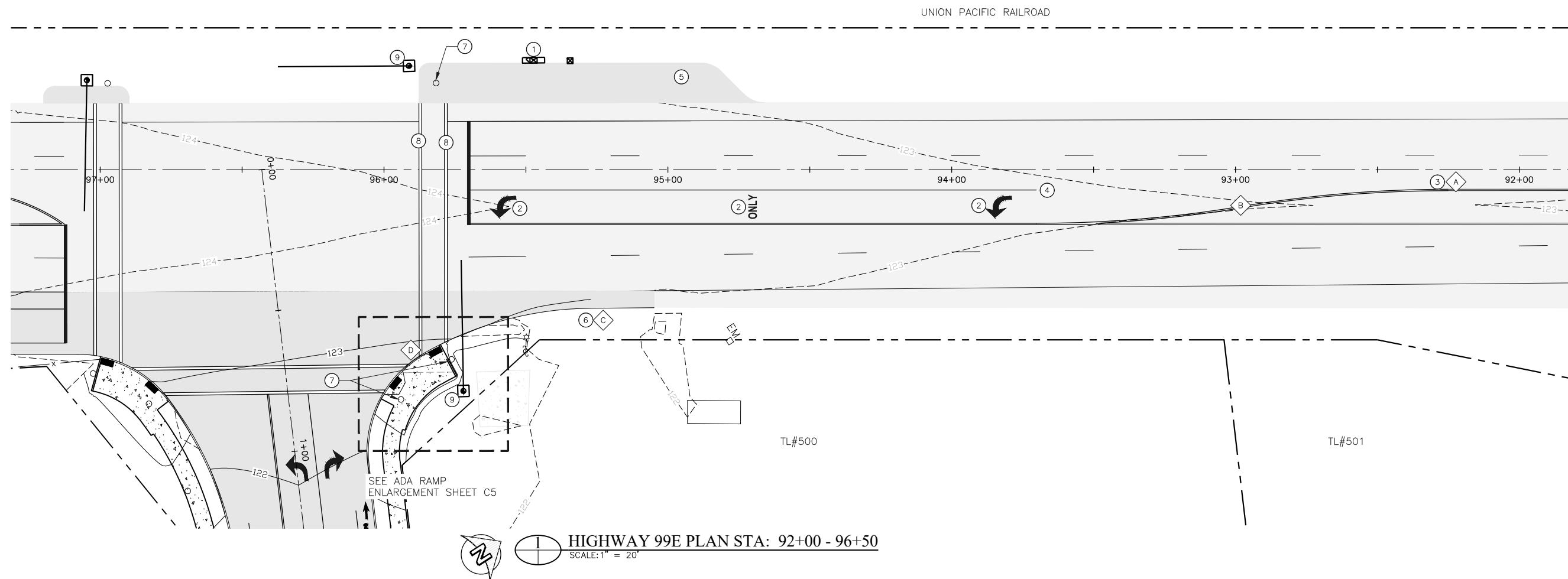
**HIGHWAY 99E**  
**PLAN & PROFILE**

CLACKAMAS COUNTY, OREGON

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**CONSTRUCTION NOTES:**

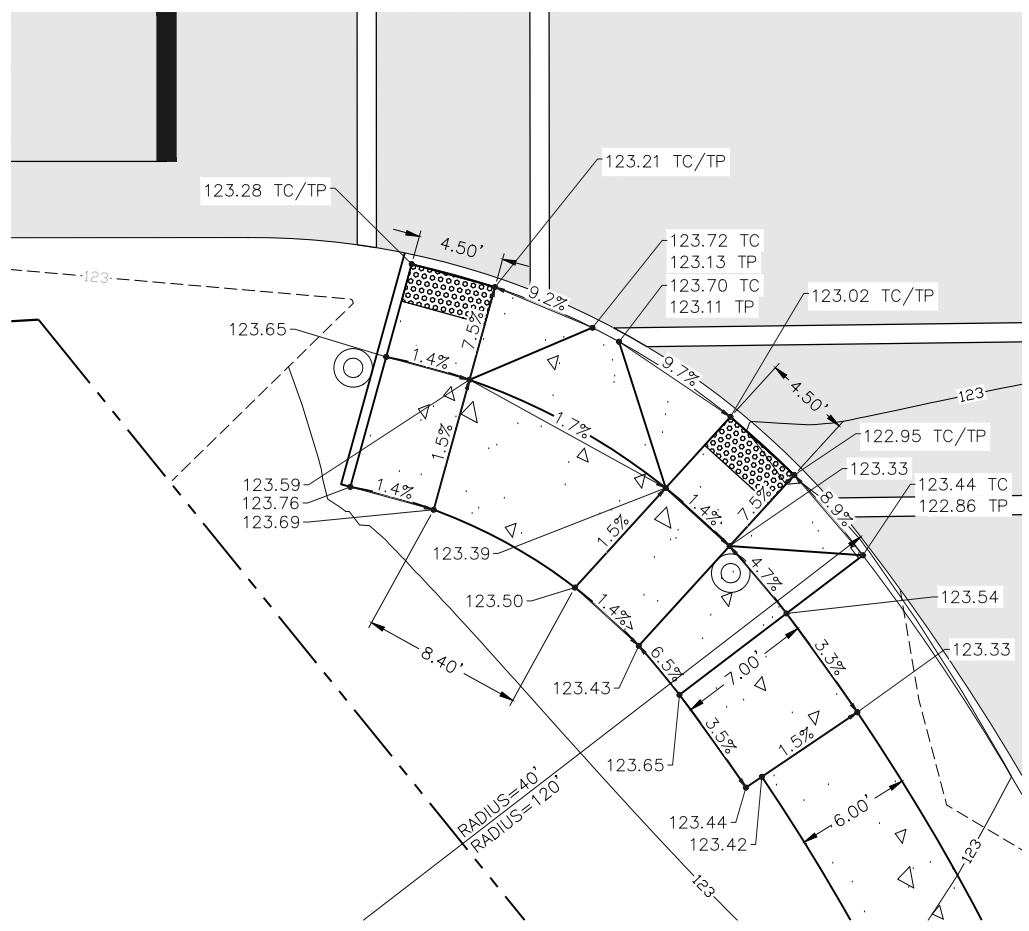
- ① SIGNAL CONTROL CABINETS
- ② LEFT TURN ARROWS LA/TM501/C8 AND "ONLY" PLACED PER TM531/C9
- ③ BEGIN NEW STRIPING WITH LEFT TURN LANE TAPER
- ④ BEGIN LEFT TURN LANE
- ⑤ NEW ASPHALT UTILITY ACCESS & PEDESTRIAN LANDING
- ⑥ BEGIN SAWCUT ALONG FOG LINE & NEW ROADWAY IMPROVEMENT
- ⑦ NEW PEDSTRIAN PUSH BUTTON, SEE SIGNAL PLAN FOR DETAILS
- ⑧ STA 95+83 INSTALL NEW CROSSWALK PER DETAIL CW/TM503/C8
- ⑨ INSTALL NEW TRAFFIC SIGNAL, SEE SIGNAL PLAN FOR DETAILS

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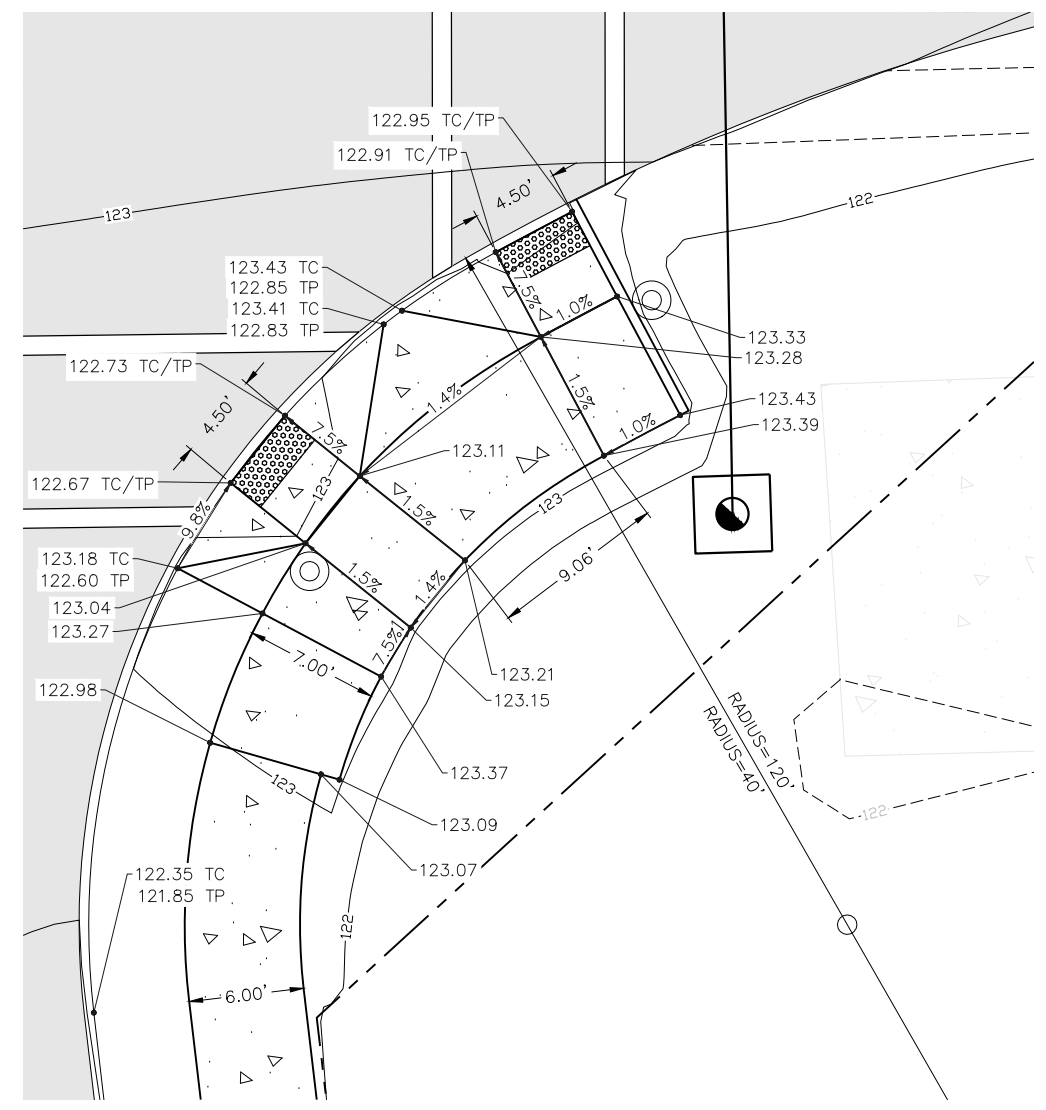
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OREGON DEPARTMENT OF TRANSPORTATION  
 99 E & WALNUT INTERSECTION  
**HIGHWAY 99E**  
**PLAN & PROFILE**  
 CLACKAMAS COUNTY, OREGON

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**1** HIGHWAY 99E & SW WALNUT ST: SOUTH RAMP  
SCALE: 1" = 5'



**2** HIGHWAY 99E & S WALNUT ST: EAST RAMP  
SCALE: 1" = 5'

**SHEET LEGEND:**

TC TOP OF CURB  
TP TOP OF PAVEMENT

○ PEDESTRIAN PUSH BUTTON. SEE SIGNAL PLANS.

BAR IS ONE INCH ON ORIGINAL DRAWING.  
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99 E & WALNUT INTERSECTION

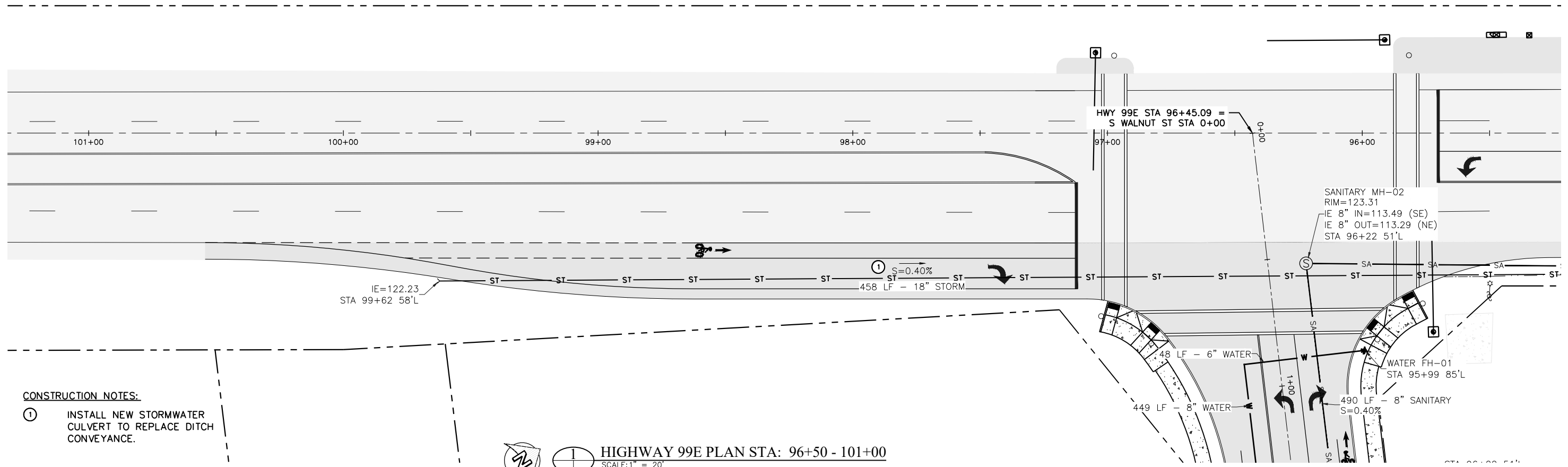
**HIGHWAY 99E**  
**ADA ENLARGEMENTS**

CLACKAMAS COUNTY, OREGON

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D/S	JHH
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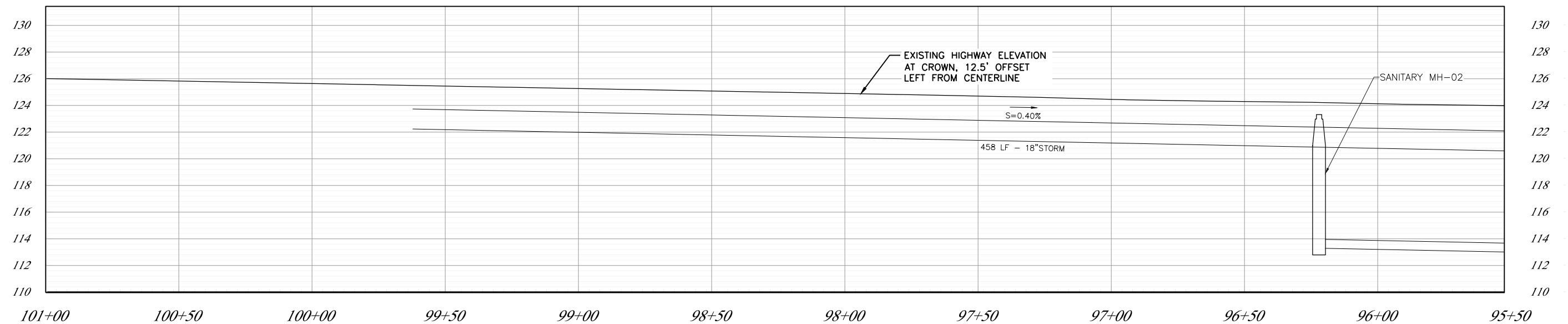
**CONSTRUCTION NOTES:**

- ① INSTALL NEW STORMWATER CULVERT TO REPLACE DITCH CONVEYANCE.



① HIGHWAY 99E PLAN STA: 96+50 - 101+00  
SCALE: 1" = 20'

② HIGHWAY 99E PROFILE STA: 96+50 - 101+00  
SCALE: 1" = 20'  
VERT: 1" = 4'



BAR IS ONE INCH ON ORIGINAL DRAWING.  
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REV.#	DATE	DESCRIPTION

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PORTLAND, OREGON 97223  
PHONE (503) 684-3478

OREGON DEPARTMENT OF TRANSPORTATION  
99 E & WALNUT INTERSECTION

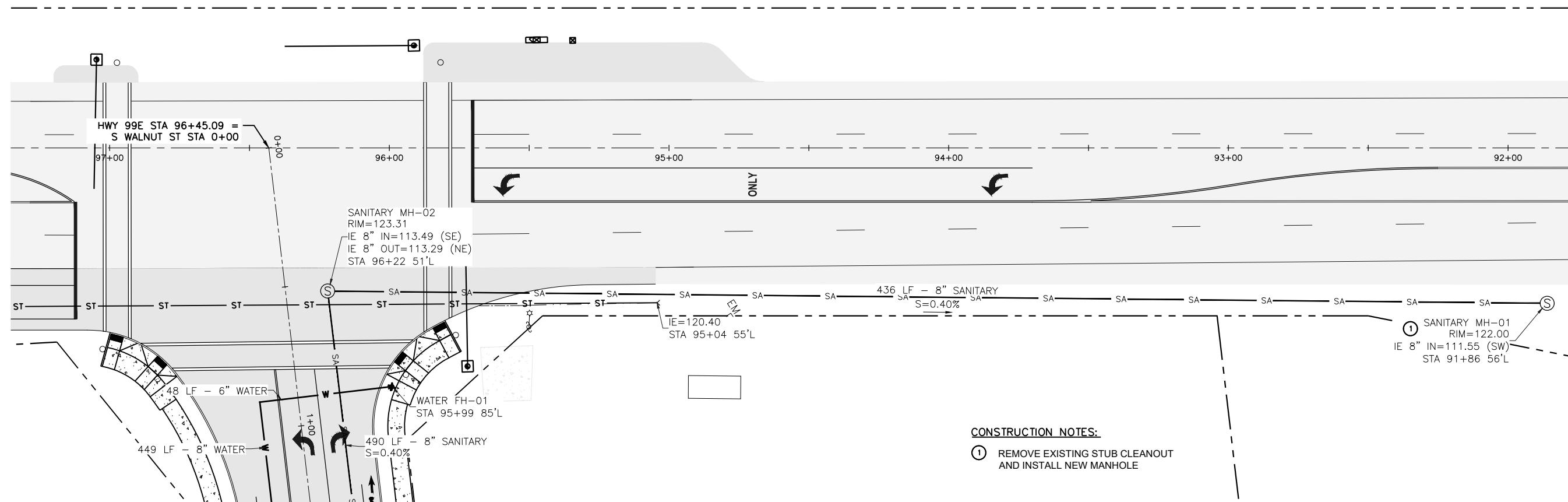
**HIGHWAY 99E  
UTILITY PLAN & PROFILE**

CLACKAMAS COUNTY, OREGON

DATE	JAN/2023
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CAD	1784

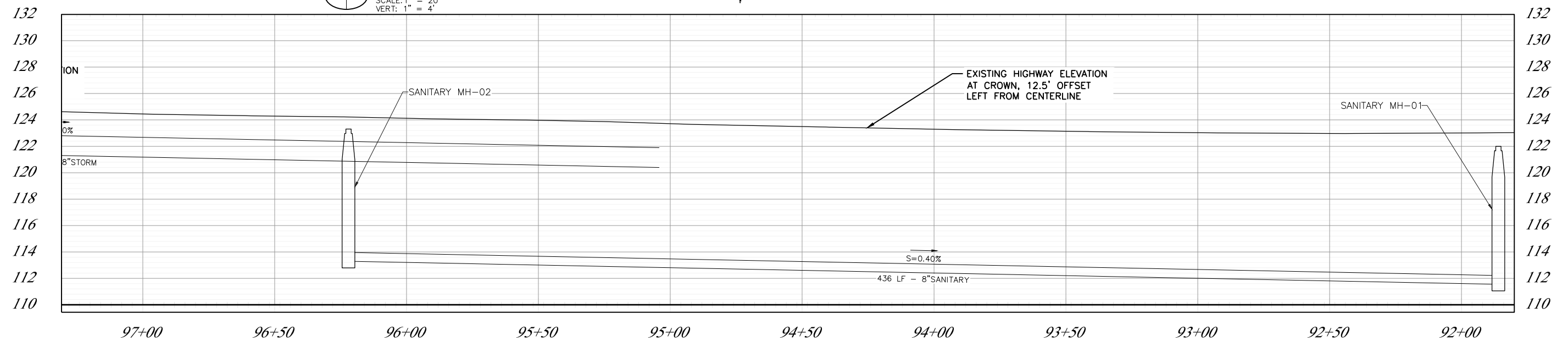
**C6  
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**CONSTRUCTION NOTES:**  
 ① REMOVE EXISTING STUB CLEANOUT AND INSTALL NEW MANHOLE

② **HIGHWAY 99E PROFILE STA: 92+00 - 96+50**  
 SCALE: 1" = 20'  
 VERT: 1" = 4'



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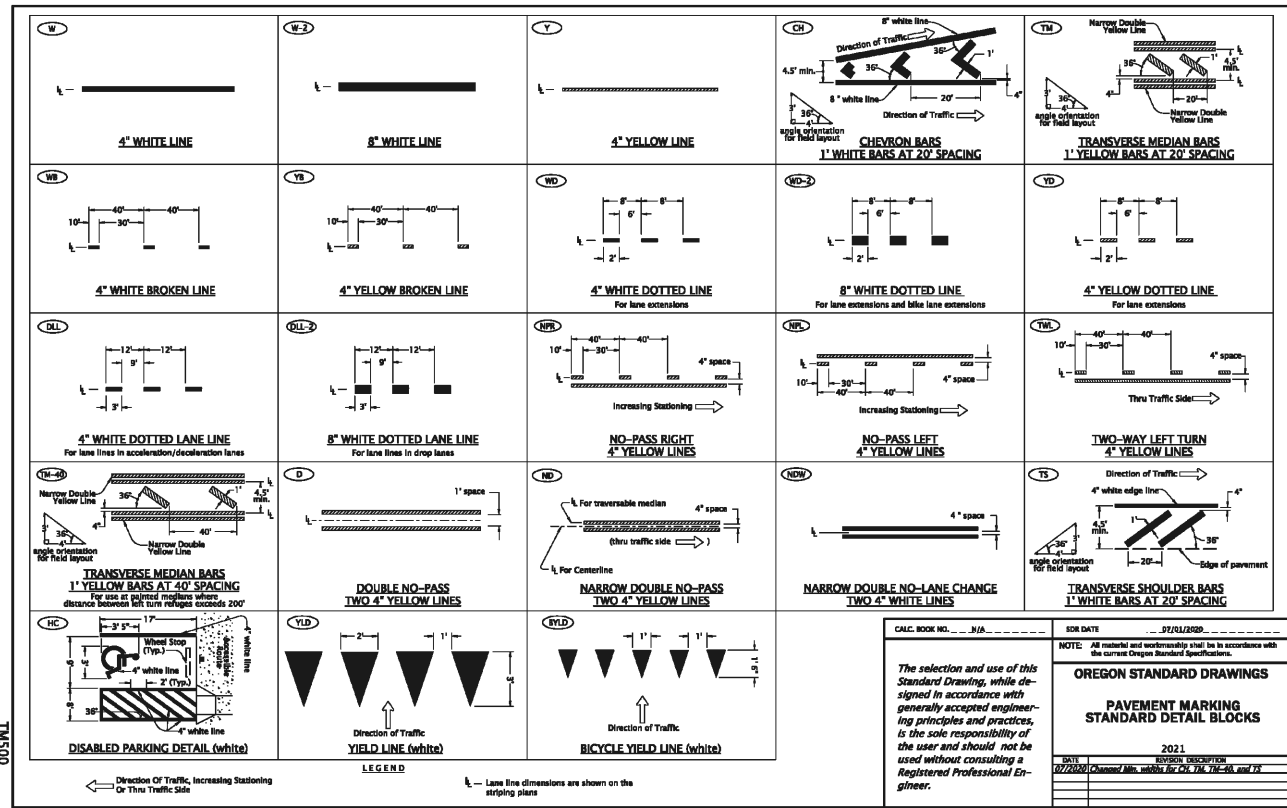
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OREGON DEPARTMENT OF TRANSPORTATION  
 99 E & WALNUT INTERSECTION  
**HIGHWAY 99E**  
**UTILITY PLAN & PROFILE**  
 CLACKAMAS COUNTY, OREGON

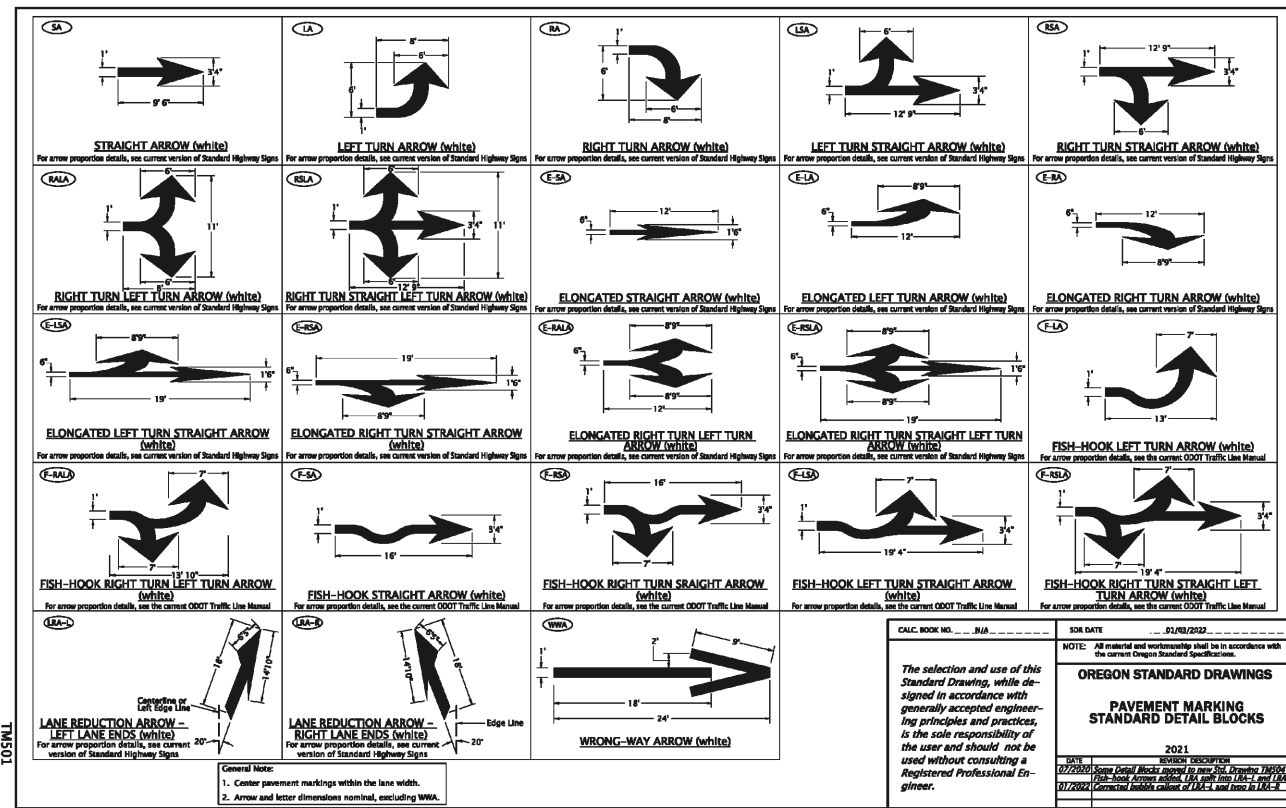
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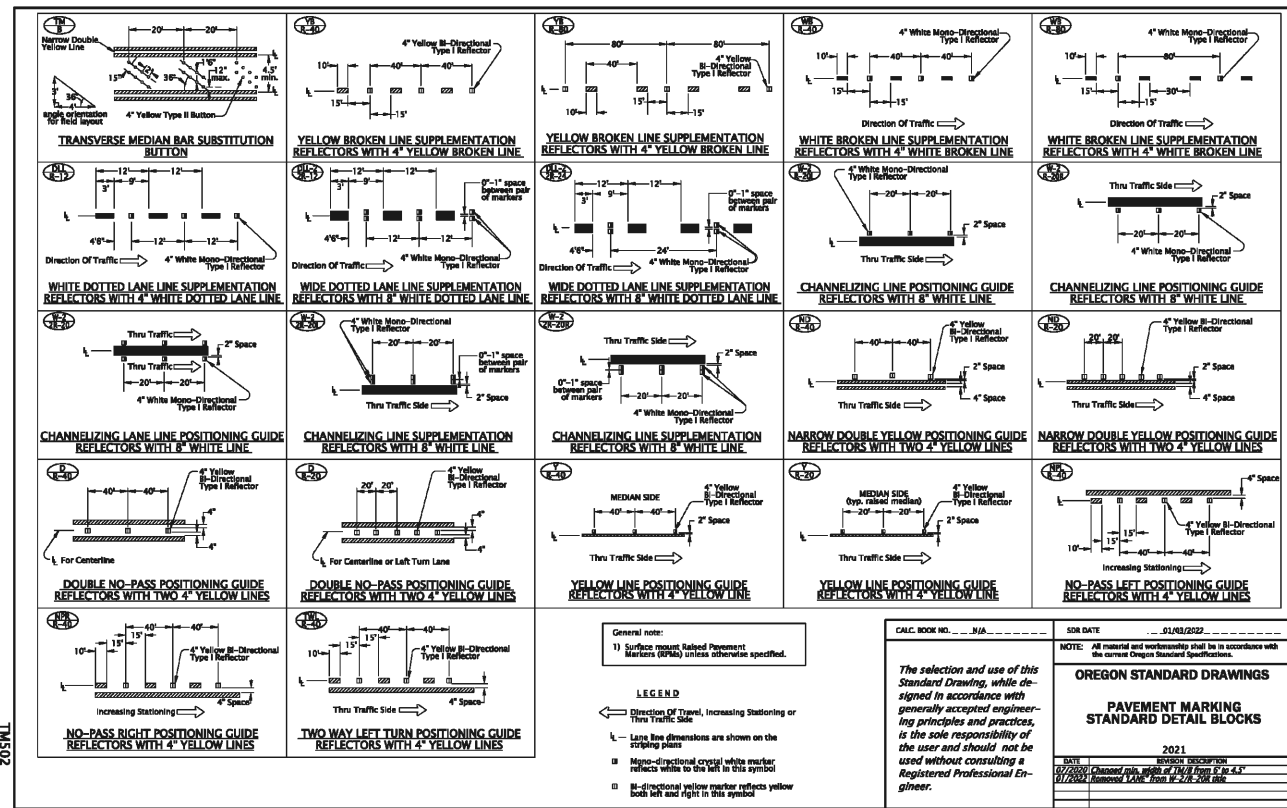




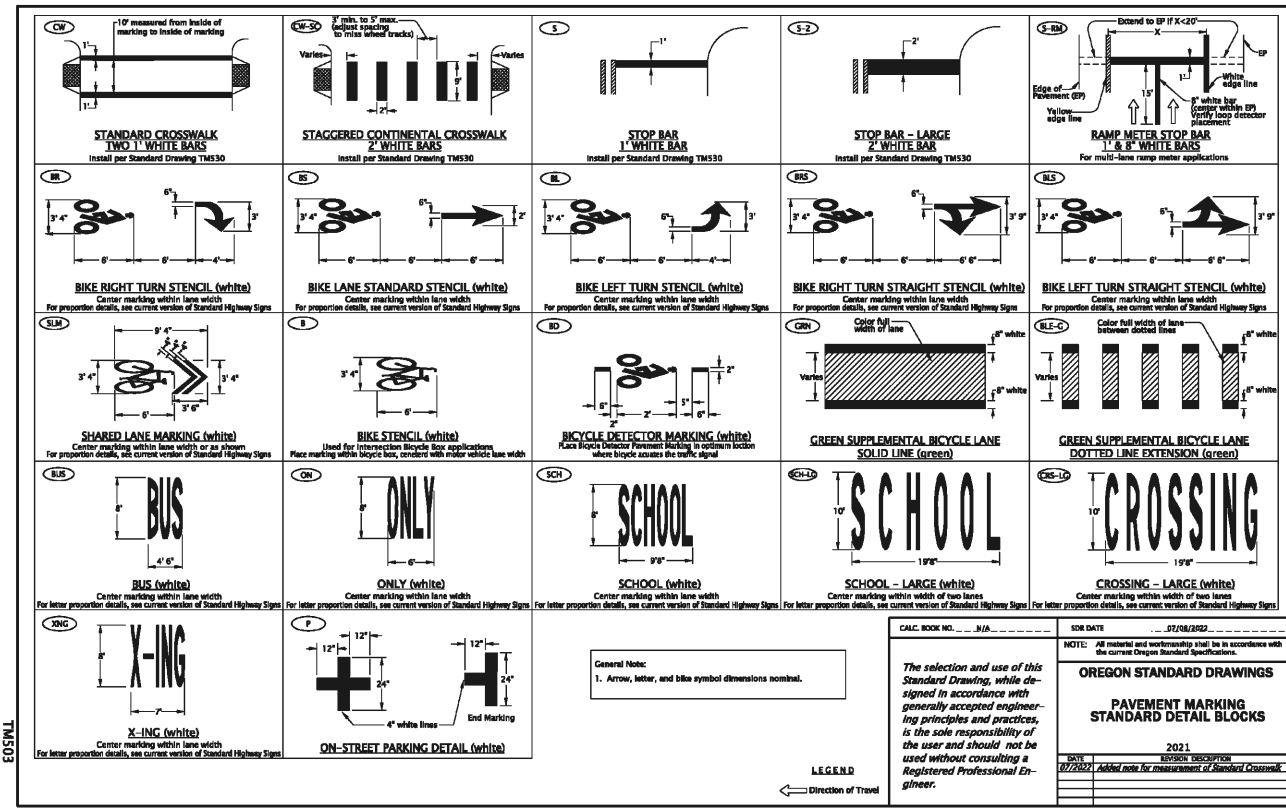
Effective Date: December 01, 2022 - May 31, 2023 TM500



Effective Date: December 01, 2022 - May 31, 2023 TM501



Effective Date: December 01, 2022 - May 31, 2023 TM502



Effective Date: December 01, 2022 - May 31, 2023 TM503

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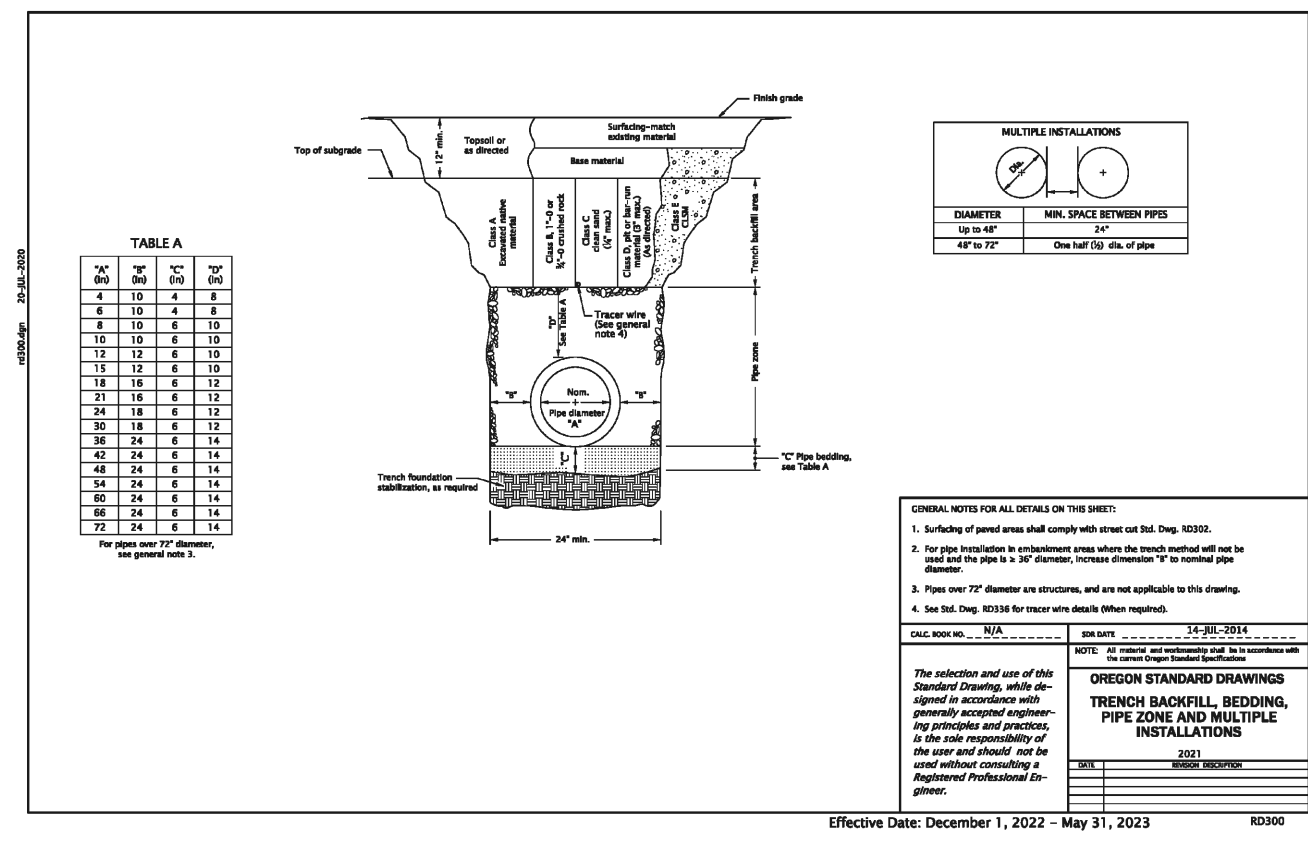
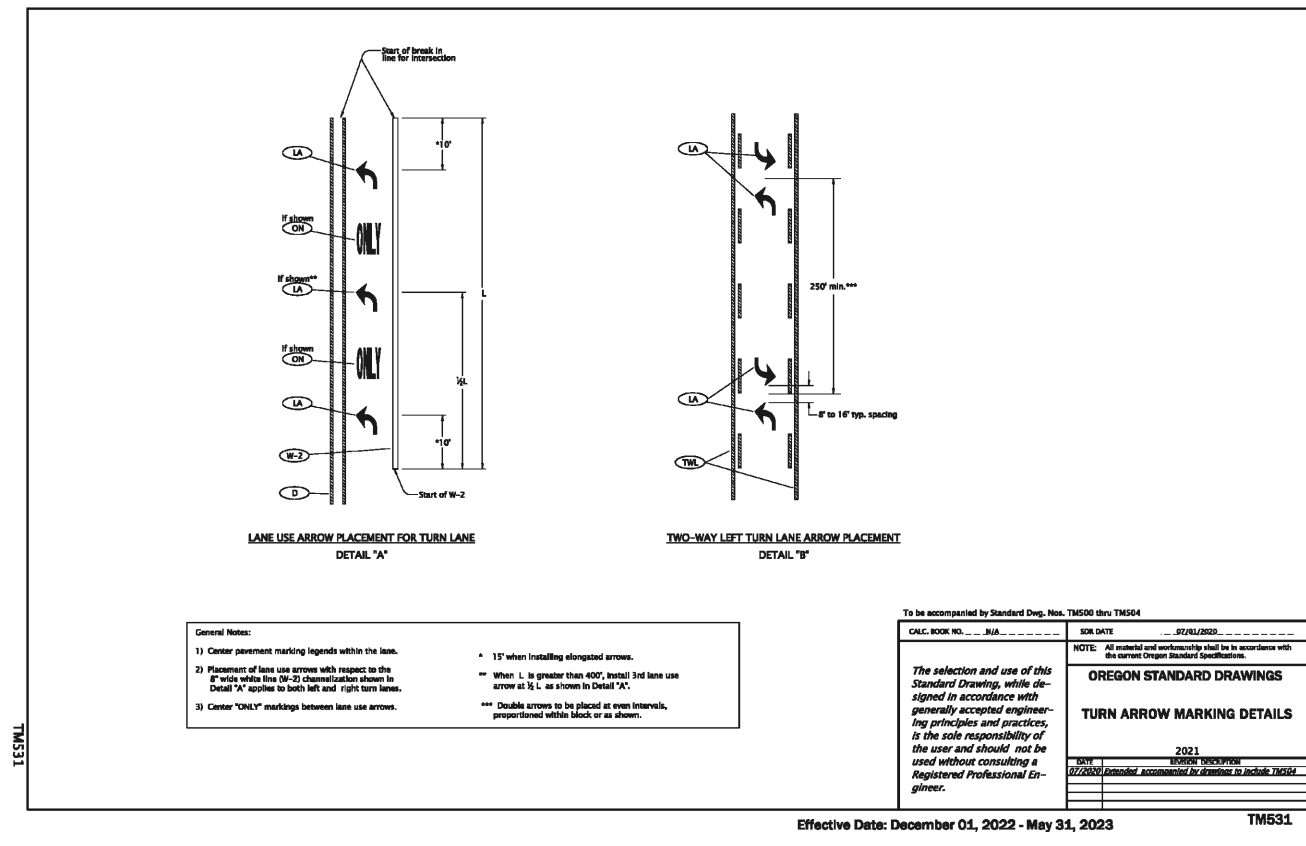
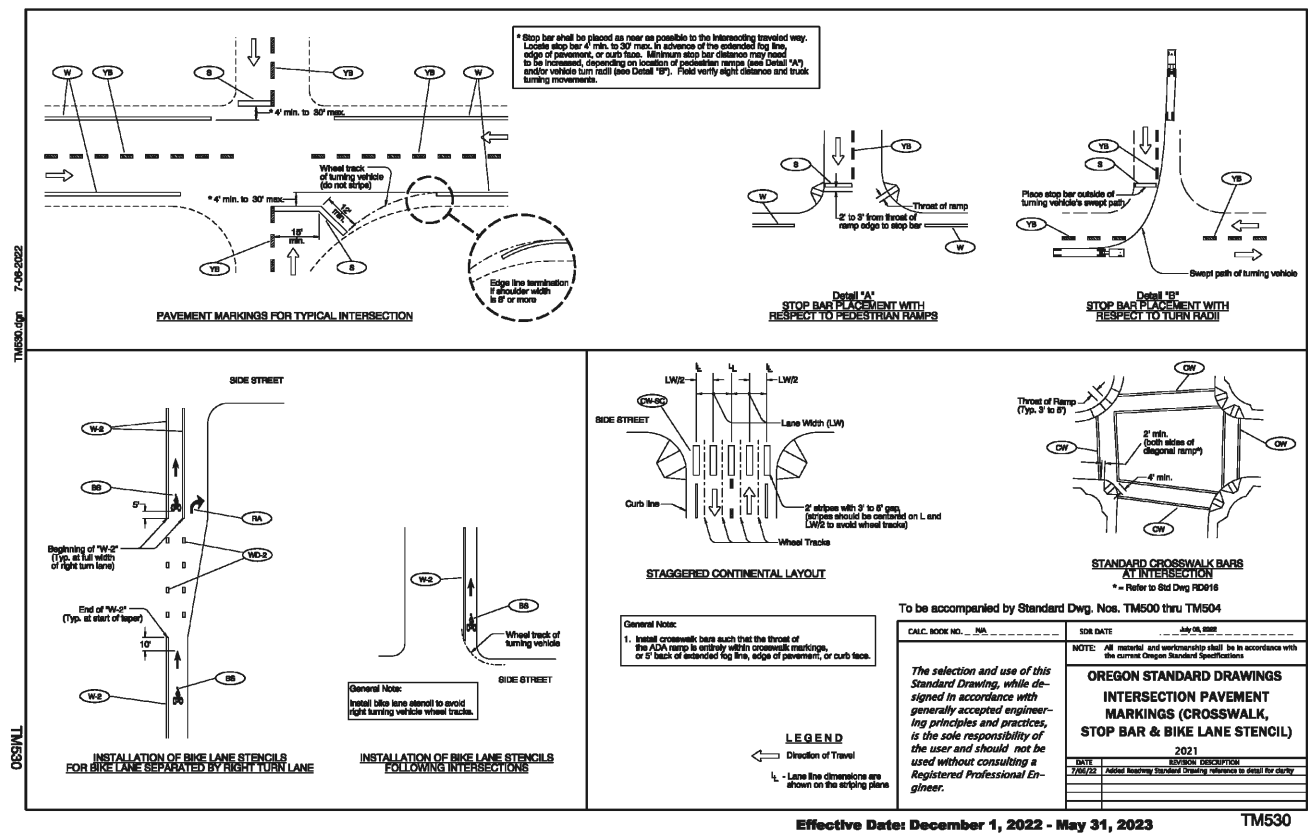
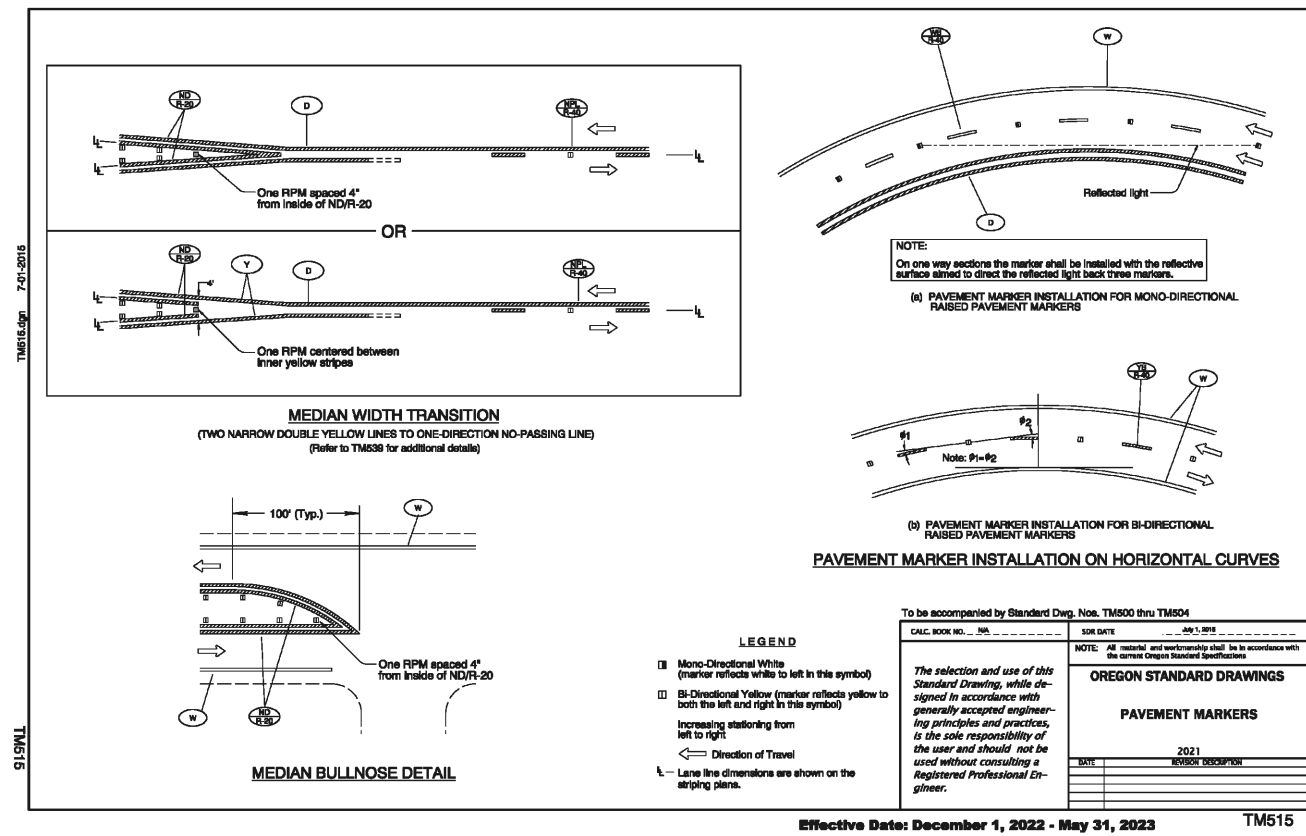
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PORTLAND, OREGON 97223  
PHONE (503) 684-3478

OREGON DEPARTMENT OF TRANSPORTATION  
99 E & WALNUT INTERSECTION  
HIGHWAY 99E  
DETAILS  
CLACKAMAS COUNTY, OREGON

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REVISIONS

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**OREGON DEPARTMENT OF TRANSPORTATION**  
99 E & WALNUT INTERSECTION

**HIGHWAY 99E  
DETAILS**

CLACKAMAS COUNTY, OREGON

DATE	JAN /2023
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XX**

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**DETAIL "A"  
TRACER WIRE**  
(See general note 6)

**DETAIL "B"  
MANHOLE STEPS**  
(See general note 7)

**DETAIL "C"  
PRECAST CONICAL TOP  
OR  
PRECAST FLAT SLAB TOP  
AND MANHOLE STEPS ORIENTATION**  
(See general note 7)

**GENERAL NOTES FOR ALL DETAILS ON THIS SHEET:**

- All existing AC or PCC pavement shall be sawcut prior to repaving.
- Concrete pavement shall be replaced with concrete to a minimum thickness of 8" or to the thickness of removed pavement, whichever is greater.
- For joining new concrete to existing concrete, see contract plans for specific details.
- Place AC mix minimum 6" or the thk. of the removed pavement, whichever is greater. Compact as specified.

CALC. BOOK NO. N/A      SDR DATE 20-JUL-2020

NOTE: All material and workmanship shall be in accordance with the current Oregon Standard Specifications.

**OREGON STANDARD DRAWINGS**

**STREET CUT**

DATE 2021

Effective Date: December 1, 2022 - May 31, 2023      RD302

**DETAIL "A"  
TRACER WIRE**  
(See general note 6)

**DETAIL "B"  
MANHOLE STEPS**  
(See general note 7)

**DETAIL "C"  
PRECAST CONICAL TOP  
OR  
PRECAST FLAT SLAB TOP  
AND MANHOLE STEPS ORIENTATION**  
(See general note 7)

**GENERAL NOTES FOR ALL DETAILS ON THIS SHEET:**

- All precast products shall conform to requirements of ASTM C478.
- Standard precast manhole section diameter shall be 48". Use 42" if specified by the Engineer.
- See Std. Dwg. RD345 for pipe to manhole connections.
- See Std. Dwg. RD344 for manhole base section.
- Adjust 2" maximum.
- All connecting pipes shall have a tracer wire, or approved alternate. Place tracer wire directly over pipe centerline and on top of the pipe zone material.
- Steps shall conform to requirements of ASTM C478. When 16" or less width steps. See Detail "C" for alignment of steps, and manhole cover and frame.
- See Std. Dwg. RD335 for details not shown.
- See Std. Dwg. RD356 for manhole covers and frames, manhole adjustment rings, etc.
- Max. pipe diameter varies with pipe material.
- See Std. Dwg. RD342 for shallow manholes.
- See project plans for details not shown.

CALC. BOOK NO. N/A      SDR DATE 16-JAN-2019

NOTE: All material and workmanship shall be in accordance with the current Oregon Standard Specifications.

**OREGON STANDARD DRAWINGS**

**STANDARD MANHOLE DETAILS**

DATE 2021

Effective Date: December 1, 2022 - May 31, 2023      RD336

**MANHOLE WITH PRECAST CONICAL TOP**

**MANHOLE WITH PRECAST FLAT SLAB TOP**

**GENERAL NOTES FOR ALL DETAILS ON THIS SHEET:**

- All precast products shall conform to requirements of ASTM C478.
- Standard precast manhole section diameter shall be 48". Use 42" if specified by the Engineer.
- See Std. Dwg. RD345 for pipe to manhole connections.
- See Std. Dwg. RD344 for manhole base section.
- Adjust 2" maximum.
- All connecting pipes shall have a tracer wire, or approved alternate.
- See Std. Dwg. RD336 for manhole steps.
- See Std. Dwg. RD336 for details not shown.
- See Std. Dwg. RD356 for manhole covers and frames, manhole adjustment rings, etc.
- Max. pipe diameter varies with pipe material.
- See Std. Dwg. RD342 for shallow manholes.
- Location, elevation, diameter, slope, and number of pipe(s) varies, see project plans.
- This detail limited to interior drop of 24". See Std. Dwg. RD350 or RD352 for drop manhole details for drops in excess of 24".

CALC. BOOK NO. N/A      SDR DATE 21-JUN-2019

NOTE: All material and workmanship shall be in accordance with the current Oregon Standard Specifications.

**OREGON STANDARD DRAWINGS**

**STANDARD SANITARY SEWER MANHOLE**

DATE 2021

Effective Date: December 1, 2022 - May 31, 2023      RD338

**CAST IN PLACE MANHOLE BASE**  
(For Invert channel details, see precast option at right)

**PRECAST MANHOLE BASE**

**GENERAL NOTES FOR ALL DETAILS ON THIS SHEET:**

- All concrete shall be commercial grade concrete.
- Channels shall be constructed to provide smooth slopes and radii to outlet pipe.
- Bases may be precast or cast in place.
- Max. pipe diameter varies with pipe material.
- Use on 42" and 48" diameter manholes.
- Extend pipe into manhole and grade smooth. Pipe(s) may extend 2" max. beyond the interior manhole wall.
- Location, elevation, diameter, slope, and number of pipe(s) varies, see project plans.
- All precast products shall conform to the requirements of ASTM C478.
- See Std. Dwg. RD345 for pipe to manhole connections.
- See Std. Dwg. RD336 for manhole steps details.
- See Std. Dwg. RD336 for tracer wire details.
- At spring line of pipe, extend channel up to crown line on 12:1 batter.

CALC. BOOK NO. N/A      SDR DATE 14-JUL-2014

NOTE: All material and workmanship shall be in accordance with the current Oregon Standard Specifications.

**OREGON STANDARD DRAWINGS**

**STANDARD MANHOLE BASE SECTION**

DATE 2021

Effective Date: December 1, 2022 - May 31, 2023      RD344

BAR IS ONE INCH ON ORIGINAL DRAWING.

ADJUST SCALE AS SHOWN ACCORDINGLY.

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**OREGON DEPARTMENT OF TRANSPORTATION**  
99 E & WALNUT INTERSECTION

**HIGHWAY 99E  
DETAILS**

CLACKAMAS COUNTY, OREGON

DATE	JAN /2023
B/N	1784
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D/S	JHH
CAD	1784

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**CONNECTION OF RIGID PIPE TO MANHOLE**

**CONNECTION OF FLEXIBLE PIPE TO MANHOLE**

**GENERAL NOTES FOR ALL DETAILS ON THIS SHEET:**

- All precast sections shall conform to requirements of ASTM C478.
- Manhole base sections may be precast or cast-in-place.
- All concrete shall be commercial grade concrete.
- Location, elevation, diameter, slope, and number of pipe(s) varies, see project plans.
- Max. pipe diameter varies with pipe material.
- All connecting pipes shall have a tracer wire, or approved alternate.
- See Std. Dwg. RD336 for tracer wire details.
- Invert channels shall be constructed to provide smooth slopes and radii to outlet pipe.
- When rigid pipe is used, the connecting pipe shall have a flexible, gasketed and unrestrained joint within 18" of manhole wall. Joint type varies with manufacturer.
- When flexible pipe is used, install resilient connectors conforming to requirements of ASTM C923.
- See Std. Dwg. RD335, RD336, and RD338 for details not shown.
- See Std. Dwg. RD336 for manhole steps details.
- See Std. Dwg. RD342 for shallow manholes.
- See Std. Dwg. RD344 for manhole base section.
- See Std. Dwg. RD356 for manhole covers and frames, manhole adjustment rings, etc.
- Pipe zone varies, see Std. Dwg. RD300.

**OREGON STANDARD DRAWINGS**  
**PIPE TO MANHOLE CONNECTIONS**  
 2021  
 Effective Date: December 1, 2022 - May 31, 2023  
 RD345

**STANDARD MANHOLE GRATE**

**CAST IRON SUBURBAN MANHOLE COVER AND FRAME**

**CAST IRON TAMPERPROOF AND WATERTIGHT COVER**

**GENERAL NOTES FOR ALL DETAILS ON THIS SHEET:**

- Tamperproof covers required on sanitary or storm drain manhole where located in pedestrian ways or easement areas. Covers for sanitary manholes shall have two holes maximum.
- Watertight covers required if located where cover may be submerged (no holes).
- Covers and frames shall be stamped with manufacturer's initials, heat number and point of origin.
- See Std. Dwg. RD336 for manhole steps.
- See Std. Dwg. RD360 for manhole frame adjustment.
- See ODOT's QPL for alternate manhole adjustment rings.
- Manhole grate allowed only in locations not subject to bicycle or pedestrian use.
- See ODOT's QPL for alternate bolt-down products.

**OREGON STANDARD DRAWINGS**  
**MANHOLE COVERS AND FRAMES**  
 2021  
 Effective Date: December 1, 2022 - May 31, 2023  
 RD356

**TYPE 2 MARKER INSTALLATION**

**CONCRETE BARRIER INSTALLATION**

**CONCRETE HEADWALL INSTALLATION**

**GUARDRAIL INSTALLATION**

**CULVERT ID MARKER**

**GENERAL NOTES FOR ALL DETAILS ON THIS SHEET:**

- See Standard Drawing TMS71 for "Type 1U Steel Post Dimensions" details.
- Place Type 1 marker on inlet edge of the pavement directly in line with the inlet.
- Install Type 2 culvert markers parallel to travel lane and inconspicuous to traffic.
- On non-divided highways place markers only at the culvert inlet side of highway.
- On divided highways placing markers on the outer side is optional.
- Drainage Facility ID: Place the assigned DF number on the Type 2 marker when the culvert spans a face class 4 face. (Circular D10123).
- Bridge Structure ID: Place the assigned ID number on the Type 2 marker when a culvert has a span equal to or greater than 6 feet.
- For more information on Single and Multiple Drainage Facilities, contact the Senior Culvert Headwall Engineer or the Senior Culvert Maintenance Hydraulic Engineer in the Hydraulic Unit of the Engineering Technical Services Branch.
- Slope slopes where guardrail or concrete barrier are present, install Type 2 marker on slope side of barrier.
- Install only a Type 1 marker or a Type 2 marker on concrete barrier.

**OREGON STANDARD DRAWINGS**  
**CULVERT ID MARKER**  
 2021  
 Effective Date: December 1, 2022 - May 31, 2023  
 RD398

**STANDARD CURB**

**MOUNTABLE CURB**

**LOW PROFILE MOUNTABLE CURB AND GUTTER**

**VALLEY GUTTER**

**GENERAL NOTES FOR ALL DETAILS ON THIS SHEET:**

- Curbs shall slope toward the roadway at 1.5% max. (Max. 2.0% finished surface slope), unless otherwise shown, or as directed.
- Dimensions are nominal, vary to conform with curb machine approved by the engineer.
- Dimensions adjacent to radii are measured to the point of intersection of curb surfaces.
- For sidewalk details, and monolithic curb & sidewalk, see Std. Dwg. RD720 & RD721.
- For drainage curbs, see Std. Dwg. RD701.
- For curb ramp details, see Std. Dwg. RD900 series.
- On or along state highways, curb and gutter is required at curb ramp.

**OREGON STANDARD DRAWINGS**  
**CURBS**  
 2021  
 Effective Date: December 1, 2022 - May 31, 2023  
 RD700

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BAR IS ONE INCH ON ORIGINAL DRAWING.  
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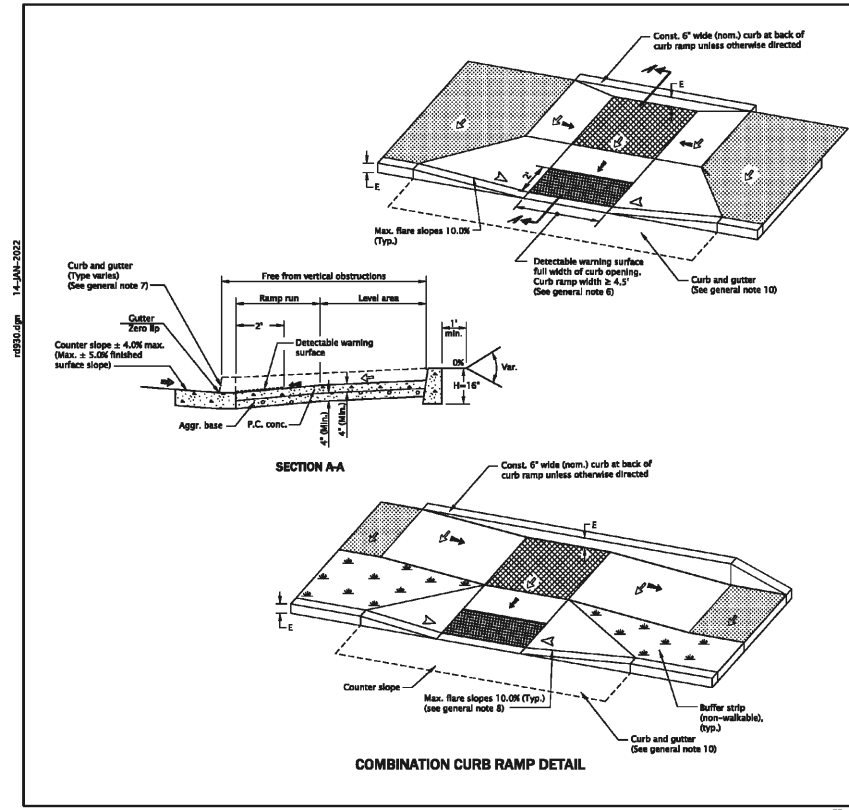
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**HIGHWAY 99E**  
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GENERAL NOTES FOR ALL DETAILS ON THIS SHEET:

1. Curb ramp details are based on applicable ODOT Standards.
2. See project plans for details not shown.
3. See Std. Dwg. RD700 & RD701 for curbs.
4. See Std. Dwg. RD720 & RD721 for sidewalks.
5. See Std. Dwg. RD902 through RD908 for detectable warning surface installation details.
6. Site conditions normally require a project specific design. See project plans for details not shown.
7. Tooled dummy joints are required at all curb ramp slope break lines, (see Std. Dwg. RD722).
8. Curb ramp slopes shown are relative to the true level horizon (zero bubble).
9. Place detectable warning surface at the back of curb for a minimum depth of 2' in the direction of pedestrian travel full width of curb ramp opening that is adjacent to traffic.
10. Place an inlet at upstream side of curb ramp or perform other approved design mitigation. Check the gutter flow depth at curb ramp locations to assure that the design flood does not overlap the back of sidewalk.
11. Return curb may be provided in lieu of flare slope only if protected from reverse travel by landscaping, see Std. Dwg. RD721. Return curb shall not reduce width of approaching sidewalk.
12. Curb ramps for shared use paths intersecting a roadway shall be full width of path, excluding flares. When a curb ramp is used to provide bicycle access from a roadway to a sidewalk, the curb ramp opening will be a 4' wide, (see Std. Dwg. RD909 for additional details).
13. On or along state highways, curb and gutter is required at curb ramps.
14. Grade breaks at the top and bottom of curb ramp runs shall be perpendicular to the direction of the ramp run. Grade breaks shall not be permitted on the surface of ramp runs and turning spaces. Surface slopes that meet at grade breaks shall be flush.

LEGEND:

- Marked or intended crossing location
- Sidewalk
- Detectable warning surface
- Level area (turning space/landing)  
Unobstructed 4.5' x 4.5'  
With obstruction 4.5' x 5.5' (longer dimension in direction of pedestrian street crossing).  
For the purposes of this application, a max. 2.0% finished surface slope (for drainage) measured perpendicular in two directions is considered level.
- Cross slope 1.5% max.  
(Max. 2.0% finished surface slope)  
(Normal sidewalk cross slope)
- Running slope 7.5% max.  
(Max. 8.2% finished surface slope)
- Counter slope 4.0% max. ascending or descending.  
(Max. 5.0% finished surface slope)  
Slope as required for drainage
- Flare slope  
(Max. 10% finished surface slope)

CALC. BOOK NO. N/A      SIGN DATE 14-JAN-2022

NOTE: All material and workmanship shall be in accordance with the current Oregon Standard Specifications

OREGON STANDARD DRAWINGS  
COMBINATION CURB RAMP

2021

DATE	REVISION DESCRIPTION
01-2022	ISSUED COURTESY
01-2022	REVISED SYMBOLS AND NOTES
01-2022	REVISED NOTES

The selection and use of this Standard Drawing, while designed in accordance with generally accepted engineering principles and practices, is the sole responsibility of the user and should not be used without consulting a Registered Professional Engineer.

Effective Date: December 1, 2022 – May 31, 2023      RD930

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REV.#	DATE	DESCRIPTION

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