



AGENDA
CANBY CITY COUNCIL
REGULAR MEETING – 7:00 PM

June 21, 2023

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

Register here to attend the meetings virtually:

https://us06web.zoom.us/webinar/register/WN_AqsCj4EnR6af-kSKLwK9dw

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

Mayor Brian Hodson

Councilor Christopher Bangs

Councilor James Davis

Council President Traci Hensley

Councilor Herman Maldonado

Councilor Jason Padden

Councilor Shawn Varwig

Note: There will be an Urban Renewal Agency Meeting beginning at 6:00 p.m. (See Separate Urban Renewal Agency Agenda)

REGULAR MEETING – 7:00 PM

1. CALL TO ORDER

- a. Invocation
- b. Pledge of Allegiance

2. **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 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 City Recorder by 4:30 pm on June 21, 2023 with your name, the topic you'd like to speak on and contact information: benhamm@canbyoregon.gov or call 503-266-0720. Once your information is received, you will be sent instructions to speak.**

- 3. 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 April 19, 2023 Regular City Council minutes. Pg. 1
 - b. Approval of the OLCC Application for an Off Premises, license for La Conasuper Meat Market located at 733 SE 1st Avenue. Pg. 6
 - c. Reappointments of Members Russell Heinemann, and Mindy Montecucco to the Bike and Pedestrian Committee for a term ending June 30, 2026. Pg. 11
 - d. Reappointment of Chair Robert Cambra to the Traffic Safety Commission for a term ending June 30, 2026.
 - e. Reappointment of Member Jennifer Driskill to the Traffic Safety Commission for a term ending June 30, 2026.
 - f. Appointment of Member Linda Warwick to the Library Advisory Board for a term ending June 30, 2024.
 - g. Appointment of Members Jennifer Kraxberger and Kristi Smith to the Library Advisory Board for a term ending June 30, 2027.
- 4. PUBLIC HEARINGS**
- You are welcome to speak in person. ***If you would like to speak virtually please email or call the City Recorder by 4:30 pm on June 21, 2022 with your name, and contact information: benhamm@canbyoregon.gov or call 503-266-0720. Once your information is received, you will be sent instructions to speak.**
- a. Public Hearing regarding Supplemental 2022-2023 FY Budget.
 - b. Public Hearing regarding 2023-2024 FY Budget as Recommended by Budget Committee.
- 5. ORDINANCES & RESOLUTIONS**
- a. Consider **Ordinance No. 1603:** An Ordinance Authorizing the City Administrator Designee to enter into an Amended Employment Contract between the City of Canby and Eileen Stein. (*Second Reading*) Pg. 25
 - b. Consider **Ordinance No. 1604:** An Ordinance Authorizing the Interim City Administrator to Execute a Contract with Pape Trucks in the amount of \$282,723.81 for the purchase of a new dump truck and declaring an emergency. (*Second Reading*) Pg. 31
 - c. Consider **Ordinance No. 1605:** An Ordinance Authorizing the Interim City Administrator to Enter into a Contract with National Fitness Campaign (NFC), San Francisco, California to Purchase a Highly Specialized Outdoor Fitness Court Infrastructure Product with an Integrated Digital Ecosystem and Fitness Court Mobile App in the amount of \$160,000. (*First Reading*) Pg. 61
 - d. Consider **Resolution No. 1385:** A Resolution adopting a Supplemental Budget for the 2022-2023 Fiscal Year. Pg. 105
 - e. Consider **Resolution No. 1386:** A Resolution declaring the City’s election to receive State Revenue for Fiscal Year 2023-2024. Pg. 109
 - f. Consider **Resolution No. 1387:** A Resolution Adopting the Budget, Making Appropriations, And Imposing And Categorizing Taxes For The 2023-2024 Fiscal Year. Pg. 112
 - g. Consider **Resolution No. 1388:** A Resolution Authorizing an Interfund Loan From The Cemetery Perpetual Care Fund To The Library Fund In The Amount Of Pg. 150

\$500,000 And Authorizing Repayment Of The Interfund Loan In Fiscal Year 2023-2024.

- h. Consider **Resolution No. 1389**: A Resolution setting Fees for Services and Repealing Res. 1370 and all Previous Resolutions Adopting a Master Fee Schedule. Pg. 153
- i. Consider **Resolution No. 1390**: A Resolution extending Workers Compensation coverage to volunteers of the City of Canby and repealing Resolution No. 1371. Pg. 198

6. OLD BUSINESS

- a. Sole Source Outdoor Fitness Court
- b. City Administrator Recruitment Matrix Pg. 201

7. MAYOR'S BUSINESS

8. COUNCILOR COMMENTS & LIAISON REPORTS

9. INTERIM CITY ADMINISTRATOR'S BUSINESS & STAFF REPORTS

10. CITIZEN INPUT

11. ACTION REVIEW

12. ADJOURN

*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.

**CANBY CITY COUNCIL
REGULAR MEETING MINUTES
April 19, 2023**

PRESIDING: Brian Hodson

COUNCIL PRESENT: Traci Hensley, James Davis, Jason Padden, Shawn Varwig, Christopher Bangs and Herman Maldonado (arrived late virtually).

STAFF PRESENT: Scott Archer, City Administrator; Maya Benham, City Recorder; Jamie Stickel, Economic Development Director; Don Hardy, Planning Director; and Brianna Addotta, Associate Planner.

CALL TO ORDER: Mayor Hodson called the Regular Meeting to order at 7:05 p.m. in the Council Chambers.

CITIZEN INPUT & COMMUNITY ANNOUNCEMENTS:

Donnise Brown, Canby resident, addressed problems with library management and employees leaving. The Library Director had not interacted with the Friends of the Library and said there was an ethical issue with the Friends using the copy machine.

Greg Perez, Canby resident, spoke about the Kiwanis Club asking the Library Director to speak with them, but were brushed off. They were going to donate money to the library, but changed their minds due to the incident.

CONSENT AGENDA: **Council President Hensley moved to approve the minutes of the February 15, 2023 City Council Work Session and Regular Meeting, the appointment of Randy Tessman to the Transit Advisory Committee for a term ending March 31, 2025, the reappointments of Tyler Francke and AdriAnne Carlson to the Transit Advisory Committee for terms ending March 31, 2026, and the approval of the OLCC application for a Warehouse and Wholesale Sales Only License for Dragonberry Sweets LLC located at 888 Dragonberry Lane. Motion was seconded by Councilor Varwig and passed 6-0.

PUBLIC HEARINGS: Economic Opportunity Analysis Hearing - Mayor Hodson opened the public hearing and read the hearing statement.

Staff Report: Don Hardy, Planning Director, presented the Economic Opportunity Analysis. He discussed the grant requirements, project schedule, overview of the analysis, advisory group, employment growth scenarios, overall land needs, economic development objectives, and Planning Commission recommendations. He reviewed the community development vision statement and how the medium growth scenario was the recommendation. He asked for Council adoption tonight.

There was discussion regarding expansion, medium growth scenario, and 99E corridor.

There was no public testimony.

Mayor Hodson closed the public hearing.

Mayor Hodson discussed the Canby business survey and need for more community involvement in the upcoming Comprehensive Plan update.

****Councilor Bangs moved to adopt the Economic Opportunity Analysis as presented. Motion was seconded by Councilor Varwig and passed 6-0.**

Text Amendment Application & Hearing – TA 23-01, Text Amendment Rectifying an Erroneous Deletion in Chapter 16.10.010.B adopted under TA 22-01 –

Mayor Hodson opened the public hearing and read the hearing statement.

Staff Report: Brianna Addotta, Associate Planner, presented the text amendment. This amendment was limited in scope to a revision of a single standard found in Chapter 16.10 of the Development Code, Off-Street Parking and Loading.

There was no public testimony.

Mayor Hodson closed the public hearing.

ORDINANCES:

Ordinance 1597 – ****Councilor Bangs moved to approve Ordinance 1597, AN ORDINANCE AMENDING CANBY’S TITLE 16 OF THE CANBY MUNICIPAL CODE TO RESTORE THE INTENDED LANGUAGE OF CMC SECTION 16.10.010.B. (TA 23-01) to come up for second reading on May 3, 2023. Motion was seconded by Council President Hensley and passed 6-0 on first reading.**

Ordinance 1594 – ****Council President Hensley moved to approve Ordinance 1594, AN ORDINANCE PROHIBITING CAMPING AND REDUCING OTHER MISCELLANEOUS OFFENSES TO VIOLATIONS. Motion was seconded by Council Varwig.**

Councilor Padden would like to see pressure on the County to put a plan in place to provide support to cities to address homelessness.

Councilor Bangs thought this ordinance was overly harsh and did not support it.

The motion passed 5-1 by roll call vote with Councilor Bangs opposed.

Ordinance 1595 – Mr. Archer said this was a consolidation contract for copy machines in the City, which would be a cost savings.

****Council President Hensley moved to approve Ordinance 1595, AN ORDINANCE AUTHORIZING THE CITY ADMINISTRATOR TO ENTER INTO A CONTRACT WITH PACIFIC OFFICE AUTOMATION to come up for second reading on May 3, 2023. Motion was seconded by Councilor Varwig and passed 6-0 on first reading.**

Ordinance 1596 – Mr. Nelzen explained what was included in the sanitary sewer pump station improvements. The emergency declaration was due to timing with ODOT’s project and they were 30 days over the contract, and with the emergency declaration they would be 60 days over.

****Council President Hensley moved to approve Ordinance 1596, AN ORDINANCE AUTHORIZING THE CITY ADMINISTRATOR TO EXECUTE A CONTRACT WITH CANBY EXCAVATING, INC. IN THE AMOUNT OF \$1,035,249 FOR THE 2023 SANITARY SEWER IMPROVEMENTS AND DECLARING AN EMERGENCY to come up for second reading on May 3, 2023. Motion was seconded by Councilor Padden and passed 6-0 on first reading.**

Council President Hensley suggested scheduling a meeting next week for the second reading. It was added to New Business as discussion.

OLD BUSINESS:

City of Canby Response to ODOT Tolling Environment Assessment – Mr. Hardy said a federal environmental assessment had been prepared by ODOT which would commit mitigation measures for tolling. The City was concerned about traffic diversion, and ODOT had come up with some mitigation measures outside of the City limits, but none for inside City limits. He had prepared a letter addressing this issue, specifically calling out critical items like Ivy and 99E. The letter requested ODOT to do further analysis and continue the dialogue for the assessment or to do an environmental impact statement, which was a much larger document. There were also signal timing issues to Redwood, failing intersections, pedestrian and bicycle safety issues, and delays to Canby Area Transit. The County and other cities were pushing for the environmental impact statement.

There was discussion about talking to ODOT directly about the diversion issues in Canby.

****Council President Hensley moved to approve the draft letter to ODOT addressing I-205 tolling concerns and authorizing Mayor Hodson to sign the letter. Motion was seconded by Councilor Varwig.**

Councilor Padden thought additional streets that would be affected should be added to the letter and he listed those streets.

Mayor Hodson suggested sending a copy of the letter to State Senator Bonham.

****Council President Hensley accepted the amendment to include the additional streets as suggested and sending a copy to Senator Bonham. Councilor Varwig agreed. Motion passed 6-0.**

NEW BUSINESS: The Council discussed meeting next week for the second reading of Ordinance 1596.

****Council President Hensley moved to set a meeting on April 25 at 6 p.m. for the second reading of Ordinance 1596. Motion was seconded by Councilor Varwig and passed 6-0.**

Discussion regarding upcoming City Administrator position vacancy and succession process – Mayor Hoson said Mr. Archer was leaving for a different job. He discussed the recruitment process and hiring a firm to help with the process.

There was discussion regarding hiring an interim City Administrator, how the Assistant City Administrator/City Attorney was on leave until May 1, adding it to the April 25 agenda, waiting until the Assistant came back, urgency for training before Mr. Archer left, reviewing the Assistant's contract and City Charter, budget timeline, other directors interested in the interim role, and the positions that reported to Council.

****Council President Hensley moved to add the interim City Administrator discussion to the April 25 agenda. Motion was seconded by Councilor Padden and passed 6-0.**

Mr. Archer asked about moving forward with the City Administrator recruitment and getting bids from firms.

There was consensus for Mr. Archer to move forward with the process.

MAYOR'S BUSINESS: Mayor Hodson reported the City would not get any of the tolling and congestion pricing funds for mitigation. The Comprehensive Plan update process had started, and he encouraged everyone to participate.

COUNCILOR COMMENTS & LIAISON REPORTS: Councilor Davis reported on the Town Hall Meeting at the Adult Center. He discussed the recommendations of the Parks and Recreation Advisory Board regarding Maple Street Park. The Legacy Park fitness area contract was being reviewed by staff as well as the Auburn Farms contract. There would be Azalea planting at the park behind Fred Meyer on Saturday.

Councilor Bangs said the Library Board recommended a \$5,000 increase in their budget due to a County-wide initiative to streamline late book fees. He thanked Mr. Archer for his service to the City. He made corrections to the minutes of the last Executive Session.

Councilor Varwig reported on the Transit Advisory Committee and Planning Commission meetings. He attended the Canby Center Gala.

Council President Hensley reported on the Canby Suicide Prevention Coalition meeting. The Traffic Safety Commission would like to look into a program for texting emergency street and bridge closures. Mr. Archer said there was a system in place, however it was currently underutilized.

Councilor Maldonado thanked Mr. Archer for his work.

Councilor Padden also thanked Mr. Archer. He reported on School Board and Canby Utility Board meetings. He had attended the Chamber Luncheon, Clackamas Cities Dinner, and Comprehensive Plan Kickoff. He suggested adding reimbursing the URD for Community Park improvements and City staff investigation to a future agenda. He had submitted an ethics complaint on himself for the last Executive Session. There was a Facebook group called Loose End Projects where creatives could finish projects of those who had passed away.

Council President Hensley was in favor of a staff investigation.

CITY ADMINISTRATOR’S BUSINESS & STAFF REPORTS: Chief Tro discussed his request to make the Code Enforcement/Property Evidence position into two separate full time positions. He explained the benefits of separating the positions and the timing of hiring the Code Enforcement position now instead of waiting for the budget process.

Councilor Davis thought this position was critical to address increased issues in the City.

There was consensus for staff to move forward as proposed.

Mr. Archer said the Council had received staff’s bi-monthly reports. They were scheduling a discussion on ARPA funds. He announced his departure on May 5. He thanked the Council, staff, and community for the accomplishments during his tenure.

Councilor Padden asked questions about the bi-monthly reports.

CITIZEN INPUT:

There was none.

ACTION REVIEW:

1. Approved the Consent Agenda.
2. Approved the Economic Opportunity Analysis.
3. Adopted Ordinance 1594.
4. Approved Ordinance 1595 & 1597 to second readings on May 3, 2023.
5. Approved Ordinance 1596 to a second reading on April 25, 2023.
6. Approved the ODOT Tolling Environment Assessment response as amended.
7. Approved City staff to initiate the process for City Administrator position recruitment and added item to the 4/25 agenda.

****Councilor Varwig moved to go into Executive Session pursuant to ORS 192.660(2)(f) exempt public records. Motion was seconded by Council President Hensley and passed 6-0.**

Mayor Hodson read the Executive Session statement and recessed the Regular Meeting at 9:49 p.m.

Mayor Hodson reconvened the Regular Meeting at 10:57pm and immediately adjourned.

Maya Benham
City Recorder

Brian Hodson
Mayor

Assisted with Preparation of Minutes - Susan Wood

Memo

To: Mayor Brian Hodson & Members of City Council
From: Jorge Tro, Chief of Police
CC: Maya Benham, City Recorder
Date: June 21, 2023
Re: La Conasuper Meat Market Liquor License Application / Off-Premises, 733 SE 1st, Ave, Canby, Oregon

I have reviewed the attached off-premises liquor license application for La Conasuper Meat Market located at 733 SE 1st Avenue, Canby, Oregon, 97013.

On June 7, 2023, I spoke with the contact for the application, Laiza Escobedo, and we discussed the expectations and responsibilities involving the sale of alcoholic beverages.

Ms. Escabado explained that this application is a renewal of their existing license that expired in March 2023. OLCC requires a new application if expired more than 30 days. She also reiterated the company has experience in selling alcoholic beverages. They have 2 other stores in the Portland Metro area that currently sell alcoholic beverages. They are aware that any employee selling alcoholic beverages must know the laws regulating the sale of alcoholic beverages and the consequences for failure to comply with the rules as set forth by Oregon State Law.

It is my recommendation the Canby City Council approve this application to the Oregon Liquor Control Commission (OLCC).

LIQUOR LICENSE APPLICATION

Page 1 of 4

Check the appropriate license request option:

New Outlet | Change of Ownership | Greater Privilege | Additional Privilege

Select the license type you are applying for.

More information about all license types is available [online](#).

Full On-Premises

Commercial

- Caterer
- Public Passenger Carrier
- Other Public Location
- For Profit Private Club
- Nonprofit Private Club

Winery

- Primary location
- Additional locations: 2nd 3rd 4th 5th

Brewery

- Primary location
- Additional locations: 2nd 3rd

Brewery-Public House

- Primary location
- Additional locations: 2nd 3rd

Grower Sales Privilege

- Primary location
- Additional locations: 2nd 3rd

Distillery

- Primary location
- Additional tasting locations: 2nd 3rd 4th 5th 6th

Limited On-Premises

Off Premises

- Warehouse
- Wholesale Malt Beverage and Wine

✓ Paid 6-7-2023
8133

LOCAL GOVERNMENT USE ONLY

LOCAL GOVERNMENT:

After providing your recommendation, return this application to the applicant WITH the recommendation marked below

City/County name:

(Please specify city or county)

Date application received:

Optional: Date Stamp Received Below



- Recommend this license be granted
- Recommend this license be denied

Printed Name

Date

Trade Name

LIQUOR LICENSE APPLICATION

Page 2 of 4

APPLICANT INFORMATION

Identify the applicants applying for the license. This is the entity (example: corporation or LLC) or individual(s) applying for the license. Please add an additional page if more space is needed.

Name of entity or individual applicant #1:

Pastor Investments Co.

Name of entity or individual applicant #2:

Name of entity or individual applicant #3:

Name of entity or individual applicant #4:

BUSINESS INFORMATION

Trade Name of the Business (name customers will see):

La Conasuper Meat Market

Premises street address (The physical location of the business and where the liquor license will be posted):

733 SE 1st Ave

City:

Canby

Zip Code:

97013

County:

Clackamas

Business phone number:

503-266-8982

Business email:

Business mailing address (where we will send any items by mail as described in [OAR 845-004-0065\(1\)](#)):

City:

State:

Zip Code:

Does the business address currently have an OLCC liquor license? Yes No

Does the business address currently have an OLCC marijuana license? Yes No

AUTHORIZED REPRESENTATIVE – A liquor applicant or licensee may give a representative authorization to make changes to the license or application on behalf of the licensee or to receive information about a license or application.

I give permission for the below named representative to:

- Make changes regarding this license/application on my behalf.
- Sign application forms regarding this license/application on my behalf.
- Receive information about the status of this application, including information about pending compliance action or communications between OLCC and the licensee/applicant.

Representative Name:

Laura Escobedo

Phone number:

Email:

Mailing address:

City:

State:

Zip Code:

LIQUOR LICENSE APPLICATION

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APPLICATION CONTACT INFORMATION – Provide the point of contact for this application. If this individual is not an applicant or licensee, the Authorized Representative section must be filled in and the appropriate permission(s) must be selected.

Application Contact Name: Larza Escobedo

Phone number: [REDACTED] Email: [REDACTED]

TERMS

- “Real property” means the real estate (land) and generally whatever is erected or affixed to the land (for example, the building) at the business address.
- “Common area” is a privately owned area where two or more parties (property tenants) have permission to use the area in common. Examples include the walking areas between stores at a shopping center, lobbies, hallways, patios, parking lots, etc. An area’s designation as a “common area” is typically identified in the lease or rental agreement.

ATTESTATION – OWNERSHIP AND CONTROL OF THE BUSINESS AND PREMISES

- Each applicant listed in the “Application Information” section of this form has read and understands [OAR 845-005-0311](#) and attests that:
 1. At least one applicant listed in the “Application Information” section of this form has the legal right to occupy and control the real property proposed to be licensed as shown by a property deed, lease, rental agreement, or similar document.
 2. No person not listed as an applicant in the “Application Information” section of this form has an ownership interest in the business proposed to be licensed, unless the person qualifies to have that ownership interest waived under OAR 845-005-0311.
 3. The licensed premises at the premises street address proposed to be licensed either:
 - a. Does not include any common areas; or
 - b. Does include one or more common areas; however, only the applicant(s) have the exclusive right to engage in alcohol sales and service in the area to be included as part of the licensed premises.
 - In this circumstance, the applicant(s) acknowledges responsibility for ensuring compliance with liquor laws within and in the immediate vicinity of the licensed premises, including in portions of the premises that are situated in “common areas” and that this requirement applies at all times, even when the business is closed.
 4. The licensed premises at the premises street address either:
 - a. Has no area on property controlled by a public entity (like a city, county, or state); or
 - b. Has one or more areas on property controlled by a public entity (like a city, county, or state) and the public entity has given at least one of the applicant(s) permission to exercise the privileges of the license in the area.



CITY COUNCIL STAFF REPORT

Meeting Date: 6/21/2023

To: The Honorable Mayor Hodson & City Council
Thru: Eileen Stein, Interim City Administrator
From: Maya Benham, City Recorder
Agenda Item: Board, Commission and Committee Reappointments
Goal: N/A
Objective: N/A

Summary

Every June there are several Boards, Commission and Committee terms that expire. These positions were all advertised and applications were collected.

Background

The City has [11 various Boards, Commissions and Committees](#): Bike and Pedestrian Committee, Budget Committee, Canby Utility Board, Heritage and Landmark Commission, Library Board, Parks and Recreation Advisory Board, Planning Commission, Public Transit Advisory Committee, Traffic Safety Commission, Urban Renewal Agency and the Urban Renewal Budget Committee. Each Board, Commission and Committee has members that are appointed by the City Council and the term lengths are established through the Canby City Charter or the City Code.

Discussion

The Boards, Commission and Committee members below have terms that are expiring on June 30, 2023. These positions were all advertised and applications were collected.

Bike and Pedestrian Committee (3 year term)

Russell Heinemann
Mindy Montecucco

Library Advisory Board (4 year term)

Linda Warwick (1 year term)
Jennifer Kraxberger
Kristi Smith

Traffic Safety Commission (3 year term)

Robert Cambra
Jennifer Driskill

Attachments

Applications for the Bike and Pedestrian Committee, Library Advisory Board, and Traffic Safety Commission.

Fiscal Impact

None

Options

1. Reappoint/ Appoint members to the various Boards, Commissions and Committees.
2. Take no action.

Recommendation

Reappoint members whose terms are set to expire on June 30, 2023.

Proposed Motion

Part of the Consent Agenda – “I move to approve the consent agenda which includes reappointments and appointments to the various Boards, Commissions and Committees.”



**CITY OF CANBY
COMMITTEE, BOARD, &
COUNCIL APPOINTMENT APPLICATION**

Date: 4/16/2023 Position Applying For: Bike/Pedestrian Committee

Name: Russell Heinemann Occupation: Retired

Home Address: [REDACTED]

Employer: _____ Position: _____

Daytime Phone: [REDACTED] Evening Phone: _____

E-Mail Address: [REDACTED]

What are your community interests (committees, organizations, special activities)? Bicycling, Library

What are your major interests or concerns in the City's programs? Making Canby a safer place to walk and bicycle. Working to complete the Logging Road trail including Traverso section.

Reason for your interest in this position: I have been on the Committee for 6 years and it has been a focus for the entire time.

Experience and educational background: BA Political Science, Washington State University. 6 year member of the committee, Past involvement in youth sports, 4-H, small business owner, and sales for 40 years

List any other City or County positions on which you serve or have served: _____

Referred by (if applicable): Current committee member

Please return to:

*City of Canby - Attn: City Recorder
PO Box 930, 222 NE 2nd Avenue, Canby, OR 97013
Phone: 503.266.0720 Fax: 503.266.7961 Email: benhamm@canbyoregon.gov*

Note: Information on this form may be available to anyone upon a Public Records Request and may be viewable on the City's web page. 12/2021

Date Received: _____ Date Appointed: _____ Term Expires: _____
Date Resigned: _____ Destruction Date: _____



**CITY OF CANBY
COMMITTEE, BOARD, &
COUNCIL APPOINTMENT APPLICATION**

Date: 6/13/2023 Position Applying For: City of Canby Bike Ped Advisory Committee

Name: Mindy Montecuccp Occupation: Dental Hygienist

Home Address: [REDACTED]

Employer: [REDACTED] Position: [REDACTED]

Daytime Phone: [REDACTED] Evening Phone: _____

E-Mail Address: [REDACTED]

What are your community interests (committees, organizations, special activities)? Committees: see below.

OHSU School of Dentistry Alumni Board 1994-2003, Oregon Dental Association Mission of Mercy, lifelong Canby resident and avid cyclist, travel

walking and hiking

What are your major interests or concerns in the City's programs? Filling sidewalk gaps, completing the emerald

necklace, identifying grant opportunities to fund trails and bike ped infrastructure needs

Reason for your interest in this position: As a lifelong resident of Canby as well as a healthcare provider, I have advocated for sidewalks and safe biking and walking in our city. I have been active at the county level to ensure resources come to the Canby area and our needs are communicated. community, I have worked to find funds and grants especially for the Safe Routes to Schools Program

Experience and educational background: Bachelor of Science Degree from OSU.
Ford Family Foundation Leadership Training for Rural Communities
Oregon Trails Summit 2019

List any other City or County positions on which you serve or have served: Clackamas Co. Pedestrian and Bicycle Citizen Advisory Committee, Clackamas County Active Transportation Plan Update, City of Canby Bike and Ped Citizen Advisory Committee, Chairperson, City of Canby Economic Dev. and Housing Comprehensive Plan and TSP Update Citizen Advisory Committee

Referred by (if applicable): N/A

Please return to:

**City of Canby - Attn: City Recorder
PO Box 930, 222 NE 2nd Avenue, Canby, OR 97013
Phone: 503.266.0720 Fax: 503.266.7961 Email: benhamm@canbyoregon.gov**

Note: Information on this form may be available to anyone upon a Public Records Request and may be viewable on the City's web page. 12/2021

Date Received: _____ Date Appointed: _____ Term Expires: _____
Date Resigned: _____ Destruction Date: _____



**CITY OF CANBY
COMMITTEE, BOARD, &
COUNCIL APPOINTMENT APPLICATION**

Date: 4/24/2023 Position Applying For: Traffic Safety Commission

Name: Robert Cambra Occupation: Retired

Home Address: [REDACTED] Canby, Oregon 97013

Employer: _____ Position: _____

Daytime Phone: [REDACTED] Evening Phone: same

E-Mail Address: [REDACTED]

What are your community interests (committees, organizations, special activities)? I have always valued service to the community, sharing one's talents, and giving back to the community which has been so good to me and my family. I have served on the Traffic Safety Commission for several years and would like to continue. In the past, I was a very active member of the Canby Youth Soccer Organization serving as it's secretary and a youth recreational soccer coach for many years. I was also an active volunteer in the school while my children were going through the Canby School system. I was also an assistant coach with the Special Olympics program. I remain active through my church and it's numerous community involvement activities. In addition, my son and I regularly help at the Canby Library reshelving books. I am also a volunteer mediator with the County's Resolution Services who provide small claims court mediation services. Prior to my retirement in 2016, I worked for the county and served on committees which impacted the communities of the county.

What are your major interests or concerns in the City's programs? My main concern is to contribute to the livability and quality of life in our community. I believe this Commission has provide a means for me to do this. This Commission has also provide a mechanism for citizens to address their traffic concerns and be heard.

Reason for your interest in this position: I have always viewed service to the community as important and now with more available time, it seems as a good time to continue participating and contributing to the community. My family and I, have also been members of this community for the last thirty years and are invested in it. I have found serving on committees provides an opportunity to serve and gain greater insight into our community. But more importantly, roads and the ability of people to move within this community are issues that effect the livability and quality of life here. My time on the this commission has demonstrated that we can have a positive impact on making our

community better by our active involvement and effort. Contributing to maintaining, planning, and enhancing our community is why I am volunteering to serve.

Experience and educational background: I have actively served on the Canby Traffic Safety Commission since being appointed in September of 2016 and gained a good understanding of it's efforts and goals. I have earned a Bachelor Degree in Education and a Master Degree in Social Work. Over my working career I have had an opportunity to attend many different type of workshops regarding organization and human dynamics. I have worked for over thirty-five years in the Juvenile Justice System in a variety of capacities. For Twenty-three years, I w o r k e d for the Clackamas County Juvenile Department and retired as a supervisor. My experiences have provided me an opportunity to utilize many skills including: good listening, problem solving, an emphasis on and valuing customer service, an ability to work with a variety of people from a wide range of backgrounds and experiences, a willingness to take on difficult tasks and accomplish them, and an ability to manage crises and challenging circumstances. I am acquainted with committee membership having serviced on numerous committees on the County and State level while with my forwarding department. I also have a personal interest and ability to build and construct things which may help in understanding the dynamics of road maintenance and projects.

List any other City or County positions on which you serve or have served: As noted I have actually been a member of the Traffic Safety Commission since being appointed to it in 2016. I have recently been invited to serve on the Comprehensive Plan Project Advisory Committee. I would gladly provide a more detailed list of committees I served on while working for the County if needed.

Referred by (if applicable): _____

Please return to:

*City of Canby - Attn: City Recorder
PO Box 930, 222 NE 2nd Avenue, Canby, OR 97013
Phone: 503.266.0720 Fax: 503.266.7961 Email: benhamm@canbyoregon.gov*

Note: Information on this form may be available to anyone upon a Public Records Request and may be viewable on the City's web page. 12/2021

Date Received: _____ Date Appointed: _____ Term Expires: _____
Date Resigned: _____ Destruction Date: _____



**CITY OF CANBY
COMMITTEE, BOARD, &
COUNCIL APPOINTMENT APPLICATION**

Date: 6/7/2023 Position Applying For: Traffic Safety Commission

Name: Jennifer Driskill Occupation: Analyst

Home Address: [REDACTED]

Employer: [REDACTED] Position: [REDACTED]

Daytime Phone: [REDACTED] Evening Phone: [REDACTED]

E-Mail Address: [REDACTED]

What are your community interests (committees, organizations, special activities)? _____

Traffic Safety, Housing and Economic assessments/planning, comprehensive plan and TSP updates, establishing formal safe routes to school.

What are your major interests or concerns in the City's programs? Maintaining quality of life and

livability along with needed growth, keeping parking availability front of mind as housing and rental prices keep rising. Doing what we can to minimize negative impacts to community as traffic on 99 increases.

Reason for your interest in this position: _____

I love Canby, and would like to continue to contribute to the important work the TSC is doing for the community.

Experience and educational background: BS in Business Administration

List any other City or County positions on which you serve or have served: _____

Canby Traffic Safety Commission, Spring 2022-Present; Canby Planning Commission, current member

Referred by (if applicable): _____

Please return to:

**City of Canby - Attn: City Recorder
PO Box 930, 222 NE 2nd Avenue, Canby, OR 97013
Phone: 503.266.0720 Fax: 503.266.7961 Email: benhamm@canbyoregon.gov**

Note: Information on this form may be available to anyone upon a Public Records Request and may be viewable on the City's web page. 12/2021

Date Received: _____ Date Appointed: _____ Term Expires: _____

Date Resigned: _____ Destruction Date: _____



**CITY OF CANBY
COMMITTEE, BOARD, &
COUNCIL APPOINTMENT APPLICATION**

Date: 13 June 2023 Position Applying For: Library Advisory Board Member

Name: Linda D, Warwick Occupation: retired

Home Address: [REDACTED] Canby, OR 97013__

Employer: NA Position: _____

Daytime Phone: [REDACTED] Mobile Phone: [REDACTED]

E-Mail Address: _____

What are your community interests (committees, organizations, special activities)? _____

Member Willamette Valley Country Club, Member Friends of the Canby Public Library, Volunteer in the Friends book store, Volunteer with Canby Reads

What are your major interests or concerns in the City's programs? As a retired English Professor, I see a progressive, well-functioning library as critical. I have previously served on the Library Board and on the Friends Board.

Reason for your interest in this position: I think I can be of help.

Experience and educational background: BA, MA in English from University of Utah. 20 years on the faculty of Portland Community College. Chaired Writing Program at PCC. Directed PCC's "Art Beat."

List any other City or County positions on which you serve or have served: Two terms on the Canby Library Advisory Board.

Referred by (if applicable): Lois Brooks

Please return to:

***City of Canby - Attn: City Recorder
PO Box 930, 222 NE 2nd Avenue, Canby, OR 97013
Phone: 503.266.0720 Fax: 503.266.7961 Email: benhamm@canbyoregon.gov***

Note: Information on this form may be available to anyone upon a Public Records Request and may be viewable on the City's web page.

12/2021

Date Received: _____ Date Appointed: _____ Term Expires: _____
Date Resigned: _____ Destruction Date: _____

2023- LB - Library Advisory Board Member

Contact Information -- Person ID: 34332778

Name:	JENNIFER KRAXBERGER	Address:	[REDACTED] Canby, Oregon 97013 US
Home Phone:	[REDACTED]	Alternate Phone:	
Text Messaging Mobile No:	[REDACTED]	Email:	[REDACTED]
Notification Preference:	Email	Former Last Name:	[REDACTED]

Preferences

Types of positions you will accept:	Temporary
Types of work you will accept:	Part Time
Types of shifts you will accept:	Day , Evening , Night , Weekends

Objective

I would like to assist the library by serving on the advisory committee.

Education

City of Canby has chosen not to collect this information for this job posting.

Work History

City of Canby has chosen not to collect this information for this job posting.

Certificates and Licenses

City of Canby has chosen not to collect this information for this job posting.

Skills

City of Canby has chosen not to collect this information for this job posting.

Additional Information

City of Canby has chosen not to collect this information for this job posting.

References

City of Canby has chosen not to collect this information for this job posting.

Resume

Text Resume

Attachments

City of Canby has chosen not to collect this information for this job posting.

Supplemental Questions

1. Q: What are your community interests (committees, organizations, special activities)?
 - A: Currently serve as ambassador to the Canby Chamber of Commerce. Represent my employer, Cornerstone Wealth Management, performing marketing and community outreach at the city led First Thursday night markets.

2. Q: What are your major interests or concerns in the City's programs?
 - A: I'm passionate about libraries, in particular regarding providing educational resources to people who wouldn't otherwise have access to such resources.

3. Q: Why are you interested in this volunteer position?
 - A: I believe the advisory board would be a great way to learn more about the functions of the library and to serve my community.

4. Q: Please share your experience and educational background.

A: I graduated Colton High School, obtained an Associate Degree at Clackamas Community College, and have several FINRA securities licenses.

5. Q: Please list any other City or County positions on which you serve or have served.

A: I used to work at Clackamas County, in the Business and Community Services department, as an administrative assistant. One of the departments I supported was "libraries" which was made up of LINCC and several county libraries.

6. Q: If you were referred by someone, please list.

A: I was honored to be referred by Suzy Stutes.

EMPLOYMENT APPLICATION

	<p>City of Canby 222 NE 2nd Ave</p> <p>Canby, Oregon - 97013 http://www.canbyoregon.gov (http://www.canbyoregon.gov) Smith, Kristi Library Advisory Board Member</p>	<p>Received: 5/8/23, 9:24 AM For Official Use Only: QUAL: _____ DNQ: _____ <input type="checkbox"/> Experience <input type="checkbox"/> Training <input type="checkbox"/> Other: _____</p>
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PERSONAL INFORMATION

<p>POSITION TITLE: Library Advisory Board Member</p>	<p>Job Number: 2023- LB</p>
<p>NAME: (Last, First, Middle) Smith, Kristi</p>	<p>PERSON ID: [REDACTED]</p>
<p>ADDRESS: (Street, City, State, Zip Code) [REDACTED] Canby, OR 97013</p>	
<p>HOME PHONE: [REDACTED]</p>	
<p>EMAIL ADDRESS: [REDACTED]</p>	<p>NOTIFICATION PREFERENCE: Email</p>

PREFERENCES

<p>SHIFTS YOU WILL ACCEPT: Day , Evening , Night , Weekends</p>
<p>WHAT TYPE OF JOB ARE YOU LOOKING FOR? Regular</p>
<p>TYPES OF WORK YOU WILL ACCEPT: Full Time</p>
<p>OBJECTIVE: Ambitious community advocate seeks challenging position affording the opportunity to help create change and collaboration between my community and the Portland Police Bureau.</p>

Agency - Wide Questions

Nothing Entered For This Section

Job Specific Supplemental Questions

- 1. What are your community interests (committees, organizations, special activities)?**
 I am currently not on any committees or boards, but I am very interested in representing and advocating for all of the community. I did, however, organize Canby's first Pride event last year and with community support, we are working toward another this year.
- 2. What are your major interests or concerns in the City's programs?**
 I want to make sure youth are represented in City policy and recommendations. I want to insure that minority communities are communicated with and accurately represented in the City's programming where their individual needs are taken into account. I want Canby to be an inclusive and welcoming community.
- 3. Why are you interested in this volunteer position?**
 I want to make the community's public library relevant and a center for our community. I have concerns about books being removed from school libraries across the county and I very much value individuals' rights to read and make choices for themselves. I am excited to learn about programming and ways to bring a love of reading to our community. I love thinking out of the box and re-imagining what spaces can offer.

4. Please share your experience and educational background.

I grew up in Southern Arizona. I moved to Oregon 10 years ago and then more specifically, I moved to Canby 8 years ago. For my entire career, 20+ years, I have worked with victim/survivors or trauma. I have managed domestic violence shelters and offered advocacy to survivors of sexual assault. My most current position was at the Clackamas County District Attorney's Office as a Victim Advocate. My passion is working with youth, communities of color and the LGBTQ community. I have managed crisis lines and programs specifically for LGBTQ youth experiencing violence. While in Canby, I have had the pleasure of organizing the first Pride event and look forward to many more opportunities to create safe inclusive spaces for everyone to thrive.

I am eager to learn and find a place where I can be helpful.

5. Please list any other City or County positions on which you serve or have served.

None at this time.

6. If you were referred by someone, please list.

N/A

By clicking the Accept & Submit button, I hereby certify that every statement I have made in this application is true and complete to the best of my knowledge.

Additional Information for Employment Applications:

I understand this application does not represent a contract for employment. I understand that an acceptance of an offer for employment does not create a contractual obligation upon the City of Canby to continue to employ me for any period of time in the future. I understand that no representative from the City has any authority to enter into any special agreement with me to promise and/or guarantee my employment for any specific time period or to promise me a promotion or transfer, etc. either prior to commencement of employment or after I have become employed, or to assure me of any benefits or terms and conditions of employment, or to make any agreement contrary to the aforementioned.

I hereby represent that each answer to questions incorporated into this application and all other information otherwise furnished by me shall be true, complete, and correct. I understand that incorrect, incomplete, false or misleading statement/answer/information furnished by me either verbally, or in writing will subject my application to disqualification from further consideration and/or if already employed by the City, when the aforementioned is detected, I will be subject to discipline up to and including discharge, for falsifying a City record/document, regardless of how much time has elapsed since the date I was employed. In the event that I am employed by the City, I agree to comply with all its orders, rules, regulations, safety policies, and performance standards. Upon hire, I will provide proof as required on the US Government, I-9 form that I am legally eligible for employment in the United States. If I cannot provide such proof in accordance with Federal Law, I understand that my employment will be terminated.

I have read and understand all of the provisions of this acknowledgement. By signing this application, I hold the City of Canby harmless for any result of the City questioning the references provided in this application. If I am selected for further consideration, I hereby authorize and release from liability all former employers, landlords, educational institutions, law enforcement agencies, and/or other government agencies to provide/release information regarding my employment, education, criminal conviction record, credit history, driver's license violations and motor vehicle records, which may be in their possession to the City of Canby and/or its agents. I understand that I will not receive and am not entitled to know the contents of confidential reports received, and I further understand that these reports may be privileged. An offer of employment is conditional upon a background investigation, and if relevant, a pre-employment medical exam and drug screen test (safety sensitive positions).

EQUAL EMPLOYMENT OPPORTUNITY: We are an Equal Opportunity/Affirmative Action Employer. We are dedicated to a policy of nondiscrimination in employment on the basis of race, color, religion, sex, gender identity, sexual orientation, pregnancy, status as a parent, national origin, age, or mental and/or physical disability.

BACKGROUND: Finalists for City jobs must successfully pass a background investigation and may be required to pass a pre-employment medical exam as a final condition of the job offer. Finalists for safety sensitive positions must also successfully pass a pre-employment drug-screening test.

PROBATIONARY PERIOD: New employees or employees changing job positions will be considered Trial service employees for at least six (6) months before attaining regular status.

IMMIGRATION LAW: In accordance with the Immigration Reform and Control Act of 1986 (IRCA), all newly hired employees will be required

to complete and sign an Employment Eligibility Verification Form and present documentation verifying identity and employment eligibility.
10/20

This application was submitted by Smith, Kristi

Signature _____

Date _____



CITY COUNCIL STAFF REPORT

Meeting Date: 6/21/2023

To: The Honorable Mayor Hodson & City Council

Thru: Eileen Stein, Interim City Administrator

From: Joseph Lindsay, City Attorney/ Assistant City Administrator

Agenda Item: Consider Ordinance No. 1603, An Ordinance Authorizing the Interim City Administrator Designee to Enter into an Amended Employment Contract Between the City of Canby and Eileen Stein. (*Second Reading*)

Goal: N/A

Objective: N/A

Summary

In accordance with our Canby City Charter, any expenditure over \$50,000 has to be authorized by ordinance. The City Council's desire to contract with Eileen Stein more quickly than the ordinance process allows required the employment contract with her to be capped at \$49,999. Since the value of this employment contract with out-pace \$50,000 within a few months due to the cost of salary and benefits, the City Council needs to pass an ordinance to amend the existing employment contract by removing the language capping the amount at \$49,999. Because this is a contract with Eileen Stein and she is the contracting agent for the City, the Council can have the City Attorney/Assistance City Administrator act as designee—signing off on the contract amendment, so she doesn't sign her own contract amendment.

Attachments

Exhibit A—Employment Contract Agreement.

Fiscal Impact

There is not change in the rate of expense, but it will allow for expenditure beyond \$50,000.

Options

Authorize the contract amendment

Reject the contract

Recommendation

Staff recommends the Council authorize the contract amendment by passing the ordinance.

Proposed Motion

"I move to adopt Ordinance 1603, An Ordinance authorizing the Interim City Administrator designee to enter into an amended Employment Contract between the City of Canby and Eileen Stein."

ORDINANCE NO. 1603

AN ORDINANCE AUTHORIZING THE CITY ADMINISTRATOR DESIGNEE TO ENTER INTO AN AMENDED EMPLOYMENT CONTRACT BETWEEN THE CITY OF CANBY AND EILEEN STEIN.

WHEREAS, the City of Canby has employed Eileen Stein as Interim City Administrator since May 17, 2023;

WHEREAS, Eileen Stein has been and continues to be in good standing with the City of Canby in her Interim role;

WHEREAS, Eileen Stein wants to continue filling the Interim City Administrator role until the position is permanently filled; and

WHEREAS, the City of Canby would like Eileen Stein to continue in her role as Interim past an expenditure of \$50,000, requiring an ordinance per the Canby City Charter.

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

Section 1. The City Administrator Designee is hereby authorized on behalf of the City to enter into an Amended Employment Contract Agreement with Eileen Stein to continue as Interim City Administrator for the City of Canby beyond a \$50,000 expenditure. A copy of the Agreement is attached hereto as Exhibit "A."

Section 2. The effective date of this Ordinance shall be July 21, 2023.

SUBMITTED to the Canby City Council and read the first time at a regular meeting therefore on Wednesday, June 7, 2023, ordered posted as required by the Canby City Charter; and scheduled for second reading on Wednesday, June 21, 2023, commencing at the hour of 7:00 PM in the Council Chambers located at 222 NE 2nd Avenue, 1st Floor Canby, Oregon.

Maya Benham
City Recorder

PASSED on second and final reading by the Canby City Council at a regular meeting thereof on the 21st day of June 2023, by the following vote:

YEAS _____

NAYS _____

Brian Hodson
Mayor

ATTEST:

Maya Benham
City Recorder

**CITY OF CANBY, OREGON
TEMPORARY EMPLOYMENT AGREEMENT**

This Agreement is entered between the CITY OF CANBY, OREGON ("City") and EILEEN STEIN ("Employee") (hereinafter "Parties") to establish Employee's terms of employment as Interim City Administrator.

WHEREAS, the City Council has determined that it is in the public interest to appoint Employee to serve the City and community in this role, and that Employee is uniquely qualified and prepared based on her career service in municipal management, and

WHEREAS, the Employee is willing to serve the City of Canby in the capacity of Interim City Administrator.

NOW THEREFORE, the Parties elect to enter into this employment agreement and fix the terms hereinafter set forth.

1. Term

Employee is hereby hired and appointed as a limited term, temporary employee of the City for four (4) months from May 1st, 2023 through Friday, October 2th, 2023 or until such time as a permanent City Administrator is hired and can assume the duties and responsibilities as City Administrator, unless otherwise terminated as set forth in this Agreement.

2. Employee Duties

Employee's duties and responsibilities shall be those set forth in the Canby City Charter, as described in Section 2(c) below and the Charter itself.

Powers and Duties. The powers and duties of the Administrator shall be as follows:

(1) Devote full time to the discharge of official duties, attend all meetings of the Council unless excused therefrom by the Council or the Mayor, keep the Council advised at all times of the affairs and needs of the City, and make reports annually, or more frequently if requested by the Council, of all the affairs and departments of the City.

(2) See that all Ordinances are enforced and that the provisions of all franchises leases, contracts, permits and privileges granted by the City are observed.

(3) Hire or remove all City employees and have general supervision and control over them and their work, with power to transfer an employee from one department to another. The Administrator shall supervise the departments to the end of obtaining the utmost efficiency in each of them. He shall have the power to suspend an appointed City Officer pending review and final action of the Council.

(4) Act as purchasing agent for all departments of the City.

(5) Be responsible for preparing and submitting to the Budget Committee the annual budget estimates and such reports as that body requests.

(6) Supervise the operation of all public utilities owned and operated by the City excepting the electric utility department for which the Canby Utility Board has exclusive jurisdiction, control and management as provided in the following Chapter X. The City Administrator shall have general supervision over all City property.

(7) Perform such other duties as may be prescribed from time to time by the Council.

3. Compensation

A. City shall compensate Employee on the salary basis and predicated on an annual salary in the amount of \$165,000 per year, subject to withholdings as required by law. Earned salary will be paid bi-weekly. ~~The initial not to exceed value of this contract is capped at \$49,999 in conformance with the Canby City Charter. The City Council will to pass an ordinance allowing for a higher amount of expenditure as soon as practicable.~~

B. All other forms of compensation (e.g. group health, vision, dental and prescription coverages, retirement, accrued leave time (pro-rated personal, vacation, sick leave using four months as the benchmark), life insurance, VEBA) shall be those same afforded to other senior management employees of the City. Insurance coverage, if opted for, shall commence the first day of June 2023 and end the month with the last day worked.

C. City agrees to budget and pay for professional dues and subscriptions of Employee necessary for her continuation and participation in national, regional, state and local associations and organizations necessary and desirable for her continued professional participation and growth and advancement, and for the good of the city.

D. The City will arrange for and pay the cost of a surety bond which Employee must obtain, if any.

E. City shall provide to Employee a City cell phone stipend, a City lap top computer, a City email account, remote VPN access to City computer servers, and access to data bases and information necessary to the discharge of her duties.

4. Supervision and Control

Employee shall report to the Mayor and City Council in the discharge of the duties of her position and shall have the full authority granted to the City Administrator by the City of Canby Charter. Employee may appoint or remove employees only with Council approval.

5. Separation

A. Resignation. Employee may resign at any time with fourteen (14) days advance written notice to the Mayor.

B. Termination and Removal.

- a. Employee is an at-will employee who serves at the pleasure of the City Council.
- b. The City Council may terminate this Agreement at any time for any reason or no reason at all, by majority vote of its members.

6. Law of Oregon

This Agreement shall be governed by the laws of the State of Oregon. Venue for court jurisdiction over any dispute involving this Agreement shall be in Clackamas County, Oregon.

7. Indemnification

Consistent with the Oregon Tort Claims Act, City shall defend, hold harmless, and indemnify the Employee against any claim or legal action arising out of the Employee's discharge of her duties under this Agreement and within the scope of her employment whether such claims are made during the period of service or after that time for those services rendered by Employee during the service period. This indemnification obligation continues after this contract has expired.

9. Assignment

Employee may not assign any interest in this Agreement and shall not transfer any interest or delegate any responsibility except those which she assigns to City employees. The services hereby contracted for a personal and shall be performed exclusively by Employee.

10. Modification

Any modification of the provisions of this Agreement shall be reduced to writing and signed by the Parties.

11. Waiver and Severability

In the event any provision of this Agreement is held invalid or unenforceable, the remaining provisions will continue to be valid and binding upon the parties. The other party will not construe one or more waivers by either party of any provision, term, or condition of this Agreement as a waiver of a subsequent breach of the same.

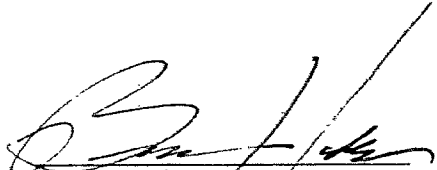
~~**12. Time of Essence**~~

~~Because time is of the essence in the execution and performance of this Agreement, the City Council wishes to enter into this contract now and will move to pass an ordinance as soon as practicable to extend the expenditure amount past \$49,999 in conformance with the Canby City Charter.~~

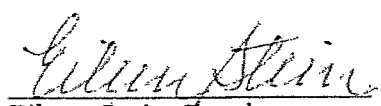
Dated this 1st day of May, 2023.

CITY OF CANBY

EMPLOYEE



Brian Hodson, Mayor



Eileen Stein, Employee



Joseph A. Lindsay, Acting City Administrator



CITY COUNCIL STAFF REPORT

Meeting Date: 6/21/2023

To: The Honorable Mayor Hodson & City Council

Thru: Eileen Stein, City Administrator

From: Jerry Nelzen, Public Works Director

Agenda Item: Consider Ordinance No. 1604: An Ordinance authorizing the Interim City Administrator to execute a contract with Pape Trucks in the amount of \$282,723.81 for the purchase of a new dump truck and declaring an emergency. (*Second Reading*)

Goal: Align resources to address future community growth

Objective: N/A

Summary

The City of Canby Department of Public Works (Public Works) is requesting funds to purchase a new dump truck.

Background

Public Works would like to purchase a new dump truck to add to the City's fleet to help with the growing infrastructure.

Discussion

The City of Canby is a growing city with an ever expanding infrastructure. To help with the ever demanding needs of the City it would be in the best interest to add this to the fleet. This dump truck was approved by budget committee and if approved by the City Council will be purchased through government pricing.

Attachments

Ordinance No. 1604

Pape Trucks Quote Number QUO-877048-R1P1W7

Quoted as per Sourcewell Contract # 069020-KTC

Fiscal Impact

\$282,723.81

Options

1. Continue to use the dump truck currently owned by the City. As time progresses this option is going to become more and more expensive in labor, downtime, and parts.

2. Purchase a new dump truck.

Recommendation

The City of Canby approve Ordinance No. 1604 to purchase the new dump truck.

Proposed Motion

“I move to adopt Ordinance No. 1604; An Ordinance authorizing the Interim City Administrator to enter into a purchase agreement with Pape Trucks in the amount of \$282,723.81 to purchase a new dump truck, and declaring an emergency.”

ORDINANCE NO. 1604

AN ORDINANCE AUTHORIZING THE INTERIM CITY ADMINISTRATOR TO ENTER INTO A PURCHASE AGREEMENT WITH PAPE TRUCKS IN THE AMOUNT OF \$282,723.81 TO PURCHASE A NEW DUMP TRUCK; AND DECLARING AN EMERGENCY.

WHEREAS, the City of Canby Department of Public Works (Public Works) requires transportation of material as part of its mission to perform maintenance on City of Canby (City) streets, the City’s sanitary sewer system, and the City’s storm system;

WHEREAS, the City of Canby Public Works Department uses one dump truck;

WHEREAS, the dump truck in the possession of the City of Canby is a piece of equipment used daily by the Public Works Department; and

WHEREAS, a new dump truck would provide for a more efficient and safe operations for transportation of material which is part of the City of Canby Public Works functions.

THE CITY OF CANBY, OREGON, ORDAINS AS FOLLOWS:

Section 1. The Interim City Administrator is hereby authorized on behalf of the City to enter into a purchase agreement with Pape Trucks to purchase a new dump truck. A copy of the Purchase Agreement is attached hereto as Exhibit “A.”

Section 2. Inasmuch as it is in the best interest of Canby, Oregon, to complete this project as soon as possible, an emergency is hereby declared to exist and this ordinance shall therefore take effect immediately upon its enactment after final reading.

Section 3. The effective date of this Ordinance shall be June 21, 2023.

SUBMITTED to the Canby City Council and read the first time at a regular meeting therefore on Wednesday, June 7, 2023 ordered posted as required by the Canby City Charter; and scheduled for second reading on Wednesday, June 21, 2023 commencing at the hour of 7:00 PM in the Council Chambers located at 222 NE 2nd Avenue, 1st Floor Canby, Oregon.

Maya Benham,
City Recorder

PASSED on second and final reading by the Canby City Council at a regular meeting thereof on the Wednesday June 21, 2023, by the following vote:

YEAS _____

NAYS _____

Brian Hodson
Mayor

ATTEST:

Maya Benham,
City Recorder



Portland (#1)
 550 NE Columbia Blvd
 Portland, OR 97211-1402
 503-240-6282

Purchase Agreement

Billing Address:
 City of Canby - Canby
 P O Box 930
 Canby, OR 97013

Quote Number: QUO-877048-R1P1W7
 Today's Date: May 26, 2023
 Quote Expiration: July 17, 2023
 Payment Terms: Payment on Delivery

Prepared For: Chris Wright

Dear Chris Wright,

Papé Kenworth is pleased to submit the following purchase agreement to City of Canby - Canby for the items described below. Please also see our terms and conditions at the end of this document.

Item No.	Truck Description	Qty	Unit Price	Extended Price
0000810	T880 - 3 Axle Dump Chassis	1	\$175,659.87	\$175,659.87
	Taxes - TRUCK & DUMP BODY			\$30,186.87
	Additional Fees - TRUCK & DUMP BODY			\$981.07
	Additional Fees - Columbia Dump Body W/ Camera System			\$75,896.00
TOTAL NET AMOUNT				\$282,723.81

We will be pleased to firm up delivery times upon receipt of your purchase order. Please reference quote number QUO-877048-R1P1W7 when replying to us.

We trust that this purchase agreement meets your needs and appreciate the opportunity to partner with City of Canby - Canby. Please do not hesitate to call me if you have any questions.

Sincerely,

I accept this Purchase Agreement and acknowledge that this is a firm order.

 Blake Schumacher
 Territory Manager

 Chris Wright

e: bschumacher@papekenworth.com
 p: (541) 868-7098

Q4 2023 Build

Terms and Conditions

TERMS AND CONDITIONS OF SALE: Sales Orders are based on the terms and conditions stated herein. Unless otherwise provided on the face hereof, offers are good for acceptance for a period of 30 days from the date hereof. An order by the Buyer shall constitute an acceptance of the terms and conditions herein proposed. If, and only if, no offer of sale is issued by Seller, then the invoice shall be deemed: an acceptance of the Buyer's order; a written confirmation; and a final, complete, and exclusive written expression of the agreement between Seller and Buyer. Buyer is hereby notified that additional or different terms from those contained herein are objectionable.

1. **Prices.** Prices quoted by Papé Kenworth are subject to change without notice. Papé Kenworth's prices in effect at the date of delivery will govern.
2. **Taxes.** Buyer shall pay all local, state, and federal taxes arising from or related to any sale or lease to which this document relates, except for taxes upon or measured by net income of Seller.
3. **Delivery.** Stated or promised delivery dates are estimates only based upon Seller's best judgment and Seller shall not be responsible for deliveries later than promised regardless of the cause. Delivery periods are projected from the date of receipt of any order by Seller, but if equipment to be furnished by Seller is to be manufactured specifically to fill a particular order, delivery periods will be projected from the date of Seller's receipt of complete manufacturing information. If the furnishing of equipment on orders accepted by Seller is hindered or prevented by public authority or by the existence of war or other contingencies, including, but not limited to, shortage of materials, fires, labor difficulties, accidents, delays in manufacture or transportation, acts of God, embargoes, inability to ship, inability to insure against war risks or substantially increased prices or freight rates, or other causes beyond Seller's control, the obligation to fill or complete such orders shall be excused by Seller's option.
4. **Transportation and Claims.** Prices quoted are net F.O.B. point designated in writing by Seller. When no F.O.B. point is designated in writing by Seller, prices for new equipment shall be deemed to be net F.O.B. point of manufacture and prices for all other equipment shall be deemed to be F.O.B. Seller's place of business at which the order for the equipment is accepted. Seller's responsibility for the equipment shall cease and all risk of loss shall become the Buyer's upon delivery of the equipment to the first carrier for shipment to the Buyer or his consignee, even though such delivery shall be made prior to the arrival of the equipment at the F.O.B. point designated, and any and all claims for shortages, deliveries, damages or non-delivery must be made by the Buyer or his consignee to the carrier. Seller shall in no event be responsible for shortages in shipments unless notice of such shortage is given in writing to Seller within 15 days after receipt of shipment.
5. **Payment and Security.** Buyer agrees to pay in full for the equipment at time of delivery. Buyer agrees to pay the late charge on any past due balance at the rate of 18% per annum. The signatory warrants that he/she has authority to execute this order on behalf of any party for whom he/she signs, and that such party has the power to enter into this agreement and perform its terms. As security for all of Buyer's obligations to Seller, Buyer grants to Seller a security interest in the equipment and authorizes Seller to file all documents necessary to perfect Seller's security interest. The security interest granted hereunder is in addition to any other rights available to Seller, and Seller shall have all of the rights and remedies available to a secured party under the Uniform Commercial Code, all of which are cumulative. Throughout the duration of Seller's security interest, Buyer shall keep the equipment fully insured against theft and loss or damage by fire and other casualty as Seller may from time to time require in accordance with such terms as Seller may require.
6. **Buyer to Furnish.** Performance by Seller is subject to the Buyer furnishing a satisfactory credit rating certificate, letter of credit, evidence of financing, or any other similar papers necessary for the satisfactory completion of such order.
7. **Assignment.** The right to any monies due or to become due hereunder may be assigned by Seller, and Buyer, upon receiving notice of such assignment, shall make payment as directed.
8. **Limitations of Warranties.** If "NEW" warranty is indicated on the reverse side or if new equipment is purchased hereunder, all warranties are strictly given only by the manufacturer. Copies of manufacturer's warranty can be obtained from Seller. If "USED" warranty is indicated on the reverse side, Seller hereby warrants to Buyer that the equipment or components thereof designated on the reverse side, shall be free under normal use and service from defects in material and workmanship for the period shown, commencing on the date of delivery. Buyer's exclusive remedy for breach of the limited warranty shall be the repair or replacement of the warranted equipment without charge to Buyer when returned at Buyer's expense to the Seller's facility where the equipment was purchased, with proof of purchase. Buyer must give notice of any warranty claim not later than 7 days after the expiration of the warranty period and must return the equipment to Seller for repair or replacement no later than 30 days after expiration of the warranty period. Any action against Seller for breach of the limited warranty must be commenced within one year after the date of delivery of the equipment. Seller's warranty does not extend to any defect, claim, or damage attributable to the failure to operate and/or maintain the equipment in accordance with the manufacturer's specifications, or due to the failure to operate or maintain the equipment in accordance with any recommendations of Seller. If "AS IS" is indicated on the reverse side, no warranty of any kind is being given and the equipment is being sold with all faults. THE WARRANTIES IN THIS PARAGRAPH AND ON THE REVERSE SIDE ARE THE EXCLUSIVE WARRANTIES GIVEN BY SELLER AND SUPERSEDE ANY PRIOR, CONTRARY, OR ADDITIONAL REPRESENTATIONS, WHETHER ORAL OR WRITTEN. SELLER HEREBY DISCLAIMS AND EXCLUDES ALL OTHER WARRANTIES, WHETHER EXPRESS, IMPLIED, OR STATUTORY, INCLUDING THE IMPLIED WARRANTIES OF MERCHANTABILITY OR FITNESS FOR A PARTICULAR PURPOSE, AND ANY IMPLIED WARRANTIES OTHERWISE ARISING FROM COURSE OF DEALING OR USAGE OF TRADE. SELLER SHALL NOT BE LIABLE FOR ANY LOSS, INJURY, OR DAMAGE TO PERSONS OR PROPERTY RESULTING FROM THE FAILURE OR DEFECTIVE OPERATION OF THE EQUIPMENT; NOR WILL SELLER BE LIABLE FOR DIRECT, INDIRECT, SPECIAL, INCIDENTAL, OR CONSEQUENTIAL DAMAGES OF ANY KIND SUSTAINED FROM ANY CAUSE. This exclusion applies regardless of whether such damages are sought for breach of warranty, breach of contract, negligence, or strict liability in tort or under any other legal theory.
9. **Notice.** This paragraph shall serve as notice that The Papé Group, Inc. has assigned its rights to sell its rental equipment (as may be described in this sales order) and its rights to sales proceeds (including "trade-in assets" related thereto) to North Star Deferred Exchange as part of an IRC Sec. 1031 exchange.
10. **Attorneys Fees.** In the event suit or action is instituted against Buyer on account of or in connection with or based upon the terms hereof, the Buyer agrees to pay, in addition to the costs and disbursements provided by law, such sum as the court may adjudge reasonable attorney's fees in both the trial and appellate courts, or in connection with any bankruptcy proceeding.
11. **Entire Agreement.** The foregoing and any addendum shall constitute the complete and exclusive agreement between the parties, and it is expressly understood and agreed that no promises, provisions, terms, warranties, conditions, guarantees, or obligations whatsoever, either expressed or implied, other than as herein set forth or provided for shall be binding on either party. Each party may transmit its signature by facsimile to the other party and such facsimile signatures shall have the same force and effect as an original signature.

I have read, understand, and am bound to these Terms and Conditions.



PAPÉ KENWORTH - PORTLAND (P255)
 550 N.E. COLUMBIA BLVD.
 PORTLAND, Oregon 97211

CITY OF CANBY PUBLIC WORKS
 1470 NE TERRITORIAL RD
 CANBY, Oregon 97013
 United States of America

Blake Schumacher
 Cell Phone: 541-868-7098
 Office Phone: 503-240-6282
 Email: bschumacher@papekenworth.com

Vehicle Summary

Unit		Chassis	
Model:	T880 Series Conventional	Fr Axle Load (lbs):	14600
Type:	FULL TRUCK	Rr Axle Load (lbs):	46000
Description 1:	T880 3 AXLE DUMP	G.C.W. (lbs):	86040
Description 2:			
Application		Road Conditions:	
Intended Serv.:	Local pickup & delivery: Vehicles which	Class A (Highway)	90
Commodity:	Gravel/crushed rock/sand	Class B (Hwy/Mtn)	8
		Class C (Off-Hwy)	2
		Class D (Off-Road)	0
Body		Maximum Grade:	
Type:	End dump		6
Length (ft):	18	Wheelbase (in):	192
Height (ft):	13.5	Overhang (in):	61
Max Laden Weight (lbs):	4000	Fr Axle to BOC (in):	74
		Cab to Axle (in):	118
		Cab to EOF (in):	179
Trailer		Overall Comb. Length (in):	301.5
No. of Trailer Axles:	0		
Type:		Special Req.	
Length (ft):	0	U.S. Domestic registry, 50-state.	
Height (ft):	0		
Kingpin Inset (in):	0		
Corner Radius (in):	0		
Restrictions			
Length (ft):	120		
Width (in):	102		
Height (ft):	13.5		

Approved by: _____

Date: _____

Note: All sales are F.O.B. designated plant of manufacture.

Price Level: January 1, 2022

Date: May 26, 2023

Deal: T880 3 AXLE DUMP

Quote Number: OUC-877048-R1P1W7

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Sales Code	Std/ Opt	Description	Weight
Model			
0000810	S	T880 Series Conventional	15,549
0070060	S	T880	0
0080055	O	CARB Idle Emissions Reduction - Cummins	0
0090000	S	Non-Sleeper w/rear axle capacity less than 59K.	0
0098437	O	State of Registry: Oregon	0
Engine & Equipment			
0130307	O	X15 500V 500@2000 1850@950 2021 with Intebrake, Productivity Series N09420 C333 0.....Reserve Speed Limit Offset (N09380 C334 0.....Maximum Cycle Distance (C334 N09360 C400 252...Reserve Speed Function Reset N09200 C399 120...Standard Maximum Speed Limit N09400 C401 10....Maximum Active Distance (C40 N09220 C402 0.....Expiration Distance (C402) N09540 C395 0.....Expiration Distance (C395) N09260 C121 64....Maximum Accelerator Pedal Ve N09440 C234 NO....Engine Protection Shutdown (N09460 C231 NO....Gear Down Protection (C231) N09580 C133 5.....Timer Setting (C133) N09680 C233 NO....Idle Shutdown Manual Overrul N09480 C132 1400..Max PTO Speed (C132) N09300 C128 64....Maximum Cruise Speed (C128) N09500 C239 NO....Cruise Control Auto Resume (N09520 C238 NO....Auto Engine Brake In Cruise N09240 C209 120...Hard Maximum Speed Limit (C2 N09780 C190 80....High Ambient Temperature Thr N09740 C188 40....Low Ambient Temperature Thre N09760 C189 60....Intermediate Ambient Tempera N09720 C382 YES...Enable Hot Ambient Automatic N09600 C396 YES...Enable Impending Shutdown Wa N09620 C397 60....Timer For Impending Shutdown N09640 C206 35....Engine Load Threshold (C206) N09560 C225 YES...Enable Idle Shutdown Park Br	465
1000046	O	EPA Emissions Warranty Engine	0
1000151	S	PremierSpec	0
1000244	O	Gearing Analysis: Balance power/economy blend results.	0
1000248	O	Customer's Typical Operating Spd: 55 MPH.	0
1000684	O	Effective VSL Setting NA	0

Price Level: January 1, 2022

Deal T880 3 AXLE DUMP

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Date: May 26, 2023

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Sales Code	Std/ Opt	Description	Weight
1000858	O	Engine Idle Shutdown Timer Disabled	0
1000859	O	Enable EIST Ambient Temp Overrule	0
1000891	O	Eff EIST NA Expiration Miles	0
1002080	O	Air compressor: Cummins 18.7 CFM, Naturally Aspirated for Cummins X15 engines	0
1051200	S	Air Cleaner: composite firewall mounted PACCAR or Cummins engines	0
1099080	O	Pre-cleaner mounted in the hood plenum	0
1105220	O	Fan Hub: Horton 2-Speed for X15	0
1123555	S	Cooling module: 1330 square inches. Includes aluminum radiator core, aluminum charge air cooler, translucent surge tank and washer bottle, silicone hoses, and extended life coolant.	0
1160208	O	Radiator bug screen mounted between hood & grille.	2
1247234	S	EXH: 2021 RH Under DPF/SCR with RH SOC Vertical tailpipe. Not 2.1m high roof sleepers	0
1290124	O	Tailpipe: 5 in. single 24 in. 45 degree curved.	-3
1321125	O	Fuel Filter: Davco 382 Fuel/Water Separator	8
1321220	O	Run Aid: Cummins TRV for Davco only *For Fuel Filter, X15 AND 2.1 m models	2
1321305	S	Start Aid: 12V Heat *For Fuel Filter	0
1504005	O	Immersion block heater 120V 1500W w/plug under door on C500, T660, T800 & W900.	2
1816260	O	Alternator: PACCAR 160 amp, brush type	0
1821210	S	Batteries: 3 PACCAR GP31 threaded post (700-730) 2100-2190 CCA dual purpose.	0
1836106	O	Mitsubishi 105P55 12V Starter with Cummins and PX PACCAR 12 volt electrical system. W/ centralized power distribution incorporating plug-in style relays. Circuit protection for serviceability, 12-volt light system w/circuit protection circuits number & color coded. Only for Cummins or PX engines.	0
1840005	O	Battery disconnect switches 2, mounted on battery box.	2
1840065	S	12V low voltage disconnect for starter battery protection.	0
1900996	O	Jump start terminals under hood.	12
1901017	S	Remote PTO/Throttle, 12-Pin, Engine Bay	0

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Deal: T880 3 AXLE DUMP

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Sales Code	Std/ Opt	Description	Weight
Remote Control Provision			
Transmission & Clutch			
2016627	O	Transmission: Allison 4500RDS 6-speed, With PTO drive gear. No Retarder. 6th Generation controls. For vocational applications. Includes shift control, transmission oil temperature gauge, oil level sensor & heat exchanger. Transynd transmission fluid is standard on all Allison 1000, 2000, 3000 & 4000 series transmissions.	478
2408502	O	Driveline: 2 Meritor RPL25 SD; 1 Centerbearing	114
2410018	O	Torque converter included w/Allison Transmission.	0
2410151	O	Pushbutton control center console mounted. Class 8 with Allison Transmission.	0
2410204	O	Allison Fuel Sense: Delete	0
2410310	O	Allison Neutral at Stop	0
2429358	O	Rear transmission support springs for transmission PTO applications are required to ensure that engine flywheel housings are not overloaded when transmission PTO's are installed.	0
Front Axle & Equipment			
2513030	O	Meritor MFS14 Plus 14.6K 3.74in. drop wide track.	-141
2607001	O	Front Brakes: 14.6K Bendix air disc brakes lube free.	0
2690025	O	Splined rotor for front air disc brakes for use with iron hubs.	0
2690028	O	Integral Knuckle for Air Disc Brake, for use on Meritor MFS PLUS Steer Axle	0
2702500	O	Front Hub: iron hub pilot 14,600 lbs. 11-1/4 in. bolt circle. For use w/ air disc brakes. Consider wheelguards (5850002) w/ aluminum wheels.	48
2741970	S	ConMet PreSet Plus Hub package; front axle.	0
2750001	S	Hubcap: front vented.	0
2769000	S	Slack Adjusters included w/ front axle or brake. Also use w/ disc brakes.	0
2864116	O	Front Springs: Taperleaf 16K w/shock absorbers w/ maintenance-free elastomer spring pin bushings. Two leaf. Standard with rubber pins. Not available on W900L.	-85
2893881	O	Single power steering gear: 16K TRW TAS85 W900B/W990 available, but not available W900S, W900L or T3.	30
2899336	S	Power Steering Cooler:Radiator Mounted Air-to-Oil	0
2900616	O	Threaded Bushings for taperleaf spring	0

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Deal: T880 3 AXLE DUMP

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Sales Code	Std/ Opt	Description	Weight
		16K, 18/20K, 22K, 40K replacing rubber.	
2900916	O	Front Disc Brake Pad/Rotor Dust Shields Air Disc Brakes Only.	0
Rear Axle & Equipment			
3142171	O	Dual Meritor RT46-164PEH rear axle rated at 46K w/ heavy wall housing. Tandem rear axles.	107
3200538	O	Rear Axle Ratio - 5.38.	0
3306001	O	Dual rear Bendix air disc brakes for dual rear axles to 46K capacity.	40
3392604	O	Splined rotor for dual rear air disc brake for use with aluminum hubs.	-208
3407050	S	Dual Rear Hubs: Aluminum hub pilot 46K 11-1/4 in. bolt circle.	0
3441972	S	ConMet PreSet Plus Hub package; dual rear axle.	0
3465900	O	Rear slack adjusters included w/ axle or air disc brakes.	0
3485002	O	Spring brakes included w/ dual rear air disc brakes.	0
3495226	O	Bendix 4S/4M anti-lock brake system.	0
3500058	S	Interaxle Driveline: 1 Meritor RPL20 Replacing I/A *Use W/ RPL(SD) 25 Main D/L	0
3511420	O	Driver Controlled Differential Lock (Crosslock) for Meritor Axles 40K to 52K forward rear & rear rear axle. Under Speed Interlock is standard on T680.	39
3573111	O	Separate switch for dual axles: differential lock or crosslock.	0
3749204	O	Rear suspension: Tandem Chalmers 854-46-H-HS 46K. 54 in. axle spacing. High center of gravity application. Unladen Height: 12.5 in. Laden Height: 10.9 in.	226
3830145	O	Delete standard heavy-duty air springs for rear suspension.	-28
3832026	O	Chalmers shock absorbers. 52K and under suspension.	35
Tires & Wheels			
4010006	O	Front Tires: Michelin X Works Z 315/80R22.5 20PR	-54
4210151	O	Rear Tires: Michelin X Works D 11R24.5 16PR	320
4900008	O	Rear Tire Quantity: 8	0
5045280	O	Front Wheel: Alcoa 89U64 22.5X9 AL Ultra One High Polish Wheel.	-24
5245265	O	Rear Wheel: Alcoa 98565 24.5x8.25 aluminum,	-48

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Deal: T880 3 AXLE DUMP

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Quote Number: CVD-877048-R1P1W7



Sales Code	Std/ Opt	Description	Weight
		with Lvl One [TM] High Polish finish, hub-pilot mount. 8000lb. maximum rating. Severe service. Code is priced per pair of wheels. Air disc brake compatible.	
5900008	O	Rear Wheel/Rim Quantity: 8	0
Frame & Equipment			
6056400	O	Frame Rails: 10-3/4 x 3-1/2 x 3/8in. Steel 285in. to 336 in. Truck frame weight is 3.48 lb.-in. per pair of rails. Section modulus is 17.80, RBM is 2,132,000 in.-lbs per rail. Frame rail availability may be restricted based upon application, axle/suspension capacity, fifth wheel setting, or component/dimensional specifications. The results of the engineering review may result in a change to the requested frame rail. If a change is required Kenworth Application Engineering will advise the dealer of the appropriate material specification for a substitute rail.	257
6302461	O	Bumper: Tapered chrome steel channel. Requires a bumper setting code.	63
6319485	S	48.5 in. Bumper setting. Requires a bumper code.	0
6324025	O	Front tow hook: Center mounted, cast. Requires iron front drive brackets.	28
6390048	O	Rectangular bumper cutouts for customer-installed fog lights.	0
6390312	O	Brackets: Iron front spring drive. Included with front spring capacity of 16,000 lbs or greater; code not required.	47
6391201	O	Custom Frame Layout: one chassis CFL A/D: MOUNT AIR DRYER INSIDE FRAME BOC	0
6400636	O	Battery box cantilever aluminum BOC with fiberglass cover.	8
6409902	O	Battery box location: RH Side.	15
6451090	S	T470,C5, T6, T8 non-polished DPF/SCR or CNG cover diamond plate w/ step. For use w/ 2010 or later exhaust systems. For T8, use extended length non-polished battery box on opposite rail to match the length of under cab components. End plates will be painted standard black frame color.	0
6490440	O	Heavy-duty BOC crossmember assembly.	23
6679858	O	Final end-of-frame cut-off dimension will be modified to 51 in. to 55 in.	0
6721102	S	Rear mudflap arms: Betts B-25 standard-duty, straight. Includes B1732 mounting brackets as standard.	0
6722000	S	Rear mudflap shields: White plastic antisall w/ Kenworth logo.	0
6742009	S	Square end-of-frame w/o crossmember; non-towing.	0
Fuel Tanks & Equip			
7210100	O	Fuel Tank: 100 US gallon 24.5in. aluminum under	0

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Sales Code	Std/Opt	Description	Weight
		replace. Class 8 fuel tanks w/o locking caps include an anti-siphon device on the filler neck.	
7722153	S	Small round DEF tank, 14 gallons. The DEF tank will be located on the side you specified. If you have specific configuration or body builder concerns, please utilize the Custom Frame Layout option. Standard capacity is calculated by fuel capacity of the vehicle and will accommodate two diesel fill-ups for every DEF fill-up. For 1:1 DEF fuel fill ratio, add 7889204.	0
7831006	O	6 in. wide lower fuel tank step, for one 22 in. or 24.5 in. or T300 rectangular tank RH.	2
7889203	S	DEF to fuel fill ratio 2:1 or greater.	0
7889245	S	Anti-siphon device in fuel tank filler neck. For any number of fuel tanks.	0
7889604	S	DEF tank location is LH.	0
7920100	O	Location: 100 gal fuel tank LH under cab	0
Cab & Equipment			
8025301	S	Cab: Stamped aluminum cab with panoramic curved glass windshield. Standard with stamped aluminum doors, heavy duty in-swinging hinges, and triple sealed doors. Manufactured using self-piercing rivets and structural adhesive. Includes LED exterior marker lights and turn signals.	0
8090604	O	Hood: T880 Standard Length With Mechanically Fastened Fenders. 122.6 inch BBC.	15
8098212	O	Bright Engine Air Intake Chrome Trimmed Engine Air Intake on Both Sides of Hood	0
8108003	O	Ember Filter For Cabin Air. Used to keep embers out of the HVAC filter element. Cannot be used with code 8108002.	2
8108011	S	Cab HVAC - Day Cab and 40in Sleeper System With Defrost, A/C, and 48,000 BTU/hr Heater. Includes automatic temperature control with one touch defrost operation and dash mounted cab temperature and solar intensity sensors. Pleated fresh air filter and cabin recirculation air filter standard. The Kenworth HVAC system is designed to provide optimal heating and cooling in all operating environments without need for additional insulation. Cab HVAC without sleeper heater AC is available with 40in sleeper.	0
8190138	O	Shutoff Valves to Isolate Primary Heater Remote mounted on frame under cab.	0
8201047	S	Kenworth Smartwheel: 18 in. Non-Leather With Integrated Radio and Cruise Controls.	0
8201051	O	Column Mtd Retarder Control, RH Side Use with Manual & Allison Transmissions Only.	0
8201200	S	Adjustable telescoping tilt steering column.	0
8203060	O	5 sets of keys. Replaces standard 2 sets of keys.	0
8203196	O	Dash Mounted Compact Trailer Brake Valve.	0

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Deal: 1980's AXLE DUMP

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Date: May 26, 2023

Quote Number: QUO-877048-R1P1W7



Sales Code	Std/Opt	Description	Weight
		Self Returning.	
8205012	O	Off-highway dash switch: For ABS system. Includes indicator light.	0
8208495	O	Two spare switches: Wired to power.	0
8220106	O	Gauge: Dash mounted air filter restriction gauge.	0
8221160	O	Gauge: Engine Oil Temperature Gauge With Integral warning light. The NavPlus HD unit includes a virtual engine oil temperature gauge.	0
8222404	S	Gauge: DD Virtual Gauge - Oil Temp Engine	0
8222409	S	Gauge: DD Virtual Gauge - Air Filter Restriction	0
8222413	S	Gauge: DD Virtual Gauge - Manifold Pressure Boost	0
8222414	S	Gauge: DD Virtual Gauge - Engine Percent Torque	0
8222712	O	Gauge: Fuel filter restriction gauge.	0
8225658	O	Gauge: Axle oil temperature, dual-drive axle. (2 gauges) w/integral warning light.	0
8226667	O	Gauge: Oil Temperature Gauge Transmission. The NavPlus HD unit includes a virtual transmission oil temperature gauge.	0
8282027	S	Main Instrument Package: 15" Digital Display. Includes Speedometer, Tachometer, Primary Air Pressure, Secondary Air Pressure, Fuel Level #1, DEF Level, DPF Filter Status, Fuel Economy, Oil Pressure, Coolant Temp, OAT and Voltmeter, and Air Application.	0
8282108	O	Modular Dash Options: RH Dash storage unit with two shelves. Reduces total gauge count; HD by 6 and MD by 4.	0
8282120	O	USB Charging Port - Dash Panel *Requires 15" Digital Display 8282027/8282028	0
8300008	S	Interior color: Slate Gray	0
8330102	S	Interior package: Vantage daycab Includes durable headliner and vinyl sidewalls with geometric patterned trim and anodized aluminum accents throughout. Convenient overhead storage cubbies, full size glove box, two center console cupholders, and large door pad map pocket. Standard LH/RH power windows, electric door locks, interior LED lighting, nighttime-friendly red ambient lighting for dash and footwell, and door mounted courtesy light. Includes two standard 12V power outlets. Driver sunvisor includes strap.	0
8390634	S	Rubber floormat	0
8410200	O	Driver Seat: GT701 HB with Vinyl material.	0

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Deal: T880.3 AXLE DUMP

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Date: May 26, 2023

Quote Number: QUO-877048-R1P1W7



Sales Code	Std/Opt	Description	Weight
		The GT701 is standard with a single air bag, scissor linkage seat suspension. It includes a single chamber lumbar support, 10in Fore/Aft adjustment, 7in Up/Down adjustment, 2.5in pan extension, 51 degree seat back recline, and 16 degree full seat tilt. Includes 3-point matching seat belts. DR seat standard w/ dual armrests.	
8460200	O	Rider Seat: GT701 HB with Vinyl material. The GT701 is standard with a single air bag, scissor linkage seat suspension. It includes a single chamber lumbar support, 10in Fore/Aft adjustment, 7in Up/Down adjustment, 2.5in pan extension, 51 degree seat back recline, and 16 degree full seat tilt. Includes 3-point matching seat belts. RD seat standard w/ LH armrest.	34
8490181	S	Seat Color: Black	0
8497005	O	Air line fitting: At driver seat. Customer-installed air chuck.	4
8601432	O	Kenworth Radio DEA710 AM/FM/WB/USB, Bluetooth	0
8601881	O	CB Radio: Cobra 29. W/header mounted quick release. Includes transceiver & separate speaker remote-mounted in headliner & dual CB antennas. Includes sound tracker & illuminated panel.	11
8698982	O	Mid Level Audio System - Daycab: High Performance Door and B-Pillar Speakers.	4
8700196	O	Turn Signal: Self-Cancelling	0
8700283	S	LH and RH Trip Ledge Rain Deflectors	0
8700663	S	Kenworth TruckTech+ The Kenworth Remote Diagnostics system provides the Worlds Best reporting of engine and aftertreatment fault codes, as well as enhanced support for the truck owner through rapid communication of fault severity and recommended actions. This option is Standard on all Heavy Duty Kenworths with a PACCAR MX engine, Cummins X15 engine, PX engine or Natural Gas engine. Optional on Medium Duty Kenworths.	0
8800402	S	Dual Cab Interior Grabhandles: A Pillar Mounted Dash Wrap and B Pillar Mounted Grabhandles	0
8832113	S	Kenworth Daylite Door with standard LH/RH electric door locks and LH/RH electric window controls.	0
8841618	O	Dual rectangular air horn 23 in. LH & RH top of roof. Includes air horn covers.	4
8850139	S	Look-Down, Pass. Door, Black 11x6	0
8865002	S	Aero Mirror: Dual Kenworth Aerodynamic Motorized heated mirrors, 7in X 13in with cab color mirror shell and black mirror arms. Also includes LH/RH heated 6in X 7in convex mirrors. Mirror brackets set for 8-1/2 ft load width. Mirror controls located on driver side door pad.	0
8871446	S	Rear cab stationary window 19in x 36in	0

Price Level: January 1, 2022

Deal: T880 3 AXLE DUMP

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Date: May 26 2023

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Sales Code	Std/Opt	Description	Weight
8890038	O	3.5in x 11.5in Plastic Records Holder:Mounted On Rear Cab Panel. Not available With Sleeper Or 2 Person Bench Seat.	0
8890101	S	One-piece bonded-in windshield with curved glass. Standard.	0
8890135	S	Exterior stainless steel sunvisor.	19
8890300	O	Fender close-out: Below headlamp, behind bumper. *NOT available with 3-piece bumper.	0
8890349	S	Wheelwell Fender Extension: 2.5 Inches	0
8890876	S	Kenworth Cab/Sleeper Air Suspension.	0
8891013	O	Extreme Temperature Insulation: Daycab Additional cab side wall insulation with improved material properties over standard insulation package.	0
Lights & Instruments			
9010553	S	Headlamps: SAE Dual Halogen Complex Reflector	0
9022137	S	Marker Lights: Five, rectangular, LED	0
9030016	S	Turn Signal Lights: Flush mounted LED. Mounted at top of fender wheel arc.	0
9030052	S	LED Stop,Turn,Tail: With Two LED Backup Lights and With An LED License Plate.	0
9049825	O	Customer-installed road/fog lights switch & wiring.	0
9058071	O	Switch, Wiring, and Indicator Light for Customer Installed Floodlights. 1st Set. Pigtail Routed Through Pass Thru Grommet. 10ft Jumper Harness Shipped Loose.	1
9059921	O	Floodlight Location: Located Low - First Set . This Code To Be Used With Flush-Mount (9052011) or C/I (9058071) Codes Only.	0
9080141	O	Dual Low-Profile LED Amber Strobe Beacon centered over door.	7
9090039	S	Marker Lights: Interrupter Switch. Included in Turn Signal For All Models Except T3. The T3 Switch Is In The Dash.	0
9090049	S	Omit Brake Light with Engine Brake. Can only be selected when chassis also has engine brake. Cannot be used with options to delete engine brake.	0
9090849	O	Polyswitches replacing fuses. Switch will automatically reset after removal of excess load.	0
Air Equipment			
9101219	O	Air Dryer: Bendix AD-HF Extended Purge Heated With Puraguard	0
9108001	S	Moisture ejection valve w/ pull cable drain.	0

Price Level: January 1, 2022

Deal: 14803 AXLE DUMP

Printed On: 5/26/2023 9:59:27 AM

Date: May 26, 2023

Quote Number: QUO-877048-R1P1W7



Sales Code	Std/Opt	Description	Weight
9110020	O	Full Truck Kit Gladhands mounted at end-of-frame. Seven-way female receptacle mounted at end-of-frame in taillamp bracket. Kit includes dash mounted trailer air supply valve, trailer hand control valve, and hoses/fittings for the valves. Dash mounted parking brake valve, tractor protection valve, and spring brake inversion/relay valves are standard.	15
9140020	S	Nylon air tubing in frame & cab, excluding hoses subject to excessive heat or flexing.	0
9140254	O	Locate air dryer inside RH rail BOC. This code requires the use of a custom frame layout code.	0
9140328	O	Trailer ABS electric supply through SAE J560 7-pin connector per TMC RP137).	0
Extended Warranty			
9200021	S	Base Warranty - Standard Service Heavy Duty 12 months / 100,000 miles / 160,000 km.	0
9212611	O	24 Month TruckTech+ Subscription for Cummins Engines	0
9220001	O	Base Warranty: Emissions 5YR/100K MI - EPA Engine	0
Miscellaneous			
9409852	O	GHG Secondary Manufacturer: Does Not Apply	0
9490003	O	Additional lead time required for off highway & /or specialty component truck.	0
9491659	S	VMUX Architecture	0
Promotions			
Paint			
9700000	O	Paint color number(s). N9702 A - L0006 WHITE N9720 FRAME N0001 BLACK	0
9943004	O	Bumper Unpainted	0
9943048	O	Day Cab Bulk Paint	0
9943050	O	Day Cab Standard Paint	0
9944820	S	1 - Color Paint - Day Cab Color will be White if no other color is specified.	0
9965510	S	Base coat/clear coat. The Kenworth Color Selector contains additional instructions, as well as information on Kenworth paint guidelines and surface finish applications. Kenworth is standard with Dupont Imron Elite paint.	0

Price Level: January 1, 2022

Deal: T8803 AXLE DUMP

Printed On: 5/26/2023 9:59:27 AM

Date: May 26, 2023

Quote Number: QUO-877048-R1P1W7



<i>Sales Code</i>	<i>Std/ Opt</i>	<i>Description</i>	<i>Weight</i>
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Order Comments

Price Level: January 1, 2022
Deal: T880 3 AXLE DUMP
Printed On: 5/26/2023 9:59:27 AM

Date: May 26, 2023
Quote Number: QUO-877048-R1P1W7



Total Weight

17,447

Prices and Specifications Subject to Change Without Notice.

Unpublished options may require review/approval.

Dimensional and performance data for unpublished options may vary from that displayed in CRM.

PRICING DISCLAIMER

While we make every effort to maintain the web site to preserve pricing accuracy, prices are subject to change without notice. Although the information in this price list is presented in good faith and believed to be correct at the time of printing, we make no representations or warranties as to the completeness or accuracy of this information. We reserve the right to change, delete or otherwise modify the pricing information which is represented herein without any prior notice. We carefully check pricing specifications, but occasionally errors can occur, therefore we reserve the right to change such prices without notice. We disclaim all liability for any errors or omissions in the materials. In no event will we be responsible for any damages of any nature whatsoever from the reliance upon information from these materials. Please check your order prebills to confirm your pricing information

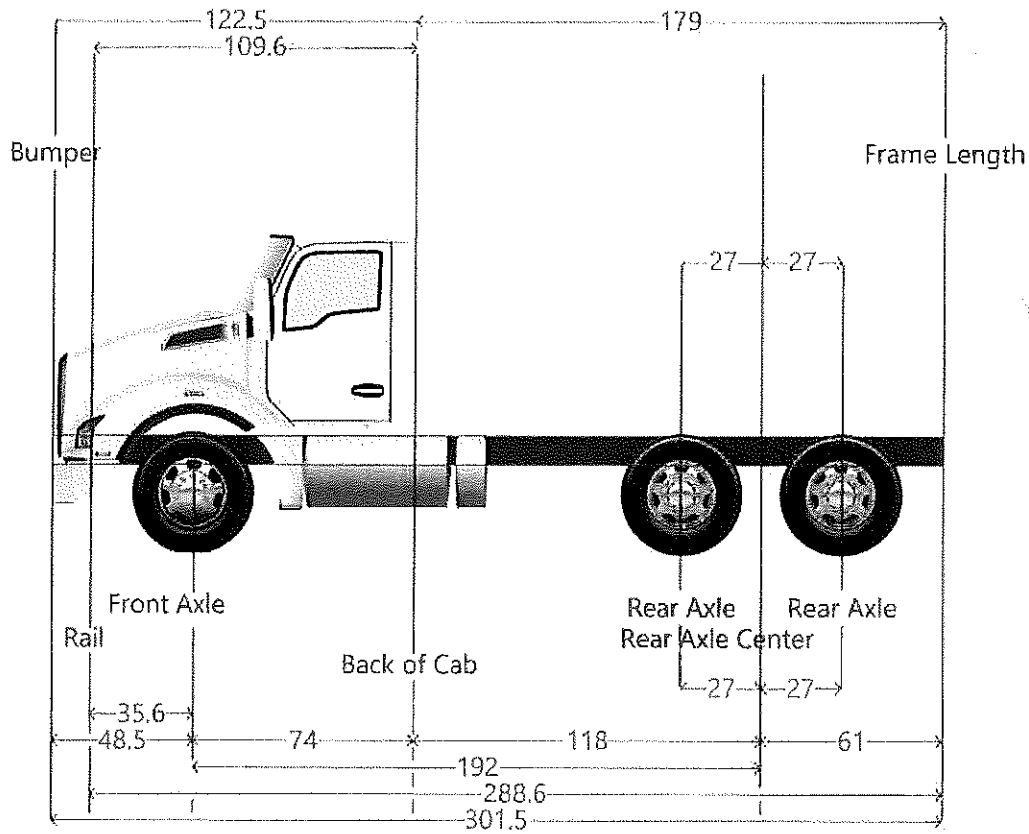


Shipping Destinations

Intermediate Destination:

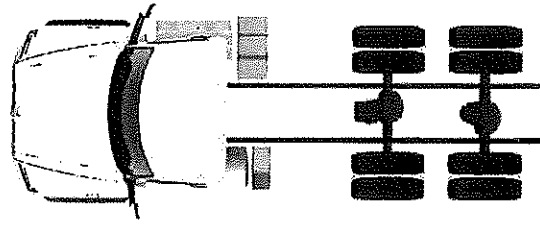
Final Destinations	Quantity
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HORIZONTAL DIMENSIONS



Dimension	Measurement	Start	End
Axle Spacing	54	165	219
Bumper to Back of Cab	122.5	-48.5	74
Bumper to Front Axle	48.5	-48.5	0
Bumper to Front Frame	12.9	-48.5	-35.6
Cab to End of Frame	179.0	74	253
Cab to Rear Axle	118.0	74	192
Effective Bumper to Back Of Cab	122.5	-48.5	74
Frame Length	288.6	-35.6	253
Front Axle to Back of Cab	74.0	0	74
Front of Frame to Axle	35.6	-35.6	0
Load Space	179.0	74	253
Overall Length	301.5	-48.5	253
Overhang	61.0	192	253
Pusher Offset #1	27.0	165	192
Pusher Offset #2	27.0	165	192
Pusher Offset #3	27.0	165	192
Tag Offset	27.0	192	219
Wheelbase	192	0	192

FRAME LAYOUT



Note: Optional content may be displayed. The order has not yet received an engineering review. The actual arrangement of components may not be exactly as pictured. Additional changes may be made to the layout by Kenworth. Add a Custom Frame Layout code if an exact layout is required.

Selected Options (Wheelbase: 192)

Sales Code	Description	Length	Side
7210100	Fuel Tank: 100 US gallon 24.5in. aluminum under	50	Left
7722153	Small round DEF tank, 14 gallons.	10.2	Left
6400636	Battery box cantilever aluminum BOC with	17.3	Right



COLUMBIA
Body Manufacturing

P. O. Box 999 ♦ 10037 SE Mather Road ♦ Clackamas, Oregon 97015
(503) 656-3775 ♦ 1-800-233-7119 ♦ FAX (503) 656-5064

Customer: City Of Canby / Pape' Kenworth
Address: 1470 Northwest Territorial Road
City State Zip: Canby Oregon 97013
Attention: Chris/Blake Phone:541-868-7098

Date: 5/25/2023
Estimate #: 2K23056R1
Salesman: Kirk Snead
Email: WrightC@canbyor
egon.gov

Estimate 10-12-yard Dump Body with pup Package with (118 CA)

- Approximant dimensions of dump body: 14' long, 84" inside, 37" tall, and 96" wide. 118" CT required
- Water level of body will be approximately 11 yard and 12 yards with sideboards.

Dump body floor and under structure

- 1) The dump body floor shall be formed from one piece of 3/16-inch Hardox 450 floor
- 2) 10"x 4"x .188" A500 grade B rectangular tube long members with vulcanized rubber truck frame buffer pad
- 3) Rear cross member shall be formed from 3/16-inch A572-50 high tensile steel and interlock with rear corner posts
- 4) Front cross member shall be 4-inch by 5.4 lb structural channel and full width of dump body.
- 5) Floor cross supports between the front and rear cross-members are unacceptable.

Body sidewalls corner posts and dash panel

- 1) Sides shall be elliptical design 3/16 Hardox 450 with 20" radius corners
- 2) Rear corner posts shall be 3/16-inch A572-50 high tensile steel.
- 3) Rear corner posts shall inner lock with sidewalls and rear cross member.
- 4) Rear corner posts shall each have two stop tail turn lights with rear and side marker lights.
- 5) Dash panel shall be 3/16 Hardox 450.
- 6) Weld seams in inner wall panel are unacceptable.

Tailgate

- 1) The panel shall be 3/16 Hardox 450
- 2) The tailgate shall be framed with 3"x 3" x .120" A500 grade B tubing and three center braces.
- 3) The tailgate shall have an angle welded on the top tube to prevent material build up.
- 4) The latch pins shall be 1-inch cold drawn AISI 1018 minimum.
- 5) The tailgate shall have two double key plates and 3/8 proof coil spreader chains with storage hooks.
- 6) The hinges arms shall be plasma cut 1-inch A514 (T1) steel plate.
- 7) The hinge blocks shall be plasma cut 1/2-inch A514 (T1) steel plate.
- 8) The hinge pins shall be 1-inch round cold drawn AISI 1018.
- 9) The hinge arms shall rest on top of the hinge blocks when the tailgate is latched
- 10) High lift Tailgate (hydraulic)
- 11) 3 roll type batch gates

Tailgate latch

- 1) The latch hooks shall be plasma cut 1/2-inch A572-50 high tensile steel.
- 2) The tailgate trip rod shall be 1-inch cold drawn AISI 1018.
- 3) The trip rod will be supported by four 3/4-inch grease type bearing blocks
- 4) The trip rod shall have an over center lock with adjustable linkage assemblies for both latch hooks.

- 5) The air trip cylinder shall be air open spring lock.

Cab guard

- 1) The cab guard shall be fabricated from 10 ga A607-50 high tensile steel with 3/16 support arms
- 2) The cab guard will provide adequate cab coverage no wider than the truck cab.
- 3) Center mounted beacon (Star Beam 9016LED –AA-C)

Hoist cylinder and mounting

- 1) The hoist cylinder shall be single A-Frame mount with a 56,000-pound lift capacity @ 2,250 PSI.
- 2) The hoist cylinder shall have adjustable packing.
- 3) The hoist mount channel assembly shall be over frame type
- 4) The channel shall be formed 1/2-inch A572-50 high tensile steel ten inches wide with 3-1/2-inch legs 24 inches long
- 5) The lower hoist bearing blocks shall be 3/4-inch A36 with and 2-inch AISI 1018 lower pin.

Truck chassis hitch shall be equipped to tow a Pup or 50,000 lb trailer

- 1) The trapezoidal hitch plates shall be formed 1/2-inch A572-50 minimum.
- 2) The center bulkhead plate will be 3/4-inch A-572-50 minimum.
- 3) The air hitch shall be six-bolt mount with 90,000 horizontal pull capacity
- 4) Two safety D-rings shall be 1-inch and mounted under hitch.
- 5) The hitch will cover with and rubber flap to shed rock and dirt.
- 6) Glad-hands on rubber hoses, electrical connections shall be routed to hitch area and recessed to prevent damage.
- 7) The body hinges shall be greaseless design.
- 8) The hinge pins shall be 1-7/8-inch.
- 9) The hinge bushing assemblies shall be full rap design.
- 10) The hinge bearing blocks shall be 1-inch A572-50 high tensile steel.
- 11) Two oval stop, tail, turn lights and one rubber mounted work lights on the back up circuit will be mounted in a removable cover plate below the hinge angle.
- 12) County spec chip bar

A-Frame hoist mount

- 1) Dump body shall have A-Frame lift
- 2)

Hydraulics

- 1) Hydraulics will allow to operation truck hoist, high lift gate and pup hoist
- 2) The PTO shall be Hot Shift CS24 mounted with extended shaft mount on an Allison 4500 series automatic transmission.
- 3) The hydraulic pump shall be direct mount, SAE B, 7/8 13 spline.
- 4) The hydraulic pump shall be Parker P20 4.0 CI with O-Ring ports.
- 5) The hydraulic system shall produce a flow of 21 GPM @ 1,000 RPM minimum
- 6) The hydraulic control valve shall be a Parker VA35 six- spool sectional valve capable of flows up 75-gpm with O-Ring ports.
- 7) The valve section that controls the truck hoist shall have an adjustable hoist over run protection
- 8) The hydraulic tank shall be a 35-gallon steel with strainer, sight gauge, and frame mounted.
- 9) The hydraulic system shall include a high-pressure return line filter (25 micron).

- 10) The hydraulic system will operate @ 2,250 PSI.
- 11) The hydraulic pressure hoses shall be # 16 rated @ 3,000-PSI minimum.
- 12) Hydraulic pressure fittings shall be JIC 37 degree and O-ring boss.
- 13) Plumb hydraulics for chassis ,lift cylinder, highlift tailgate and pup

Body lights and reflectors

- 1) LED Truck-Lite 60 series oval stop, tail, and turn shall be grommet mounted
- 2) Round marker lights and reflectors shall be installed where necessary
- 3) Sealed harness and junction box wire system shall be installed
- 4) Center warning beacon and swivel bracket mounted on the cab guard and shall be visible in all positions

Cab controls

- 1) The hoist control shall be Del air lever mounted in the cab to the right side of the driver.
- 2) The control hoist lever shall have a neutral lock out
- 3) The control tower shall include switches for truck tailgate and PTO.

Safety prop, flaps, spray guards, tarp, and miscellaneous

- 1) Body Safety Prop on the left of chassis
- 2) Mud flaps shall be black ahead and behind drive tires.
- 3) Shovel holder
- 4) Axe holder
- 5) The dump body shall have Douglas fir sideboards 4X8
- 6) High mount electric tarp system with asphalt tarp

Electrical

- 1) The body installer will add a sealed production type up fit harness for added functions.
- 2) Isolate all electrical circuits installed by body builder from truck chassis with a continual duty solenoid and six-section fuse block.
- 3) A sealed body wire harness lighting system shall be installed
- 4) Wiring shall be stranded copper.
- 5) Wire insulation shall be cross-linked polyethylene.
- 6) Wire shall be sized so that the voltage drop for the wire run is less than 5 percent, wiring shall be routed to minimize exposure to tire throw-off
- 7) Wires shall not be routed closer than 6 inches from heat sources
- 8) Wires shall not come in contact with moving parts
- 9) Wires shall be protected from sharp edges
- 10) Lighting and reflectors shall comply with FMVSS 108.
- 11) Seven-wire trailer connector to be wired as per SAE J560B specification shall be run to the rear of the chassis plus pup wiring
- 12) All electrical connections that are not in a junction box will be weather-pack connectors.

Air system installation

- 1) All air hoses shall be DOT approved.
- 2) The bend radius of airlines shall be not less than the manufacturer's recommended minimum.
- 3) Airlines shall not come in contact with moving parts or be routed through holes or across sharp edges without protection from being chafed or cut.
- 4) Airlines shall be adequately clamped or tied to supporting structures
- 5) Airlines routing shall be so that low points are minimized
- 6) Hoses shall be of sufficient length to prevent stretching, distortion, or disconnecting.

Welding

- 1) Excessive distortion of assembled parts in not acceptable
- 2) The dump body and other fabricated components shall have good welds. A good weld will have proper penetration and be relatively uniform in appearance.
- 3) All welds shall conform to or exceed American Welding Society Standards and shall provide a metal-to-metal bond, with adequate penetration using proper flux and or welding materials
- 4) Down hand welds are not recommended for ten gauge or thicker material, if down hand welds are used, they shall have proper penetration
- 5) Some characteristics of an unacceptable weld are the following: cracks, undercut, overlap, excessive splatter, slag entrapment, inadequate penetration, excessive distortion, blowholes, inclusions, excessive porosity, concave or convex

Paint

- 1) All metal surfaces to be free of contaminates they may cause loss of adhesion (sand blast prep).
- 2) The first primer undercoat shall be a metal-etching primer.
- 3) The second primer "high solids" undercoat shall be epoxy base, lead and chromate free.
- 4) Film thickness shall be 1.0 mils or greater dry using a low VOC high solids epoxy primer.
- 5) Topcoat shall be Cloud Sliver Axalta N0217EZ cab using lead free paint.
- 6) Topcoat shall be Low VOC high solids acrylic urethane with a film thickness of 2 to 3 mils.
- 7) Substrates must be between 50 and 110 degrees in a controlled environment during the primer and paint application.
- 8) Compressed air supply must not exceed 20% humidity during the spray process.

Dump body manuals

- 1) One owner's manual shall be supplied with each dump body
- 2) The manual shall include information about the safe operation of the dump body.
- 3) The manual shall also include parts information and electrical and hydraulic schematics of the equipment installed on the chassis.

Base price -----\$72,396.00

Option:

1, Axalta F2511 blue paint upgrade-----\$ 1000.00
2, camera system, with two blinker and one tailgate camera-----\$ 2500.00

******TOTAL PRICE NO FET, Cat or state TAX FOB CLACKAMAS, OREGON**** \$ 75,896.00**

Due to more frequent and unexpected increases in materials costs and volatility throughout the supply chain beyond the control of Columbia Body Manufacturing Co., and depending on the actual date of manufacturing based solely on the date of Customer acceptance of this quote when compared to actual date of delivery of chassis to Columbia Body Manufacturing Co., a materials costs surcharge may apply. Under no circumstances will a materials costs surcharge apply if delivery of chassis to Columbia Body Manufacturing Co. is within 90 days of date of Customer acceptance of this quote.

The purpose of the materials costs surcharge would be to offset any unexpected and significant increases in costs of materials that are included in this quote. The materials costs surcharge would be additional charges that would be added to the base price and/or separately stated price options.

Customer will be notified of any applicable materials costs surcharge in writing, prior to the start of the manufacturing process.

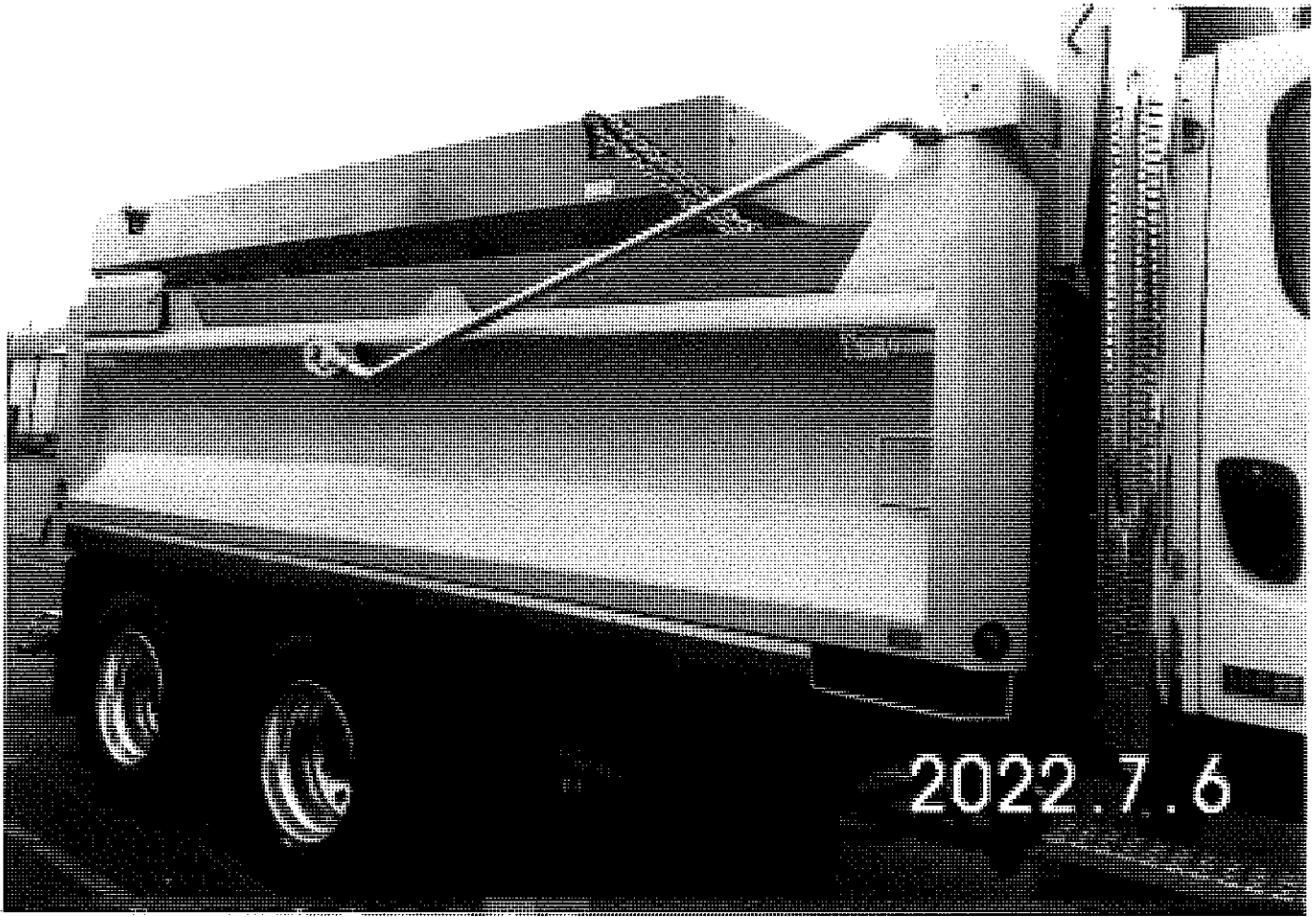
If Customer cancels quote after signing acceptance or issuing a related purchase order, but prior to the beginning of the manufacturing process, a 10% restocking fee will be applied to materials costs included in this quote.

Any custom materials or parts specific to this quote will require 100% prepayment at time of Customer quote acceptance, and will subsequently be considered owned by Customer if customer cancels quote.

****** Quote good for 30 days******

Cut customer Acceptance Signature _____

Date _____



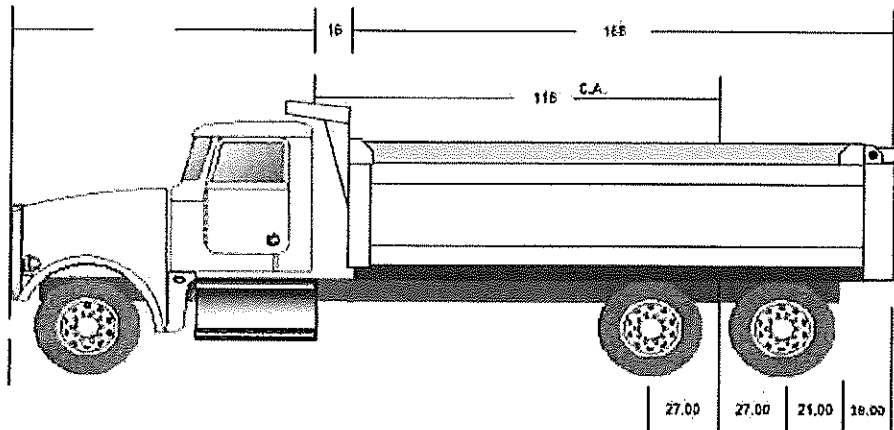
TRUCK BODY LAYOUT

CUSTOMER Canby/Pape

CHASSIS Kenworth

QUOTE # 2K23056

VIN # _____



inside width	64
Water level side height	37
Body length	168
Body set back	16
BOC to end of body	164
BOC to BOT	166
OVERHANG	18
BOC TO BOT	166

FRONT OF BODY TO HOIST PIN 15 Use -7 for "A frame" hoist
 BACK OF TIRE TO HINGE PIN 1.75

REQUIRED CYL. STROKE 112.6

Cubic yardage - dbl. wall	11.0
Cubic yardage - e body	10.7
Truck dry weight	31000
CBM gear	6114.26
Truck GVWR	64000
Estimated payload	26885.74
TONS	13.44287

Request for Taxpayer Identification Number and Certification

Give Form to the requester. Do not send to the IRS.

Go to www.irs.gov/FormW9 for instructions and the latest information.

1 Name (as shown on your income tax return). Name is required on this line; do not leave this line blank.
THE PAPE' GROUP, INC.

2 Business name/disregarded entity name, if different from above
PAPE' TRUCKS, INC. dba Pape' Kenworth

3 Check appropriate box for federal tax classification of the person whose name is entered on line 1. Check only one of the following seven boxes.

Individual/sole proprietor or single-member LLC C Corporation S Corporation Partnership Trust/estate

Limited liability company. Enter the tax classification (C=C corporation, S=S corporation, P=Partnership) ▶ _____

Notes: Check the appropriate box in the line above for the tax classification of the single-member owner. Do not check LLC if the LLC is classified as a single-member LLC that is disregarded from the owner unless the owner of the LLC is another LLC that is not disregarded from the owner for U.S. federal tax purposes. Otherwise, a single-member LLC that is disregarded from the owner should check the appropriate box for the tax classification of its owner.

Other (see instructions) ▶ _____

4 Exemptions (codes apply only to certain entities, not individuals; see instructions on page 3):
 Exempt payee code (if any) **5**
 Exemption from FATCA reporting code (if any) _____
 (Applies to accounts maintained outside the U.S.)

5 Address (number, street, and apt. or suite no.) See instructions.
355 GOODPASTURE ISLAND RD

6 City, state, and ZIP code
EUGENE OR 97401 (See attached for branch locations)

7 List account number(s) here (optional)

Requester's name and address (optional)

Part I Taxpayer Identification Number (TIN)

Enter your TIN in the appropriate box. The TIN provided must match the name given on line 1 to avoid backup withholding. For individuals, this is generally your social security number (SSN). However, for a resident alien, sole proprietor, or disregarded entity, see the instructions for Part I, later. For other entities, it is your employer identification number (EIN). If you do not have a number, see *How to get a TIN*, later.

Note: If the account is in more than one name, see the instructions for line 1. Also see *What Name and Number To Give the Requester* for guidelines on whose number to enter.

Social security number									
				-					
OR									
Employer identification number									
9	3	-	1	0	4	8	9	3	2

Part II Certification

Under penalties of perjury, I certify that:

- The number shown on this form is my correct taxpayer identification number (or I am waiting for a number to be issued to me); and
- I am not subject to backup withholding because: (a) I am exempt from backup withholding, or (b) I have not been notified by the Internal Revenue Service (IRS) that I am subject to backup withholding as a result of a failure to report all interest or dividends, or (c) the IRS has notified me that I am no longer subject to backup withholding; and
- I am a U.S. citizen or other U.S. person (defined below); and
- The FATCA code(s) entered on this form (if any) indicating that I am exempt from FATCA reporting is correct.

Certification instructions. You must cross out item 2 above if you have been notified by the IRS that you are currently subject to backup withholding because you have failed to report all interest and dividends on your tax return. For real estate transactions, item 2 does not apply. For mortgage interest paid, acquisition or abandonment of secured property, cancellation of debt, contributions to an individual retirement arrangement (IRA), and generally, payments other than interest and dividends, you are not required to sign the certification, but you must provide your correct TIN. See the instructions for Part II, later.

Sign Here Signature of U.S. person ▶ *Same form* Date ▶ **1/3/2023**

General Instructions

Section references are to the Internal Revenue Code unless otherwise noted.

Future developments. For the latest information about developments related to Form W-9 and its instructions, such as legislation enacted after they were published, go to www.irs.gov/FormW9.

Purpose of Form

An individual or entity (Form W-9 requester) who is required to file an information return with the IRS must obtain your correct taxpayer identification number (TIN) which may be your social security number (SSN), individual taxpayer identification number (ITIN), adoption taxpayer identification number (ATIN), or employer identification number (EIN), to report on an information return the amount paid to you, or other amount reportable on an information return. Examples of information returns include, but are not limited to, the following:

- Form 1099-DIV (dividends, including those from stocks or mutual funds)
- Form 1099-MISC (various types of income, prizes, awards, or gross proceeds)
- Form 1099-B (stock or mutual fund sales and certain other transactions by brokers)
- Form 1099-S (proceeds from real estate transactions)
- Form 1099-K (merchant card and third party network transactions)
- Form 1098 (home mortgage interest), 1098-E (student loan interest), 1098-T (tuition)
- Form 1099-C (cancelled debt)
- Form 1099-A (acquisition or abandonment of secured property)

Use Form W-9 only if you are a U.S. person (including a resident alien), to provide your correct TIN.

If you do not return Form W-9 to the requester with a TIN, you might be subject to backup withholding. See What is backup withholding, later.



CITY COUNCIL STAFF REPORT

Meeting Date: 6/21/2023

To: The Honorable Mayor Hodson & City Council

Thru: Eileen Stein, Interim City Administrator

From: Jerry Nelzen, Public Works Director

Agenda Item: Consider Ordinance No. 1605: An Ordinance to Allocate Funds for Outdoor Fitness Court
(*First Reading*)

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

Objective: N/A

Summary

The Parks Division of the Public Works Department, in partnership with the City's Parks and Recreation Advisory Board, is seeking Council approval to fund the construction of an outdoor fitness court in Legacy Park. A portion of the project cost will be funded through a grant recently awarded to the City by the National Fitness Campaign.

Background

In November 2022, the National Fitness Campaign (NFC), a company that partners with communities to build fitness courts in order to promote fitness and health,¹ approached the City with interest in placing a fitness court in Canby. The organization utilizes specific location criteria and had targeted Canby as an ideal candidate within our region. In each community that participates in their program, NFC helps place a pre-designed 38-foot by 38-foot fitness court that facilitates a consistent exercise experience across the country regardless of the court's location. The fitness courts are outdoor gyms with stationary equipment that facilitate a workout circuit where users utilize their own body weight to exercise. The courts are designed to be used by people of different skill levels and a mobile application (app) is used to facilitate the experience.

NFC fitness courts are primarily funded by local governments or organizations. However, NFC has a grant program that reduces the cost of the facility. City Staff and members of the Parks and Recreation Advisory Board met with the NFC to gauge the City's interest in participating in the grant program.

On December 16, 2022, City Staff submitted an application for the current grant cycle, which awards \$30,000 to the partner organization in the event that they choose to move forward with construction a fitness court. The rear section of Legacy Park was identified as the proposed location based on NFC's siting criteria, which include considerations related to visibility, access, synergy with other outdoor amenities (e.g. trails, parks), and proximity to residential neighborhoods. The City's application also identified interest in an offered add-on of a "fitness court studio", which is an adjacent second 38 x 38 horizontal pad that can be used for group exercise activities.

The City was notified it was eligible for the grant award on January 3, 2023. This was followed by an award call with NFC on February 1, 2023.

¹ Note that NFC is a for-profit company and not a non-profit organization or government program.

Discussion

The Parks and Recreation Advisory Board discussed the proposed project and voted to recommend that the proposed fitness court be pursued further. The Advisory Board acknowledged that City Council is the decision-making body regarding the ultimate funding of the project.

City Staff request that the Council discuss funding of the proposed fitness court and consider approving an ordinance of adoption signaling that the City will fund the project. Staff note that, if the Ordinance of adoption is approved, the City will be obligated to deliver the project within a specific timeframe set out by NFC. City Staff have indicated to the organization that the requested timeframe is achievable, with tentative assembly of fitness equipment in September 2023 and a press launch ceremony in October 2023.

Attachments

1. 2023 Healthy Cities Briefing Presentation
2. City of Canby NFC Grant Application
3. Notice of Award
4. NFC Price Quote with Terms and Conditions

Fiscal Impact

The total cost of the proposed fitness court would involve two sets of costs. Firstly, the City’s would incur its own costs related to construction of a concrete slab footing, applicable ADA access, permitting, and temporary storage of the fitness equipment. This is estimated to cost \$65,000.

Secondly, as outlined in the quote provided to the City by NFC, the City would pay \$160,000 total to NFC which would include the fitness court (\$155,000) and fitness court studio add-on (\$35,000) minus the \$30,000 grant which functions as a discount:

National Fitness Campaign (NFC) Costs	
Fitness Court and NFC Resources	155,000
Fitness Court Studio	35,000
Grant Funding Award	(30,000)
Total	\$160,000

Note that these are standardized costs charged by NFC throughout the country.

Because the proposed fitness court would add recreational capacity to Legacy Park, it is City Staff’s understanding that both sets of project costs identified above would be funded by System Development Charges (SDCs) collected for parks. The fiscal impact of the proposed action would reduce the existing balance of the Parks SDC fund.

Options

1. Vote to adopt the Ordinance of Adoption for the Outdoor Fitness Court.
2. Vote to not adopt Ordinance of Adoption for the Outdoor Fitness Court.

Usually, City Staff would provide a third option to allow further time for Council and/or Advisory Board consideration of this item. However, this would not allow sufficient time for the City to achieve NFC’s requested project schedule and would jeopardize the funding grant award.

Proposed Motion

Should the Council decide to proceed with this project, the following is a proposed motion. "I move to approve Ordinance 1605 signaling the City's commitment to fund the proposed Outdoor Fitness Court at Legacy Park to a second reading on July 5, 2023."

ORDINANCE NO. 1605

AN ORDINANCE AUTHORIZING THE INTERIM CITY ADMINISTRATOR TO ENTER INTO A CONTRACT WITH NATIONAL FITNESS CAMPAIGN (NFC), SAN FRANCISCO, CALIFORNIA TO PURCHASE A HIGHLY SPECIALIZED OUTDOOR FITNESS COURT INFRASTRUCTURE PRODUCT WITH AN INTEGRATED DIGITAL ECOSYSTEM AND FITNESS COURT MOBILE APP IN THE AMOUNT OF \$160,000.

WHEREAS, the City of Canby Parks and Recreation Advisory Board has recommended that the City Council build a National Fitness Campaign fitness court at Legacy Park; and

WHEREAS, in accordance with Oregon Administrative Rule 137-047-0275 and Oregon Revised Statute 279B.075, the City of Canby can enter into a sole-source contract with NFC upon sufficient written findings by a local contract review board after public notice with an opportunity to protest; and

WHEREAS, the Canby City Council is the local contract review board of the City of Canby; and

WHEREAS, notice was published in the Canby Herald-Pioneer on June 14, 2023, announcing the City of Canby’s intent to award this sole-source contract with instructions on how to appeal this award over a seven-day period of protest; and

WHEREAS, the Canby City Council wishes to enter into a sole-source contract with NFC for its patented integrated Fitness Court system; and

WHEREAS, the Canby City Council finds that 1.) National Fitness Campaign invented and patented the integrated Fitness Court system, and it remains the sole owner of the design and engineering system; 2). NFC has a manufacturing partner that has been approved to manufacture the Fitness Courts under NFC’s direction and license, and all IP, engineering, and design drawings associated with the Fitness Court are owned solely by NFC; 3). That these proprietary goods and services, unique to NFC, are the only source of this system if a municipality wants to partner in the fitness campaign in conjunction with over 500 municipalities nation-wide; and 4). because no other vendors can provide this very particular Fitness Court System, the use of the sole-source procurement process is allowable under the Oregon public contracting laws;

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

Section 1. The Interim City Administrator is hereby authorized on behalf of the City of Canby to enter into a sole-source contract with National Fitness Campaign (NFC) San Francisco California in the amount of \$160,000. A copy of the Agreement is attached hereto as Exhibit “A.”

Section 2. The effective date of this Ordinance shall be August 4, 2023.

SUBMITTED to the Canby City Council and read the first time at a regular meeting therefore on Wednesday, June 21, 2023, ordered posted as required by the Canby City Charter; and scheduled for second reading on Wednesday, July 5, 2023, commencing at the hour of 7:00 PM in the Council Chambers located at 222 NE 2nd Avenue, 1st Floor Canby, Oregon.

Maya Benham
City Recorder

PASSED on second and final reading by the Canby City Council at a regular meeting thereof on the 5th day of July 2023, by the following vote:

YEAS _____

NAYS _____

Brian Hodson
Mayor

ATTEST:

Maya Benham
City Recorder

PUBLIC NOTICE OF SOLE-SOURCE PROCUREMENT

Notice is hereby given that the City of Canby intends to enter into a sole-source contract in accordance with OAR 137-047—0275 and ORS 279B.075 with National Fitness Campaign (NFC), San Francisco, California, to purchase a highly specialized outdoor fitness court infrastructure product with an integrated digital ecosystem and Fitness Court mobile app for use at Legacy Park.

National Fitness Campaign invented and patented the integrated Fitness Court system, and it remains the sole owner of the design and engineering system. NFC has a manufacturing partner that has been approved to manufacture the Fitness Courts under NFC's direction and license, and all IP, engineering, and design drawings associated with the Fitness Court are owned solely by NFC. So, these proprietary goods and services, unique to NFC, are the only source of this system if a municipality wants to partner in the fitness campaign in conjunction with over 500 municipalities nation-wide. Because no other vendors can provide this very particular Fitness Court System, the use of the sole-source procurement process is allowable under the aforementioned Oregon public contracting laws.

This notice looks to share the City of Canby's intent to rely on this contracting method and provide information to the public and any interested persons if they want an opportunity to protest. Within seven days of this notice, any protester can submit a written comment or complaint directed to the Canby City Council regarding this matter. The protest should provide a detailed statement of the legal and factual grounds for the protest, a description of any resulting harms to an affected person or persons, and the relief requested. Any timely protest will be answered prior to the City awarding this contract using the sole-source procurement method.

Written protests must be delivered to Eileen Stein, Canby Interim City Administrator, 222 NE 2nd Ave., Canby, Oregon, 97013 no later than 12:00pm PST on June 21, 2023. Written protests received after the closing date and time are not timely and will not be considered. Protests can also be submitted via email at steine@canbyoregon.gov.

DATED THIS 9TH DAY OF JUNE 2023.

Eileen Stein

Canby Interim City Administrator

PUBLISH: Canby Herald-Pioneer June 14, 2023



NATIONAL FITNESS CAMPAIGN

2023 HEALTHY CITY CAMPAIGN BRIEFING

NATIONAL FITNESS CAMPAIGN BROUGHT TO YOU BY



WHO WE ARE

National Fitness Campaign is a San Francisco based wellness consulting firm.



WHAT WE DO

NFC develops partnerships with cities, schools and sponsors to build healthy communities.

40+ YEARS IN THE MAKING CAMPAIGN HISTORY



FITNESS COURT INVENTED
SAN FRANCISCO • STANFORD



1979



FIRST NATIONAL SPONSOR
3 COUNTRIES • 10,000 FITNESS COURTS



1980's



REDESIGNED
FOR IMPACT IN 21ST CENTURY



2012



WELCOMING 500TH
HEALTHY COMMUNITY ACROSS AMERICA



2023



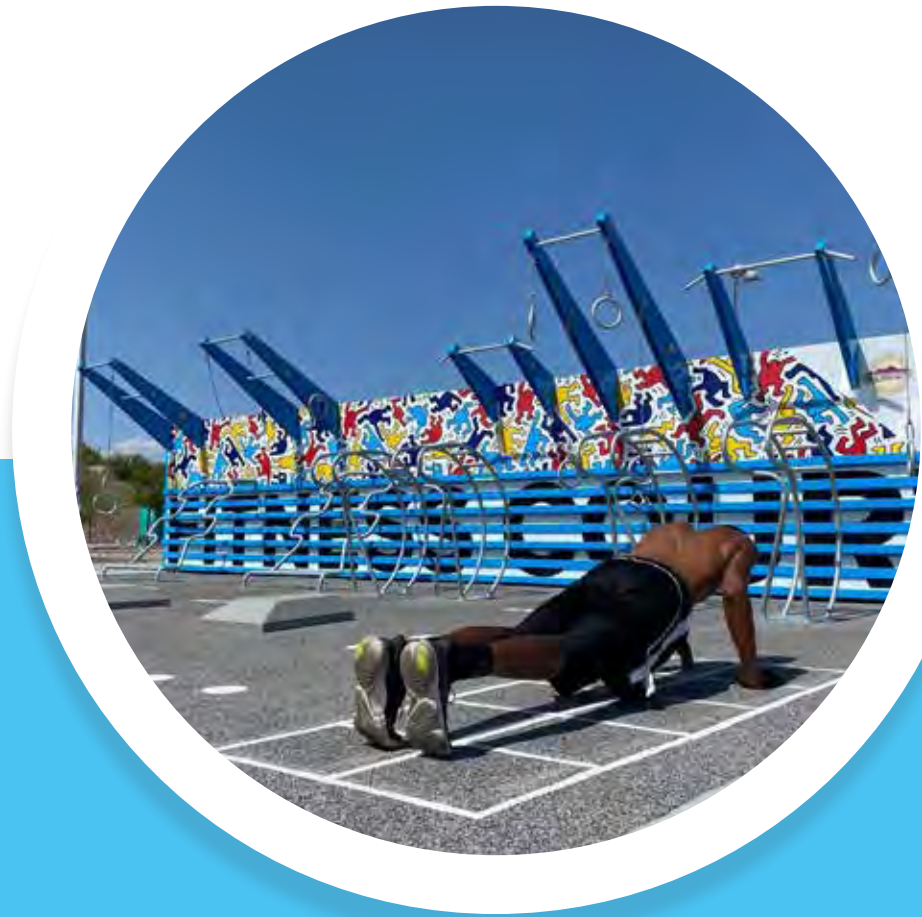
NFC EXPANDS TO 10,000
COMMUNITIES WITH PARTNERS



2030's

CAMPAIGN IMPACT

Cities designed for people have a tremendous impact on the health and happiness of their residents.



This is our work at the campaign, to improve the quality of life for people in every community.

LET'S BRING PEOPLE OUTDOORS AND BUILD A WELLNESS CULTURE TOGETHER!





OUR MISSION

BUILD HEALTHY COMMUNITIES



*WE MAKE WORLD CLASS
FITNESS FREE!*

CAMPAIGN OVERVIEW

A COMPREHENSIVE COMMUNITY WELLNESS PROGRAM

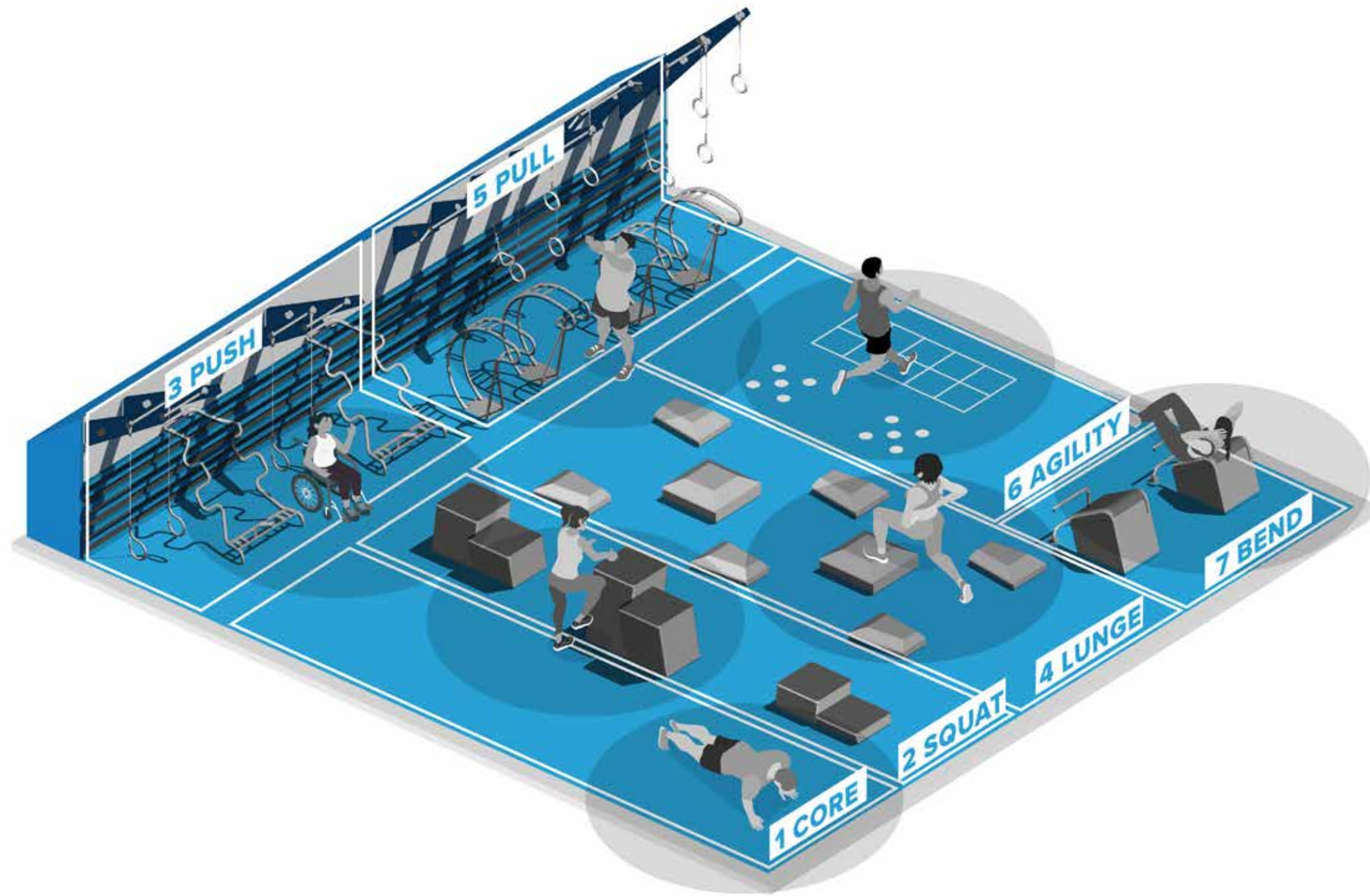




FITNESS COURT®



FITNESS COURT®
WORLDS BEST OUTDOOR GYM



FITNESS COURT®

FUNCTIONAL TRAINING SYSTEM
THOUSANDS OF EXERCISES

SCIENTIFICALLY DESIGNED

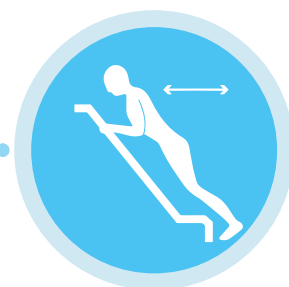
7 MOVEMENT FULL BODY WORKOUTS



CORE



SQUAT



PUSH



LUNGE



PULL



AGILITY



BEND



 **FITNESS COURT®**

ADULTS OF ALL AGES AND ABILITIES



I am glad to see movements to improve balance.

- Carol Claybaker, Senior Resident of Janesville, WI



Madison Heights, MI
Take the Challenge
#FitnessCourt

FITNESS COURT® APP
CAMPAIGN SERVICES

CAMPAIGN SERVICES



**PRE LAUNCH
SUPPORT**



**AMBASSADOR
TRAINING**



MEDIA & PRESS



**FREE WORKOUTS
& GROUP CLASSES**



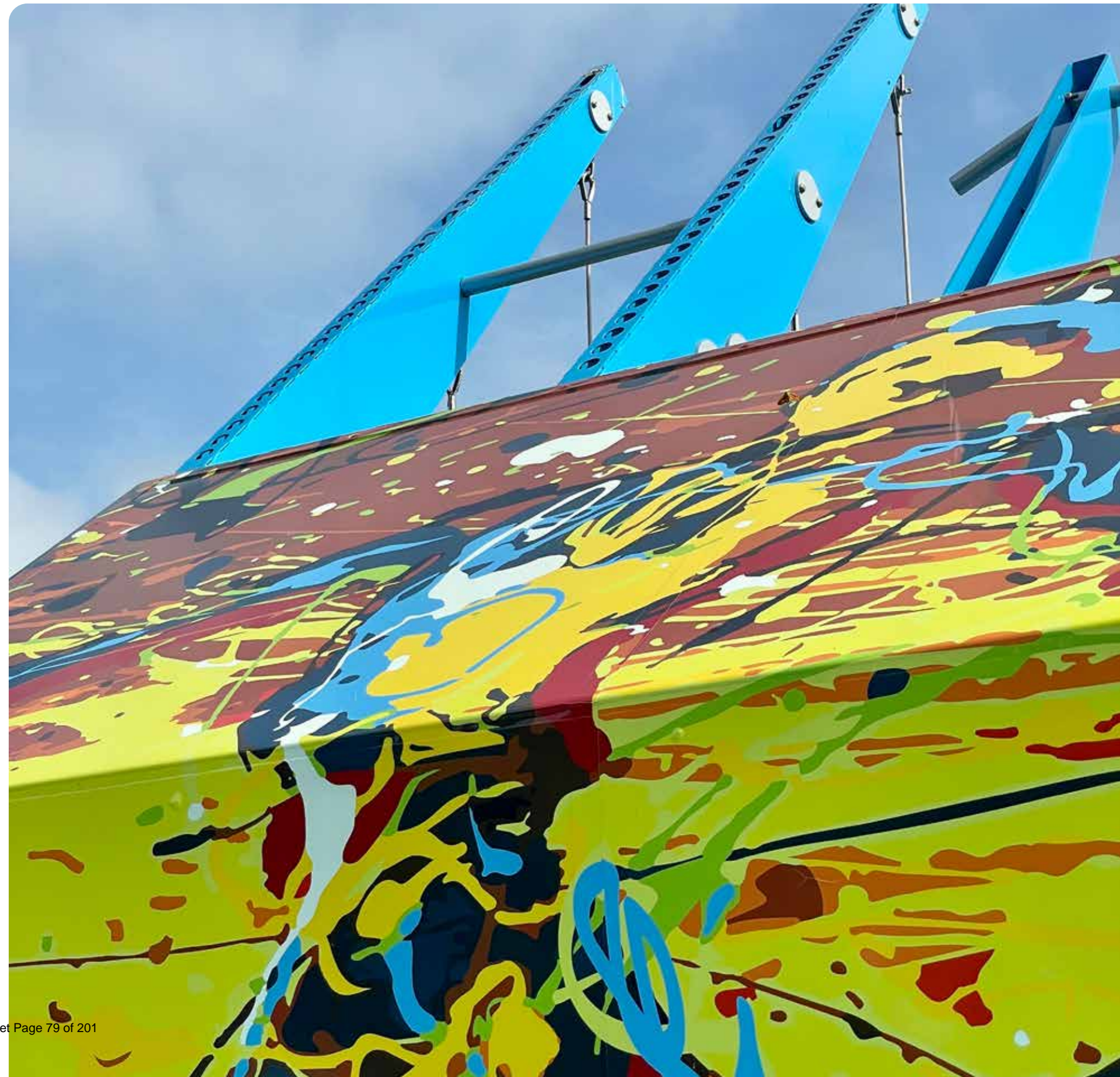
IMPACT

Build a wellness culture to engage people in healthy communities!

FITNESS COURT PUBLIC ART

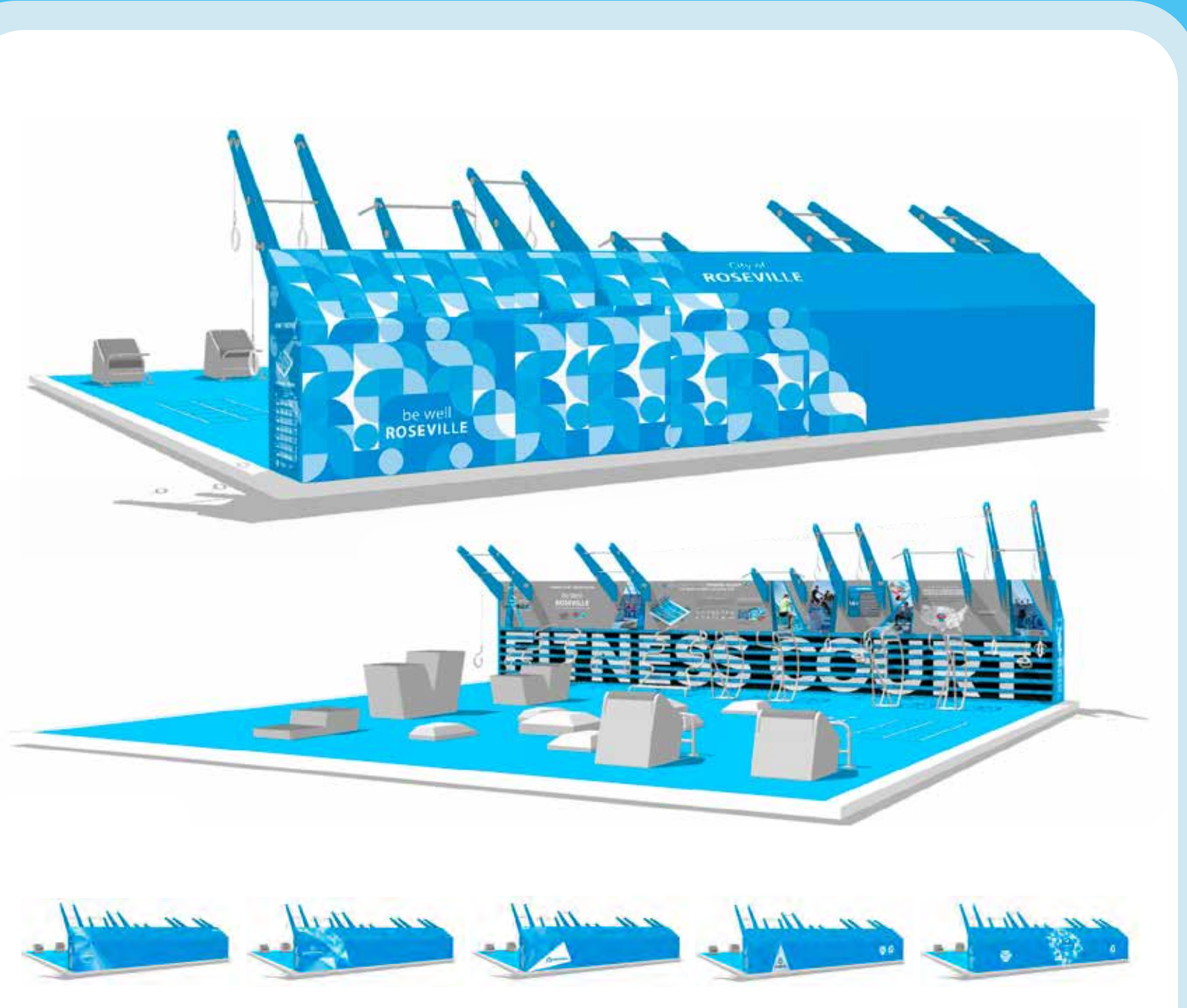


NATIONWIDE GALLERY



FITNESS COURT® PUBLIC ART

New for 2023: Nationwide Public Art Collection



2023 NFC Public Art Collection

No Additional Funding Required

Each Fitness Court® is a one-of-a-kind work of art.

NFC DESIGN STUDIO

Additional Funding Required:
\$10,000



LOCAL ARTIST

Additional Funding Required:
\$25,000



FEATURED ARTIST

Additional Funding Required:
\$100,000



2023 JEAN-MICHEL BASQUIAT

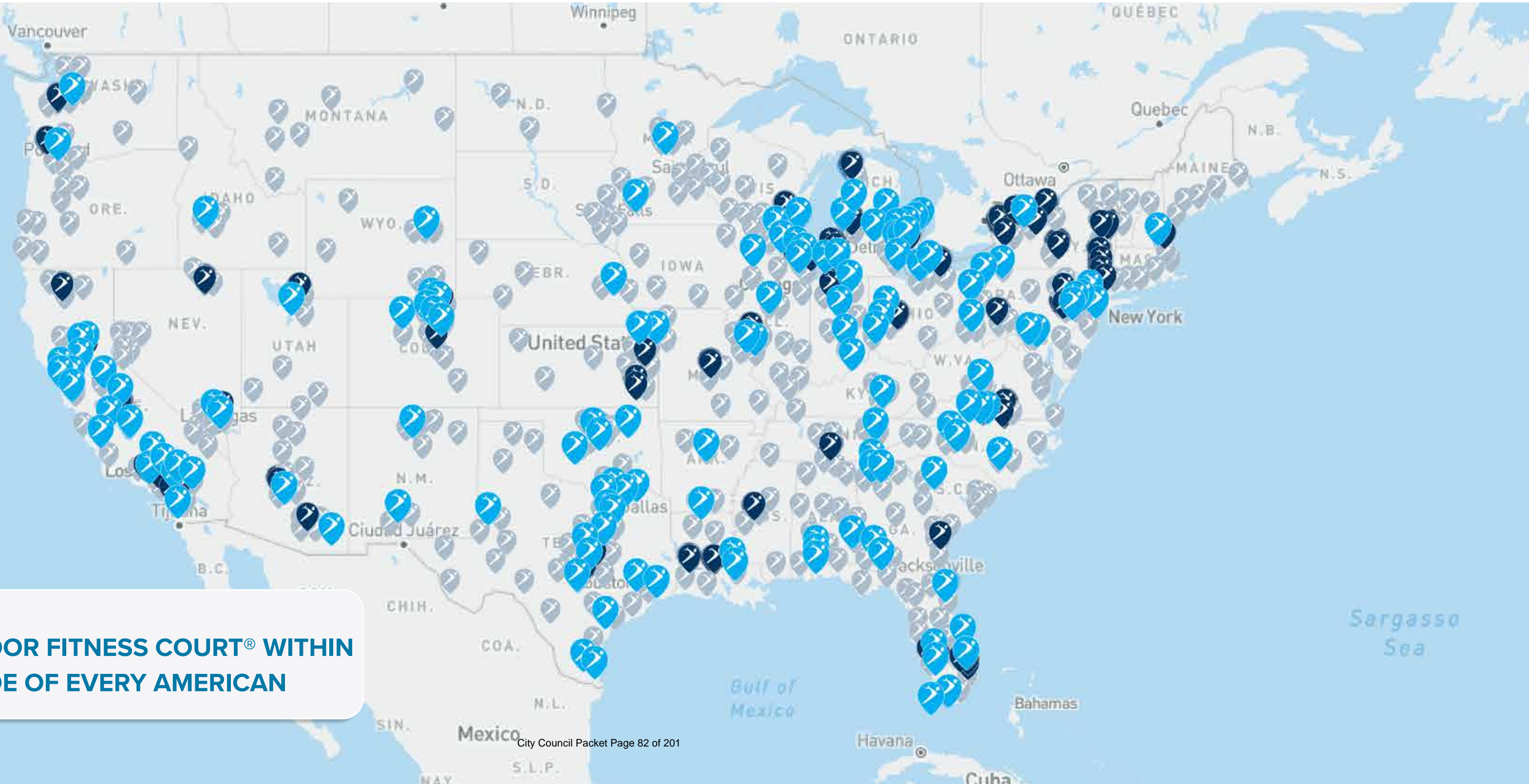
CAMPAIGN OVERVIEW

A COMPREHENSIVE COMMUNITY WELLNESS PROGRAM



10,000+ Fitness Courts® coming to America by 2030

We are building the largest public private partnership in support of community wellness in America!



OUR GOAL
BUILD A FREE OUTDOOR FITNESS COURT® WITHIN
A 10 MINUTE BIKE RIDE OF EVERY AMERICAN



NATIONAL FITNESS CAMPAIGN

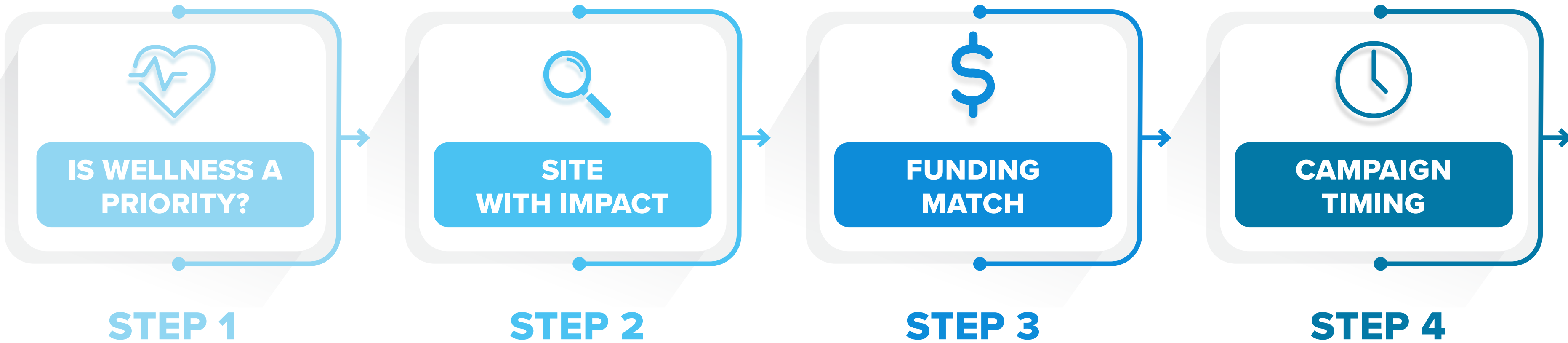
2023

225 NEW PARTNERS

WE'RE PLEASED TO ANNOUNCE THE 2023 CAMPAIGN



NFC GRANT PROGRAM



WELLNESS AS A PRIORITY

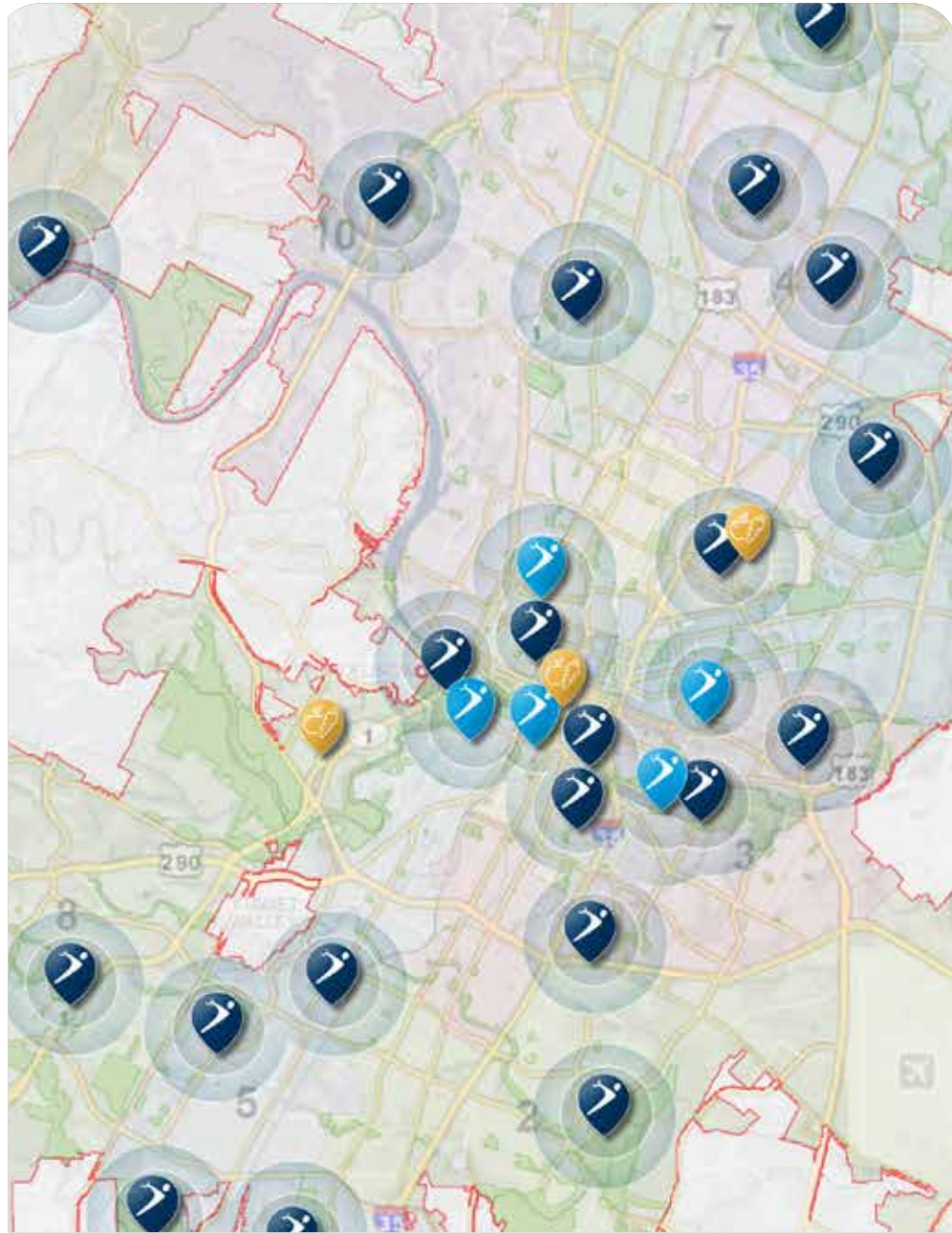
STEP 1



SITES WITH IMPACT

Feasibility Study for Fitness Court® Locations

Design & Planning Consulting



Funding support for a network of Fitness Courts to encourage pedestrian movement across the community



Walk, Bike, Run, Jog



Site Plan Integration



Pedestrian Movement Analysis

STEP 2

1

VISIBLE

Site locations must be recognizable with high visibility.



2

ACTIVE

Site locations must be heavily trafficked and centrally located.



3

CONNECTED

Site locations must be integrated with pedestrian infrastructure.



2023 CAMPAIGN FUNDING REQUIREMENT

NFC PROGRAM FUNDING

The Fitness Court® and National Campaign Services \$ 155,000

Public Art Options



NFC Standard
Included



NFC Design Studio
\$10,000



Local Artist
\$25,000

OPTIONAL

NFC NATIONAL GRANT FUNDING AWARD \$30,000

NFC PROGRAM TOTAL WITH \$30,000 GRANT AWARD \$ 125,000

CONCRETE SLAB est.\$ 0-20,000
Can be performed in-house or in-kind

EIS INSTALLATION \$ 25,000
Turn Key Fitness Court Assembly
Art & Graphic Installation
Installation Partner (separate contract)
With Prevailing Wage Rates: \$27,000

**TOTAL FUNDING
REQUIREMENT**

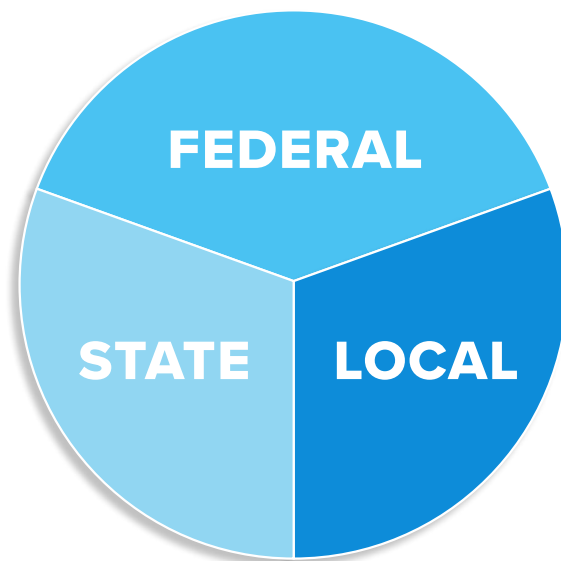


\$150,000
-\$170,000

Includes standard art collection

ALTERNATE FUNDING PATHWAYS

FEDERAL AND STATE FUNDING



Expert funding consulting
for eligible partners



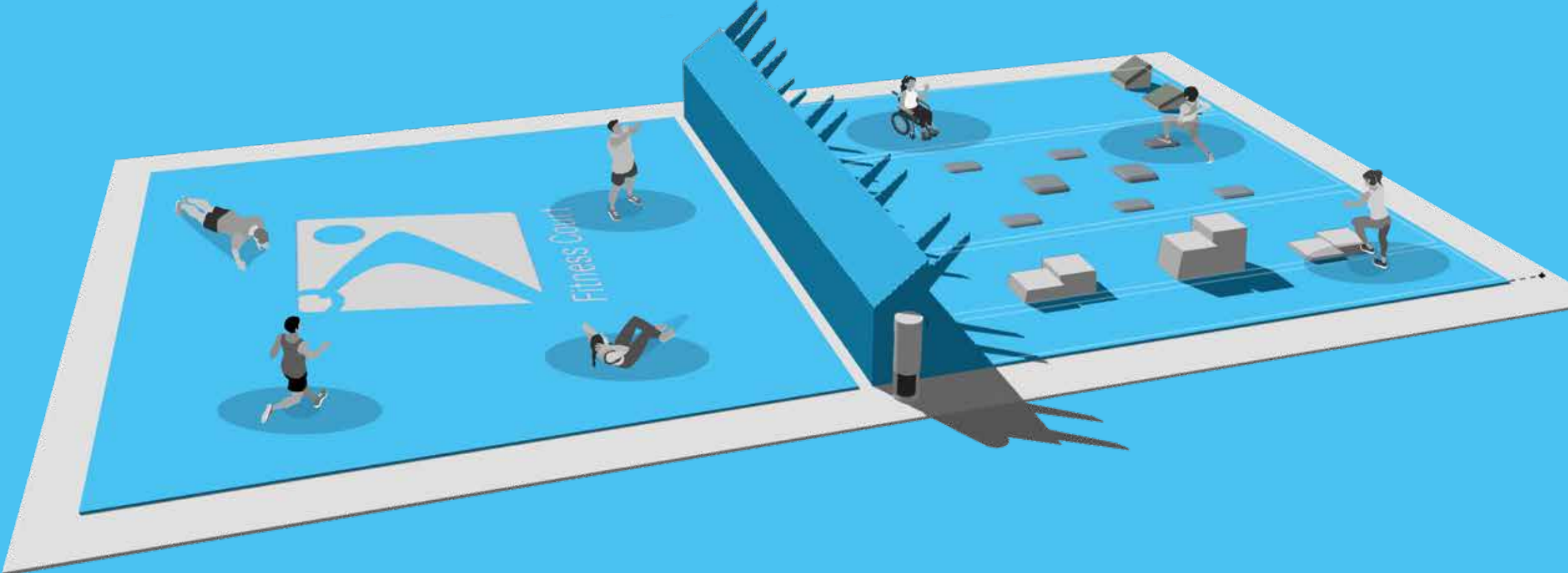
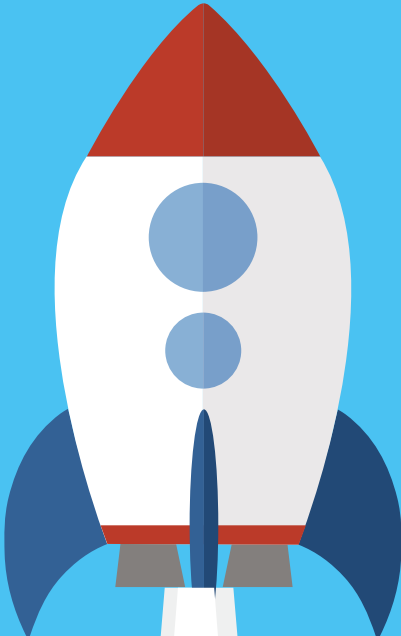
OVER **1000**
SPONSORS NATIONWIDE

LOCAL AND REGIONAL SPONSORS



FITNESS COURT STUDIO[®]

LAUNCHING NATIONWIDE IN 2023



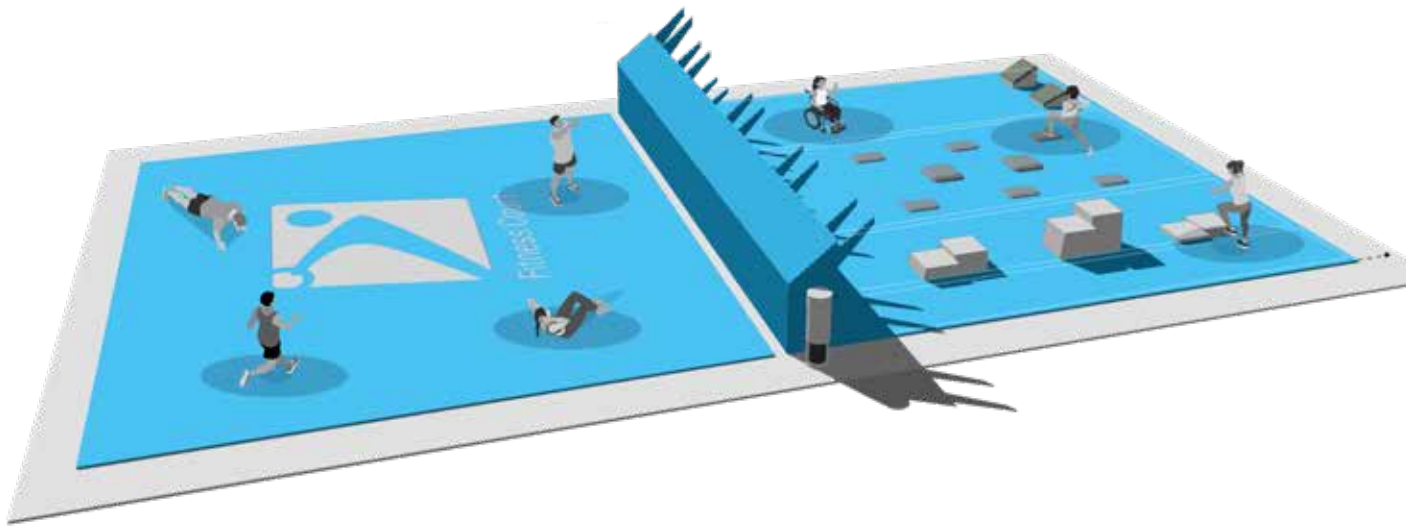
NATIONAL FITNESS CAMPAIGN
FITNESS COURT STUDIO®



**FITNESS
ART
DANCE
YOGA
ZUMBA
PILATES
STRETCH**



FITNESS COURT STUDIO®



- World's first integrated outdoor gym experience with two programmable class rooms
- Over 2,000 square feet of wellness infrastructure
- Includes edge to edge art mural as studio classroom backdrop
- Compatible with existing Fitness Courts® and your Fitness Court® network

**ADDITIONAL
FUNDING REQUIRED**

\$35,000

***Limited Fitness Court Studio® programs available in each state in 2023*

CONCRETE SLAB ADDITION

Can be performed in-house or in-kind

est. **\$0-15,000**



2023 GRANT APPLICATION PERIOD NOW OPEN



**Campaign seeking qualified applicants
able to meet the 2023 time frame for
adoption and local funding match.**

PARTNERSHIP QUALIFICATION PROCESS

PRE APPLICATION PHASE

- 1 Feasibility Review
- 2 Evaluation Call
- 3 Non-Binding Grant Application

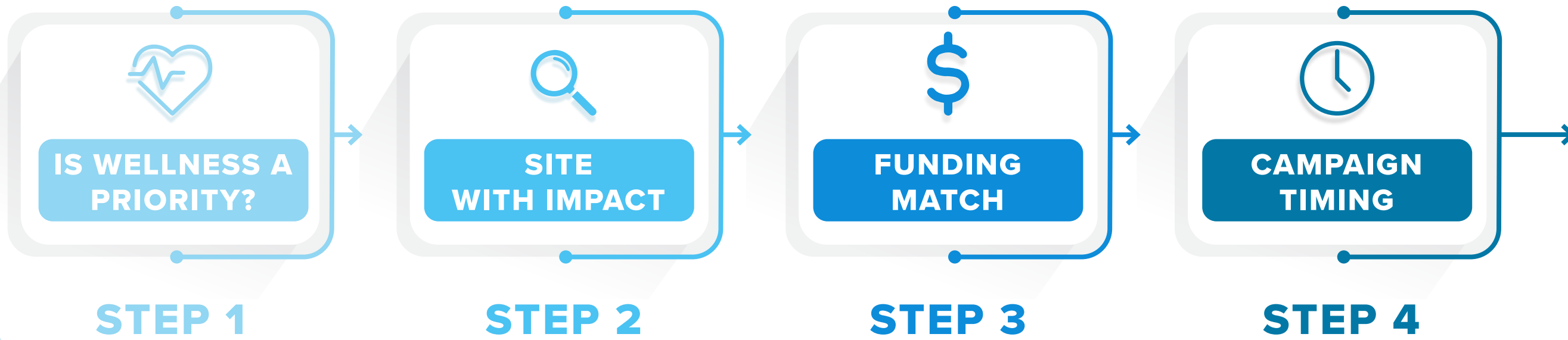
AWARD PHASE

- 4 Award of Grant Eligibility *(First Come, First Served for Qualified Applicants)*
- 5 Local Adoption by Governing Body
- 6 Develop and Confirm Funding Match

LAUNCH PHASE

- 7 Shipment for Storage
- 8 Install Concrete Slab and Art Approval
- 9 Fitness Court Assembly
- 10 Press Launch Ceremony





SCHEDULE EVALUATION CALL IF APPROPRIATE

NEXT STEP

Form Name: 2023 City Application
Submission Time: December 16, 2022 5:41 pm
Browser: Chrome 108.0.0.0 / Windows
IP Address: 65.182.224.142
Unique ID: 1047784210
Location:

NFC 2023 HEALTHY CITY GRANT APPLICATION

I. GENERAL INFORMATION

Legal Name of Organization	City of Canby, Oregon
Application Type	Parks & Recreation Department
Website URL:	https://www.canbyoregon.gov/
Applicant Name	Ryan Potter
Address	222 NE 2nd Avenue Canby, OR 97013
Office Phone	(503) 266-0712
Cell Phone	(503) 266-0712
Email	potterr@canbyoregon.gov

II. Community Eligibility Details:

Why should National Fitness Campaign consider pre-qualifying your city, municipality or organization for funding and partnership in the 2023 Healthy City Program?

Earlier this year, the City of Canby adopted a Comprehensive Parks and Recreation Master Plan that reaffirms the City's (and the overall community's) dedication to growing local recreational opportunities. The master plan takes a deep dive into our City's growth patterns, its demographics, and its unmet needs. Because the City is now progressing into the implementation stage of the planning process-including completing a capital improvement plan-the timing is perfect to identify new recreation projects consistent with the master plan's vision. Our community is hungry for new ways to exercise, be healthy, and socialize.

Please describe your existing recreation and wellness infrastructure for your audience, community members and visitors, especially any current or planned pedestrian-oriented design (i.e. trail systems, pedestrian focused amenities and services, Rails-to-Trails projects, planned bicycle pathways, etc.)

In addition to our system of neighborhood and community parks, Canby features two defining pedestrian/bicycle amenities that are unique to the community. The first is the Molalla Forest Road/Logging Trail. This former logging road is a paved multiuse trail that traverses the heart of Canby, connecting its northern edge at the Willamette River to its growing southern edge. The trail features several grade-separated sections including a bridge over OR Hwy 99E. In 2017, a 3.3-mile segment south of the City limits was donated to the City and a preliminary development plan for this area was adopted in 2020.

The second defining pedestrian amenity is the City's "Emerald Necklace," a trail and series of green spaces that is being developed in phases around the perimeter of the City.

Describe current policies, initiatives and/or programs that contribute to health equity across all neighborhoods in your city.

The aforementioned City of Canby Comprehensive Parks and Recreation Master Plan adopted this year was specifically designed to determine the community's needs and desires related to recreation and to identify deficiencies in the community's park system. The plan illuminates a number of needs, including areas where children are not within easy walking distance of a playground, a lack of space for programmed exercise/athletics, and overall underserved populations (older adults, teenagers, and Hispanic families). The plan's goals and policies aim to advance equity in the City by filling these unmet needs, including building new facilities and developing a true Recreation Department that provides recreational programs.

Provide an overview of existing funding measures in place that support parks and recreation and outdoor infrastructure in your city.

The City funds parks and recreation through a variety of means, including System Development Charges [SDCs] collected from development (used for building new or upgraded facilities that add capacity), monies from the City's General Fund, grants, and a Park Maintenance Fee. The City's adopted budget for the 2022-2023 fiscal year identifies over \$3 million of expenditures for the Parks Department. The Parks Maintenance Fee was extended by Council in August 2022.

Please describe your future park, trail, and pedestrian infrastructure plans.

A substantial number of parks and recreation projects are identified in the newly adopted Master Plan and the associated Capital Improvement Plan. These include creating development plans for updating several of the City's older parks, building an off-leash dog park, exploring land acquisition for future parks, extending long-term leases with the School District for the Swim Center and Adult Center, building a new park in the Auburn Farms/Dodd Farm neighborhood, creating and implementing an ADA plan for all park facilities, and phased extension of the Molalla Forest Road/Logging Trail. The Bicycle and Pedestrian Advisory Committee has also been working with the City's Public Works Department on a number of improvements related to upgrades to pedestrian paths, sidewalks, and bike routes.

Support: Who else among your community leadership has adopted or supported feasibility for partnership in the NFC initiative? Parks & Recreation Commission / Board
Mayor or Council / Board
Administrator(s)

Please list any community groups and organizations that will be involved with activating and promoting this initiative. Parks and Recreation Advisory Board, Bike and Pedestrian Committee, City Staff

Are there any future park or trail masterplans for which you may be interested in utilizing NFC's Healthy Infrastructure Consultation and Services? Unsure

III. MULTI-SITE INFORMATION

Site #1 Name: Legacy Park

Site #1 Google Maps or other web URL of location <https://goo.gl/maps/7UjFSGHZVuFJcQUZ8>

Site #1 Location Type Public Outdoor Park

Can you confirm that this site location supports a site for the Fitness Court that is a minimum safe distance of 150' from the nearest playground or children's play area to comply with national grant and safety standards? Yes

Is this site both highly visible and easily accessible? Yes

Has the site been approved by appropriate stakeholders or community leaders? Yes

Please describe what makes this site an excellent option for a Fitness Court in your community. This site is a well-used park directly adjacent to a walking track, adult center, and swim center.

Do you plan to qualify additional sites for future funding consideration at this time? No

Additional graphic aids or materials can be uploaded below or sent via email to partnerships@nfchq.com <https://www.formstack.com/admin/download/file/13882466085>

IV. Timing & Funding Information

What month of the year does your fiscal year begin? July

If selected as a Partner and awarded the Healthy Cities Grant of \$30,000, how do you plan to match the remaining funding required? Option 1 - Full support for remaining funding in local budget.

Will you be applying for, and considering the 2023 Fitness Court Studio program? Yes

The Fitness Court Studio requires additional funding of \$35,000, plus additional extension of the concrete slab. From what funding sources/ in kind assistance do you plan to provide the additional \$35,000 in funding and additional concrete and installation support to bring one of the First Fitness Court Studios in America to your community? Agency, school or municipal budget
Local donors

Can you confirm that your first Fitness Court will be open and available for public use in 2023? Yes

Is your agency/ municipality tax exempt? Yes

Please enter your tax exempt number: 93-6002130

What is your sales tax percentage (%)? Not applicable; there is no sales tax in Canby.

V. Site Design, Installation and Maintenance

All Fitness Courts receive standard NFC Public Art Collection art and graphics and NFC standard design services. For additional funding, Fitness Courts can feature expanded graphics and/or have a custom mural wall per the NFC Design Studio and Local Artist program options. Are you interested in any further customization to your Fitness Court that goes beyond the standard design services? Yes - Please share more information on funding requirements for NFC Design Studio and Local artist program options.

Maintaining the Fitness Court is the responsibility of the local site partner. Acceptance of a Grant Award requires compliance with standard NFC maintenance protocols. These include proper cleaning and repair of any damages to the Fitness Court and Graphics for a minimum period of 20 years. Do you acknowledge these requirements and commit to fulfilling them if selected?

Yes

The Fitness Court installation requires a 38'x38' concrete slab foundation, and in the case of a Fitness Court Studio, 38'x76 concrete slab foundation'. Engineered plans are provided by NFC. How do you plan to accommodate this installation component?

Bid out to local contractor

Please confirm that you will install your Fitness Court within your awarded campaign calendar year, weather permitting, and that if weather prevents an install, please confirm that you will install within 6 months of the next calendar year as soon as weather subdues.

Yes

Please confirm you understand that NFC will not be liable for any expired adhesive or outdated revision designs of the Fitness Court outside the calendar year of the campaign year you are selected for. While NFC strives to be accommodating for unique scenarios, Partner recognizes NFC is not responsible for installation support & launch assistance outside 1.5 years from original shipment of Fitness Court.

Yes

The NFC program can include certified assembly by a National Approved Installer Network team. Installer funding is transacted separately, ranging from \$25,000-\$27,000, and processed upon scheduling of assembly. Please confirm below that you will be proceeding with a National Approved Installer Network team.

Please confirm that you understand NFC may request site photographs at the discretion of the National Grant Committee and sponsors to confirm local site status, which must be provided within 72 hours.

VI. Partnership & Sponsors

Are you willing to host an opening day celebration at your Fitness Court inviting civic leaders, community supporters and the local media?

In consideration of the initiative being funded through the NFC sponsorship program, and in some cases, local or regional sponsors, will you allow the identification of major sponsors on the Fitness Court mural wall?

Please confirm that you understand that NFC sponsors and partners reserve the right to provide new graphics and messaging on the rear of the Fitness Court for approved Fitness Courts at the conclusion of 36 months. Agency or municipality shall be allowed to approve the new design but shall not unreasonably withhold approval.

Promote awareness of, and usage of, the Fitness Courts and demonstrate the value of an active lifestyle using the Fitness Court App, NFC website and activation tools provided?

Promote sponsors who have supported the Campaign, and join relevant regional and national events and promotions? Yes

Establish a long term point of contact at your community to support an annual partnership support call, providing updates for relevant tools, communication programs, and promotions to support continued engagement with your community? Yes

VII. NFC Grant Award Acceptance:

How will your organization accept the \$30,000 Healthy Cities Grant Award of Eligibility and confirm that your matching funding will be available and committed to this program following appropriate local procedures and adoption steps? Council/Board Resolution of Adoption

VIII. Applicant's E-Signature

Signature



A handwritten signature in black ink, appearing to be 'B. B.', written over a horizontal line.

Date/Time

Dec 16, 2022



Congratulations!

Canby, OR has been selected as a 2023 Healthy Cities Campaign Grant Recipient!

Dear Ryan,

On behalf of the National Fitness Campaign Grant Committee, we are pleased to share that Canby, OR has been selected as a grant eligible partner in the 2023 Healthy Cities Campaign! This notification letter confirms eligibility for one (1) 2023 NFC Grant of \$30,000. The next step is to schedule your official Grant Eligibility Award Call within the next 10 days, where the qualifications submitted in your Grant Application will be confirmed by the NFC team, and your Grant Program Requirements (GPR) will be aligned for eligibility and participation in this year's campaign. A copy of your GPR Document is attached to this formal award letter for your review, and is based on dates submitted in your Grant Application.

The \$30,000 Grant Award will be confirmed pending 1) the submission of a Resolution of Adoption, endorsed by your local governing body or appropriate council, and a countersigned copy of the attached formal GPR document within 60 days of the Award Call, 2) authorization to proceed, documented by formal funding confirmation (commonly a purchase order) and 3) confirmation of a scheduled shipping date for the Fitness Court and appropriate storage plans. Once set, GPR milestones must be met in order to maintain funding eligibility in the campaign.

To support this partnership and align your GPR milestones with your community's local adoption and funding processes, we have assigned a Partnership Manager – Aubrey Maggard – as your dedicated partner and champion in support of this partnership. Over the coming months, Aubrey will work with your team to support the path outlined in the GPR Document, assisting in the confirmation of required remaining funding, installation, and launch of your program.

The 2023 Healthy Cities Campaign is part of a national movement to make world-class fitness free and accessible in public spaces across the country, which is more important today than ever before – thank you for your commitment to supporting this goal.

Here is a sneak peak at what's ahead:

- Fitness Court® Launch – Cut the ribbon on your beautiful new outdoor gym & announce free fitness to the community!
- Classes & Challenges – Get residents moving & keep them engaged with ongoing group classes, individual training, and competitive events.
- Press & Promotions – Shine a spotlight on your community and local partners for joining this exciting and innovative wellness movement!

Once again, we are thrilled to invite you to join us as a partner in the 2023 Healthy Cities Campaign, and we look forward to making world-class fitness free in Canby, OR!

Best in Fitness,

Mitch Menaged, Founder



Canby, OR - National Fitness Campaign 2023 Funding Cycle Grant Program Requirements (G.P.R.)

MILESTONE 1: ADOPTION

- **Summary:** Commit to project adoption and confirm matching funding
- **Requirement A:** Countersigned Grant Program Requirements Document
- **Deadline: 2/3/2023**
- **Requirement B:** Resolution of Adoption or Letter of Support
- **Deadline: 3/24/2023**

*Purchase Order Will Satisfy Adoption Requirement if Submitted Within 60 Days of Grant Award

MILESTONE 2: AUTHORIZATION TO PROCEED - FUNDING CONFIRMED

- **Summary:** Execute budgeting and fundraising plan (as needed) and confirm total required funding
- **Requirement:** Funding confirmation document submitted to NFC for remaining program funding (typically P.O)*
- *Refer to Official Quote and Funding Requirements Summary for details
- **Deadline: 7/7/2023**

MILESTONE 3: SHIPMENT FOR STORAGE

- **Summary:** Identify Fitness Court® storage location and schedule Fitness Court® delivery
- **Requirement:** Accept Fitness Court® delivery and store at a secure location, prepare to be invoiced for program funds
- **Deadline: 7/8/2023 to 7/29/2023**

MILESTONE 4: INSTALL CONCRETE SLAB & ART APPROVAL

- **Summary:** Review slab drawings & schedule concrete installer, confirm Fitness Court orientation, Approve art print preview
- **Requirement:** Install concrete slab (*cure time of 28 days before Fitness Court® installation*)
- **Deadline: August 2023 - pending weather**

MILESTONE 5: FITNESS COURT® ASSEMBLY

- **Summary:** Select Fitness Court® Assembly Team - NFC'S Installation Network is recommended, (includes art install)
- **Requirement:** Confirm installation timeline with NFC, provide completed installation photos for NFC inspection
- **Deadline: September 2023 - pending weather**

MILESTONE 6: PRESS LAUNCH CEREMONY

- **Summary:** hold Fitness Court® press launch event & ribbon cutting
- **Requirement:** Promote press release, hold launch event within campaign year (weather permitting)
- **Deadline: October 2023 - pending weather**

Trent Matthias, Director
National Fitness Campaign

Ryan Potter, Planning Manager
Canby, OR

It is noted by the National Fitness Campaign and the municipality, school or organization listed above that this document in no way constitutes a binding agreement, or requirement to proceed with the NFC Program at any time. Formal commitment occurs upon receipt of complete local match funding by the program awardee, with submission of Funding Confirmation Documentation to National Fitness Campaign.



Exhibit A

National Fitness Campaign LP

For all questions regarding this quote, contact: info@nfchq.com

QUOTE

Created Date 2/1/2023
 Expiration Date 7/7/2023
 Quote Number 00000550
 Bill To Name Canby, OR
 Bill To 182 N. Holly Street
 Canby, OR 97013
 US

Description	Quantity	Total Price
2023 - Fitness Court® and National Campaign Resources	1.00	\$155,000.00
2023 - Fitness Court® Studio Add-On	1.00	\$35,000.00
Freight, Packing and Insurance for shipment	1.00	\$0.00
NFC National Grant Funding Award	1.00	(\$30,000.00)

Tax % 0.0000%
 Grand Total \$160,000.00

Terms

1. PAYMENT TERMS

Purchaser will pay Seller 100% of the Purchase Price upon receipt of delivery. Purchaser is responsible for payment of shipping costs, including packing, insurance, and freight. These payment terms will apply unless both parties have agreed to other approved payment terms

2. TAX EXEMPTION

This quoted total is based upon Purchaser's tax-exempt status, for which verifying documentation must be provided to the Seller. If the Purchaser is not tax-exempt, sales tax will be applied before Purchase Price is considered final or binding.

3. STANDARD WARRANTY AND TERMS

NFC standard warranty and terms apply. See nationalfitnesscampaign.com/warranty for details.

4. PURCHASER OBLIGATIONS / TERMS AND CONDITIONS

Purchaser acknowledges upon receipt of the Fitness Court that they are responsible for the following items concerning the purchase of the Fitness Court which includes Design, Activation, and Campaign Resources:

- Purchaser is responsible for providing storage of the Fitness Court with insured protection, including liability, theft, or damage.
- A safe and environmentally controlled storage environment is required to store the tile adhesive. Store tile adhesive at temperatures between 50°F (10°C) and 100°F (38°C).
- NFC is not responsible for damage after receipt of goods by the Purchaser.
- Purchaser is responsible for (under a separate agreement) providing installation of the concrete slab footing, applicable ADA Access, Pour In Place or Tile Flooring installation, and Fitness Court installation per the NFC Installation Manual, adhesive manufacturers recommendations, and local safety, permitting, building, and planning code requirements.
- Assembly Completion Certificate submission to NFC is required within 15 days of Fitness Court Installation.
- A safe and environmentally controlled storage environment is required to store digital print graphics.
- NFC shall not be responsible for work performed by others.
- Purchaser to provide all on-site maintenance, safety, and security.
- Purchaser shall not allow any use of Fitness Court until all Graphics are installed.
- Purchaser understands that the use of exercise equipment incurs risks that are voluntarily entered into. Terms of Use of the Fitness Court by the public located at the purchaser's site shall be governed by the Purchaser in addition to the NFC minimum guidelines.
- Purchaser must maintain graphics and posted safety rules and regulations.
- Purchaser shall be responsible for site selection and all inherent risks associated with the choice of site selection, including risk to the general public.
- If the Purchaser is not the legal Land Owner, then they are required to ensure that the Land Owner is aware of and willing to abide by all Obligations / Terms and Conditions. Otherwise, they shall be responsible for these obligations, including Terms of Use. The same obligations and liabilities shall exist if the Fitness Court, which includes Design, Activation, and Campaign Resources, is sold, acquired, assumed, transferred, or gifted to another party. The new party must be aware of and willing to abide by all Obligations / Terms and Conditions herein or they will retain responsibility.

5. PURCHASER ACKNOWLEDGMENTS

Purchaser acknowledges and accepts upon receipt of Fitness Court all terms and conditions as described above, including Payment Terms, Terms of Tax Exempt Status, NFC Standard Warranty & Terms, Warranty Disclaimers, and Purchaser Obligations.



CITY COUNCIL STAFF REPORT

Meeting Date: 6/21/2023

To: The Honorable Mayor Hodson & City Council

Thru: Eileen Stein, Interim City Administrator

From: Eric Kytola, Finance Director

Agenda Item: Consider Resolution No. 1385: A Resolution adopting a Supplemental Budget for the 2022-2023 Fiscal Year.

Goal: Promote Financial Stability

Objective: N/A

Summary

Adoption of Resolution 1385, adopting a Supplemental Budget for the 2022-2023 Fiscal Year.

Background

To maintain compliance with local budget law, an appropriation transfer resolution must be adopted to allow for the increase and decrease in expenditure appropriations between departments.

Discussion

General Fund

The Court Department requires additional appropriation to cover expenditure increases in Materials & Services - Attorney Services.

The Finance Department requires additional appropriation to cover expenditure increases in Materials & Services – Auditing, Software maintenance, and Supplies & Service.

The Library's requirement is reflected in the "Transfers Out" adjustment and is explained below.

All of the above additions are covered by a reduction in appropriations in General Fund Contingency.

Library Fund

The Library fund needs additional appropriation to cover expenditure increases in Personnel Services. These additions are covered by a transfer from the General Fund - Contingency. It should be noted that the Library is expected to receive a last payment to the CC Library District revenue account but as of 6.12.2023 this hasn't come in yet and there will not be another supplemental budget done after this one, In the interest of caution we are including the Library in this supplemental to ensure compliance with budget law.

Transient Room Tax Fund

The Transient Room Tax Fund requires additional appropriation to cover expenditure increases in Materials & Services – Services & Supplies. This will reduce the "Reserved for Tourism Enhancement" balance.

Sewer Fund

The Sewer Collections department requires an increase in appropriations for capital projects. The total projected expenditures in the capital project "Safeway Pump Station Removal" exceed the budgeted amount. This addition will be offset by a reduction in the Sewer Fund Contingency and the Sewer Fund WWTP.

Attachments

Resolution 1385

Fiscal Impact

None, spending authority is being transferred between appropriations with no increase to total appropriations.

Options

1. Approve the budget appropriation transfers and allow City operations to continue seamlessly as well as stay in compliance with Oregon Budget Law.
2. Do not approve the budget appropriation transfers resulting in significant constraints on service to the community; as well as creating a situation where we would be breaking Oregon budget law and subject to an audit finding.

Recommendation

Staff recommends that Council adopt Resolution 1385.

Proposed Motion

"I move to adopt Resolution 1385, A Resolution Adopting a Supplemental Budget for the 2022-2023 Fiscal Year."

RESOLUTION NO. 1385

A RESOLUTION ADOPTING A SUPPLEMENTAL BUDGET FOR THE 2023 FISCAL YEAR.

WHEREAS, the City of Canby budget for the 2023 fiscal year was adopted by the City Council at a regular meeting thereof on Thursday, June 21, 2023; and

WHEREAS, the City of Canby has unforeseen expenses; and

WHEREAS, a supplemental budget is required in order to appropriate funds; and

NOW THEREFORE, BE IT RESOLVED by the Canby City Council hereby adopts the following appropriation transfer, makes appropriations, and adjusts the fiscal year 2023 adopted budget as follows:

	Current Appropriation	Change	Revised Appropriation
General Fund			
Court *	\$435,201	\$18,000	\$453,201
Finance *	745,047	8,000	753,047
Transfers Out *	295,000	75,000	370,000
Contingency *	200,000	(101,000)	99,000
		0	
Library Fund			
Transfer from General Fund	295,000	75,000	370,000
Library *	1,244,179	61,500	1,305,679
Special Payments*	0	13,500	13,500
		0	
Transient Room Tax Fund			
Tourism Enhancement *	10,000	1,000	11,000
Reserved for Tourism Enhancement	15,193	(1,000)	14,193
		0	
Sewer Fund			
WWTP*	2,484,194	(145,000)	2,629,194
Collections *	1,950,543	345,000	2,295,543
Contingency *	200,000	(200,000)	0
		\$0	

* Appropriation Level

This resolution shall take effect on June 21, 2023.

ADOPTED by the Canby City Council at a regular meeting thereof on June 21, 2023.

ATTEST:

Brian Hodson, Mayor

Maya Benham
City Recorder



CITY COUNCIL STAFF REPORT

Meeting Date: 6/21/2023

To: The Honorable Mayor Hodson & City Council

Thru: Eileen Stein, Interim City Administrator

From: Eric Kytola, Finance Director

Agenda Item: Consider Resolution 1386 Declaring the City's Election to Receive State Revenues for FY2024

Goal: Promote Financial Stability

Objective: N/A

Summary

Adoption of Resolution 1386 Declaring the City's Election to Receive State Revenues for FY 2024.

Background

State Revenue Sharing Law, ORS 221.770, requires cities to annually pass an ordinance or resolution requesting state revenue sharing money. The law mandates public hearings be held by the city, both before the budget committee to discuss possible uses of the funds and before the city council on the proposed uses of the funds in relation to the entire budget. Certification of these hearings are required. This has to be done and filed with the Oregon Department of Administrative Services prior to July 31.

Discussion

Every year the City must hold a public hearing before the Budget Committee and the City Council, giving citizens an opportunity to comment on the use of state revenue sharing funds. A public hearing before the Budget Committee was held on May 18, 2023, May 25, 2023 and again on June 1, 2023 before the City Council.

The City is required to certify that the public hearings were held and that the City does elect to receive state revenue sharing funds.

Attachments

Resolution 1386

Fiscal Impact

Staff estimates that the City will receive \$240,000 in state revenue sharing funds.

Options

1. Approve the resolution and receive state revenue sharing funds.
2. Do not approve the resolution resulting in necessary reductions to the General Fund budget to maintain a balanced budget per the City of Canby Financial Policies.

Recommendation

Staff recommends that Council adopt Resolution 1386.

Proposed Motion

“I move to adopt Resolution 1386, A Resolution Declaring the City’s Election to Receive State Revenue Funds for FY2024.”

RESOLUTION NO. 1386

A RESOLUTION DECLARING THE CITY'S ELECTION TO RECEIVE STATE REVENUE FOR FISCAL YEAR 2024.

WHEREAS, public hearings, giving citizens an opportunity to comment on the use of state revenue sharing funds were held before the Budget Committee on May 18, 2023, May 25, 2023 and again on June 1, 2023 and before City Council on June 21, 2023;

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

Section 1 Pursuant to ORS 221.770, the City of Canby hereby elects to receive state revenues for fiscal year 2024.

This Resolution 1386 shall be effective on June 21, 2023.

ADOPTED this 21st day of June 2023 by the Canby City Council.

ATTEST:

Brian Hodson
Mayor

Maya Benham
City Recorder



CITY COUNCIL STAFF REPORT

Meeting Date: 6/21/2023

To: The Honorable Mayor Hodson & City Council

Thru: Eileen Stein, Interim City Administrator

From: Eric Kytola, Finance Director

Agenda Item: Consider Resolution No. 1387: Adopting the Budget, Making Appropriations, and Imposing and Categorizing Taxes for the 2024 fiscal year.

Goal: Promote Financial Stability

Objective: N/A

Summary

Adoption of Resolution 1387, Adopting the Budget, Making Appropriations, and Imposing and Categorizing Taxes for the 2024 fiscal year.

Background

Oregon budget law requires adoption of an annual budget by June 30 of each year. ORS 294.453 requires the City to hold a public hearing, and ORS 294.458 requires the City to submit tax certification documents to the County Assessor by July 15th.

The City passed a local option levy of \$0.49 per \$1,000 of assessed property value on November 08, 2016 to fund Swim Center operations. The City levies the taxes provided for in the adopted budget at the permanent rate of 3.4886 per \$1,000 of assessed property value. The allocation and categorization are subject to the limits of section 11b, Article X1 of the Oregon Constitution.

Discussion

On May 18, 2023, May 25, 2023 and again on June 1, 2023 the City of Canby Budget Committee met to deliberate over the FY2024 budget. Staff reviewed the proposed budget with the Committee and allowed for public comment. The Proposed Budget was approved by the Committee with the changes that were detailed in the memos provided during and after budget meetings.

Attachments

Resolution 1387

Fiscal Impact

The City's ability to provide services and public safety to the community.

Options

1. Approve the resolution and allow staff to continue maintaining programs and services for the City of Canby.
2. Do not approve the resolution and city operations will be shut down as of July 1, 2023.

Recommendation

Staff recommends that Council adopt Resolution No. 1387

Proposed Motion

“I move to adopt Resolution 1387, A Resolution of the City of Canby Adopting the Annual Budget, Making Appropriations, and Imposing and Categorizing Taxes for the Fiscal Year 2024.”

RESOLUTION NO. 1387

A RESOLUTION ADOPTING THE BUDGET, MAKING APPROPRIATIONS, AND IMPOSING AND CATEGORIZING TAXES FOR THE 2024 FISCAL YEAR

WHEREAS, a public hearing for the 2024 City Budget as approved by the Budget Committee was duly and regularly advertised and held on June 21, 2023; and

WHEREAS, the City Council of Canby proposes to levy the taxes provided for in the adopted budget at the permanent rate of 3.4886 per \$1,000 and a local option levy of 0.49 per \$1,000 of assessed property value and that these taxes be levied upon all taxable property within the district as of July 1, 2023; and

WHEREAS, the following allocation and categorization subject to the limits of section.11b, Article XI of the Oregon Constitution make up the above aggregate levy; now therefore:

RESOLUTION IMPOSING AND CATEGORIZING THE TAX

BE IT RESOLVED that the following ad valorem property taxes are hereby imposed and categorized for the tax year 2023-2024 upon the assessed value of all taxable property within the district:

General Government Limitation

- (1) At the rate of \$3.4886 per \$1,000 of assessed value for permanent rate tax;
- (2) At the rate of \$0.4900 per \$1,000 of assessed value for local option tax; and

Excluded from Limitation

- (3) In the amount of \$0 for debt service for general obligation bonds;

RESOLUTION ADOPTING THE BUDGET

BE IT RESOLVED that the City Council of the City of Canby hereby adopts the budget for fiscal year 2024 in the total of \$84,888,019. This budget is now on file at City Hall, 222 NE 2nd Ave., Canby, Oregon.

RESOLUTION MAKING APPROPRIATIONS

BE IT RESOLVED that the amounts for the fiscal year beginning July 1, 2023, and for the purposes shown below are hereby appropriated:

Total APPROPRIATIONS , All Funds	\$55,464,578
Total Unappropriated and Reserve Amounts, All Funds	<u>\$29,423,441</u>
TOTAL ADOPTED BUDGET	\$84,888,019

General Fund	
Administration	\$ 984,954
HR/Risk Mgmt.	1,024,072
Court	451,851
Finance	912,051
Planning	1,193,759
Building	151,851
Police	8,333,017
Parks	4,712,813
Cemetery	246,248
Economic Dev.	751,464
Not Allocated	
Personnel Services	88,513
Materials & Services	265,983
Special Payments	20,000
Transfers Out	375,000
Contingency	200,000
Total	\$ 19,711,576

Library Fund	
Library	\$ 1,269,791
Special Payments	0
Transfers Out	693,407
Contingency	63,490
Total	\$ 2,026,688

Transit Fund	
Transit	4,752,650
Transfers Out	260,890
Contingency	149,344
Total	\$ 5,162,884

Swim Levy Fund	
Swim	\$ 920,052
Transfers Out	158,308
Contingency	45,403
Total	\$ 1,123,763

Transient Room Tax Fund	
Tourism Promotion	\$ 10,000
Tourism Enhancement	10,000
Total	\$ 20,000

Streets Fund	
Streets	\$ 9,572,870
Transfers Out	193,333
Contingency	73,539
Total	\$ 9,839,742

SDC Fund	
Transfers Out	\$ 8,686,118

Cemetery Perpetual Care Fund	
Transfers Out	\$ 500,000

Forfeiture Fund	
Forfeiture	\$ 10,185

Facilities Fund	
Facilities	\$ 528,496
Contingency	26,425
Total	\$ 554,921

Fleet Fund	
Fleet	\$ 863,937
Contingency	42,650
Total	\$ 906,587

Tech Services Fund	
Tech Services	\$ 604,770
Contingency	27,739
Total	\$ 632,509

Sewer Fund	
WWTP	\$ 3,649,142
Collections	898,526
Stormwater	828,116
Not Allocated	
Personnel Services	32,083
Materials & Services	366,000
Transfers Out	361,130
Contingency	154,609
Total	\$ 6,289,606

The above resolution statements were approved and declared adopted on this 21st day of June 2023.

 Maya Benham
 City Recorder

 Brian Hodson, Mayor



PO Box 930
222 NE Second Ave.
Canby, OR 97013

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Fax: 503-266-0699
www.canbyoregon.gov

Memorandum

June 12, 2023

TO: Budget Committee

FR: Eileen Stein, Interim City Administrator
Eric Kytola, Finance Director

RE: Adjustments to the approved budget

CITY OF CANBY APPROVED BUDGET

During the June 1st Budget Committee meeting, the proposed budget* was adopted with (3) documented changes.

1. Administration Department – “Mayor & City Council”
 - a. In the first budget meeting this was reduced by the budget committee from the proposed amount (\$17,370) to the same amount as last year (\$12,120).
 - b. Budget committee decided reduction wasn’t necessary and the original proposed amount should be used in the approved budget
2. The budget committee approved the addition of a Deputy City Recorder in the Administration Department. This position was added to the approved budget.
3. The budget committee approved the addition of a Business Small Grants account in the Economic Development fund. This account was added to the approved budget.

There were additional required changes to the ones documented above. The Finance Department performed another review of the projected FY2023 expenditures after the last budget meeting. Three funds whose resources are related to overhead allocations needed adjustments. Facilities, Fleet, and IT all had slight increases in their overhead requirements. These changes are also incorporated into the approved budget.

*Proposed budget: FY2024 City of Canby Budget Proposed Revised 5.24.2023.pdf.

URA APPROVED BUDGET

Canby Community Park: There was discussion by the URA to fund all, some or no part of the Community Park project but no definitive conclusion so the funding has stayed as it was presented in the proposed budget.

Economic Development: The Urban Renewal Agency discussed phasing out the Economic Development department funding but wasn't able to provide detailed phase out amounts and because no specific phase out plan was agreed upon the funding of the Economic Development department by the URD remains as it was in the proposed budget.

GENERAL FUND	FY2021 Actual	FY2022 Actual	FY2023 Budget	FY2024 Proposed	FY2024 Approved
RESOURCES					
BEGINNING BALANCE (Cash Carryover)	3,324,431	3,875,546	6,022,653	7,974,747	7,851,701
REVENUE					
Court Fines and Fees	362,548	425,312	360,000	368,000	368,000
Fines / Justice Court	62,269	72,230	75,000	30,000	30,000
Miscellaneous Fees	1,076	1,184	1,500	800	800
Attorney Reimbursements	11,837	11,322	7,500	5,500	5,500
Court Collections Interest	55,954	45,982	55,000	44,000	44,000
Total Court Revenue	493,684	556,030	499,000	448,300	448,300
Land Use Applications	76,739	108,431	160,000	82,000	82,000
Miscellaneous Fees	266	3,390	35,000	1,000	1,000
Traffic Studies	78,654	172,493	135,000	42,500	42,500
Plan Reviews	122,672	138,119	150,000	54,400	54,400
Engineering Plan Review Fees	57,584	7,398	50,000	5,000	5,000
Construction Excise Tax	376,721	334,328	300,000	310,000	310,000
Planning Miscellaneous-Income	18,350	-	60,000	1,000	1,000
Total Planning Revenue	730,985	764,159	890,000	495,900	495,900
Park Rentals	755	910	450	500	500
Park Maintenance Fee	436,937	462,067	483,000	480,000	480,000
Parks Miscellaneous-Income	37,084	900	-	-	-
Total Park Revenue	474,776	463,877	483,450	480,500	480,500
Building Permits	60,117	88,282	50,000	55,000	55,000
Total Building Revenue	60,117	88,282	50,000	55,000	55,000
Grants - DUII	24,679	9,000	15,000	15,000	15,000
Grants - Distracted Driving	19,506	10,490	15,000	15,000	15,000
Grant - Seatbelt	9,890	2,836	7,500	7,500	7,500
Grants - Speed Enforcement	1,257	652	3,000	3,000	3,000
Grant - Pedestrian Safety	4,023	2,256	5,000	5,000	5,000
Grants - HIDTA	-	-	20,000	20,000	20,000
Grants - OCDEF	-	-	-	-	-
Grant-Intellectual Prop Criime	-	-	-	-	-
Grant - OJP Vest Program	3,612	790	5,000	5,000	5,000
Grant - ODOT Construction	-	-	-	25,000	25,000
Vehicle Release/Tow Fees	20,015	16,950	17,000	17,000	17,000
Miscellaneous Fees	142	8,884	200	200	200
Alarm Permit Fees	10,509	8,786	5,000	5,000	5,000
Temporary Liquor Permit	280	1,050	500	450	450
Subpoena Fees	220	206	300	35	35
Finger Printing Fees	-	-	500	500	500
Reports Revenue	1,664	2,195	2,000	2,000	2,000
Special Events Security	-	-	-	-	-
Police Miscellaneous-Income	36,256	47,337	2,000	2,000	2,000
CSD-Shared SRO Reimbursemt	41,013	67,500	76,854	80,293	80,293
Donations-Police	500	-	500	500	500
Donations-Canine	-	-	-	-	-
Total Police Revenue	173,566	178,932	175,354	203,478	203,478

GENERAL FUND	FY2021 Actual	FY2022 Actual	FY2023 Budget	FY2024 Proposed	FY2024 Approved
RESOURCES (Continued)					
Grave Sales	29,400	15,600	22,000	20,000	20,000
Grave Open & Close	11,850	9,400	8,000	6,500	6,500
Mausoleum Name Bars	5,000	7,500	4,000	4,000	4,000
Mausoleum Sales	17,105	15,490	15,000	11,000	11,000
Mausoleum Open & Close	2,350	(600)	3,000	4,000	4,000
Miscellaneous Fees	5,000	3,750	4,000	2,000	2,000
Donations-Cemetery	8	-	-	100	100
Total Cemetery Revenue	70,713	51,140	56,000	47,600	47,600
Event Revenue	-	3,900	3,950	6,000	6,000
Econ Dev City Grant Revenue	8,600	10,166	4,700	2,000	2,000
Independence Day Revenue	-	5,429	9,200	3,000	3,000
Miscellaneous Revenue	-	-	-	-	-
Total Economic Dev. Revenue	8,600	19,495	17,850	11,000	11,000
Property Tax Current	5,415,564	5,848,467	6,006,300	6,435,970	6,435,970
Property Tax Prior	103,299	60,660	52,000	64,000	64,000
Cable Franchise Fee	133,624	94,925	123,000	58,000	58,000
Telephone Franchise Fee	47,200	45,070	50,000	35,000	35,000
Solid Waste Franchise Fee	161,916	189,658	153,500	195,000	195,000
Natural Gas Franchise Fee	152,397	161,320	146,000	200,000	200,000
City Sewer Franchise Fee	306,856	307,901	318,000	295,000	295,000
Cigarette Tax	16,364	16,022	15,500	13,000	13,000
Liquor Revenue	333,698	339,511	352,500	350,000	350,000
State Revenue Sharing	221,768	225,111	230,000	240,000	240,000
Federal Revenue	401,983	-	-	-	-
American Rescue Plan Act Grant	-	1,991,482	1,990,363	-	-
CU In Lieu of Taxes	846,614	880,431	850,000	890,000	890,000
Business Licenses	76,225	79,612	66,000	72,000	72,000
Liquor Licenses	2,105	1,845	1,900	2,400	2,400
Miscellaneous Fees	17,376	656	450	340	340
Title Lien Search Fees	13,530	13,350	12,500	9,200	9,200
PEG Access Fees	24,327	11,406	22,800	12,000	12,000
Miscellaneous-Income	9,240	23,510	9,500	5,000	5,000
Lease receipts (Adult Center)	6,000	6,000	6,000	6,000	6,000
Interest Revenues	27,295	33,449	20,600	235,000	235,000
Retirement/Separation Reserve	30,436	-	31,000	30,953	30,953
Workers Comp Claim Reserve	-	-	-	-	-
Sale of Capital Assets	-	497,645	-	-	-
Total Unallocated Revenue	8,347,816	10,828,029	10,457,913	9,148,863	9,148,863
TRANSFERS IN & OTHER SOURCES					
O/H from Building	5,741	16,203	22,236	20,074	20,074
O/H from Economic Dev	52,286	75,149	67,776	71,472	71,472
O/H from Library Fund	142,687	172,409	204,980	193,407	193,407
O/H from Street	120,610	147,257	187,105	193,333	193,333
O/H from Transit	182,728	236,185	262,036	260,890	260,890
O/H from Swim Levy	119,444	139,099	202,904	158,308	158,308
O/H from WWTP	163,112	201,095	230,057	218,185	218,185
O/H from Collections	60,761	64,081	85,765	94,871	94,871
O/H from Stormwater	29,913	31,754	50,673	48,074	48,074
Transfer from UR	315,998	396,061	350,000	425,000	425,000
Transfer from Streets	10,000	-	14,500	-	-
Transfer from SDC Fund	182,278	465,087	1,110,000	3,570,000	3,570,000
Total Unallocated Transfers In	1,385,558	1,944,380	2,788,032	5,253,614	5,253,614
TOTAL GENERAL FUND RESOURCES	15,070,247	18,769,869	21,440,252	24,119,002	23,995,956

GENERAL FUND - ADMINISTRATION	FY2021 Actual	FY2022 Actual	FY2023 Budget	FY2024 Proposed	FY2024 Approved
REQUIREMENTS FOR ADMINISTRATION					
PERSONNEL SERVICES					
Regular Salaries and Wages	316,795	413,765	443,408	394,048	464,083
Overtime	-	-	-	-	-
Insurance Benefits	72,941	93,395	93,457	81,921	102,969
Taxes/Other	20,058	33,360	35,466	32,233	38,165
PERS Contributions	55,850	94,841	104,916	91,191	106,389
Total Admin Personnel Services	465,643	635,361	677,247	599,393	711,606
FTE	3.3	3.3	3.9	2.9	3.8
MATERIALS & SERVICES					
Election	1,009	5,058	1,000	1,250	1,250
Prof/Tech Services	6,882	7,042	108,500	58,500	58,500
CTV5 Professional Services	36,000	36,000	36,000	43,430	43,430
Codification	495	1,112	5,495	5,495	5,495
Copier Lease & Maint	4,404	4,263	5,000	5,000	5,000
Misc. Unanticipated	15,000	-	-	-	-
Printing & Binding	318	24	500	500	500
Mayor & City Council	4,057	6,592	12,120	12,120	17,370
Mayor & CC Travel & Training	108	3,515	8,075	8,525	8,525
Mayor & CC Membership Dues	2,168	2,502	1,189	1,189	1,189
Admin Staff Travel & Training	345	5,115	7,660	7,660	7,660
Attorney Travel & Training	-	1,210	1,500	1,500	1,500
Admin Membership Dues & Fees	21,187	25,335	25,638	27,961	27,961
Internal Charge-Fleet	1,523	2,709	1,486	1,486	-
Internal Charge-Facilities	9,742	11,036	15,759	14,289	14,443
Internal Charge-Tech Services	23,024	36,136	53,538	31,493	32,925
Supplies & Services	4,652	8,948	7,075	42,075	42,075
Employee Recognition	2,632	2,387	5,525	5,525	5,525
Total Admin Materials & Services	133,547	158,984	296,060	267,998	273,348
TOTAL ADMIN REQUIREMENTS	599,190	794,345	973,307	867,391	984,954

GENERAL FUND - HR & RISK MGMT	FY2021 Actual	FY2022 Actual	FY2023 Budget	FY2024 Proposed	FY2024 Approved
REQUIREMENTS FOR HR & RISK MGMT					
PERSONNEL SERVICES					
Regular Salaries and Wages	68,081	58,626	165,707	177,838	177,838
Insurance Benefits	14,801	12,385	40,303	44,310	44,310
Taxes/Other	4,238	5,103	13,967	15,063	15,063
PERS Contributions	10,363	12,754	37,118	38,591	38,591
Total HR & Risk Mgmt Personnel Services	97,483	88,868	257,095	275,802	275,802
FTE	0.8	0.8	1.7	1.7	1.7
MATERIALS & SERVICES					
Professional Services	6,204	4,807	138,500	115,500	115,500
Legal/Labor Negotiations	10,133	-	20,000	20,000	20,000
Recruitment/Employee Testing	8,468	10,660	12,000	10,483	10,483
Software Maintenance	9,727	17,653	15,606	14,531	14,531
Liability Insurance	340,031	382,162	426,704	500,000	500,000
Non-Insurance Claims	-	-	15,000	15,000	15,000
Liab Ins Deductible Accrued	-	-	25,000	25,000	25,000
Training & Travel	(728)	430	8,000	8,000	8,000
Membership Fees & Dues	1,039	749	425	920	920
Internal Charge-Facilities	3,034	3,437	4,909	4,451	4,499
Internal Charge-Tech Services	17,806	11,124	38,516	22,657	23,687
Supplies & Services	2,726	1,886	7,600	7,600	7,600
Risk Mgmt/Safety Committee	265	212	2,050	3,050	3,050
Total HR & Risk Mgmt Materials & Services	398,704	433,120	714,310	747,192	748,270
TOTAL HR & RISK MGMT REQUIREMENTS	496,186	521,988	971,405	1,022,994	1,024,072

GENERAL FUND - FINANCE	FY2021 Actual	FY2022 Actual	FY2023 Budget	FY2024 Proposed	FY2024 Approved
REQUIREMENTS FOR FINANCE					
PERSONNEL SERVICES					
Regular Salaries and Wages	294,690	272,906	353,625	430,648	430,648
Insurance Benefits	74,214	54,596	85,355	126,497	126,497
Taxes/Other	18,774	24,429	29,960	36,485	36,485
PERS Contributions	74,945	57,499	79,212	93,451	93,451
Total Finance Personnel Services	462,623	409,431	548,152	687,081	687,081
FTE	3.5	3.5	4.8	5.8	5.8
MATERIALS & SERVICES					
Prof/Tech Service	-	10,418	-	33,000	33,000
Prof SrvTitle Lien Search Cost	5,532	5,328	6,500	6,500	6,500
Auditing	20,445	61,050	55,000	65,000	65,000
Software Maintenance	30,712	30,894	32,000	38,000	38,000
Copier Lease & Maint	3,674	3,939	4,500	4,500	4,500
Publications/Books	-	-	-	-	-
Printing & Binding	1,284	334	2,500	2,500	2,500
Training/Conf/Travel	1,040	6,992	9,000	9,000	9,000
Membership Dues & Fees	1,985	600	2,300	2,300	2,300
Internal Charge-Facilities	4,619	5,233	7,473	6,776	6,849
Internal Charge-Tech Services	7,443	23,078	56,622	33,307	34,821
Supplies & Service	4,394	5,093	4,500	6,000	6,000
Bank Charges	9,537	12,592	11,500	11,500	11,500
Cash Over & Short	(0)	3,216	-	-	-
Citywide Pending VISA Charges	714	-	-	-	-
Misc Office Equipment	-	1,219	5,000	5,000	5,000
Total Finance Materials & Services	91,378	169,986	196,895	223,383	224,970
TOTAL FINANCE REQUIREMENTS	554,001	579,417	745,047	910,464	912,051

GENERAL FUND - COURT	FY2021 Actual	FY2022 Actual	FY2023 Budget	FY2024 Proposed	FY2024 Approved
RESOURCES					
REVENUE					
Court Fines and Fees	362,548	425,312	360,000	368,000	368,000
Fines / Justice Court	62,269	72,230	75,000	30,000	30,000
Miscellaneous Fees	1,076	1,184	1,500	800	800
Attorney Reimbursements	11,837	11,322	7,500	5,500	5,500
Court Collections Interest	55,954	45,982	55,000	44,000	44,000
Total Court Revenue	493,684	556,030	499,000	448,300	448,300
REQUIREMENTS FOR COURT					
PERSONNEL SERVICES					
Regular Salaries and Wages	217,489	204,489	169,353	185,295	185,295
Overtime	792	-	-	-	-
Insurance Benefits	56,929	28,961	51,692	28,933	28,933
Taxes/Other	14,099	18,446	14,425	15,779	15,779
PERS Contributions	39,537	37,114	29,531	32,475	32,475
Total Court Personnel Services	328,847	289,010	265,001	262,482	262,482
FTE	2.8	2.8	1.8	1.8	1.8
MATERIALS & SERVICES					
Interpreter	8,537	6,620	6,000	7,000	7,000
Attorney Services	73,206	85,872	44,000	79,202	79,202
Copier Lease & Maint	1,206	1,528	1,750	1,750	1,750
Training/Conf/Travel	-	680	1,805	1,805	1,805
Membership Fees & Dues	330	390	250	250	250
Jury Fees	-	120	120	120	120
Witness Fees	-	-	105	250	250
Internal Charge-Facilities	4,227	4,788	6,837	6,200	6,266
Internal Charge-Tech Services	12,111	24,183	43,133	25,372	26,526
Supplies & Services	5,923	11,582	6,100	6,100	6,100
Discovery Expense	-	-	100	100	100
Bank Charges	3,880	5,121	5,000	5,000	5,000
Court Collection Costs	70,417	58,979	55,000	55,000	55,000
Total Court Materials & Services	179,837	199,863	170,200	188,149	189,369
CAPITAL OUTLAY					
Capital Office Equipment	-	-	-	-	-
TOTAL COURT REQUIREMENTS	508,684	488,873	435,201	450,631	451,851

GENERAL FUND - PLANNING	FY2021 Actual	FY2022 Actual	FY2023 Budget	FY2024 Proposed	FY2024 Approved
RESOURCES					
REVENUE					
Land Use Applications	76,739	108,431	160,000	82,000	82,000
Miscellaneous Fees	266	3,390	35,000	1,000	1,000
Traffic Studies	78,654	172,493	135,000	42,500	42,500
Plan Reviews	122,672	138,119	150,000	54,400	54,400
Engineering Plan Review Fees	57,584	7,398	50,000	5,000	5,000
Construction Excise Tax	376,721	334,328	300,000	310,000	310,000
Planning Miscellaneous-Income	18,350	-	60,000	1,000	1,000
Total Planning Revenue	730,985	764,159	890,000	495,900	495,900
REQUIREMENTS FOR PLANNING					
PERSONNEL SERVICES					
Regular Salaries and Wages	202,889	230,780	279,590	295,031	295,031
Overtime	47	1,079	-	-	-
Insurance Benefits	30,200	30,425	44,279	34,405	34,405
Taxes/Other	15,653	21,794	23,953	25,279	25,279
PERS Contributions	35,111	50,123	63,040	64,467	64,467
Total Planning Personnel Services	283,899	334,200	410,862	419,182	419,182
FTE	2.3	2.3	3.2	3.3	3.3
MATERIALS & SERVICES					
Prof/Tech Services	79,807	58,220	473,000	590,318	590,318
Copier Lease & Maint	3,076	3,186	4,000	4,000	4,000
Communications	206	56	100	500	500
Mapping	670	500	1,500	1,500	1,500
Planning Commiss. Expenses	746	1,158	1,500	1,500	1,500
Travel & Training	130	177	2,800	3,500	3,500
Fees & Dues	1,312	1,892	3,600	2,500	2,500
Internal Charge-Facilities	3,602	4,081	5,827	5,284	5,341
Internal Charge-Tech Services	14,268	17,418	54,341	31,965	33,418
Supplies & Services	3,692	6,089	6,000	7,000	7,000
Traffic Study	68,278	142,460	135,000	125,000	125,000
Total Planning Materials & Services	175,787	235,237	687,668	773,067	774,577
TOTAL PLANNING REQUIREMENTS	459,687	569,437	1,098,530	1,192,249	1,193,759

GENERAL FUND - BUILDING	FY2021 Actual	FY2022 Actual	FY2023 Budget	FY2024 Proposed	FY2024 Approved
RESOURCES					
REVENUE					
Building Permits	60,117	88,282	50,000	55,000	55,000
Total Building Revenue	60,117	88,282	50,000	55,000	55,000
REQUIREMENTS FOR BUILDING					
PERSONNEL SERVICES					
Regular Salaries and Wages	24,844	30,960	88,921	92,898	92,951
Insurance Benefits	3,428	3,563	13,295	10,258	10,258
Taxes/Other	1,876	2,790	7,468	7,800	7,800
PERS Contributions	4,282	6,321	19,756	19,990	19,990
Total Building Personnel Services	34,435	43,633	129,440	130,946	130,999
FTE	0.2	0.2	1.0	1.0	1.0
MATERIALS & SERVICES					
Communications	101	56	100	100	100
Internal Charge-Facilities	424	480	686	622	628
Supplies & Service	-	27	50	50	50
Total Building Materials & Services	525	563	836	772	778
TRANSFERS OUT & OTHER USES					
O/H Transfer to General Fund	5,741	16,203	22,236	20,074	20,074
Total Building Transfers Out	5,741	16,203	22,236	20,074	20,074
TOTAL BUILDING REQUIREMENTS	40,700	60,399	152,512	151,792	151,851

GENERAL FUND - POLICE	FY2021 Actual	FY2022 Actual	FY2023 Budget	FY2024 Proposed	FY2024 Approved
RESOURCES					
REVENUE					
Grants - DUII	24,679	9,000	15,000	15,000	15,000
Grants - Distracted Driving	19,506	10,490	15,000	15,000	15,000
Grant - Seatbelt	9,890	2,836	7,500	7,500	7,500
Grants - Speed Enforcement	1,257	652	3,000	3,000	3,000
Grant - Pedestian Safety	4,023	2,256	5,000	5,000	5,000
Grants - HIDTA	-	-	20,000	20,000	20,000
Grants - OCDEF	-	-	-	-	-
Grant-Intellectual Prop Criime	-	-	-	-	-
Grant - OJP Vest Program	3,612	790	5,000	5,000	5,000
Grant - ODOT Construction	-	-	-	25,000	25,000
Vehicle Release/Tow Fees	20,015	16,950	17,000	17,000	17,000
Miscellaneous Fees	142	8,884	200	200	200
Alarm Permit Fees	10,509	8,786	5,000	5,000	5,000
Temporary Liquor Permit	280	1,050	500	450	450
Subpoena Fees	220	206	300	35	35
Finger Printing Fees	-	-	500	500	500
Reports Revenue	1,664	2,195	2,000	2,000	2,000
Special Events Security	-	-	-	-	-
Police Miscellaneous-Income	36,256	47,337	2,000	2,000	2,000
CSD-Shared SRO Reimbursemt	41,013	67,500	76,854	80,293	80,293
Donations-Police	500	-	500	500	500
Donations-Canine	-	-	-	-	-
Total Police Revenue	173,566	178,932	175,354	203,478	203,478
REQUIREMENTS FOR POLICE					
PERSONNEL SERVICES					
Regular Salaries and Wages	2,879,625	2,917,605	3,536,496	3,849,964	3,849,964
Overtime Wages	259,825	262,188	381,000	424,708	424,708
Insurance Benefits	642,033	624,878	776,996	857,354	857,354
Taxes/Other	318,102	382,190	423,311	465,155	465,155
PERS Contributions	833,269	853,239	943,513	994,938	994,938
Fringe Benefits	21,433	21,050	28,100	28,950	28,950
Total Police Personnel Services	4,954,288	5,061,150	6,089,416	6,621,069	6,621,069
FTE	29.3	29.3	32.0	34.0	34.0

GENERAL FUND - POLICE	FY2021 Actual	FY2022 Actual	FY2023 Budget	FY2024 Proposed	FY2024 Approved
REQUIREMENTS FOR POLICE CONTINUED					
MATERIALS & SERVICES					
Professional Services	1,318	2,580	5,000	5,000	5,000
Vehicle Lease Payments	-	-	-	-	-
Copier Lease & Maint	4,718	7,068	7,080	7,080	7,080
Investigation & Info	2,428	3,600	3,500	3,500	3,500
Prisoners Board & Medical	-	6,214	6,000	6,000	6,000
Crime Prevention	382	442	1,500	2,000	2,000
Communications	26,144	42,618	31,000	36,000	36,000
County Dispatch Fees	201,383	197,897	242,212	256,709	256,709
Juvenile Diversion Services	-	-	2,500	2,500	2,500
Training & Travel	15,807	44,480	43,000	45,000	45,000
Firearms & Less Lethal Equip	32,887	36,302	40,900	50,000	50,000
Tactical Entry Team Equipment	3,115	3,454	5,000	15,000	15,000
Vests	6,955	4,988	11,000	7,000	7,000
E.O.C.	560	-	1,500	1,500	1,500
Detective Equipment	11,869	15,400	20,000	21,500	21,500
Membership Fees & Dues	1,512	1,860	2,600	3,200	3,200
Information System Services	45,620	42,008	66,000	63,000	63,000
Internal Charge-Fleet	143,404	191,680	235,729	201,627	202,867
Internal Charge-Facilities	67,396	76,348	109,025	98,855	99,919
Internal Charge-Tech Services	180,850	187,788	260,041	152,965	159,918
Supplies & Services	17,959	29,027	41,562	44,000	44,000
Uniforms & Patrol Equipment	21,668	18,041	30,000	37,000	37,000
Equipment Repair & Maint	-	-	-	-	-
Radio Repair	11,864	-	6,000	6,000	6,000
800 Radio Operating Fee	26,230	29,280	29,280	40,383	40,383
Canine Expenses	1,609	1,799	3,500	2,500	2,500
Traffic Safety Equipment	11,672	22,429	24,000	24,000	24,000
Donations-Police	-	17	500	500	500
Accreditation	900	1,705	3,875	3,525	3,525
Total Police Materials & Services	838,250	967,027	1,232,304	1,136,344	1,145,601
CAPITAL OUTLAY					
Capital Equip - Vehicles	101,310	194,638	185,000	145,000	145,000
Police K-9's	-	-	-	-	-
Furniture	-	-	-	-	-
Equip - Computer/Software	13,368	17,512	77,000	421,347	421,347
Digital Radio Replacement Proj	-	-	-	-	-
Total Police Capital Outlay	114,678	212,150	262,000	566,347	566,347
TOTAL POLICE REQUIREMENTS	5,907,215	6,240,328	7,583,720	8,323,760	8,333,017

GENERAL FUND - PARKS	FY2021 Actual	FY2022 Actual	FY2023 Budget	FY2024 Proposed	FY2024 Approved
RESOURCES					
REVENUE					
Park Rentals	755	910	450	500	500
Park Maintenance Fee	436,937	462,067	483,000	480,000	480,000
Parks Miscellaneous-Income	37,084	900	-	-	-
Total Park Revenue	474,776	463,877	483,450	480,500	480,500
TRANSFERS IN & OTHER SOURCES					
Transfer from Streets	10,000	-	14,500	-	-
Transfer from SDC Fund	182,278	465,087	1,110,000	3,570,000	3,570,000
Total Parks Transfers In	192,278	465,087	1,124,500	3,570,000	3,570,000
TOTAL PARK RESOURCES	667,054	928,963	1,607,950	4,050,500	4,050,500
REQUIREMENTS FOR PARKS					
PERSONNEL SERVICES					
Regular Salaries and Wages	363,329	375,392	397,801	448,786	448,786
Seasonal/Tape Wages	2,460	12,988	18,000	20,456	20,456
Overtime	9,498	5,335	7,500	7,500	7,500
Insurance Benefits	103,159	95,218	104,734	174,688	174,688
Taxes/Other	37,915	49,958	53,495	60,713	60,713
PERS Contributions	90,296	97,195	101,888	93,293	93,293
Clothing Allowance	2,800	2,800	2,800	3,600	3,600
Total Park Personnel Services	609,457	638,886	686,218	809,036	809,036
FTE	6.3	6.3	6.3	7.5	7.5
MATERIALS & SERVICES					
Contract Services	36,556	14,475	11,000	13,000	13,000
Surveys & Master Plans- SDC	12,977	104,481	100,000	100,000	100,000
Parks Ground Maintenance	25,928	11,494	10,500	12,000	12,000
Park Bldg Maintenance	7,459	73,407	17,300	17,300	17,300
Streetscape Landscaping	6,558	11,294	10,000	25,000	25,000
Vandalism Repair	3,550	283	3,000	3,000	3,000
Copier Lease & Maint	955	1,030	1,000	1,100	1,100
Parks Maint Fee Billing	25,040	29,147	32,500	32,500	32,500
Communications	2,236	1,865	1,800	2,300	2,300
Training/Conf/Travel	1,605	1,010	2,400	2,400	2,400
Internal Charge-Fleet	53,865	115,898	73,863	63,046	63,434
Internal Charge-Facilities	24,267	27,490	39,256	35,594	35,977
Internal Charge-Tech Services	1,498	2,103	6,123	3,602	3,766
Supplies & Services	18,762	17,058	18,400	30,000	30,000
Park Equipment	15,420	18,377	9,500	12,000	12,000
Utilities	25,311	27,754	30,000	30,000	30,000
Total Park Materials & Services	261,985	457,165	366,642	382,842	383,777
CAPITAL OUTLAY					
Equipment/Vehicles	22,709	-	127,000	-	-
Culvert Replacement Logging Rd	-	-	-	-	-
Legacy Park Improvements	-	-	-	-	-
Locust Park Shelter	-	-	110,000	-	-
Maple Park Sport Court	13,053	395,471	-	-	-
Splash Pad	169,888	874	-	-	-
S Locust Pk Playground Replace	130,980	-	-	-	-
Master Plan Parks Projects	-	-	1,000,000	-	-
Dog Park	-	-	900,000	-	-
Fuel Station	-	-	-	200,000	200,000
Fitness Court at Legacy Park	-	-	-	220,000	220,000
Maple Park Renovation	-	-	-	1,600,000	1,600,000
Simnitt/Dodd Park	-	-	-	1,500,000	1,500,000
Total Parks Capital Outlay	336,629	396,345	2,137,000	3,520,000	3,520,000
TOTAL PARK REQUIREMENTS	1,208,071	1,492,397	3,189,860	4,711,878	4,712,813

GENERAL FUND - CEMETERY	FY2021 Actual	FY2022 Actual	FY2023 Budget	FY2024 Proposed	FY2024 Approved
RESOURCES					
REVENUE					
Grave Sales	29,400	15,600	22,000	20,000	20,000
Grave Open & Close	11,850	9,400	8,000	6,500	6,500
Mausoleum Name Bars	5,000	7,500	4,000	4,000	4,000
Mausoleum Sales	17,105	15,490	15,000	11,000	11,000
Mausoleum Open & Close	2,350	(600)	3,000	4,000	4,000
Miscellaneous Fees	5,000	3,750	4,000	2,000	2,000
Donations-Cemetery	8	-	-	100	100
Total Cemetery Revenue	70,713	51,140	56,000	47,600	47,600
REQUIREMENTS FOR CEMETERY					
PERSONNEL SERVICES					
Regular Salaries and Wages	96,488	103,254	112,435	119,328	119,328
Seasonal/Temp Wages	-	512	18,000	20,456	20,456
Overtime	2,495	1,737	-	2,000	2,000
Insurance Benefits	22,455	22,591	25,643	29,511	29,511
Taxes/Other	9,966	12,882	17,012	18,255	18,255
PERS Contributions	20,930	23,270	27,530	27,962	27,962
Total Cemetery Personnel Services	152,333	164,246	200,620	217,512	217,512
FTE	1.7	1.7	2.2	2.2	2.2
MATERIALS & SERVICES					
Grounds Maintenance	2,245	926	3,500	4,000	4,000
Building Maintenance	1,033	540	4,200	4,200	4,200
Copier Lease & Maint	171	183	200	200	200
Refunds	3,390	19,430	2,000	2,000	2,000
Internal Charge-Tech Services	438	389	1,279	752	786
Supplies - Records	1,056	13	1,350	1,350	1,350
Tools & Equipment	1,498	7,650	8,100	9,000	9,000
Utilities	2,400	3,044	2,500	2,700	2,700
Name Bars	2,998	5,938	4,500	4,500	4,500
Total Cemetery Materials & Services	15,229	38,112	27,629	28,702	28,736
TOTAL CEMETERY REQUIREMENTS	167,562	202,358	228,249	246,214	246,248

GENERAL FUND - ECONOMIC DEV.	FY2021 Actual	FY2022 Actual	FY2023 Budget	FY2024 Proposed	FY2024 Approved
RESOURCES					
REVENUE					
Event Revenue	-	3,900	3,950	6,000	6,000
Econ Dev City Grant Revenue	8,600	10,166	4,700	2,000	2,000
Independence Day Revenue	-	5,429	9,200	3,000	3,000
Miscellaneous Revenue	-	-	-	-	-
Total Economic Dev. Revenue	8,600	19,495	17,850	11,000	11,000
TRANSFERS IN & OTHER SOURCES					
Transfer from UR	315,998	396,061	350,000	425,000	425,000
Total Economic Dev. Transfers In	315,998	396,061	350,000	425,000	425,000
TOTAL ECONOMIC DEV. RESOURCES	324,598	415,556	367,850	436,000	436,000
REQUIREMENTS FOR ECONOMIC DEVELOPMENT					
PERSONNEL SERVICES					
Regular Salaries and Wages	211,135	212,546	257,073	276,569	288,928
Overtime	-	11	-	-	-
Insurance Benefits	26,321	26,190	30,438	44,109	47,823
Taxes/Other	14,167	18,581	20,779	22,661	23,708
PERS Contributions	37,987	49,740	60,259	62,719	65,401
Total Economic Dev. Personnel Services	289,610	307,068	368,549	406,058	425,860
FTE	2.5	2.5	2.5	2.5	2.6
MATERIALS & SERVICES					
Copier Lease & Maint	1,538	1,593	1,500	1,500	1,500
Internal Charge-Facilities	3,724	4,218	6,024	5,462	5,521
Internal Charge-Tech Services	3,884	4,784	15,987	9,404	9,831
Supplies & Services	8,757	15,982	38,700	38,400	38,400
Main Street (General Fund)	883	16,212	24,350	39,219	39,219
Independence Day Expenses	725	9,770	16,850	20,011	20,011
Flower Program	5,662	4,851	6,500	6,500	6,500
Community Small Grants	-	-	50,000	50,000	50,000
Business Small Grants	-	-	-	-	50,000
Main Street (UR Allowable)	2,552	14,570	33,071	27,450	27,450
EconDev City Grant Expended	45,325	8,691	5,700	5,700	5,700
Total Economic Dev. Materials & Services	73,050	80,670	198,682	203,646	254,132
TRANSFERS OUT & OTHER USES					
O/H Transfer to General Fund	52,286	75,149	67,776	71,472	71,472
Total Economic Dev. Transfers Out	52,286	75,149	67,776	71,472	71,472
TOTAL ECONOMIC DEV. REQUIREMENTS	414,946	462,887	635,007	681,176	751,464

GENERAL FUND	FY2021 Actual	FY2022 Actual	FY2023 Budget	FY2024 Proposed	FY2024 Approved
REQUIREMENTS NOT ALLOCATED					
PERSONNEL SERVICES					
Retirement & Separation Payout	234,978	-	82,400	87,985	88,513
Total Not Allocated Personnel Services	234,978	-	82,400	87,985	88,513
MATERIALS & SERVICES					
Ground Lease (Adult Center)	6,000	6,000	6,000	6,000	6,000
COVID-19 Expenses	393,626	10,812	-	-	-
Equipment	(6,864)	84,573	200,000	200,000	200,000
Internal Charge-Facilities	40,461	45,833	65,449	59,344	59,983
Total Not Allocated Materials & Services	433,223	147,218	271,449	265,344	265,983
SPECIAL PAYMENTS					
Special Payments-PEG Access	20,706	18,302	25,000	20,000	20,000
Total Special Payments	20,706	18,302	25,000	20,000	20,000
TRANSFERS OUT					
O/H Transfer to General Fund	5,741	16,203	22,236	20,074	20,074
O/H Transfer to General Fund	52,286	75,149	67,776	71,472	71,472
Transfer to Library	142,687	172,409	295,000	375,000	375,000
Total Transfers Out	200,714	263,761	385,012	466,546	466,546
OPERATING CONTINGENCY					
	-	-	200,000	200,000	200,000
TOTAL REQUIREMENTS NOT ALLOCATED	889,621	429,281	963,861	1,039,875	1,041,042
RESERVED FOR FUTURE EXPENDITURE					
Reserve for Future Exp-PEG	-	-	35,940	25,040	25,040
Res for Future Exp-WC Retro	-	-	68,420	63,487	63,487
Res for Future Exp-BldgDept	-	-	-	-	-
Res for Future Exp-Park Maint	-	-	924	-	-
Res for Future Exp-Old Library	-	-	-	-	-
Res for Future Exp-ARP Funds	-	-	-	-	-
Res for Future Exp-Unrestrict	-	-	4,448,281	4,523,597	4,195,853
Total Reserves for Future Expenditure	-	-	4,553,565	4,612,124	4,284,380
ENDING FUND BALANCE (prior year's)					
Restricted FB - PEG	49,187	39,835	-	-	-
Committed FB - WC Retro Plan	121,863	68,420	-	-	-
Restricted for - Building Dept	74,785	71,788	-	-	-
Committed FB - Park Maint	192,509	-	-	-	-
Fund Balance	-	-	-	-	-
Total General Fund Ending Balance	3,882,410	7,019,512	-	-	-
TOTAL GENERAL FUND REQUIREMENTS	15,070,247	18,769,869	21,440,252	24,119,002	23,995,956

LIBRARY FUND	FY2021 Actual	FY2022 Actual	FY2023 Budget	FY2024 Proposed	FY2024 Approved
RESOURCES					
BEGINNING BALANCE (Cash Carryover)	42,749	70,771	8,844	30,135	1,779
REVENUE					
CC Library District	1,012,388	1,055,558	1,091,340	1,104,700	1,104,700
Grants-Library	8,534	4,565	3,905	4,159	4,159
Library Fines & Fees	668	16,699	20,000	10,000	10,000
Miscellaneous Income	552	-	-	-	-
Interest Revenues	115	284	100	100	100
Donations-Library	183	1,230	100	100	100
Donations-FOL (Programming)	3,015	7,367	17,970	23,050	23,050
Total Library Revenue	1,025,456	1,085,702	1,133,415	1,142,109	1,142,109
TRANSFERS IN & OTHER SOURCES					
FOL Pass Thru Revenue	209	10,127	12,000	12,000	12,000
Interfund Loan Transfer from CPC	500,000	500,000	500,000	500,000	500,000
Transfer from General Fund	142,687	172,409	295,000	375,000	375,000
Total Library Transfers In & Other Sources	642,896	682,536	807,000	887,000	887,000
TOTAL LIBRARY RESOURCES	1,711,100	1,839,010	1,949,259	2,059,244	2,030,888
REQUIREMENTS FOR LIBRARY					
PERSONNEL SERVICES					
Regular Salaries and Wages	500,646	540,344	545,395	581,023	581,023
On Call Wages	27,522	40,126	46,984	49,006	49,006
Insurance Benefits	111,049	118,113	120,122	142,762	142,762
Taxes/Other	32,358	48,371	49,816	52,995	52,995
PERS Contributions	112,083	130,198	133,582	123,400	123,400
Total Library Personnel Services	783,658	877,150	895,899	949,186	949,186
FTE	8.7	8.7	8.9	8.9	8.9
MATERIALS & SERVICES					
Computer Hardware/Software	983	1,799	1,550	1,500	1,500
LINCC Consortium	30,287	20,359	35,100	38,191	38,191
Copier Lease & Maint	7,656	7,434	7,700	7,700	7,700
Travel & Training	905	3,911	5,075	5,100	5,100
Internal Charge-Facilities	56,507	64,013	91,410	82,883	83,774
Internal Charge-Tech Services	19,991	23,798	65,420	38,482	40,231
Supplies & Services	6,828	23,254	29,400	35,900	35,900
Cash Over & Short	(2)	(152)	-	-	-
Library Collection	78,942	82,936	89,250	80,000	80,000
Volunteer Recognition	205	805	1,500	1,000	1,000
Grants-Library Expended	3,617	3,467	3,905	4,159	4,159
Donations Expended FOL	7,857	7,157	17,970	23,050	23,050
Total Library Materials & Services	213,775	238,780	348,280	317,965	320,605
SPECIAL PAYMENTS					
Special Payments-FOL Pass Thru	209	10,080	-	-	-
Total Library Special Payments	209	10,080	-	-	-
TRANSFERS OUT					
O/H to General Fund	142,687	172,409	204,980	193,407	193,407
Interfund loan pmt transfer to CPC	500,000	500,000	500,000	500,000	500,000
Total Library Transfers Out	642,687	672,409	704,980	693,407	693,407
OPERATING CONTINGENCY	-	-	100	63,358	63,490
RESERVED FOR FUTURE EXPENDITURE	-	-	-	35,329	4,200
Restricted FB - Library	70,771	40,590	-	-	-
TOTAL LIBRARY REQUIREMENTS	1,711,100	1,839,010	1,949,259	2,059,244	2,030,888

TRANSIT FUND	FY2021 Actual	FY2022 Actual	FY2023 Budget	FY2024 Proposed	FY2024 Approved
RESOURCES					
BEGINNING BALANCE (Cash Carryover)	2,418,761	3,135,215	3,530,492	3,601,037	3,591,417
REVENUE					
Grant - STF/STO	120,000	127,500	130,000	-	-
Grant - 5311	420,345	472,428	418,582	333,864	333,864
Grant-JTA 5310	25,379	-	-	-	-
Grant-Preventative Maintenance	-	-	-	-	-
Grant - Capital	611,894	-	-	94,407	94,407
Grant - Operating	55,944	84,000	88,000	90,161	90,161
STIF Formula Funds	270,691	285,174	335,128	722,665	722,665
Transit ER Payroll Tax	1,792,578	1,923,282	1,917,000	2,065,325	2,065,325
Payroll Tax Penalties & Int	13,414	4,978	8,000	8,000	8,000
Fares	300	37,405	30,000	60,000	60,000
Miscellaneous-Income	1,525	500	2,000	2,000	2,000
Interest Revenues	15,082	12,932	7,826	69,000	69,000
STIF Interest	3,702	1,769	1,485	8,000	8,000
Donations-Transit	64	-	-	-	-
Total Transit Revenue	3,330,918	2,949,969	2,938,021	3,453,422	3,453,422
TOTAL TRANSIT RESOURCES	5,749,679	6,085,184	6,468,513	7,054,459	7,044,839
REQUIREMENTS FOR TRANSIT					
PERSONNEL SERVICES					
Regular Salaries and Wages	190,683	189,725	229,419	245,959	245,959
Overtime	1,938	3,482	1,500	4,000	4,000
Insurance Benefits	41,816	36,288	41,216	77,079	77,079
Taxes/Other	12,550	17,211	19,490	21,113	21,113
PERS Contributions	33,154	43,451	52,587	53,712	53,712
Total Transit Personnel Services	280,142	290,157	344,212	401,863	401,863
FTE	2.7	2.7	2.9	2.9	2.9

TRANSIT FUND	FY2021 Actual	FY2022 Actual	FY2023 Budget	FY2024 Proposed	FY2024 Approved
REQUIREMENTS FOR TRANSIT					
MATERIALS & SERVICES					
Prof/Tech Services	3,530	2,597	100,000	260,000	260,000
Contract Services	1,008,120	1,378,979	1,639,540	1,751,520	1,751,520
Transit Facilities Maintenance	10,840	11,347	13,800	12,600	12,600
Space Lease	43,266	43,266	58,982	55,928	55,928
Vehicle Maintenance	767	6	1,500	1,500	1,500
Vehicle (Non-Ins) Repair	-	-	-	-	-
Copier Lease & Maintenance	5,298	5,415	6,000	7,000	7,000
Communications	11,569	12,299	20,628	11,172	11,172
Marketing	3,122	6,703	12,260	11,100	11,100
Printing	1,268	3,439	6,200	6,200	6,200
Travel & Training	-	-	5,500	5,500	5,500
Membership Dues & Fees	11,120	11,195	12,262	29,467	29,467
Internal Charge-Fleet	213,406	281,763	369,155	379,427	381,760
Internal Charge-Facilities	5,651	6,401	9,141	8,288	8,377
Internal Charge-Tech Services	37,166	25,944	50,185	29,521	30,863
Supplies & Services	15,247	12,440	14,500	12,600	12,600
Tax Collection Service & Supplies	-	2,320	3,200	3,200	3,200
Total Transit Materials & Services	1,370,371	1,804,114	2,322,853	2,585,023	2,588,787
CAPITAL OUTLAY					
Transit Projects	-	2,800	130,000	130,000	130,000
Vehicles	745,968	-	90,000	-	-
Bus Shelters	-	167,408	375,000	132,000	132,000
New Transit Office	35,256	-	1,500,000	1,500,000	1,500,000
Total Transit Capital Outlay	781,224	170,208	2,095,000	1,762,000	1,762,000
TRANSFERS OUT					
O/H to General Fund	182,728	236,185	262,036	260,890	260,890
Total Transit Transfers Out	182,728	236,185	262,036	260,890	260,890
OPERATING CONTINGENCY					
	-	-	100,000	149,344	149,344
RESERVED FOR FUTURE EXPENDITURE					
	-	-	1,344,412	1,895,339	1,881,955
ENDING FUND BALANCE (prior year's)					
Restricted FB - STIF	542,776	569,784	-	-	-
Committed FB - Transit	1,875,984	2,565,431	-	-	-
Total Transit Ending Fund Balance	3,135,215	3,584,520	-	-	-
TOTAL TRANSIT REQUIREMENTS	5,749,679	6,085,184	6,468,513	7,054,459	7,044,839

SWIM LEVY FUND	FY2021 Actual	FY2022 Actual	FY2023 Budget	FY2024 Proposed	FY2024 Approved
RESOURCES					
BEGINNING BALANCE (Cash Carryover)	1,028,294	1,291,724	1,549,366	1,765,400	1,765,200
REVENUE					
Property Tax Levy	847,328	911,231	952,000	1,018,008	1,018,008
Property Tax - Prior	15,943	9,452	8,000	10,000	10,000
Pool Revenue	24,905	197,351	175,000	150,000	150,000
Miscellaneous Income	-	-	-	-	-
Interest Revenues	9,465	8,049	8,500	50,000	50,000
Total Swim Revenue	897,641	1,126,083	1,143,500	1,228,008	1,228,008
TOTAL SWIM RESOURCES	1,925,936	2,417,806	2,692,866	2,993,408	2,993,208
REQUIREMENTS FOR SWIM					
PERSONNEL SERVICES					
Regular Salaries and Wages	247,203	371,655	433,175	468,945	468,945
Guards & Instructors	-	-	-	-	-
Overtime	2,263	4,643	10,000	10,000	10,000
Insurance Benefits	57,506	66,103	88,538	102,179	102,179
Taxes/Other	23,749	43,593	51,911	56,230	56,230
PERS Contributions	54,006	62,722	70,506	80,106	80,106
Total Swim Personnel Services	384,728	548,716	654,130	717,460	717,460
FTE	7.4	7.4	8.5	9.0	9.0
MATERIALS & SERVICES					
Bldg Maintenance	30,053	38,290	51,000	51,000	51,000
Ground Lease	14,000	14,000	14,000	14,000	14,000
Copier Lease & Maintenance	115	107	350	350	350
Advertising & Marketing	358	2,439	5,000	5,000	5,000
Training & Travel	1,434	4,263	6,000	5,000	5,000
Internal Charge - Tech Services	15,671	5,654	17,467	10,275	10,742
Supplies & Services	6,416	10,933	23,000	23,000	23,000
Bank Charges	1,070	6,513	6,500	6,500	6,500
Pool Chemicals	4,348	8,442	14,000	14,000	14,000
Janitorial Supplies	905	2,051	6,000	6,000	6,000
Pool Concession Purchases	-	864	3,000	3,000	3,000
Utility - Gas	17,895	22,570	19,000	35,000	35,000
Utility - Water	3,501	3,429	4,000	5,000	5,000
Utility - Electric	10,711	12,078	12,000	12,000	12,000
Total Swim Materials & Services	106,533	131,815	181,317	190,125	190,592
CAPITAL OUTLAY					
Bldg Improvements >\$5k	23,507	6,000	1,500,000	12,000	12,000
Total Swim Capital Outlay	23,507	6,000	1,500,000	12,000	12,000
TRANSFERS OUT					
O/H to General Fund	119,444	139,099	202,904	158,308	158,308
Total Swim Transfers Out	119,444	139,099	202,904	158,308	158,308
OPERATING CONTINGENCY	-	-	41,772	45,379	45,403
RESERVED FOR FUTURE EXPENDITURE	-	-	112,743	1,870,136	1,869,445
Restricted FB - Swim Center	1,291,725	1,592,177	-	-	-
TOTAL SWIM REQUIREMENTS	1,925,936	2,417,807	2,692,866	2,993,408	2,993,208

STREET FUND	FY2021 Actual	FY2022 Actual	FY2023 Budget	FY2024 Proposed	FY2024 Approved
RESOURCES					
BEGINNING BALANCE (Cash Carryover)	2,110,399	4,243,849	4,791,664	7,353,367	7,371,941
REVENUE					
State Highway Fund	1,272,027	1,545,729	1,360,000	1,480,000	1,480,000
Local Gas Tax	376,748	423,788	415,500	380,000	380,000
County Vehicle Registration Fee	329,852	328,921	382,900	360,000	360,000
Federal Fund Exchange	207,703	883,108	-	100,000	100,000
Construction Excise Tax	-	-	-	-	-
Grant - ARPA ODOT	-	2,960,000	2,960,000	-	-
Miscellaneous Fees	100	250	500	250	250
Street Maintenance Fee	610,238	606,190	614,000	600,000	600,000
CUB Street Repair Reimbursemnt	-	-	-	-	-
Erosion Control Fees	38,388	44,358	32,000	29,000	29,000
Driveway/Curb/Sidewalk Inspect	13,417	14,800	12,000	10,000	10,000
Street Excavation/Opening Fee	2,575	2,575	2,000	2,000	2,000
Urban Forestry Program Revenue	57,000	13,250	22,000	25,000	25,000
Street Sign Program Revenue	2,054	10,565	6,000	4,500	4,500
Traffic In Lieu Fees	-	51,155	-	-	-
Miscellaneous-Income	704,394	29,599	1,000	7,000	7,000
Damaged Property Claim Revenue	13,829	1,407	2,000	500	500
Interest Revenues	19,690	21,635	16,500	190,000	190,000
Total Street Revenue	3,648,014	6,937,329	5,826,400	3,188,250	3,188,250
TRANSFERS IN					
Transfer from SDC	47,777	418,431	1,457,000	4,155,000	4,155,000
Transfer from Collections	-	-	-	-	-
Transfer from Storm	-	-	-	-	-
Total Street Transfers In	47,777	418,431	1,457,000	4,155,000	4,155,000
TOTAL STREET RESOURCES	5,806,191	11,599,609	12,075,064	14,696,617	14,715,191
REQUIREMENTS FOR STREETS					
PERSONNEL SERVICES					
Regular Salaries and Wages	380,317	431,063	461,528	610,878	610,878
Seasonal/Temp Wages	12,204	15,710	9,025	10,228	10,228
Overtime	19,631	8,789	6,000	12,000	12,000
Insurance Benefits	93,214	101,168	120,363	142,643	142,643
Taxes/Other	43,307	56,887	66,476	85,064	85,064
PERS Contributions	85,774	105,536	103,799	134,079	134,079
Clothing Allowance	1,000	1,800	1,200	3,200	3,200
Total Street Personnel Services	635,446	720,953	768,391	998,092	998,092
FTE	6.4	6.4	7.3	8.0	8.0

STREET FUND	FY2021 Actual	FY2022 Actual	FY2023 Budget	FY2024 Proposed	FY2024 Approved
REQUIREMENTS FOR STREETS (Continued)					
MATERIALS & SERVICES					
Consultant Engineer	2,520	8,199	15,000	15,000	15,000
Professional Services	5,383	5,833	5,000	6,000	6,000
Curb/Sidewalk Repair	532	83	20,000	20,000	20,000
Street Lighting & Maint	90,584	86,191	85,000	90,000	90,000
Street Maintenance	6,283	35,564	62,000	62,000	62,000
Copier Lease & Maint	917	990	800	800	800
Street Maint Billing	25,040	29,147	27,500	27,500	27,500
Street Signing	10,760	31,195	17,500	20,000	20,000
Street Marking & Striping	11,192	13,131	15,000	18,000	18,000
Damaged Property Claim Expense	21,994	1,918	2,000	2,000	2,000
Communications	2,476	2,159	2,100	2,100	2,100
Travel & Training	-	3,773	4,000	6,000	6,000
Membership Dues & Fees	90	145	800	800	800
Internal Charge-Fleet	85,685	153,023	96,394	101,707	102,332
Internal Charge-Facilities	24,408	27,650	39,484	35,801	36,186
Internal Charge-Tech Services	24,033	13,532	40,587	23,875	24,960
Supplies & Services	12,184	15,821	10,000	12,000	12,000
Small Tools	7,645	3,203	6,200	7,000	7,000
Safety Supplies	1,506	1,030	1,100	1,500	1,500
Urban Forestry Program	23,431	19,920	15,000	15,000	15,000
Declared Emergency Response	85,134	-	-	-	-
Utilities	5,610	5,253	5,600	5,600	5,600
Total Street Materials & Services	447,407	457,760	471,065	472,683	474,778
CAPITAL OUTLAY					
Equipment	51,214	150,666	779,000	-	-
Street Maint Fee Projects	36,556	1,122,741	900,000	100,000	100,000
S Ivy Sidewalk	113,572	6,851	1,900,000	1,900,000	1,900,000
Industrial Park to 99E Connection	47,830	410,779	1,500,000	3,000,000	3,000,000
N Locust St - NE 4th - NE 10th Ave	71,903	42,668	1,300,000	-	-
N Knott St	26,816	-	-	-	-
South Redwood	-	-	-	-	-
NE Territorial/Redwood Intersection	-	25,483	280,000	-	-
N Pine St Realignment	989	-	-	850,000	850,000
N Maple 10th-14th	-	-	-	-	-
NE 10th Ave from Maple to Pine	-	-	-	1,900,000	1,900,000
Charging Station	-	-	150,000	150,000	150,000
Fuel Station	-	-	-	200,000	200,000
Total Street Capital Outlay	348,878	1,759,188	6,809,000	8,100,000	8,100,000
TRANSFERS OUT					
O/H Transfer To General Fund	120,610	147,257	187,105	193,333	193,333
Transfer to General Fund	10,000	-	-	-	-
Transfer to Sewer Fund	-	-	-	-	-
Total Street Transfers Out	130,610	147,257	187,105	193,333	193,333
OPERATING CONTINGENCY	-	-	100,000	73,539	73,539
RESERVED FOR FUTURE EXPENDITURE					
Reserved for Future Exp - St Maint. Prg	-	-	751,584	919,715	919,715
Reserved for Future Expenditure	-	-	2,987,919	3,939,255	3,955,734
Total Reserves for Furture Expenditure	-	-	3,739,503	4,858,970	4,875,449
ENDING FUND BALANCE (prior year's)					
Reserved FB - St. Maint. Prog.	1,344,347	713,641	-	-	-
Committed FB - Streets	2,899,502	3,530,208	-	-	-
Total Street Ending Fund Balance	4,243,849	8,514,451	-	-	-
TOTAL STREET REQUIREMENTS	5,806,191	11,599,609	12,075,064	14,696,617	14,715,191

Transient Room Tax Fund	FY2021 Actual	FY2022 Actual	FY2023 Budget	FY2024 Proposed	FY2024 Approved
RESOURCES					
BEGINNING BALANCE (Cash Carryover)	26,738	40,041	49,036	75,790	75,790
REVENUE					
Room Tax Restricted (70%)	14,700	21,911	13,100	24,000	24,000
Interest-Restricted	157	179	140	1,070	1,070
Room Tax Unrestricted (30%)	6,300	9,436	6,600	11,000	11,000
Interest-Unrestricted	67	77	60	460	460
Total Transient Room Tax Revenue	21,225	31,603	19,900	36,530	36,530
TOTAL TRANSIENT ROOM TAX RESOURCES	47,963	71,644	68,936	112,320	112,320
REQUIREMENTS FOR TOURISM PROMOTION					
MATERIALS & SERVICES					
Services & Supplies	7,922	2,410	10,000	10,000	10,000
Total Tourism Promotion Materials & Services	7,922	2,410	10,000	10,000	10,000
TOTAL TOURISM PROMOTION REQUIREMENTS	7,922	2,410	10,000	10,000	10,000
REQUIREMENTS FOR TOURISM ENHANCEMENT					
PERSONNEL SERVICES					
Regular Salaries and Wages	-	-	-	-	-
Insurance Benefits	-	-	-	-	-
Taxes/Other	-	-	-	-	-
PERS Contributions	-	-	-	-	-
Total Tourism Enhancement Personnel Services	-	-	-	-	-
FTE	-	-	-	-	-
MATERIALS & SERVICES					
Services & Supplies	-	3,507	10,000	10,000	10,000
Total Tourism Enhancement Materials & Services	-	3,507	10,000	10,000	10,000
TOTAL TOURISM ENHANCEMENT REQUIREMENTS	-	3,507	10,000	10,000	10,000
REQUIREMENTS NOT ALLOCATED					
RESERVED FOR FUTURE EXPENDITURE					
Reserved for Tourism Promotion	-	-	33,742	70,042	70,042
Reserved for Tourism Enhancement	-	-	15,193	22,278	22,278
Total Reserves for Future Expenditure	-	-	48,935	92,320	92,320
ENDING FUND BALANCE (prior year's)					
Committed FB - Tour Promo/Fac	22,867	37,272	-	-	-
Committed FB - Tourism Enh.	17,173	20,918	-	-	-
Total Transient Room Tax Ending Fund Balance	40,041	65,727	1	-	-
TOTAL TRANSIENT ROOM TAX REQUIREMENTS	47,963	71,644	68,936	112,320	112,320

SYSTEM DEVELOPMENT CHARGES FUND	FY2021 Actual	FY2022 Actual	FY2023 Budget	FY2024 Proposed	FY2024 Approved
RESOURCES					
BEGINNING BALANCE (Cash Carryover)	9,907,514	11,298,015	12,478,446	12,832,729	12,832,729
REVENUE					
Street Improvement SDC's	826,197	673,033	600,000	650,000	650,000
Street Reimbursement SDC's	160,489	130,181	95,000	125,000	125,000
Street SDC Compliance Cost Fee	20,582	17,558	11,000	16,000	16,000
Parks Improvement SDC's	893,372	911,694	600,000	930,000	930,000
Parks SDC Compliance Cost Fee	18,229	18,727	10,500	20,000	20,000
Sewer Improvement SDC's	112,608	92,520	95,000	97,000	97,000
Sewer Reimbursement SDC's	467,853	387,019	395,000	410,000	410,000
Sewer SDC Compliance Cost Fee	11,821	9,798	10,000	10,000	10,000
Storm Improvement SDC's	60,765	48,024	35,000	45,000	45,000
Storm Reimbursement SDC's	12,640	10,121	7,000	9,500	9,500
Storm SDC Compliance Cost Fee	2,303	1,794	1,500	1,600	1,600
Interest Revenues	85,961	63,526	55,000	330,000	330,000
Total SDC Revenue	2,672,821	2,363,994	1,915,000	2,644,100	2,644,100
TOTAL SDC RESOURCES	12,580,335	13,662,009	14,393,446	15,476,829	15,476,829
REQUIREMENTS FOR SDC'S					
TRANSFERS OUT & OTHER USES					
Transfer to Parks	182,278	465,087	1,110,000	3,570,000	3,570,000
Transfer to Streets	47,777	418,431	1,457,000	4,155,000	4,155,000
Transfer to Sewer	1,052,264	182,459	1,233,000	716,618	716,618
Transfer to Storm	-	25,483	245,000	244,500	244,500
Total SDC Transfers Out	1,282,320	1,091,460	4,045,000	8,686,118	8,686,118
RESERVED FOR FUTURE EXPENDITURE					
Reserved for Street Improve	-	-	4,672,835	2,608,089	2,608,089
Reserved for Street Reimb	-	-	700,953	-	-
Reserved for Street SDC Admin	-	-	114,857	152,979	152,979
Reserved for Parks Improvement	-	-	4,608,666	3,834,629	3,834,629
Reserved for Parks SDC Admin	-	-	55,780	95,448	95,448
Reserved for Sewer Improve	-	-	18,486	5,784	5,784
Reserved for Sewer Reimb	-	-	34,937	431.00	431
Reserved for Sewer SDC Admin	-	-	40,645	56,359	56,359
Reserved for Stormwater Imp	-	-	71,156	27,648	27,648
Reserved for Stormwater Reimb	-	-	23,776	-	-
Reserved for Storm SDC Admin	-	-	6,355	9,344	9,344
Total Reserves for Furture Expenditure	-	-	10,348,446	6,790,711	6,790,711
ENDING FUND BALANCE (prior year's)					
Restricted for Street Improvem	5,060,747	5,350,295	-	-	-
Restricted for Street Reimb	727,494	854,649	-	-	-
Restricted for StreetSDC Admin	91,824	109,919	-	-	-
Restricted for Park Improveme	4,700,522	5,173,408	-	-	-
Restricted for Park SDC Admin	29,769	48,704	-	-	-
Restricted for Sewer Improveme	27,103	120,014	-	-	-
Restricted for Sewer Reimb	372,691	680,053	-	-	-
Restricted for Sewer SDC Admin	22,277	32,220	-	-	-
Restricted for Storm Improve	216,476	165,517	-	-	-
Restricted for Storm Reimb	45,462	30,302	-	-	-
Restricted for Storm SDC Admin	3,652	5,470	-	-	-
Total SDC Ending Fund Balance	11,298,015	12,570,549	-	-	-
TOTAL SDC REQUIREMENTS	12,580,335	13,662,008	14,393,446	15,476,829	15,476,829

CEMETERY PERPETUAL CARE FUND	FY2021 Actual	FY2022 Actual	FY2023 Budget	FY2024 Proposed	FY2024 Approved
RESOURCES					
BEGINNING BALANCE (Cash Carryover)	1,066,672	1,120,764	1,144,383	1,194,968	1,194,968
REVENUE					
Perpetual Care: Current Sales	45,295	24,660	27,000	15,000	15,000
Interest Revenues	8,797	6,243	10,000	27,000	27,000
Total Cemetery Perpetual Care Revenue	54,092	30,903	37,000	42,000	42,000
TRANSFERS IN					
Interfund Loan Transfer pmt from Library	500,000	500,000	500,000	500,000	500,000
Total Cemetery Perpetual Care Transfers In	500,000	500,000	500,000	500,000	500,000
TOTAL RESOURCES	1,620,764	1,651,667	1,681,383	1,736,968	1,736,968
REQUIREMENTS FOR CEMETERY PERPETUAL CARE					
TRANSFERS OUT					
Interfund Loan Transfer to Library	500,000	500,000	500,000	500,000	500,000
Total Cemetery Perpetual Care Transfers Out	500,000	500,000	500,000	500,000	500,000
RESERVED FOR FUTURE EXPENDITURE	-	-	1,181,383	1,236,968	1,236,968
Committed FB - Cemetery Care	1,120,764	1,151,667	-	-	-
TOTAL CEMETERY PERPETUAL CARE REQUIREMENTS	1,620,764	1,651,667	1,681,383	1,736,968	1,736,968

FORFEITURE FUND	FY2021 Actual	FY2022 Actual	FY2023 Budget	FY2024 Proposed	FY2024 Approved
RESOURCES					
BEGINNING BALANCE (Cash Carryover)	20,693	13,050	5,444	19,976	19,976
REVENUE					
Forfeiture Funds-Federal	3,639	-	5,000	5,000	5,000
Forfeiture Funds-Civil	-	12,761	5,000	5,000	5,000
Interest Earned-federal	108	29	125	55	55
Interest Earned-Civil	41	35	50	435	435
Total Forfeiture Revenue	3,788	12,825	10,175	10,490	10,490
TOTAL FORFEITURE RESOURCES	24,481	25,875	15,619	30,466	30,466
REQUIREMENTS FOR FORFEITURE					
MATERIALS & SERVICES					
Supplies & Services-Federal	10,890	5,916	5,000	5,000	5,000
Supplies & Service-Civil	540	473	5,185	5,185	5,185
Total Forfeiture Materials & Services	11,431	6,390	10,185	10,185	10,185
RESERVED FOR FUTURE EXPENDITURE					
Reserve for Future Exp-Federal	-	-	-	14,950	14,950
Reserve for Future Exp-Civil	-	-	-	5,332	5,332
Total Reserves for Furture Expenditure	-	-	-	20,281	20,281
ENDING FUND BALANCE (prior year's)					
Reserved FB - Fed Forfeiture	7,965	14,839	-	-	-
Restricted FB - Civil Forfeit.	5,085	4,647	-	-	-
Total Forfeiture Ending Fund Balance	13,050	19,486	5,434	-	-
TOTAL FORFEITURE REQUIREMENTS	24,481	25,875	15,619	30,466	30,466

FACILITIES FUND	FY2021 Actual	FY2022 Actual	FY2023 Budget	FY2024 Proposed	FY2024 Approved
RESOURCES					
BEGINNING BALANCE (Cash Carryover)	38,343	39,023	14,505	131,012	86,512
REVENUE					
Miscellaneous Revenues	-	-	-	-	-
Interest Revenues	376	206	230	1,000	1,000
Canby Utility	1,522	213	500	500	500
Internal Revenue-Facilities	307,233	348,039	497,000	465,000	470,000
Total Facilities Revenue	309,131	348,458	497,730	466,500	471,500
TOTAL FACILITIES FUND RESOURCES	347,473	387,481	512,235	597,512	558,012
REQUIREMENTS FOR FACILITIES					
PERSONNEL SERVICES					
Regular Salaries and Wages	79,761	105,681	184,730	122,367	122,367
Overtime	2,465	2,495	2,000	4,000	4,000
Insurance Benefits	9,677	13,274	40,902	16,459	16,459
Taxes/Other	11,717	15,776	27,859	16,313	16,313
PERS Contributions	15,340	19,072	40,334	25,207	25,207
Clothing Allowance	400	400	1,200	400	400
Total Facilities Personnel Services	119,361	156,698	297,025	184,746	184,746
FTE	1.2	1.2	3.5	1.5	1.5
MATERIALS & SERVICES					
Contract Services	23,523	24,211	28,000	50,000	50,000
Janitorial Services & Supplies	61,230	39,654	18,000	150,000	150,000
Building Repairs & Maintenance	32,910	64,471	40,000	50,000	50,000
Copier Lease & Maintenance	177	188	180	250	250
Travel & Training	400	821	2,000	2,000	2,000
Internal Charge-Fleet	3,000	9,004	7,346	10,500	10,500
Supplies and Small Tools	965	2,050	6,000	6,000	6,000
Utilities	66,883	73,261	75,000	75,000	75,000
Total Facilities Materials & Services	189,089	213,658	176,526	343,750	343,750
CAPITAL OUTLAY					
Capital Exp - Shops Complex	-	-	-	-	-
Capital Exp - Cemetery	-	-	-	-	-
Total Facilities Capital Outlay	-	-	-	-	-
OPERATING CONTINGENCY	-	-	23,678	26,425	26,425
RESERVED FOR FUTURE EXPENDITURE	-	-	-	42,591	3,091
Fund Balance	39,023	17,124	15,006	-	-
TOTAL FACILITIES REQUIREMENTS	347,473	387,481	512,235	597,512	558,012

FLEET SERVICES FUND	FY2021 Actual	FY2022 Actual	FY2023 Budget	FY2024 Proposed	FY2024 Approved
RESOURCES					
BEGINNING BALANCE (Cash Carryover)	48,239	8,232	137,633	85,092	74,842
REVENUE					
Miscellaneous Fees	-	-	-	-	-
Canby Adult Center	1,703	1,748	2,000	3,000	3,000
Miscellaneous-Income	1,223	575	1,000	1,000	1,000
Interest Revenues	989	358	95	1,800	1,800
Internal Revenue-Fleet	540,999	827,722	826,063	823,549	828,550
Total Fleet Revenue	544,914	830,403	829,158	829,349	834,350
TOTAL FLEET FUND RESOURCES	593,153	838,636	966,791	914,441	909,192
REQUIREMENTS FOR FLEET					
PERSONNEL SERVICES					
Regular Salaries and Wages	144,655	167,277	172,826	180,045	180,045
Overtime	2,395	270	2,500	2,500	2,500
Insurance Benefits	44,802	52,300	54,442	59,867	59,867
Taxes/Other	13,318	19,140	19,947	20,786	20,786
PERS Contributions	28,840	37,819	38,518	38,881	38,881
Clothing Allowance	969	800	800	800	800
Total Fleet Personnel Services	234,979	277,607	289,033	302,879	302,879
FTE	2.1	2.1	2.1	2.1	2.1
MATERIALS & SERVICES					
Contract Services-Shop	5,294	4,318	9,000	20,000	20,000
Contract Services-Vehicles	28,085	12,746	20,000	18,000	18,000
CAT Contract Services	10,315	8,453	18,000	18,000	18,000
Copier Lease & Maint	301	323	400	400	400
Canby Area Transit Expenses	29,902	34,334	42,000	34,000	34,000
Communications	1,053	767	1,200	1,200	1,200
Travel & Training	-	-	1,500	500	500
DEQ/DMV	335	1,849	1,000	2,000	2,000
Internal Charge-Facilities	33,899	38,401	54,837	49,722	50,256
Internal Charge-Tech Services	4,749	7,679	14,964	8,802	9,202
Supplies & Services	45,977	48,455	45,000	40,000	40,000
Tires	8,925	9,482	8,000	12,000	12,000
Tires-Transit	4,404	4,921	8,000	8,000	8,000
Misc Shop Supplies	2,383	3,982	5,000	4,000	4,000
Tools and Equipment	4,934	5,451	8,000	6,000	6,000
Gasoline/Fuel	166,851	284,177	336,000	320,000	320,000
Oil-General	1,243	1,480	2,500	3,500	3,500
Oil-Transit	862	1,462	2,500	3,500	3,500
Safety Equipment	430	158	500	500	500
Total Fleet Materials & Services	349,941	468,438	578,401	550,124	551,058
CAPITAL OUTLAY					
Equipment	-	19,390	20,000	10,000	10,000
Total Fleet Capital Outlay	-	19,390	20,000	10,000	10,000
OPERATING CONTINGENCY	-	-	43,291	42,650	42,650
RESERVED FOR FUTURE EXPENDITURE	-	-	-	8,788	2,605
Fund Balance	8,232	73,201	36,066	-	-
TOTAL FLEET FUND REQUIREMENTS	593,153	838,636	966,791	914,441	909,192

IT FUND	FY2021 Actual	FY2022 Actual	FY2023 Budget	FY2024 Proposed	FY2024 Approved
RESOURCES					
BEGINNING BALANCE (Cash Carryover)	88,959	65,554	74,659	213,326	173,935
REVENUE					
Miscellaneous-Income	-	-	-	-	-
Interest Revenues	695	451	250	2,500	2,500
Internal Revenue-Tech Services	373,575	407,894	748,000	440,000	460,000
Total IT Revenue	374,270	408,346	748,250	442,500	462,500
TOTAL IT FUND RESOURCES	463,229	473,899	822,909	655,826	636,435
REQUIREMENTS FOR TECH SERVICES					
PERSONNEL SERVICES					
Regular Salaries and Wages	77,394	86,734	227,767	204,005	204,005
Overtime	193	120	-	-	-
Insurance Benefits	10,809	11,759	66,447	44,527	44,527
Taxes/Other	5,088	7,583	19,236	17,224	17,224
PERS Contributions	21,354	20,163	52,155	44,145	44,145
Total IT Personnel Services	114,838	126,359	365,605	309,901	309,901
FTE	1.1	1.1	2.5	2.2	2.2
MATERIALS & SERVICES					
Technical Consultant	133,183	161,995	82,200	30,000	30,000
Copier Lease & Maint	684	708	1,000	2,100	2,100
Communications	62,638	69,362	63,197	74,283	74,283
Web Page	4,467	12,583	12,000	7,500	7,500
Travel & Training	-	738	6,000	6,000	6,000
Fees & Dues	17,032	26,302	61,697	80,112	80,112
Internal Charge-Facilities	2,543	2,881	4,113	3,730	3,770
Internal Charge-Fleet	-	-	-	6,116	6,154
Supplies & Services	4,123	11,162	10,000	10,950	10,950
Computer Equipment	-	993	27,825	24,000	24,000
Total IT Materials & Services	224,671	286,724	268,032	244,791	244,869
CAPITAL OUTLAY					
Equipment	-	-	-	-	-
Computer Equipment over \$5,000	35,917	12,678	157,000	50,000	50,000
New City Website	22,250	-	-	-	-
Total IT Capital Outlay	58,167	12,678	157,000	50,000	50,000
OPERATING CONTINGENCY	-	-	31,682	27,735	27,739
RESERVED FOR FUTURE EXPENDITURE	-	-	-	23,400	3,927
ENDING FUND BALANCE (prior year's)	65,554	48,138	590	-	-
TOTAL IT REQUIREMENTS	463,229	473,899	822,909	655,826	636,435

SEWER COMBINED FUND	FY2021 Actual	FY2022 Actual	FY2023 Budget	FY2024 Proposed	FY2024 Approved
RESOURCES					
BEGINNING BALANCE (Cash Carryover)	7,832,195	7,881,279	9,461,511	10,083,524	10,049,031
REVENUE					
Miscellaneous Fees	5,888	-	-	-	-
Sewer Tap Fees	13,683	15,100	12,500	17,000	17,000
Utility Charges for Service	4,417,419	4,444,542	4,585,000	4,500,000	4,500,000
AFD - North Redwood	-	-	-	-	-
Miscellaneous Revenue	9,025	15,046	25,000	10,000	10,000
Interest Revenues	59,584	44,808	40,500	200,000	200,000
Total Sewer Revenue	4,505,599	4,519,497	4,663,000	4,727,000	4,727,000
TRANSFERS IN					
Transfer from Street Fund	-	-	-	-	-
Transfer from SDC Fund	1,052,264	207,942	1,478,000	961,118	961,118
Total Sewer Transfers In	1,052,264	207,942	1,478,000	961,118	961,118
TOTAL SEWER COMBINED FUND RESOURCES	13,390,058	12,608,718	15,602,511	15,771,642	15,737,149

SEWER COMBINED FUND	FY2021 Actual	FY2022 Actual	FY2023 Budget	FY2024 Proposed	FY2024 Approved
REQUIREMENTS FOR WASTE WATER TREATMENT PLANT					
PERSONNEL SERVICES					
Regular Salaries and Wages	457,150	512,212	580,987	607,440	607,440
Overtime	39,232	7,098	40,000	40,000	40,000
Insurance Benefits	95,183	92,418	113,849	125,055	125,055
Taxes/Other	49,524	63,487	72,812	76,192	76,192
PERS Contributions	114,358	129,252	144,325	146,717	146,717
Clothing Allowance	2,000	1,600	3,200	3,200	3,200
Total WWTP Personnel Services	757,448	806,067	955,173	998,604	998,604
FTE	5.2	5.2	5.8	5.8	5.8
MATERIALS & SERVICES					
Professional Services	9,872	2,619	15,000	15,000	15,000
Disposal Services	124,787	144,257	152,000	180,000	180,000
Maintenance Operations	26,271	18,629	42,000	42,000	42,000
Pump and Motor Repair	2,618	3,148	20,000	20,000	20,000
Grounds Maint	977	10,049	1,600	2,200	2,200
Effluent Testing	15,569	22,594	31,860	28,000	28,000
Sludge Testing	620	2,189	2,500	3,100	3,100
Pretreatment Testing	1,294	2,020	7,500	7,500	7,500
Communications	328	175	1,000	1,000	1,000
Copier Lease & Maintenance	591	184	600	600	600
Travel & Training	1,640	1,645	3,500	3,500	3,500
Membership Dues & Fees	2,380	2,350	3,000	3,000	3,000
NPDES Permit Fees	21,227	23,349	23,500	28,000	28,000
Internal Charge-Fleet	9,623	48,885	12,096	21,519	21,652
Internal Charge-Facilities	1,161	1,315	1,878	16,063	16,235
Internal Charge-Tech Services	10,351	22,970	25,287	14,875	15,551
Supplies & Services	7,368	8,840	6,500	6,500	6,500
Safety Supplies	1,071	1,169	1,500	1,500	1,500
Tools & Equipment	170	295	700	700	700
Computer Supplies	3,707	7,600	6,500	51,500	51,500
Bldg Cleaning Service	4,260	1,400	4,000	-	-
Lab Equipment & Chemicals	16,504	11,911	13,000	13,000	13,000
Bulk Chemicals	12,795	903	13,500	13,500	13,500
Lime	58,460	43,541	50,000	60,000	60,000
Biosolids - Polymer	10,362	5,412	11,000	12,500	12,500
Utilities	93,308	92,977	98,000	98,000	98,000
Total WWTP Materials & Services	437,315	480,425	548,021	643,557	644,538
CAPITAL OUTLAY					
Building	6,862	6,730	461,000	311,000	311,000
Vehicles & Equipment	-	27,341	120,000	120,000	120,000
Improvements	360,035	25,647	400,000	250,000	250,000
New Primary Clarifier & Support Systems	1,278,533	73,480	-	-	-
Outfall Pipe Replacement	-	-	-	-	-
UV and Generator Upgrade	-	-	-	1,125,000	1,125,000
Fuel Station	-	-	-	200,000	200,000
Total WWTP Capital Outlay	1,645,430	133,198	981,000	2,006,000	2,006,000
TOTAL WWTP REQUIREMENTS	2,840,193	1,419,689	2,484,194	3,648,161	3,649,142

SEWER COMBINED FUND	FY2021 Actual	FY2022 Actual	FY2023 Budget	FY2024 Proposed	FY2024 Approved
REQUIREMENTS FOR SEWER COLLECTIONS					
PERSONNEL SERVICES					
Regular Salaries and Wages	171,483	190,997	246,521	328,911	328,911
Overtime	5,934	3,097	3,000	3,000	3,000
Insurance Benefits	40,355	42,937	66,853	81,161	81,161
Taxes/Other	18,494	24,364	35,481	47,701	47,701
PERS Contributions	33,862	44,629	54,888	71,041	71,041
Clothing Allowance	1,200	400	800	1,600	1,600
Total Collections Personnel Services	271,328	306,423	407,543	533,414	533,414
FTE	2.9	2.9	3.6	4.0	4.0
MATERIALS & SERVICES					
Consultant Engineer	894	36,963	12,000	12,000	12,000
Lateral Repair	6,156	8,353	12,000	12,000	12,000
Lift Station Maint	25,460	6,124	10,000	10,000	10,000
Lift Station Telemetry	3,296	5,017	4,500	5,500	5,500
Collection System Maint	4,989	3,400	10,000	30,000	30,000
Copier Lease & Maint	395	426	1,800	1,800	1,800
Communications	1,316	1,067	1,200	1,200	1,200
Travel & Training	173	2,139	4,000	6,000	6,000
Membership Dues & Fees	570	640	800	800	800
Internal Charge-Fleet	30,494	24,760	29,994	39,607	39,851
Internal Charge-Facilities	10,784	12,217	17,446	15,818	15,988
Internal Charge-Tech Services	292	1,314	4,510	2,653	2,773
Supplies & Services	4,997	10,789	5,550	7,500	7,500
Small Tools	4,065	3,238	5,000	10,000	10,000
Safety Supplies	1,017	1,531	1,200	1,500	1,500
Utilities-Lift Stations	7,330	7,718	8,000	8,200	8,200
Total Collections Materials & Services	102,228	125,696	128,000	164,578	165,112
CAPITAL OUTLAY					
Vehicles & Equipment	18,525	181,695	194,000	-	-
Mulino Rd Pump Station & Main	-	-	-	-	-
S Ivy Pump Station & Extension	371,303	315	-	-	-
NE 11th & N Pine Lift Station	-	-	-	-	-
NE 10th Ave Sanitary Sewer	-	-	-	-	-
S Ivy Pipe Upsize 3rd to 13th	1,000,880	-	-	-	-
Road to Lift Station by PD	38,975	-	-	-	-
Safeway Pump Station Removal	-	39,615	950,000	-	-
Generator 3rd Baker Pumpstatio	-	-	50,000	-	-
N Knott St Storm	-	-	36,000	-	-
N Maple Ln Sewer Line Replace	-	-	152,000	-	-
N NW 10th & Birch Sewer Ext	-	205	33,000	-	-
Fuel Station	-	-	-	200,000	200,000
Total Collections Capital Outlay	1,429,683	221,830	1,415,000	200,000	200,000
TOTAL COLLECTIONS REQUIREMENTS	1,803,239	653,949	1,950,543	897,992	898,526

SEWER COMBINED FUND	FY2021 Actual	FY2022 Actual	FY2023 Budget	FY2024 Proposed	FY2024 Approved
REQUIREMENTS FOR STORMWATER					
PERSONNEL SERVICES					
Regular Salaries and Wages	106,341	108,328	158,185	170,116	170,116
Overtime	565	642	500	500	500
Insurance Benefits	23,115	17,089	39,679	42,171	42,171
Taxes/Other	11,222	13,280	20,312	22,235	22,235
PERS Contributions	18,812	24,973	36,683	37,966	37,966
Clothing Allowance	200	200	400	400	400
Total Stormwater Personnel Services	160,254	164,512	255,759	273,388	273,388
FTE	1.6	1.6	2.0	2.1	2.0
MATERIALS & SERVICES					
Consultant Engineer	5,846	8,227	10,000	10,000	10,000
Catch Basin Repair	1,673	577	8,000	8,000	8,000
Storm System Maintenance	24,436	19,006	25,500	25,500	25,500
Willow Creek Storm Maintenance	-	-	-	-	-
Copier Lease & Maint	261	282	240	240	240
Storm Water Analysis	-	-	-	-	-
Communications	953	689	1,000	1,000	1,000
Travel & Training	-	619	2,000	5,000	5,000
Membership Dues & Fees	3,942	680	1,000	1,000	1,000
Internal Charge-Facilities	10,784	12,217	17,446	15,818	15,988
Supplies & Services	3,945	7,788	5,600	7,500	7,500
Small Tools	1,556	919	5,000	5,000	5,000
Safety Supplies	220	304	1,100	1,500	1,500
Total Stormwater Materials & Services	53,616	51,308	76,886	80,558	80,728
CAPITAL OUTLAY					
Equipment	6,468	-	194,000	194,000	194,000
Logging Rd Trail Culvert Replacement	-	-	-	-	-
Drywells	12,579	-	80,000	80,000	80,000
Fuel Station	-	-	-	200,000	200,000
Total Stormwater Capital Outlay	19,047	-	274,000	474,000	474,000
TOTAL STORMWATER REQUIREMENTS	232,918	215,820	606,645	827,946	828,116

SEWER COMBINED FUND	FY2021 Actual	FY2022 Actual	FY2023 Budget	FY2024 Proposed	FY2024 Approved
REQUIREMENTS NOT ALLOCATED					
PERSONNEL SERVICES					
Regular Salaries and Wages	22,819	19,269	18,864	19,035	19,035
Insurance Benefits	5,290	3,648	4,986	7,399	7,399
Taxes/Other	1,450	1,745	1,572	1,587	1,587
PERS Contributions	4,475	4,260	4,154	4,062	4,062
Total Sewer Not Allocated Personnel Services	34,034	28,922	29,576	32,083	32,083
FTE	0.4	0.4	0.3	0.3	0.3
MATERIALS & SERVICES					
Rate Studies and Master Plans	-	-	-	-	-
Sewer Billing	44,615	53,079	43,000	51,000	51,000
Franchise Fee	306,856	307,901	313,000	315,000	315,000
Total Sewer Not Allocated Materials & Services	351,472	360,980	356,000	366,000	366,000
TRANSFERS OUT					
O/H Transfer to General Fund-WWTP	163,112	201,095	230,057	218,185	218,185
O/H Transfer to General Fund-Collections	60,761	64,081	85,765	94,871	94,871
O/H Transfer to General Fund-Stormwater	29,913	31,754	50,673	48,074	48,074
Transfer to Street Fund	-	-	-	-	-
Total Sewer Not Allocated Transfers Out	253,786	296,930	366,495	361,130	361,130
OPERATING CONTINGENCY	-	-	200,000	154,609	154,609
TOTAL REQUIREMENTS NOT ALLOCATED	639,292	686,833	952,071	913,822	913,822
RESERVED FOR FUTURE EXPENDITURE	-	-	9,609,058	9,483,721	9,447,543
ENDING FUND BALANCE (prior year's)	7,874,417	9,632,428	-	-	-
TOTAL SEWER COMBINED FUND REQUIREMENTS	13,390,058	12,608,718	15,602,511	15,771,642	15,737,149



CITY COUNCIL STAFF REPORT

Meeting Date: 6/21/2023

To: The Honorable Mayor Hodson & City Council

Thru: Eileen Stein, Interim City Administrator

From: Eric Kytola, Finance Director

Agenda Item: Consider Resolution 1388 authorizing an interfund loan from the Cemetery Perpetual Care Fund to the Library Fund in the amount of \$500,000 and authorizing repayment of the interfund loan in FY2024

Goal: Promote Financial Stability

Objective: N/A

Summary

Adoption of Resolution 1388 authorizing an interfund loan from the Cemetery Perpetual Care Fund to the Library Fund in the amount of \$500,000 and authorizing repayment of the interfund loan in FY2024.

Background

ORS 294.460 provides that one fund may loan funds to another fund for operational purposes, provided that the loan is approved by resolution of the governing body and that such loan is scheduled to be repaid no later than the subsequent fiscal year.

Discussion

The Library Fund has used the majority of their reserve balances and will not receive the bulk of their annual revenue until January 2024. Oregon Budget Law does not allow a Fund to run a deficit balance, therefore an interfund loan is needed to cover the operations costs until property tax revenue is received from Clackamas County in January 2024.

This interfund loan will be repaid in FY2024 with interest at the rate earned by the Oregon State Local Investment Pool.

Attachments

Resolution 1388

Fiscal Impact

The Library will be able to maintain operations until they receive their tax revenue and the Cemetery Perpetual Care Fund will be made whole with the repayment of the loan and interest.

Options

1. Approve the interfund loan and keep Library operations going.
2. Do not approve the interfund loan and close the Library.

Recommendation

Staff recommends that Council adopt Resolution No. 1388

Proposed Motion

“I move to adopt Resolution 1388, A Resolution Authorizing an Interfund Loan from the Cemetery Perpetual Care Fund to the Library Fund in the Amount of \$500,000 and Authorizing Repayment of the Interfund Loan in FY2024.”

RESOLUTION NO. 1388

A RESOLUTION AUTHORIZING AN INTERFUND LOAN FROM THE CEMETERY PERPETUAL CARE FUND TO THE LIBRARY FUND IN THE AMOUNT OF \$500,000 AND AUTHORIZING REPAYMENT OF THE INTERFUND LOAN IN FISCAL YEAR 2024.

WHEREAS, the City of Canby adopted a budget and appropriated funds for Fiscal Year 2024 by Resolution 1388, which provided for an interfund loan from the Cemetery Perpetual Care Fund to the Library Fund, and provided for repayment of the interfund loan; and

WHEREAS, ORS 294.460 provides that one fund may loan funds to another fund for operational purposes, provided that the loan is approved by resolution of the governing body and that such loan is scheduled to be repaid no later than the subsequent fiscal year; and

WHEREAS, The Library Fund does not have sufficient reserves to cover the anticipated operating costs prior to the receipt of property tax revenue from Clackamas County in January 2023; and

WHEREAS, it is the intent of the City to loan these funds at the rate earned by the State of Oregon Local Investment Pool during the period these funds are outstanding; and

NOW, THEREFORE, BE IT RESOLVED,

1. The Cemetery Perpetual Care Fund is authorized to loan to the Library Fund an amount up to \$500,000 in FY 2024.
2. The loan shall be repaid in fiscal year 2024 with interest bearing at the rate earned by the State of Oregon Local Investment Pool.
3. The Library Fund is authorized to repay to the Cemetery Perpetual Care Fund the principal amount borrowed in FY 2024 plus interest at the rate earned by the State of Oregon Local Investment Pool.

This Resolution 1388 shall take effect on July 1, 2023.

ADOPTED this 21st day of June 2023 by the Canby City Council.

ATTEST:

Brian Hodson
Mayor

Maya Benham
City Recorder



CITY COUNCIL STAFF REPORT

Meeting Date: 6/21/2023

To: The Honorable Mayor Hodson & City Council

Thru: Eileen Stein, Interim City Administrator

From: Eric Kytola, Finance Director

Agenda Item: Consider Resolution 1389, A Resolution of the City Council of the City of Canby, Oregon, Setting Fees for Services; and Repealing Resolution 1370

Goal: Promote Financial Stability

Objective: N/A

Summary

Adoption of Resolution 1389 Setting Fees for Services for FY 2024.

Background

The annual review of the Master Fee Schedule has been completed by each City department. Staff is proposing the following changes effective July 1, 2023. Attached is "Exhibit A" summarizing the proposed fee changes, "Exhibit B" showing a comparison of current fees versus proposed fees and "Exhibit C" reflects the new schedule effective as noted herein if all changes are adopted.

Discussion

- Library Fees
 - Overdue Print & Non-Print items – reduce fee to .10 cents per day (\$1.00 maximum per item for all materials, except Library of Things and in-house only).
- Utility Fees
 - Park Maintenance Fee - Monthly
 - Residential and Multi-family, per dwelling unit – Increase to \$6.05
 - Reduced rate – Increase to \$3.03
 - Commercial and Industrial, per utility account – Increase to \$6.05
- Parks
 - (new) A fee for Wait Park Banner Installation & Removal introduced. The fee for In City & Out of City is \$176.
- Main Street
 - (new) Removing the Early Bird & Regular registration fee for the Independence Day Car Show and setting a standard \$20.00 registration fee for all car show participants.
- Public Works
 - (new) A fee for the Grant Street Arch banner installation & removal fee is \$220.
- System Development Charges

- SDC fees have increased due to inflation.
- Please review “Exhibit A” for actual changes
- Planning
 - Correction of Site and Design Review (Type II and Type III) fees
 - Last year percentage incorrectly shown as “0.002%”
 - Correct amount is “0.2%”

Attachments

Resolution 1389

Fiscal Impact

Please see change summary “Exhibit A” for list of fees that have been increased, added, or removed.

Options

Approve the resolution and set the fees for services as of July 1, 2023.

Do not approve the resolution and maintain the fees set July 1, 2022.

Recommendation

Staff recommends that Council adopt Resolution No. 1389.

Proposed Motion

“I move to adopt Resolution 1389, A Resolution of the City Council of the City of Canby, Oregon, Setting Fees for Services; and Repealing Resolution 1370.”

RESOLUTION NO. 1389

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF CANBY, OREGON,
SETTING FEES FOR SERVICES; AND REPEALING RESOLUTION NO. 1370**

WHEREAS, City staff has reviewed the City of Canby's master fee schedule and recommends changes in certain fees to be charged for various services provided by City staff; and

WHEREAS, the proposed fee schedule changes are meant to cover the costs of providing services to the public for which fees are charged and are not meant to generate excess income for the City above the cost of providing the requested service; and

WHEREAS, the Canby City Council held a public hearing on June 21, 2023 to receive public testimony regarding the proposed fee increases; and

WHEREAS, the Canby City Council determined that the proposed changes in certain fees to be charged are reasonable and based upon labor costs and industry standards; and

WHEREAS, any changes to fees approved in this Resolution override any original resolutions that imposed the fee only as they pertain to the specific fee or fees being amended.

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

Section 1: City of Canby fees and charges are revised as shown in "Exhibit A" summarizing the proposed fee changes, "Exhibit B" showing a comparison of current fees versus proposed fees and "Exhibit C" reflects the new schedule effective as noted herein if all changes are adopted.

Section 2: The fees imposed by this resolution are not taxes subject to the property limitation of Article XI, Section 11(b) of the Oregon Constitution.

Section 3: All fees and charges not revised as shown in Exhibit "A" shall remain at their present amounts.

This resolution shall take effect on July 1, 2023.

ADOPTED this 21st day of June 2023 by the Canby City Council.

ATTEST:

Brian Hodson
Mayor

Maya Benham
City Recorder

EXHIBIT "A"

Department	Fee Description	Current Amount FY2023 (A)	Current Amount FY2023 (B)	Proposed Amount FY2024 (A)	Proposed Amount FY2024 (B)	Proposed change
	Car Show			\$20		FY2024 NEW - just one fee
Main Street	Early Bird (Before June 1)	\$8				FY2024 NEW - remove fee
Main Street	Regular (After June 1)	\$10				FY2024 NEW - remove fee
	Print & Non-Print items	25¢ per day (\$3 maximum per children's item; \$5 maximum for all other materials)		10¢ per day (\$1.00 maximum per item for all materials, except Library of Things and in-house only items)		
Library						NEW - fee amount change
Parks	Wait Park Banner Installation & Removal			\$176	\$176	NEW - all new fee
	Banner Installation	\$100 (waived for non-profits)		\$100		Revised to remove waiver for non-profits
Public Works	Grant Street Arch Banner Installation & Removal			\$220		NEW - fee amount
	Residential and Multi-family	\$5.61 per dwelling unit per month		\$6.05 per dwelling unit per month		Revised fee per CPI
Utility Fees	Reduced rate	\$2.81 per dwelling unit per month		\$3.03 per dwelling unit per month		Revised fee per CPI
Utility Fees	Commercial and Industrial	\$5.61 per utility account per month		\$6.05 per utility account per month		Revised fee per CPI
System Development Charges	Single-Family Residential SDC Per Dwelling Unit	\$3,215		\$3,320		Revised fee per Planning
System Development Charges	Multi-Family Residential SDC Per Dwelling Unit	\$2,571		\$2,655		Revised fee per Planning
	Commercial/Industrial SDC Based on Wastewater Flow (Formula = Average Daily Volume of Wastewater Discharge / 155 Gallons Per Day x SDC Amount)	\$3,215		\$3,320		Revised fee per Planning
System Development Charges	210 Single Family Dwelling / ELNDD 9.52	\$280	Dwelling unit	\$289	Dwelling unit	Revised fee per Planning
System Development Charges	220 Multifamily / ELNDD 6.7	\$197	Dwelling unit	\$203	Dwelling unit	Revised fee per Planning
	230 Condo/Townhouse / ELNDD 4.93					
System Development Charges		\$145	Dwelling unit	\$149	Dwelling unit	Revised fee per Planning
System Development Charges	240 Mobile Home Park / ELNDD 3.54	\$104	Dwelling unit	\$107	Dwelling unit	Revised fee per Planning
System Development Charges	254 Assisted Living / ELNDD 3.87	\$79	Dwelling unit	\$81	Dwelling unit	Revised fee per Planning
System Development Charges	110 General Light Industrial / ELNDD 7.0	\$206	TSGFA	\$213	TSGFA	Revised fee per Planning
System Development Charges	120 General Heavy Industrial / ELNDD 1.5	\$44	TSGFA	\$45	TSGFA	Revised fee per Planning
System Development Charges	130 Industrial Park / ELNDD 6.83	\$200	TSGFA	\$207	TSGFA	Revised fee per Planning
System Development Charges	140 Manufacturing / ELNDD 3.82	\$113	TSGFA	\$117	TSGFA	Revised fee per Planning
System Development Charges	150 Warehouse / ELNDD 5.0	\$147	TSGFA	\$152	TSGFA	Revised fee per Planning
System Development Charges	151 Mini-Warehouse / ELNDD 2.5	\$74	TSGFA	\$76	TSGFA	Revised fee per Planning
System Development Charges	160 Data Center / ELNDD .99	\$30	TSGFA	\$31	TSGFA	Revised fee per Planning
System Development Charges	310 Hotel / ELNDD 7.67	\$225	Room	\$233	Room	Revised fee per Planning
System Development Charges	320 Motel / ELNDD 7.83	\$230	Room	\$238	Room	Revised fee per Planning
System Development Charges	430 Golf Course / ELNDD 4.58	\$140	Acre	\$144	Acre	Revised fee per Planning
System Development Charges	444 Movie Theater w/ Matinee / ELNDD 16.37	\$481	Screen	\$497	Screen	Revised fee per Planning
System Development Charges	492 Health/Fitness Club / ELNDD 2.85	\$84	TSGFA	\$87	TSGFA	Revised fee per Planning
	520 Elementary School (Public) / ELNDD 0.5					
System Development Charges		\$14	Student	\$14	Student	Revised fee per Planning
System Development Charges	522 Middle/Jr High School / ELNDD 8.68	\$256	Student	\$264	Student	Revised fee per Planning
System Development Charges	530 High School / ELNDD 8.12	\$238	Student	\$246	Student	Revised fee per Planning
System Development Charges	560 Church / ELNDD 6.8	\$199	TSGFA	\$205	TSGFA	Revised fee per Planning
System Development Charges	565 Day Care Center/Preschool / ELNDD 1.8	\$53	Student	\$55	Student	Revised fee per Planning
System Development Charges	620 Nursing Home / ELNDD 3.87	\$114	Bed	\$118	Bed	Revised fee per Planning
System Development Charges	630 Clinic / ELNDD 33.4	\$982	TSGFA	\$1,014	TSGFA	Revised fee per Planning
System Development Charges	710 General Office Building / ELNDD 11.0	\$323	TSGFA	\$333	TSGFA	Revised fee per Planning
System Development Charges	720 Medical-Dental Office Building / ELNDD 36.1	\$1,060	TSGFA	\$1,095	TSGFA	Revised fee per Planning
System Development Charges	750 Office Park / ELNDD 9.70	\$284	TSGFA	\$294	TSGFA	Revised fee per Planning
System Development Charges	770 Business Park / ELNDD 10.57	\$311	TSGFA	\$321	TSGFA	Revised fee per Planning
System Development Charges	812 Building Materials/Lumber Store / ELNDD 32.17	\$945	TSGFA	\$975	TSGFA	Revised fee per Planning
System Development Charges	814 Specialty Retail Center / ELNDD 16.4	\$482	TSGFA	\$498	TSGFA	Revised fee per Planning
System Development Charges	815 Free Standing Discount Store / ELNDD 17.10	\$502	TSGFA	\$518	TSGFA	Revised fee per Planning
System Development Charges	820 Shopping Center / ELNDD 15.9	\$467	TSGFA	\$482	TSGFA	Revised fee per Planning
System Development Charges	841 Auto Sales / ELNDD 35.75	\$1,050	TSGFA	\$1,084	TSGFA	Revised fee per Planning

EXHIBIT "A"

Department	Fee Description	Current Amount FY2023 (A)	Current Amount FY2023 (B)	Proposed Amount FY2024 (A)	Proposed Amount FY2024 (B)	Proposed change
Main Street	Car Show			\$20		FY2024 NEW - just one fee
System Development Charges	848 Tire Store / ELNDT 10.74	\$316	TSGFGA	\$326	TSGFGA	Revised fee per Planning
System Development Charges	850 Supermarket / ELNDT 54.9	\$1,613	TSGFGA	\$1,666	TSGFGA	Revised fee per Planning
System Development Charges	853 Convenience Market / ELNDT 120.9	\$3,551	TSGFGA	\$3,667	TSGFGA	Revised fee per Planning
System Development Charges	862 Home Improvement Super Store / ELNDT 7.51	\$221	TSGFGA	\$228	TSGFGA	Revised fee per Planning
System Development Charges	880 Pharmacy/Drugstore / ELNDT 38.6	\$1,133	TSGFGA	\$1,170	TSGFGA	Revised fee per Planning
System Development Charges	881 Pharm/Drug w/ Drive Through / ELNDT 17.29	\$508	TSGFGA	\$524	TSGFGA	Revised fee per Planning
System Development Charges	890 Furniture Store / ELNDT 2.40	\$71	TSGFGA	\$73	TSGFGA	Revised fee per Planning
System Development Charges	911 Bank/Savings: Walk-in / ELNDT 69.7	\$2,048	TSGFGA	\$2,114	TSGFGA	Revised fee per Planning
System Development Charges	912 Drive in Bank / ELNDT 31.40	\$923	TSGFGA	\$953	TSGFGA	Revised fee per Planning
System Development Charges	925 Drinking Place / ELNDT 4.42	\$129	TSGFGA	\$134	TSGFGA	Revised fee per Planning
System Development Charges	931 Quality Restaurant / ELNDT 25.7	\$755	TSGFGA	\$780	TSGFGA	Revised fee per Planning
System Development Charges	932 High Turnover Sit Down Restaurant / ELNDT 36.23	\$1,065	TSGFGA	\$1,100	TSGFGA	Revised fee per Planning
System Development Charges	934 Fast Food Restaurant / ELNDT 106.7	\$3,134	TSGFGA	\$3,237	TSGFGA	Revised fee per Planning
System Development Charges	938 Coffee/Donut Drive Through / ELNDT 243.0	\$7,137	TSGFGA	\$7,370	TSGFGA	Revised fee per Planning
System Development Charges	942 Automobile Care Center / ELNDT 14.8	\$435	TSGFLA	\$449	TSGFLA	Revised fee per Planning
System Development Charges	943 Auto Parts (i.e. Autozone) / ELNDT 1.52	\$45	TSGFLA	\$47	TSGFLA	Revised fee per Planning
System Development Charges	944 Gasoline/Service Station / ELNDT 30.4	\$835	VFP	\$862	VFP	Revised fee per Planning
System Development Charges	945 Gas/Service Station w/ Market / ELNDT 17.9	\$526	VFP	\$543	VFP	Revised fee per Planning
System Development Charges	946 Gas/Service Station w/ Car Wash / ELNDT 17.9	\$526	VFP	\$543	VFP	Revised fee per Planning
System Development Charges	Single-Family per unit	\$3,886	Dwelling unit	\$4,013	Dwelling unit	Revised fee per Planning
System Development Charges	Multi-Family per unit	\$2,721	Dwelling unit	\$2,810	Dwelling unit	Revised fee per Planning
System Development Charges	230 Condo/Townhouse	\$2,139	Dwelling unit	\$2,209	Dwelling unit	Revised fee per Planning
System Development Charges	240 Mobile Home Park	\$2,052	Dwelling unit	\$2,119	Dwelling unit	Revised fee per Planning
System Development Charges	254 Assisted Living	\$1,076	Dwelling unit	\$1,112	Dwelling unit	Revised fee per Planning
System Development Charges	110 General Light Industrial	\$2,835	TSGFGA	\$2,928	TSGFGA	Revised fee per Planning
System Development Charges	120 General Heavy Industrial	\$609	TSGFGA	\$629	TSGFGA	Revised fee per Planning
System Development Charges	130 Industrial Park	\$2,252	TSGFGA	\$2,326	TSGFGA	Revised fee per Planning
System Development Charges	140 Manufacturing	\$1,274	TSGFGA	\$1,316	TSGFGA	Revised fee per Planning
System Development Charges	150 Warehouse	\$2,019	TSGFGA	\$2,085	TSGFGA	Revised fee per Planning
System Development Charges	151 Mini-Warehouse	\$1,015	TSGFGA	\$1,048	TSGFGA	Revised fee per Planning
System Development Charges	160 Data Center	\$425	TSGFGA	\$439	TSGFGA	Revised fee per Planning
System Development Charges	310 Hotel	\$3,303	Room	\$3,411	Room	Revised fee per Planning
System Development Charges	320 Motel	\$2,377	Room	\$2,455	Room	Revised fee per Planning
System Development Charges	430 Golf Course	\$3,434	Acre	\$3,546	Acre	Revised fee per Planning
System Development Charges	444 Movie Theater w/ Matinee	\$94,361	Screen	\$97,441	Screen	Revised fee per Planning
System Development Charges	492 Health/Fitness Clum	\$9,433	TSGFGA	\$9,741	TSGFGA	Revised fee per Planning
System Development Charges	520 Elementary School (Public)	\$209	Student	\$216	Student	Revised fee per Planning
System Development Charges	522 Middle/Jr High School	\$630	Student	\$651	Student	Revised fee per Planning
System Development Charges	530 High School	\$591	Student	\$610	Student	Revised fee per Planning
System Development Charges	560 Church	\$2,775	TSGFGA	\$2,865	TSGFGA	Revised fee per Planning
System Development Charges	565 Day Care Center/Preschool	\$727	Student	\$751	Student	Revised fee per Planning
System Development Charges	620 Nursing Home	\$2,119	Bed	\$2,188	Bed	Revised fee per Planning
System Development Charges	630 Clinic	\$13,537	TSGFGA	\$13,979	TSGFGA	Revised fee per Planning
System Development Charges	710 General Office Building	\$4,471	TSGFGA	\$4,617	TSGFGA	Revised fee per Planning
System Development Charges	720 Medical-Dental Office Building	\$14,671	TSGFGA	\$15,150	TSGFGA	Revised fee per Planning
System Development Charges	750 Office Park	\$3,578	TSGFGA	\$3,695	TSGFGA	Revised fee per Planning
System Development Charges	770 Business Park	\$3,978	TSGFGA	\$4,108	TSGFGA	Revised fee per Planning
System Development Charges	812 Building Materials/Lumber Store	\$13,607	TSGFGA	\$14,051	TSGFGA	Revised fee per Planning
System Development Charges	814 Specialty Retail Center	\$6,652	TSGFLA	\$6,869	TSGFLA	Revised fee per Planning
System Development Charges	815 Free Standing Discount Store	\$3,000	TSGFLA	\$3,098	TSGFLA	Revised fee per Planning
System Development Charges	820 Shopping Center	\$6,444	TSGFGA	\$6,654	TSGFGA	Revised fee per Planning
System Development Charges	841 Auto Sales	\$14,158	TSGFGA	\$14,620	TSGFGA	Revised fee per Planning
System Development Charges	848 Tire Store	\$3,944	TSGFGA	\$4,073	TSGFGA	Revised fee per Planning
System Development Charges	850 Supermarket	\$22,319	TSGFGA	\$23,048	TSGFGA	Revised fee per Planning
System Development Charges	853 Convenience Market	\$49,083	TSGFGA	\$50,685	TSGFGA	Revised fee per Planning
System Development Charges	862 Home Improvement Super Store	\$2,607	TSGFGA	\$2,692	TSGFGA	Revised fee per Planning
System Development Charges	880 Pharmacy/Drugstore	\$15,667	TSGFGA	\$16,178	TSGFGA	Revised fee per Planning
System Development Charges	881 Pharm/Drug w/ Drive Through	\$4,939	TSGFGA	\$5,101	TSGFGA	Revised fee per Planning
System Development Charges	890 Furniture Store	\$215	TSGFGA	\$222	TSGFGA	Revised fee per Planning
System Development Charges	911 Bank/Savings: Walk-in	\$28,288	TSGFGA	\$29,211	TSGFGA	Revised fee per Planning

EXHIBIT "A"

Department	Fee Description	Current Amount FY2023 (A)	Current Amount FY2023 (B)	Proposed Amount FY2024 (A)	Proposed Amount FY2024 (B)	Proposed change
Main Street	Car Show			\$20		FY2024 NEW - just one fee
System Development Charges	912 Drive in Bank	\$2,119	TSGFGA	\$2,188	TSGFGA	Revised fee per Planning
System Development Charges	925 Drinking Place	\$43,621	TSGFGA	\$45,045	TSGFGA	Revised fee per Planning
System Development Charges	931 Quality Restaurant	\$10,409	TSGFGA	\$10,749	TSGFGA	Revised fee per Planning
System Development Charges	932 High Turnover Sit Down Restaurant	\$4,391	TSGFGA	\$4,535	TSGFGA	Revised fee per Planning
	934 Fast Food Restaurant					
System Development Charges		\$43,313	TSGFGA	\$44,726	TSGFGA	Revised fee per Planning
System Development Charges	938 Coffee/Donut Drive Through	\$11,590	TSGFGA	\$11,968	TSGFGA	Revised fee per Planning
System Development Charges	942 Automobile Care Center	\$5,810	TSGFGLA	\$6,000	TSGFGLA	Revised fee per Planning
System Development Charges	943 Auto Parts (ie. Autozone)	\$4,499	TSGFGLA	\$4,646	TSGFGLA	Revised fee per Planning
System Development Charges	944 Gasoline/Service Station	\$12,638	VFP	\$13,051	VFP	Revised fee per Planning
System Development Charges	945 Gas/Service Station w/ Market	\$518	VFP	\$535	VFP	Revised fee per Planning
System Development Charges	946 Gas/Service Station w/Car Wash	\$1,470.00	VFP	\$1,517	VFP	Revised fee per Planning
System Development Charges	Single Family	\$6,559		\$6,773		Revised fee per Planning
System Development Charges	Multi-Family	\$6,828		\$7,051		Revised fee per Planning
System Development Charges	Manufactured Housing	\$5,478		\$5,657		Revised fee per Planning
System Development Charges	Non-Residential	\$526 per employee		\$543		Revised fee per Planning
Planning	Site and Design Review (Type II)	\$1,000 plus 0.002% of estimated total project cost, max \$15,000		\$1,000 plus 0.2% of estimated total project cost, max \$15,000		NEW - correct percentage error
Planning	Site and Design Review (Type III)	\$2,500 plus 0.0002% of estimated total project cost, max \$20,000		\$2,500 plus 0.2% of estimated total project cost, max \$20,000		NEW - correct percentage error

EXHIBIT "B"

Department	Fee Description	Current Amount FY2023 (A)	Current Amount FY2023 (B)	Proposed Amount FY2024 (A)	Proposed Amount FY2024 (B)	Authority	Effective Date	Last amount change
General	Staff Rate for all Departments	Twice the hourly rate for Step 1 of the position/per hour		Twice the hourly rate for Step 1 of the position/per hour		Res 1370	7/1/2022	7/1/2018
General	Photocopies or Printouts-Black and White, sizes to 8 1/2 x 14, single or double-sided	25¢ per sheet		25¢ per sheet		Res 1370	7/1/2022	6/1/2010
General	Photocopies or Printouts-Color, sizes to 8 1/2 x 14, single or double-sided	75¢ per sheet		75¢ per sheet		Res 1370	7/1/2022	6/1/2010
General	Photocopies or Printouts-Black and White, size 11x17, single sided only	\$1.00 per sheet		\$1.00 per sheet		Res 1370	7/1/2022	6/1/2010
General	Photocopies or Printouts-Color, size 11x17, single sided only	\$1.25 per sheet		\$1.25 per sheet		Res 1370	7/1/2022	6/1/2010
General	Plotter prints (8 1/2 x 11)	\$2		\$2		Res 1370	7/1/2022	6/1/2010
General	Plotter prints (11 x 17)	\$4		\$4		Res 1370	7/1/2022	6/1/2010
General	Plotter prints (17 x 22)	\$6		\$6		Res 1370	7/1/2022	6/1/2010
General	Plotter prints (24 x 36)	\$8		\$8		Res 1370	7/1/2022	6/1/2010
General	Plotter prints (36 x 48)	\$10		\$10		Res 1370	7/1/2022	6/1/2010
General	Records on CD/DVD/USB	\$10 plus staff time costs		\$10 plus staff time costs		Res 1370	7/1/2022	6/1/2010
General	Public Records	Staff rate plus materials costs (first 30 minutes no charge)		Staff rate plus materials costs (first 30 minutes no charge)		Res 1370	7/1/2022	7/1/2018
General	Public Records-Faxing	50¢ per page sent		50¢ per page sent		Res 1370	7/1/2022	6/1/2010
General	Public Records-Mailing costs	Actual costs + \$1.00 handling fee		Actual costs + \$1.00 handling fee		Res 1370	7/1/2022	6/1/2010
General	Returned check fee	\$25		\$25		Res 1370	7/1/2022	6/1/2010
General	Returned electronic payment fee	\$15		\$15		Res 1370	7/1/2022	7/1/2021
General	Lien Search fee	\$30		\$30		Res 1370	7/1/2022	7/1/2018
General	License/Permit/Certificate replacement fee	\$10		\$10		Res 1370	7/1/2022	7/1/2012
Administration	Business License-In Canby Annual	\$50		\$50		Res 1370	7/1/2022	7/1/1994
Administration	Business License-Past Due Fee	\$10/mo up to \$50		\$10/mo up to \$50		Res 1370	7/1/2022	9/1/1991
Administration	Business License-Transfer or Assign	\$50		\$50		Res 1370	7/1/2022	6/1/2010
Administration	Operating a Business without a License Penalty	\$100		\$100		Res 1370	7/1/2022	7/1/2014
Administration	Liquor License Application New	\$100		\$100		Res 1370	7/1/2022	2/2/1994
Administration	Liquor License Change of Ownership, Location, or Privilege	\$75		\$75		Res 1370	7/1/2022	2/2/1994
Administration	Small Animal Permit	\$10		\$10		Res 1370	7/1/2022	6/1/2010
Administration	Sidewalk Vending Permit	\$25		\$25		Res 1370	7/1/2022	7/1/2019
Administration	Noise Variance fee	\$75		\$75		Res 1370	7/1/2022	7/1/2013
Administration	Human Resources Application Fee (Police)	\$20		\$20		Res 1370	7/1/2022	7/1/2013
Administration	Franchise Application and Review Fee-Telecommunications	Actual expenses (requires \$2000 deposit)		Actual expenses (requires \$2000 deposit)		Res 1370	7/1/2022	7/1/2013
Administration	Registration Application Fee-Telecommunications Providers	\$100		\$100		Res 1370	7/1/2022	11/20/2013
Administration	Annual Registration Fee-Telecommunications Providers	4% of gross revenues		4% of gross revenues		Res 1370	7/1/2022	11/20/2013
Administration	Right-of-Way Use Fee-Telecommunications Providers	\$2 per linear foot occupied (if no revenues earned in City)		\$2 per linear foot occupied (if no revenues earned in City)		Res 1370	7/1/2022	11/20/2013
Administration	Franchise Fees-Telecommunications	7% gross revenue		7% gross revenue		Res 1370	7/1/2022	7/1/2021
Administration	Franchise Fees-Cable	5% gross revenue		5% gross revenue		Res 1370	7/1/2022	2/2/2005
Administration	Franchise Fees-Natural Gas	5% gross revenue		5% gross revenue		Res 1370	7/1/2022	6/7/2006
Administration	Franchise Fees-Telephone	7% gross revenue		7% gross revenue		Res 1370	7/1/2022	6/7/2000
Administration	Franchise Fees-Solid Waste	5% gross revenue		5% gross revenue		Res 1370	7/1/2022	7/1/2011
Administration	In-lieu of Franchise Fees-Water/ Electric	5% of commodity sales		5% of commodity sales		Res 1370	7/1/2022	1973
Administration	In-lieu of Franchise Fees-Wastewater/ Stormwater	7% of service charge collected		7% of service charge collected		Res 1370	7/1/2022	7/1/2012
Administration	Transient Room Tax	6%		6%		Res 1370	7/1/2022	7/1/2018
Administration	Vertical Housing Tax Credit Application Fee	\$550		\$550		Res 1370	7/1/2022	7/1/2018
Administration	Vertical Housing Tax Credit Annual Monitoring Fee	\$150		\$150		Res 1370	7/1/2022	7/1/2018
Main Street								

EXHIBIT "B"

Department	Fee Description	Current Amount FY2023 (A)	Current Amount FY2023 (B)	Proposed Amount FY2024 (A)	Proposed Amount FY2024 (B)	Authority	Effective Date	Last amount change
Main Street	Canby Independence Day Celebration Vendor Fees							
Main Street	Food Vendor Application							
Main Street	Early Bird (Before April 1)	\$125		\$125		Res 1370	7/1/2022	1/20/2016
Main Street	Regular Rate (April 1 - May 1)	\$175		\$175		Res 1370	7/1/2022	1/20/2016
Main Street	Advanced Rate (May 2 - May 31)	\$250		\$250		Res 1370	7/1/2022	1/20/2016
Main Street	Final Rate (June 1 - July 1)	\$500		\$500		Res 1370	7/1/2022	1/20/2016
Main Street	Specific Location	\$50 (extra)		\$50 (extra)		Res 1370	7/1/2022	1/20/2016
Main Street	Electricity	\$25 (per outlet)		\$25 (per outlet)		Res 1370	7/1/2022	1/20/2016
Main Street	Beer/Wine Garden Vendor Application	10% of total sales		10% of total sales		Res 1370	7/1/2022	1/20/2016
Main Street	Local Arts/Crafts Vendor Application							
Main Street	Regular Rate	\$45		\$45		Res 1370	7/1/2022	1/20/2016
Main Street	Advanced Rate (May 2 - May 31)	\$65		\$65		Res 1370	7/1/2022	1/20/2016
Main Street	Specific Location	\$50 (extra)		\$50 (extra)		Res 1370	7/1/2022	1/20/2016
Main Street	Outside City Limits Arts/Crafts							
Main Street	Regular Rate	\$65		\$65		Res 1370	7/1/2022	1/20/2016
Main Street	Advanced Rate (May 2 - May 31)	\$85		\$85		Res 1370	7/1/2022	1/20/2016
Main Street	Specific Location	\$50 (extra)		\$50 (extra)		Res 1370	7/1/2022	1/20/2016
Main Street	Parade Fee (Campaigns/Businesses)	\$25		\$25		Res 1370	7/1/2022	1/20/2016
Main Street	Tie-dyed Shirts	\$5		\$5		Res 1370	7/1/2022	1/20/2016
Main Street	Car Show			\$20		Res 1390	7/1/2023	
Main Street	Early Bird (Before June 1)	\$8				Res 1354	7/1/2021	7/1/2017
Main Street	Regular (After June 1)	\$10				Res 1354	7/1/2021	7/1/2017
Main Street	Canby's Big Weekend Street Dance Vendor Fees							
Main Street	Food Vendor Application	\$50		\$50		Res 1370	7/1/2022	1/20/2016
Main Street	Beer/Wine Garden Vendor Application	\$250 or 15% of total sales (whichever is greater)		\$250 or 15% of total sales (whichever is greater)		Res 1370	7/1/2022	1/20/2016
Main Street								
Police								
Police								
Police	Alarm User Fees							
Police	Alarm Permit Registration and Annual Renewal	\$25 annually		\$25 annually		Res 1370	7/1/2022	7/1/2018
Police	Registration & Renewal - Senior 65+ and governmental entities	\$10 annually		\$10 annually		Res 1370	7/1/2022	7/1/2018
Police	Appeal Fee	\$25 per request		\$25 per request		Res 1370	7/1/2022	7/1/2018
Police	Late Payment Fee	\$25		\$25		Res 1370	7/1/2022	7/1/2018
Police	Reinstatement Fee for a suspended alarm	\$25		\$25		Res 1370	7/1/2022	7/1/2018
Police	False Alarm					Res 1370	7/1/2022	
Police	First False Alarm	Alarm School or \$50		Alarm School or \$50		Res 1370	7/1/2022	7/1/2018
Police	Second False Alarm	\$75		\$75		Res 1370	7/1/2022	7/1/2018
Police	Third False Alarm	\$100		\$100		Res 1370	7/1/2022	7/1/2018
Police	Fourth or more False Alarms	\$150 each		\$150 each		Res 1370	7/1/2022	7/1/2018
Police	Operating an alarm system that is suspended							
Police	First time	\$200		\$200		Res 1370	7/1/2022	7/1/2018
Police	Second and Subsequent Times	\$300		\$300		Res 1370	7/1/2022	7/1/2018
Police								
Police	Alarm Company Fees							
Police	Failure to report new install	\$50		\$50		Res 1370	7/1/2022	7/1/2018
Police	False Alarm caused by Alarm Company	\$100		\$100		Res 1370	7/1/2022	7/1/2018
Police	Calling on Suspended Alarm Site					Res 1370	7/1/2022	
Police	First time	\$100		\$100		Res 1370	7/1/2022	7/1/2018
Police	Second and Subsequent Times	\$200		\$200		Res 1370	7/1/2022	7/1/2018
Police	Failure to use Enhanced Call Confirmation Procedures	\$100		\$100		Res 1370	7/1/2022	7/1/2018
Police	All late charges	\$25		\$25		Res 1370	7/1/2022	7/1/2018
Police	Suspension Reinstatement Fee and Mailing Costs	\$200 + \$10 per customer if contacted		\$200 + \$10 per customer if contacted		Res 1370	7/1/2022	7/1/2018
Police	Appeal fee per request	\$25 per request		\$25 per request		Res 1370	7/1/2022	7/1/2018
Police	Citation - Copy	\$10		\$10		Res 1370	7/1/2022	7/1/2021
Police	Fingerprinting	\$20 plus \$10 each add'l card		\$20 plus \$10 each add'l card		Res 1370	7/1/2022	6/16/2010
Police	Name Check Response Letter	\$10 for a no record form letter or a list of reports		\$10 for a no record form letter or a list of reports		Res 1370	7/1/2022	7/1/2021
Police	Photos/Videos on CD	\$25		\$25		Res 1370	7/1/2022	7/1/2021
Police	Police Report - Copy	\$10 DMV accident Report \$15 Police Reports (plus 25¢ per pg. after 10 pages)		\$10 DMV accident Report \$15 Police Reports (plus 25¢ per pg. after 10 pages)		Res 1370	7/1/2022	7/1/2015
Police	Public Records - Admin Research					Res 1370	7/1/2022	7/1/2018
Police	Staff rate + materials cost			Staff rate + materials cost		Res 1370	7/1/2022	7/1/2018

EXHIBIT "B"

Department	Fee Description	Current Amount FY2023 (A)	Current Amount FY2023 (B)	Proposed Amount FY2024 (A)	Proposed Amount FY2024 (B)	Authority	Effective Date	Last amount change
Police	Radar Certification	\$10		\$10		Res 1370	7/1/2022	7/1/2021
Police	Secondhand Dealer Application Fee	\$50		\$50		Res 1370	7/1/2022	11/6/2013
Police	Secondhand Dealer Annual Permit Fee	\$100		\$100		Res 1370	7/1/2022	11/6/2013
Police	Special Event Security	Staff rate		Staff rate		Res 1370	7/1/2022	7/1/2018
Police	Temporary/Special Event Liquor License	\$35		\$35		Res 1370	7/1/2022	7/1/2013
Police	Vehicle Release	\$150		\$150		Res 1370	7/1/2022	7/1/2021
Police	Impounded Animal Redemption Fee	\$50 plus cost of boarding		\$50 plus cost of boarding		Res 1370	7/1/2022	7/1/2019
Court								
Court	Appeal Transcript Fee	\$35		\$35		Res 1370	7/1/2022	10/30/2003
Court	Civil Compromise Fee	\$150		\$150		Res 1370	7/1/2022	3/29/2012
Court	Court Appointed Attorney Fee	\$200 per Appointment		\$200 per Appointment		Res 1370	7/1/2022	7/1/2021
Court	Collections Referral Fee	25% of outstanding balance (by statute), not to exceed \$250		25% of outstanding balance (by statute), not to exceed \$250		Res 1370	7/1/2022	3/29/2012
Court	Discovery Request Fee					Res 1370		
Court		\$15 (reports, documents); \$25 CD/DVD; \$10 citations		\$15 (reports, documents); \$25 CD/DVD; \$10 citations			7/1/2022	7/1/2021
Court	DUII Diversion Filing Fee	\$200		\$200		Res 1370	7/1/2022	4/1/2017
Court	Expungement Filing Fee	\$100		\$100		Res 1370	7/1/2022	7/1/2018
Court	Failure to Appear at Trial Fee	\$100		\$100		Res 1370	7/1/2022	4/1/2017
Court	Failure to Comply Suspension Fee	\$100		\$100		Res 1370	7/1/2022	7/1/2015
Court	Fix It Dismissal Fee	\$50		\$50		Res 1370	7/1/2022	7/1/2018
Court	Good Driver Class Deferred Sentence Fee					Res 1370		
Court		\$50 less than presumptive fine schedule of offense		\$50 less than presumptive fine schedule of offense			7/1/2022	3/29/2012
Court	Guilty by Default Letter Fee	\$50		\$50		Res 1370	7/1/2022	7/1/2018
Court	Juvenile Good Driver Deferred Sentence Fee	\$396, \$235, \$145, \$105 based on offense class		\$396, \$235, \$145, \$105 based on offense class		Res 1370	7/1/2022	7/1/2021
Court	Late Payment Letter Fee	\$25		\$25		Res 1370	7/1/2022	7/1/2018
Court	Minor in Possession Deferred Sentence Fee	\$150		\$150		Res 1370	7/1/2022	3/29/2012
Court	Misdemeanor Deferred Sentence Fee	\$300		\$300		Res 1370	7/1/2022	7/1/2021
Court	Motion to Reopen Case Fee	\$35		\$35		Res 1370	7/1/2022	7/1/2018
Court	Parking Ticket Late Fee	City fine doubles after 14 days (fine ranges \$15 to \$25)		City fine doubles after 14 days (fine ranges \$15 to \$25)		Res 1370	7/1/2022	4/1/2017
Court	Payment Plan Fee	\$25, new or refinanced plan		\$25, new or refinanced plan		Res 1370	7/1/2022	7/1/2014
Court	Public Records Request Fee					Res 1370		
Court		\$5 plus .25 each additional page + postage		\$5 plus .25 each additional page + postage			7/1/2022	7/1/2021
Court	Returned Check Fee	\$50 (includes demand letter certified)		\$50 (includes demand letter certified)		Res 1370	7/1/2022	7/1/2018
Court	Show Cause/Order to Appear Fee	\$50		\$50		Res 1370	7/1/2022	7/1/2018
Court	Warrant Issued Fee	\$50		\$50		Res 1370	7/1/2022	7/1/2015
Library								

EXHIBIT "B"

Department	Fee Description	Current Amount FY2023 (A)	Current Amount FY2023 (B)	Proposed Amount FY2024 (A)	Proposed Amount FY2024 (B)	Authority	Effective Date	Last amount change
Library	Library Cards							
Library	Clackamas County residents	Free		Free		Res 1370	7/1/2022	3/1/2016
Library	Out-of-County Fee*	\$95		\$95		Res 1370	7/1/2022	3/1/2016
Library	<i>*Residents who live in Oregon in Multnomah County, Washington County, Hood River County or those who reside in the Fort Vancouver Regional Library District or the City of Camas Washington, may obtain a LINCC library card without paying a non-resident fee.</i>							
Library	Overdue Items							
Library	Print & Non-Print items	25¢ per day (\$3 maximum per children's item; \$5 maximum for all other materials)		10¢ per day (\$1.00 maximum per item for all materials, except Library of Things and in-house only items)		Res 1390	7/1/2023	3/1/2016
Library	Oregon State Parks Pass	\$5 per day up to replacement cost		\$5 per day up to replacement cost		Res 1370	7/1/2022	3/1/2016
Library	Laptops and accessories	\$5 per hour up to replacement cost		\$5 per hour up to replacement cost		Res 1370	7/1/2022	7/1/2019
Library	Library of Things Items	\$5 per day up to replacement cost		\$5 per day up to replacement cost		Res 1370	7/1/2022	7/1/2019
Library	Overdue Fee "Food for Fines" Exchange rate is \$1 waived per food item donated. Only overdue fines are eligible to be waived.	\$1 per food item donated		\$1 per food item donated		Res 1370	7/1/2022	
Library	Lost Items or Damaged Items	Cost of material as indicated in the library's database		Cost of material as indicated in the library's database		Res 1370	7/1/2022	3/1/2016
Library	Books							
Library	Missing book jacket	\$3		\$3		Res 1370	7/1/2022	3/1/2016
Library	CD Audiobooks							
Library	Disc	\$10 per disc		\$10 per disc		Res 1370	7/1/2022	3/1/2016
Library	CD case	\$5		\$5		Res 1370	7/1/2022	3/1/2016
Library	DVDs							
Library	Bonus disc	\$5		\$5		Res 1370	7/1/2022	3/1/2016
Library	DVD case	\$3		\$3		Res 1370	7/1/2022	3/1/2016
Library	Jacket or paper insert	\$3		\$3		Res 1370	7/1/2022	3/1/2016
Library	Booklet	\$5		\$5		Res 1370	7/1/2022	3/1/2016
Library	Music CDs							
Library	Case	\$4		\$4		Res 1370	7/1/2022	3/1/2016
Library	Part of case (top or bottom)	\$2		\$2		Res 1370	7/1/2022	3/1/2016
Library	Insert	\$5		\$5		Res 1370	7/1/2022	3/1/2016
Library	Oregon State Parks Pass	\$30		\$30		Res 1370	7/1/2022	7/1/2019
Library	Puppets	\$10		\$10		Res 1370	7/1/2022	3/1/2016
Library	Children's Kits	Cost of each component as listed in the item record		Cost of each component as listed in the item record		Res 1370	7/1/2022	3/1/2016
Library	RFID Labels							
Library	Stingray Label	\$1		\$1		Res 1370	7/1/2022	7/1/2017
Library	Missing Barcodes	\$1		\$1		Res 1370	7/1/2022	3/1/2016
Library	Laptops	\$350		\$350		Res 1370	7/1/2022	7/1/2019
Library	Headphones	\$20		\$20		Res 1370	7/1/2022	7/1/2019
Library	USB Hub	\$30		\$30		Res 1370	7/1/2022	7/1/2019
Library	Mouse	\$10		\$10		Res 1370	7/1/2022	7/1/2019
Library	Library of Things items	Replacement cost of the item		Replacement cost of the item		Res 1370	7/1/2022	7/1/2019
Library	Copying and Printing							
Library	Black and White (Self Serve)	15¢/page		15¢/page		Res 1370	7/1/2022	3/1/2016
Library	Color (Self Serve)	50¢/page		50¢/page		Res 1370	7/1/2022	3/1/2016
Library								
Canby Area Transit	General Public Dial-A-Ride	\$1.00 per boarding		\$1.00 per boarding		Res 1370	7/1/2022	1/2/2012
Canby Area Transit	Complimentary Paratransit Dial-A-Ride	\$1.00 per boarding		\$1.00 per boarding		Res 1370	7/1/2022	1/2/2012
Canby Area Transit	Oregon City Dial-A-Ride	\$1.00 per boarding		\$1.00 per boarding		Res 1370	7/1/2022	1/2/2012
Canby Area Transit	Shopping Shuttle Services	no charge		no charge		Res 1370	7/1/2022	1/2/2012
Canby Area Transit	Commuter and Fixed-Route Bus Service	\$1.00 per boarding		\$1.00 per boarding		Res 1370	7/1/2022	1/2/2012
Canby Area Transit	Monthly Pass	\$20/calendar month		\$20/calendar month		Res 1370	7/1/2022	4/1/2014
Canby Area Transit	Punch Pass (24 rides)	\$20 (no expiration)		\$20 (no expiration)		Res 1370	7/1/2022	7/1/2013
Canby Area Transit	Payroll and self-employment tax	0.6%		0.6%		Res 1370	7/1/2022	1/1/2002

EXHIBIT "B"

Department	Fee Description	Current Amount FY2023 (A)	Current Amount FY2023 (B)	Proposed Amount FY2024 (A)	Proposed Amount FY2024 (B)	Authority	Effective Date	Last amount change
Parks								
Parks	Rentals	In City	Out of City	In City	Out of City			
Parks	Rental of Gazebo in Wait Park (waived for non-profits)	\$132	\$264	\$132	\$264	Res 1370	7/1/2022	7/1/2019
Parks	Rental of Wait Park (waived for non-profits)	\$450	\$900	\$450	\$900	Res 1370	7/1/2022	7/1/2019
Parks	Wait Park Banner Installation & Removal			\$176	\$176	Res 1390	7/1/2023	
Parks								
Public Works								
Public Works	Public Works Labor Rate	Staff Rate		Staff Rate		Res 1370	7/1/2022	7/1/2018
Public Works	Fleet Services Labor Rate	Staff Rate		Staff Rate		Res 1370	7/1/2022	7/1/2021
Public Works	Equipment Rates (Does not include operator (See staff rate for operator							
Public Works	Vactor Truck	\$85/hr		\$85/hr		Res 1370	7/1/2022	7/1/2019
Public Works	Street Sweeper	\$80/hr		\$80/hr		Res 1370	7/1/2022	7/1/2019
Public Works	TV Van	\$75/hr		\$75/hr		Res 1370	7/1/2022	7/1/2019
Public Works	High Ranger	\$40/hr		\$40/hr		Res 1370	7/1/2022	7/1/2019
Public Works	Dump Truck	\$65/hr		\$65/hr		Res 1370	7/1/2022	7/1/2019
Public Works	Backhoe	\$35/hr		\$35/hr		Res 1370	7/1/2022	7/1/2019
Public Works	Pickup truck	\$15/hr		\$15/hr		Res 1370	7/1/2022	7/1/2019
Public Works	Street Closure Request	\$50 (waived for non-profits)		\$50 (waived for non-profits)		Res 1370	7/1/2022	4/1/2002
Public Works	Railroad Parking Lot Event Fee	\$50 (waived for non-profits)		\$50 (waived for non-profits)		Res 1370	7/1/2022	7/1/2011
Public Works	Street Barricade Delivery Fee	\$25 + \$250 refundable deposit with approved street closure permit		\$25 + \$250 refundable deposit with approved street closure permit		Res 1370	7/1/2022	6/1/2010
Public Works	Map Copying and Research on Easements	Staff rate + printing change		Staff rate + printing change		Res 1370	7/1/2022	7/1/2018
Public Works	Banner Installation	\$100 (waived for non-profits)		\$100		Res 1371	7/2/2022	4/1/2002
Public Works	Grant Street Arch Banner Installation & Removal			\$220		Res 1390	7/1/2023	
Public Works	Inspections for Construction Projects (Development/Capital)	2.5% of final construction estimate or \$560, whichever is greater		2.5% of final construction estimate or \$560, whichever is greater		Res 1370	7/1/2022	7/1/2018
Public Works	Work-in-Right of Way Permit/Street Excavation (Construction) Permit Fee	\$125		\$125		Res 1370	7/1/2022	7/1/2018
Public Works	Work in Right-of-Way Permit Fee (without street excavation)	\$75		\$75		Res 1370	7/1/2022	7/1/2018
Public Works	Driveway Return, Street Curb or Public Sidewalk Construction Inspection Fee	\$100		\$100		Res 1370	7/1/2022	7/1/2015
Public Works	Driveway Return, Street Curb or Public Sidewalk Re-Inspection Fee	\$75		\$75		Res 1370	7/1/2022	7/1/2018
Public Works	Street Tree Fees for New Development	\$250 per tree, incl. planting & 1-year maintenance		\$250 per tree, incl. planting & 1-year maintenance		Res 1370	7/1/2022	10/17/2018
Public Works	Street Signs: New and Replacements	Charge shall be determined based on state contract for similar commodity, quoted at time of request		Charge shall be determined based on state contract for similar commodity, quoted at time of request		Res 1370	7/1/2022	7/1/2015
Public Works	Design Exception	\$100		\$100		Res 1370	7/1/2022	7/1/2019
Public Works	Encroachment Application Permit Fee	\$50		\$50		Res 1370	7/1/2022	9/6/2000
Public Works	Building Number Installation Charge	\$50		\$50		Res 1370	7/1/2022	6/1/2010
Public Works	Advance Finance Public Improvement Application Fee	\$150		\$150		Res 1370	7/1/2022	6/1/2010
Public Works	Street Tree Removal Permit	\$25		\$25		Res 1370	7/1/2022	6/1/2010
Public Works	Sewer Tap Fee (on-site connection)	\$100		\$100		Res 1370	7/1/2022	6/1/2010
Public Works	House Move Permit	\$50		\$50		Res 1370	7/1/2022	6/1/2010
Public Works								
Public Works								

EXHIBIT "B"

Department	Fee Description	Current Amount FY2023 (A)	Current Amount FY2023 (B)	Proposed Amount FY2024 (A)	Proposed Amount FY2024 (B)	Authority	Effective Date	Last amount change
Public Works	Erosion Control							
Public Works		Base Rate, to 4 inspections		Base Rate, to 4 inspections				
Public Works	Single Family	\$240		\$240		Res 1370	7/1/2022	7/1/2018
Public Works	Duplex	\$300		\$300		Res 1370	7/1/2022	7/1/2018
Public Works	Triplex	\$360		\$360		Res 1370	7/1/2022	7/1/2018
Public Works	Single Family Additions (disturbing less than 500 sq. ft.)	\$240		\$240		Res 1370	7/1/2022	7/1/2018
Public Works		Base Rate, to 8 inspections		Base Rate, to 8 inspections				
Public Works	All Other Lots (Up to 1 acre)	\$500		\$500		Res 1370	7/1/2022	7/1/2018
Public Works	Each additional acre	\$85		\$85		Res 1370	7/1/2022	7/1/2018
Public Works	Each additional inspection	\$60		\$60		Res 1370	7/1/2022	7/1/2018
Public Works	Violations	\$1,000 per occurrence and \$250 per day if not corrected		\$1,000 per occurrence and \$250 per day if not corrected		Res 1370	7/1/2022	7/1/2018
Public Works								
Public Works								
Public Works								
Utility Fees								
Utility Fees	Sewer/Stormwater							
Utility Fees	Combined Sewer/Stormwater Rates (monthly):							
Utility Fees	Residential Single Family	\$46.20		\$46.20		Res 1370	7/1/2022	7/1/2015
Utility Fees	Residential , apartment, per unit	\$46.20		\$46.20		Res 1370	7/1/2022	7/1/2015
Utility Fees	Mobile home	\$46.20		\$46.20		Res 1370	7/1/2022	7/1/2015
Utility Fees	Reduced Sewer Rate	\$32.92		\$32.92		Res 1370	7/1/2022	7/1/2015
Utility Fees	Elementary school, per student	\$1.82		\$1.82		Res 1370	7/1/2022	7/1/2015
Utility Fees	Middle & High school, per student	\$2.41		\$2.41		Res 1370	7/1/2022	7/1/2015
Utility Fees	Transient housing (1st unit)	\$46.20		\$46.20		Res 1370	7/1/2022	7/1/2015
Utility Fees	Each additional bed	\$24.26		\$24.26		Res 1370	7/1/2022	7/1/2015
Utility Fees	Nursing home (1st two beds)	\$46.20		\$46.20		Res 1370	7/1/2022	7/1/2015
Utility Fees	Each additional bed	\$24.26		\$24.26		Res 1370	7/1/2022	7/1/2015
Utility Fees	Commercial retail, minimum	\$46.20		\$46.20		Res 1370	7/1/2022	7/1/2015
Utility Fees	per 100 cf of water use Nov-Mar	\$5.78		\$5.78		Res 1370	7/1/2022	7/1/2015
Utility Fees	Commercial government, minimum	\$46.20		\$46.20		Res 1370	7/1/2022	7/1/2015
Utility Fees	per 100 cf of water use Dec & Jan	\$5.78		\$5.78		Res 1370	7/1/2022	7/1/2015
Utility Fees	Industrial, minimum	\$46.20		\$46.20		Res 1370	7/1/2022	7/1/2015
Utility Fees	per 100 cf of water use	\$5.78		\$5.78		Res 1370	7/1/2022	7/1/2015
Utility Fees	Late fee	\$10 per month after 45 days delinquent		\$10 per month after 45 days delinquent		Res 1370	7/1/2022	7/1/2014
Utility Fees	Delinquent Account Certification Fee	\$50		\$50		Res 1370	7/1/2022	7/1/2014
Utility Fees	Landlord Tenant Agreement Setup Fee	\$25		\$25		Res 1370	7/1/2022	7/1/2021
Utility Fees								
Utility Fees	Sanitary Sewer Extra Strength Charges							
Utility Fees	BOD							
Utility Fees	Concentration 0 to 300 mg/L	Included in Base		Included in Base		Res 1370	7/1/2022	7/1/2015
Utility Fees	Concentration 300 to 600 mg/L	\$1.18 per pound		\$1.18 per pound		Res 1370	7/1/2022	7/1/2015
Utility Fees	Concentration 600 to 1200 mg/L	\$2.36 per pound		\$2.36 per pound		Res 1370	7/1/2022	7/1/2015
Utility Fees	TSS							
Utility Fees	Concentration 0 to 300 mg/L	Included in Base		Included in Base		Res 1370	7/1/2022	7/1/2015
Utility Fees	Concentration 300 to 600 mg/L	\$1.18 per pound		\$1.18 per pound		Res 1370	7/1/2022	7/1/2015
Utility Fees	Concentration 600 to 1200 mg/L	\$2.36 per pound		\$2.36 per pound		Res 1370	7/1/2022	7/1/2015
Utility Fees								
Utility Fees	Industrial Wastewater Discharge Permit	\$5,000		\$5,000		Res 1370	7/1/2022	4/17/2013
Utility Fees	Industrial Wastewater Discharge Permit application review fee	Staff rate		Staff rate		Res 1370	7/1/2022	7/1/2018
Utility Fees	Sampling and analysis fee	Actual Cost		Actual Cost		Res 1370	7/1/2022	7/1/2018
Utility Fees								
Utility Fees	Street Maintenance Fee, Monthly							
Utility Fees	Residential Single Family	\$5 per month		\$5 per month		Res 1370	7/1/2022	7/1/2008
Utility Fees	Multi-Family Residences	\$3.34/unit per month		\$3.34/unit per month		Res 1370	7/1/2022	7/1/2008
Utility Fees	Detached Senior Housing and Mobile Home Parks	\$2.09/unit per month		\$2.09/unit per month		Res 1370	7/1/2022	7/1/2008
Utility Fees	Attached Senior Housing and Congregate Care Facilities	\$1.04/unit per month		\$1.04/unit per month		Res 1370	7/1/2022	7/1/2008
Utility Fees	Non-residential	Varies: \$0.522 x trip value x units (\$5 min) per month		Varies: \$0.522 x trip value x units (\$5 min) per month		Res 1370	7/1/2022	7/1/2008
Utility Fees								

EXHIBIT "B"

Department	Fee Description	Current Amount FY2023 (A)	Current Amount FY2023 (B)	Proposed Amount FY2024 (A)	Proposed Amount FY2024 (B)	Authority	Effective Date	Last amount change
Utility Fees	Park Maintenance Fee, Monthly							
Utility Fees	Residential and Multi-family	\$5.61 per dwelling unit per month		\$6.05 per dwelling unit per month		Res 1390	7/1/2023	7/1/2021
Utility Fees	Reduced rate	\$2.81 per dwelling unit per month		\$3.03 per dwelling unit per month		Res 1390	7/1/2023	7/1/2021
Utility Fees	Commercial and Industrial	\$5.61 per utility account per month		\$6.05 per utility account per month		Res 1390	7/1/2023	7/1/2021
Utility Fees								
Construction Excise Tax								
Construction Excise Tax	Residential, per dwelling unit	\$1.00/sq ft		\$1.00/sq ft		Res 1370	7/1/2022	7/1/2019
Construction Excise Tax								
System Development Charges								
System Development Charges	Sanitary Sewer							
System Development Charges	Single-Family Residential SDC Per Dwelling Unit	\$3,215		\$3,320		Res 1390	7/1/2023	7/1/2021
System Development Charges	Multi-Family Residential SDC Per Dwelling Unit	\$2,571		\$2,655		Res 1390	7/2/2023	7/1/2021
System Development Charges	Commercial/Industrial SDC Based on Wastewater Flow (Formula = Average Daily Volume of Wastewater Discharge / 155 Gallons Per Day x SDC Amount)	\$3,215		\$3,320		Res 1390	7/3/2023	7/1/2021

EXHIBIT "B"

Department	Fee Description	Current Amount FY2023 (A)	Current Amount FY2023 (B)	Proposed Amount FY2024 (A)	Proposed Amount FY2024 (B)	Authority	Effective Date	Last amount change
System Development Charges								
System Development Charges								
System Development Charges	Stormwater SDC based on Cost Per Trip times the Number of Trips estimated by the ITE Trip Generation Manual and the linked trip factor (ELNDT) adopted by the City in the most recent Transportation SDC update. The SDC varies by average weekday Equivalent Length New Daily Trips (ELNDT) as published by ITE Trip Manual for most land use categories.							
System Development Charges								
System Development Charges	Stormwater							
System Development Charges	RESIDENTIAL	Amount	Per	Amount	Per			
System Development Charges	210 Single Family Dwelling / ELNDT 9.52	\$280	Dwelling unit	\$289	Dwelling unit	Res 1390	7/1/2023	7/1/2021
System Development Charges	220 Multifamily / ELNDT 6.7	\$197	Dwelling unit	\$203	Dwelling unit	Res 1390	7/1/2023	7/1/2021
System Development Charges	230 Condo/Townhouse / ELNDT 4.93	\$145	Dwelling unit	\$149	Dwelling unit	Res 1390	7/1/2023	7/1/2021
System Development Charges	240 Mobile Home Park / ELNDT 3.54	\$104	Dwelling unit	\$107	Dwelling unit	Res 1390	7/1/2023	7/1/2021
System Development Charges	254 Assisted Living / ELNDT 3.87	\$79	Dwelling unit	\$81	Dwelling unit	Res 1390	7/1/2023	7/1/2021
System Development Charges	SELECTED LAND USES	Amount	Per*	Amount	Per*			
System Development Charges	110 General Light Industrial / ELNDT 7.0	\$206	TSFGFA	\$213	TSFGFA	Res 1390	7/1/2023	7/1/2021
System Development Charges	120 General Heavy Industrial / ELNDT 1.5	\$44	TSFGFA	\$45	TSFGFA	Res 1390	7/1/2023	7/1/2021
System Development Charges	130 Industrial Park / ELNDT 6.83	\$200	TSFGFA	\$207	TSFGFA	Res 1390	7/1/2023	7/1/2021
System Development Charges	140 Manufacturing / ELNDT 3.82	\$113	TSFGFA	\$117	TSFGFA	Res 1390	7/1/2023	7/1/2021
System Development Charges	150 Warehouse / ELNDT 5.0	\$147	TSFGFA	\$152	TSFGFA	Res 1390	7/1/2023	7/1/2021
System Development Charges	151 Mini-Warehouse / ELNDT 2.5	\$74	TSFGFA	\$76	TSFGFA	Res 1390	7/1/2023	7/1/2021
System Development Charges	160 Data Center / ELNDT .99	\$30	TSFGFA	\$31	TSFGFA	Res 1390	7/1/2023	7/1/2021
System Development Charges	310 Hotel / ELNDT 7.67	\$225	Room	\$233	Room	Res 1390	7/1/2023	7/1/2021
System Development Charges	320 Motel / ELNDT 7.83	\$230	Room	\$238	Room	Res 1390	7/1/2023	7/1/2021
System Development Charges	430 Golf Course / ELNDT 4.58	\$140	Acre	\$144	Acre	Res 1390	7/1/2023	7/1/2021
System Development Charges	444 Movie Theater w/ Matinee / ELNDT 16.37	\$481	Screen	\$497	Screen	Res 1390	7/1/2023	7/1/2021
System Development Charges	492 Health/Fitness Club / ELNDT 2.85	\$84	TSFGFA	\$87	TSFGFA	Res 1390	7/1/2023	7/1/2021
System Development Charges	520 Elementary School (Public) / ELNDT 0.5	\$14	Student	\$14	Student	Res 1390	7/1/2023	7/1/2021
System Development Charges	522 Middle/Jr High School / ELNDT 8.68	\$256	Student	\$264	Student	Res 1390	7/1/2023	7/1/2021
System Development Charges	530 High School / ELNDT 8.12	\$238	Student	\$246	Student	Res 1390	7/1/2023	7/1/2021
System Development Charges	560 Church / ELNDT 6.8	\$199	TSFGFA	\$205	TSFGFA	Res 1390	7/1/2023	7/1/2021
System Development Charges	565 Day Care Center/Preschool / ELNDT 1.8	\$53	Student	\$55	Student	Res 1390	7/1/2023	7/1/2021
System Development Charges	620 Nursing Home / ELNDT 3.87	\$114	Bed	\$118	Bed	Res 1390	7/1/2023	7/1/2021
System Development Charges	630 Clinic / ELNDT 33.4	\$982	TSFGFA	\$1,014	TSFGFA	Res 1390	7/1/2023	7/1/2021
System Development Charges	710 General Office Building / ELNDT 11.0	\$323	TSFGFA	\$333	TSFGFA	Res 1390	7/1/2023	7/1/2021
System Development Charges	720 Medical-Dental Office Building / ELNDT 36.1	\$1,060	TSFGFA	\$1,095	TSFGFA	Res 1390	7/1/2023	7/1/2021
System Development Charges	750 Office Park / ELNDT 9.70	\$284	TSFGFA	\$294	TSFGFA	Res 1390	7/1/2023	7/1/2021
System Development Charges	770 Business Park / ELNDT 10.57	\$311	TSFGFA	\$321	TSFGFA	Res 1390	7/1/2023	7/1/2021
System Development Charges	812 Building Materials/Lumber Store / ELNDT 32.17	\$945	TSFGFA	\$975	TSFGFA	Res 1390	7/1/2023	7/1/2021
System Development Charges	814 Specialty Retail Center / ELNDT 16.4	\$482	TSFGFA	\$498	TSFGFA	Res 1390	7/1/2023	7/1/2021
System Development Charges	815 Free Standing Discount Store / ELNDT 17.10	\$502	TSFGFA	\$518	TSFGFA	Res 1390	7/1/2023	7/1/2021
System Development Charges	820 Shopping Center / ELNDT 15.9	\$467	TSFGFA	\$482	TSFGFA	Res 1390	7/1/2023	7/1/2021
System Development Charges	841 Auto Sales / ELNDT 35.75	\$1,050	TSFGFA	\$1,084	TSFGFA	Res 1390	7/1/2023	7/1/2021
System Development Charges	848 Tire Store / ELNDT 10.74	\$316	TSFGFA	\$326	TSFGFA	Res 1390	7/1/2023	7/1/2021
System Development Charges	850 Supermarket / ELNDT 54.9	\$1,613	TSFGFA	\$1,666	TSFGFA	Res 1390	7/1/2023	7/1/2021
System Development Charges	853 Convenience Market / ELNDT 120.9	\$3,551	TSFGFA	\$3,667	TSFGFA	Res 1390	7/1/2023	7/1/2021
System Development Charges	862 Home Improvement Super Store / ELNDT 7.51	\$221	TSFGFA	\$228	TSFGFA	Res 1390	7/1/2023	7/1/2021
System Development Charges	880 Pharmacy/Drugstore / ELNDT 38.6	\$1,133	TSFGFA	\$1,170	TSFGFA	Res 1390	7/1/2023	7/1/2021
System Development Charges	881 Pharm/Drug w/ Drive Through / ELNDT 17.29	\$508	TSFGFA	\$524	TSFGFA	Res 1390	7/1/2023	7/1/2021
System Development Charges	890 Furniture Store / ELNDT 2.40	\$71	TSFGFA	\$73	TSFGFA	Res 1390	7/1/2023	7/1/2021
System Development Charges	911 Bank/Savings: Walk-in / ELNDT 69.7	\$2,048	TSFGFA	\$2,114	TSFGFA	Res 1390	7/1/2023	7/1/2021
System Development Charges	912 Drive in Bank / ELNDT 31.40	\$923	TSFGFA	\$953	TSFGFA	Res 1390	7/1/2023	7/1/2021
System Development Charges	925 Drinking Place / ELNDT 4.42	\$129	TSFGFA	\$134	TSFGFA	Res 1390	7/1/2023	7/1/2021
System Development Charges	931 Quality Restaurant / ELNDT 25.7	\$755	TSFGFA	\$780	TSFGFA	Res 1390	7/1/2023	7/1/2021
System Development Charges	932 High Turnover Sit Down Restaurant / ELNDT 36.23	\$1,065	TSFGFA	\$1,100	TSFGFA	Res 1390	7/1/2023	7/1/2021
System Development Charges	934 Fast Food Restaurant / ELNDT 106.7	\$3,134	TSFGFA	\$3,237	TSFGFA	Res 1390	7/1/2023	7/1/2021
System Development Charges	938 Coffee/Donut Drive Through / ELNDT 243.0	\$7,137	TSFGFA	\$7,370	TSFGFA	Res 1390	7/1/2023	7/1/2021
System Development Charges	942 Automobile Care Center / ELNDT 14.8	\$435	TSFGFA	\$449	TSFGFA	Res 1390	7/1/2023	7/1/2021
System Development Charges	943 Auto Parts (i.e. Autozone) / ELNDT 1.52	\$45	TSFGFA	\$47	TSFGFA	Res 1390	7/1/2023	7/1/2021
System Development Charges	944 Gasoline/Service Station / ELNDT 30.4	\$835	VFP	\$862	VFP	Res 1390	7/1/2023	7/1/2021
System Development Charges	945 Gas/Service Station w/ Market / ELNDT 17.9	\$526	VFP	\$543	VFP	Res 1390	7/1/2023	7/1/2021
System Development Charges	946 Gas/Service Station w/ Car Wash / ELNDT 17.9	\$526	VFP	\$543	VFP	Res 1390	7/1/2023	7/1/2021
System Development Charges								
System Development Charges	Abbreviations							
System Development Charges	* T.S.F.G.F.A. - Thousand Square Feet Gross Floor Area							
System Development Charges	* T.S.F.G.L.A. - Thousand Square Feet Gross Leasable Area							
System Development Charges	* V.F.P. - Vehicle Fueling Position							

EXHIBIT "B"

Department	Fee Description	Current Amount FY2023 (A)	Current Amount FY2023 (B)	Proposed Amount FY2024 (A)	Proposed Amount FY2024 (B)	Authority	Effective Date	Last amount change
	Transportation							
System Development Charges	RESIDENTIAL	Amount	Per	Amount	Per			
System Development Charges	Single-Family per unit	\$3,886	Dwelling unit	\$4,013	Dwelling unit	Res 1390	7/1/2023	7/1/2021
System Development Charges	Multi-Family per unit	\$2,721	Dwelling unit	\$2,810	Dwelling unit	Res 1390	7/1/2023	7/1/2021
System Development Charges	230 Condo/Townhouse	\$2,139	Dwelling unit	\$2,209	Dwelling unit	Res 1390	7/1/2023	7/1/2021
System Development Charges	240 Mobile Home Park	\$2,052	Dwelling unit	\$2,119	Dwelling unit	Res 1390	7/1/2023	7/1/2021
System Development Charges	254 Assisted Living	\$1,076	Dwelling unit	\$1,112	Dwelling unit	Res 1390	7/1/2023	7/1/2021
System Development Charges	SELECTED LAND USES	Amount	Per*	Amount	Per*			
System Development Charges	110 General Light Industrial	\$2,835	TSFGFA	\$2,928	TSFGFA	Res 1390	7/1/2023	7/1/2021
System Development Charges	120 General Heavy Industrial	\$609	TSFGFA	\$629	TSFGFA	Res 1390	7/1/2023	7/1/2021
System Development Charges	130 Industrial Park	\$2,252	TSFGFA	\$2,326	TSFGFA	Res 1390	7/1/2023	7/1/2021
System Development Charges	140 Manufacturing	\$1,274	TSFGFA	\$1,316	TSFGFA	Res 1390	7/1/2023	7/1/2021
System Development Charges	150 Warehouse	\$2,019	TSFGFA	\$2,085	TSFGFA	Res 1390	7/1/2023	7/1/2021
System Development Charges	151 Mini-Warehouse	\$1,015	TSFGFA	\$1,048	TSFGFA	Res 1390	7/1/2023	7/1/2021
System Development Charges	160 Data Center	\$425	TSFGFA	\$439	TSFGFA	Res 1390	7/1/2023	7/1/2021
System Development Charges	310 Hotel	\$3,303	Room	\$3,411	Room	Res 1390	7/1/2023	7/1/2021
System Development Charges	320 Motel	\$2,377	Room	\$2,455	Room	Res 1390	7/1/2023	7/1/2021
System Development Charges	430 Golf Course	\$3,434	Acre	\$3,546	Acre	Res 1390	7/1/2023	7/1/2021
System Development Charges	444 Movie Theater w/ Matinee	\$94,361	Screen	\$97,441	Screen	Res 1390	7/1/2023	7/1/2021
System Development Charges	492 Health/Fitness Clum	\$9,433	TSFGFA	\$9,741	TSFGFA	Res 1390	7/1/2023	7/1/2021
System Development Charges	520 Elementary School (Public)	\$209	Student	\$216	Student	Res 1390	7/1/2023	7/1/2021
System Development Charges	522 Middle/Jr High School	\$630	Student	\$651	Student	Res 1390	7/1/2023	7/1/2021
System Development Charges	530 High School	\$591	Student	\$610	Student	Res 1390	7/1/2023	7/1/2021
System Development Charges	560 Church	\$2,775	TSFGFA	\$2,865	TSFGFA	Res 1390	7/1/2023	7/1/2021
System Development Charges	565 Day Care Center/Preschool	\$727	Student	\$751	Student	Res 1390	7/1/2023	7/1/2021
System Development Charges	620 Nursing Home	\$2,119	Bed	\$2,188	Bed	Res 1390	7/1/2023	7/1/2021
System Development Charges	630 Clinic	\$13,537	TSFGFA	\$13,979	TSFGFA	Res 1390	7/1/2023	7/1/2021
System Development Charges	710 General Office Building	\$4,471	TSFGFA	\$4,617	TSFGFA	Res 1390	7/1/2023	7/1/2021
System Development Charges	720 Medical-Dental Office Building	\$14,671	TSFGFA	\$15,150	TSFGFA	Res 1390	7/1/2023	7/1/2021
System Development Charges	750 Office Park	\$3,578	TSFGFA	\$3,695	TSFGFA	Res 1390	7/1/2023	7/1/2021
System Development Charges	770 Business Park	\$3,978	TSFGFA	\$4,108	TSFGFA	Res 1390	7/1/2023	7/1/2021
System Development Charges	812 Building Materials/Lumber Store	\$13,607	TSFGFA	\$14,051	TSFGFA	Res 1390	7/1/2023	7/1/2021
System Development Charges	814 Specialty Retail Center	\$6,652	TSFGLA	\$6,869	TSFGLA	Res 1390	7/1/2023	7/1/2021
System Development Charges	815 Free Standing Discount Store	\$3,000	TSFGLA	\$3,098	TSFGLA	Res 1390	7/1/2023	7/1/2021
System Development Charges	820 Shopping Center	\$6,444	TSFGFA	\$6,654	TSFGFA	Res 1390	7/1/2023	7/1/2021
System Development Charges	841 Auto Sales	\$14,158	TSFGFA	\$14,620	TSFGFA	Res 1390	7/1/2023	7/1/2021
System Development Charges	848 Tire Store	\$3,944	TSFGFA	\$4,073	TSFGFA	Res 1390	7/1/2023	7/1/2021
System Development Charges	850 Supermarket	\$22,319	TSFGFA	\$23,048	TSFGFA	Res 1390	7/1/2023	7/1/2021
System Development Charges	853 Convenience Market	\$49,083	TSFGFA	\$50,685	TSFGFA	Res 1390	7/1/2023	7/1/2021
System Development Charges	862 Home Improvement Super Store	\$2,607	TSFGFA	\$2,692	TSFGFA	Res 1390	7/1/2023	7/1/2021
System Development Charges	880 Pharmacy/Drugstore	\$15,667	TSFGFA	\$16,178	TSFGFA	Res 1390	7/1/2023	7/1/2021
System Development Charges	881 Pharm/Drug w/ Drive Through	\$4,939	TSFGFA	\$5,101	TSFGFA	Res 1390	7/1/2023	7/1/2021
System Development Charges	890 Furniture Store	\$215	TSFGFA	\$222	TSFGFA	Res 1390	7/1/2023	7/1/2021
System Development Charges	911 Bank/Savings: Walk-in	\$28,288	TSFGFA	\$29,211	TSFGFA	Res 1390	7/1/2023	7/1/2021
System Development Charges	912 Drive in Bank	\$2,119	TSFGFA	\$2,188	TSFGFA	Res 1390	7/1/2023	7/1/2021
System Development Charges	925 Drinking Place	\$43,621	TSFGFA	\$45,045	TSFGFA	Res 1390	7/1/2023	7/1/2021
System Development Charges	931 Quality Restaurant	\$10,409	TSFGFA	\$10,749	TSFGFA	Res 1390	7/1/2023	7/1/2021
System Development Charges	932 High Turnover Sit Down Restaurant	\$4,391	TSFGFA	\$4,535	TSFGFA	Res 1390	7/1/2023	7/1/2021
System Development Charges	934 Fast Food Restaurant	\$43,313	TSFGFA	\$44,726	TSFGFA	Res 1390	7/1/2023	7/1/2021
System Development Charges	938 Coffee/Donut Drive Through	\$11,590	TSFGFA	\$11,968	TSFGFA	Res 1390	7/1/2023	7/1/2021
System Development Charges	942 Automobile Care Center	\$5,810	TSFGLA	\$6,000	TSFGLA	Res 1390	7/1/2023	7/1/2021
System Development Charges	943 Auto Parts (ie. Autozone)	\$4,499	TSFGLA	\$4,646	TSFGLA	Res 1390	7/1/2023	7/1/2021
System Development Charges	944 Gasoline/Service Station	\$12,638	VFP	\$13,051	VFP	Res 1390	7/1/2023	7/1/2021
System Development Charges	945 Gas/Service Station w/ Market	\$518	VFP	\$535	VFP	Res 1390	7/1/2023	7/1/2021
System Development Charges	946 Gas/Service Station w/Car Wash	\$1,470.00	VFP	\$1,517	VFP	Res 1390	7/1/2023	7/1/2021
System Development Charges	Abbreviations: 1 T.S.F.G.F.A. = Thousand Square Feet Gross Floor Area 2 T.S.F.G.L.A. = Thousand Square Feet Gross Leasable Area 3 V.F.P. = Vehicle Fueling Position							

EXHIBIT "B"

Department	Fee Description	Current Amount FY2023 (A)	Current Amount FY2023 (B)	Proposed Amount FY2024 (A)	Proposed Amount FY2024 (B)	Authority	Effective Date	Last amount change
System Development Charges								
System Development Charges								
System Development Charges								
System Development Charges								
System Development Charges								
System Development Charges	Parks							
System Development Charges	Residential - per dwelling unit							
System Development Charges	Single Family	\$6,559		\$6,773		Res 1390	7/1/2023	7/1/2019
System Development Charges	Multi-Family	\$6,828		\$7,051		Res 1390	7/1/2023	7/1/2019
System Development Charges	Manufactured Housing	\$5,478		\$5,657		Res 1390	7/1/2023	7/1/2019
System Development Charges	Non-Residential	\$526 per employee						
System Development Charges				\$543		Res 1390	7/1/2023	7/1/2019
System Development Charges	<i>Note: If the total number of employees cannot be ascertained the following calculation can be used instead. Divide the total sq. ft. of building space by the number of sq. ft. per employee from below, then multiply by the current Parks SDC fee of \$526 (Example:25,000 SF/700 (Manufacturing-General) = 35.7 x \$526 = \$18,778.SDC)</i>							
System Development Charges								
System Development Charges		Square feet per employee		Square feet per employee				
System Development Charges	Manufacturing							
System Development Charges	General (700)	\$700		\$700		Res 1370	7/1/2022	7/1/2016
System Development Charges	Food Related (775)	\$775		\$775		Res 1370	7/1/2022	7/1/2016
System Development Charges	Textile, Apparel (575)	\$575		\$575		Res 1370	7/1/2022	7/1/2016
System Development Charges	Lumber, Wood Products (560)	\$560		\$560		Res 1370	7/1/2022	7/1/2016
System Development Charges	Paper & Related (1,400)	\$1,400		\$1,400		Res 1370	7/1/2022	7/1/2016
System Development Charges	Printing & Publishing (600)	\$600		\$600		Res 1370	7/1/2022	7/1/2016
System Development Charges	Chemicals, Petrol, Rubber, Plastics (850)	\$850		\$850		Res 1370	7/1/2022	7/1/2016
System Development Charges	Cement, Stone, Clay, Glass (800)	\$800		\$800		Res 1370	7/1/2022	7/1/2016
System Development Charges	Furniture & Furnishings (600)	\$600		\$600		Res 1370	7/1/2022	7/1/2016
System Development Charges	Primary Metals (1,000)	\$1,000		\$1,000		Res 1370	7/1/2022	7/1/2016
System Development Charges	Secondary Metals (800)	\$800		\$800		Res 1370	7/1/2022	7/1/2016
System Development Charges	Non-Electrical Machinery (600)	\$600		\$600		Res 1370	7/1/2022	7/1/2016
System Development Charges	Electrical Machinery (375)	\$375		\$375		Res 1370	7/1/2022	7/1/2016
System Development Charges	Electrical Design (325)	\$325		\$325		Res 1370	7/1/2022	7/1/2016
System Development Charges	Transportation Equipment (500)	\$500		\$500		Res 1370	7/1/2022	7/1/2016
System Development Charges	Other (400)	\$400		\$400		Res 1370	7/1/2022	7/1/2016
System Development Charges	Wholesale Trade							
System Development Charges	Durable Goods (1,000)	\$1,000		\$1,000		Res 1370	7/1/2022	7/1/2016
System Development Charges	Non-Durable Goods (1,100)	\$1,150		\$1,150		Res 1370	7/1/2022	7/1/2016
System Development Charges	Warehousing							
System Development Charges	Storage (20,000)	\$20,000		\$20,000		Res 1370	7/1/2022	7/1/2016
System Development Charges	Distribution (2,500)	\$2,500		\$2,500		Res 1370	7/1/2022	7/1/2016
System Development Charges	Trucking (1,500)	\$1,500		\$1,500		Res 1370	7/1/2022	7/1/2016
System Development Charges	Communications (250)	\$250		\$250		Res 1370	7/1/2022	7/1/2016
System Development Charges	Utilities (225)	\$225		\$225		Res 1370	7/1/2022	7/1/2016
System Development Charges	Retail							
System Development Charges	General (700)	\$700		\$700		Res 1370	7/1/2022	7/1/2016
System Development Charges	Hardware (1,000)	\$1,000		\$1,000		Res 1370	7/1/2022	7/1/2016
System Development Charges	Food Stores (675)	\$675		\$675		Res 1370	7/1/2022	7/1/2016
System Development Charges	Restaurant/Bar (225)	\$225		\$225		Res 1370	7/1/2022	7/1/2016
System Development Charges	Appliance/Furniture (1,000)	\$1,000		\$1,000		Res 1370	7/1/2022	7/1/2016
System Development Charges	Auto Dealership (650)	\$650		\$650		Res 1370	7/1/2022	7/1/2016
System Development Charges	Gas/Station - Gas Only (300)	\$300		\$300		Res 1370	7/1/2022	7/1/2016
System Development Charges	Gas/Station - Gas & Service (400)	\$400		\$400		Res 1370	7/1/2022	7/1/2016
System Development Charges	Regional Shopping Center (600)	\$600		\$600		Res 1370	7/1/2022	7/1/2016
System Development Charges	Services							
System Development Charges	Hotel/Motel (1,500)	\$1,500		\$1,500		Res 1370	7/1/2022	7/1/2016
System Development Charges	Health Services - Hospital (500)	\$500		\$500		Res 1370	7/1/2022	7/1/2016
System Development Charges	Health Services - Clinic (350)	\$350		\$350		Res 1370	7/1/2022	7/1/2016
System Development Charges	Educational (1,300)	\$1,300		\$1,300		Res 1370	7/1/2022	7/1/2016
System Development Charges	Cinema (1,100)	\$1,100		\$1,100		Res 1370	7/1/2022	7/1/2016
System Development Charges	Personal Services - Office (600)	\$600		\$600		Res 1370	7/1/2022	7/1/2016
System Development Charges	Finance, Insurance, Real Estate, Business Services- Office (350)	\$350		\$350		Res 1370	7/1/2022	7/1/2016
System Development Charges	Government Administration (300)	\$300		\$300		Res 1370	7/1/2022	7/1/2016
System Development Charges								

EXHIBIT "B"

Department	Fee Description	Current Amount FY2023 (A)	Current Amount FY2023 (B)	Proposed Amount FY2024 (A)	Proposed Amount FY2024 (B)	Authority	Effective Date	Last amount change
Planning	Staff Rate for Projects, Research and Miscellaneous Work not Captured by Normal Addressing Fees (new or change of)	\$125 per hour		\$125 per hour		Res 1370	7/1/2022	
Planning	Addressing (Prior to Recorded Plat)	\$125 Base Fee Plus \$10 per parcel or lot		\$125 Base Fee Plus \$10 per parcel or lot		Res 1370	7/1/2022	7/1/2021
Planning	Annexation – Less than 1 acre	\$250 Base Fee Plus \$10 per parcel or lot		\$250 Base Fee Plus \$10 per parcel or lot		Res 1370	7/1/2022	
Planning	Annexation – 1 – 10 Acres	\$3,000 - (Base Fee)		\$3,000 - (Base Fee)		Res 1370	7/1/2022	7/1/2021
Planning	Annexation – 11 – 50 Acres	Plus \$150 per Acre		Plus \$150 per Acre		Res 1370	7/1/2022	7/1/2019
Planning	Annexation – 51+ Acres	Plus \$100 per Acre		Plus \$100 per Acre		Res 1370	7/1/2022	7/1/2019
Planning	Annexation with Development Concept Plan (DCP) or Modification to (DCP) [New]	\$5,000 Base Fee		\$5,000 Base Fee				
Planning	1 - 10 Acres Plus \$150 Per Acre	1 -10 Acres Plus \$150 Per Acre		1 -10 Acres Plus \$150 Per Acre			7/1/2022	7/1/2019
Planning	11+ Acres Plus \$100 Per Acre	11+ Acres Plus \$100 Per Acre		11+ Acres Plus \$100 Per Acre				
Planning	Appeal of Type I & Type II Decisions	\$250		\$250		Res 1370	7/1/2022	7/1/2019
Planning	Appeal of Type III Decisions	\$1,980		\$1,980		Res 1370	7/1/2022	7/1/2019
Planning	Building Permit Site Plan Review							
Planning	Single Family House	\$275 per application		\$275 per application		Res 1370	7/1/2022	7/1/2021
Planning	Duplex (including conversions of single family to duplex)	\$275 per application		\$275 per application		Res 1370	7/1/2022	7/1/2019
Planning	Non-Living Space addition (garage, carport, porch, etc)	\$150 per application		\$150 per application		Res 1370	7/1/2022	7/1/2021
Planning	Living Space addition (expansion and/or creation of accessory dwelling)	\$175 Plus SDC's, if applicable		\$175 Plus SDC's, if applicable		Res 1370	7/1/2022	7/1/2021
Planning	Accessory Dwelling Unit (ADU) \$200 Plus SDC,s if applicable	\$200 Plus SDC's, if applicable		\$200 Plus SDC's, if applicable		Res 1370	7/1/2022	
Planning	Multifamily	\$60 per unit (first 20 units)/\$12 per each additional unit)		\$60 per unit (first 20 units)/\$12 per each additional unit)		Res 1370	7/1/2022	7/1/2017
Planning	Demolitions (Residential)	\$100		\$100		Res 1370	7/1/2022	7/1/2021
Planning	Demolitions (Commercial or Industrial)	\$100		\$100		Res 1370	7/1/2022	7/1/2021
Planning	Commercial tenant improvements and remodels not involving additional square	\$100		\$100		Res 1370	7/1/2022	7/1/2021
Planning	Residential remodel / interior alteration requiring building permit review. No expansion of footprint or alteration to the exterior of the structure.	\$100		\$100		Res 1370	7/1/2022	
Planning	Signs	\$150 (\$25 for each additional sign)		\$150 (\$25 for each additional sign)		Res 1370	7/1/2022	7/1/2021
Planning	Existing Wireless System Modification / Collocation	\$500		\$500		Res 1370	7/1/2022	7/1/2021
Planning	Small Cell Wireless Deployment in the Right-of-Way	\$100 per location plus any additional actual cost required for outside consult or technical review by consulting engineer		\$100 per location plus any additional actual cost required for outside consult or technical review by consulting engineer		Res 1370	7/1/2022	7/1/2021

EXHIBIT "B"

Department	Fee Description	Current Amount FY2023 (A)	Current Amount FY2023 (B)	Proposed Amount FY2024 (A)	Proposed Amount FY2024 (B)	Authority	Effective Date	Last amount change
	All other commercial and industrial based on building square footage							
Planning	0 to 2,000 square feet	\$300		\$300		Res 1370	7/1/2022	7/1/2021
Planning	2,001 to 5,000 square feet	\$350		\$350		Res 1370	7/1/2022	7/1/2021
Planning	5,001 to 10,000 square feet	\$500		\$500		Res 1370	7/1/2022	7/1/2021
Planning	10,001 to 50,000 square feet	\$650		\$650		Res 1370	7/1/2022	7/1/2021
Planning	50,001 to 100,000 square feet	\$900		\$900		Res 1370	7/1/2022	7/1/2021
Planning	100,001 square feet and up	\$1,050		\$1,050		Res 1370	7/1/2022	7/1/2021
Planning	Comprehensive Plan Amendment	\$3290 (plus \$720 if Measure 56 notice is required)		\$3290 (plus \$720 if Measure 56 notice is required)		Res 1370	7/1/2022	7/1/2019
Planning	Legislative Text	\$6,000		\$6,000		Res 1370	7/1/2022	7/1/2019
Planning	Legislative Map or Quasi-Judicial Map	\$4,000		\$4,000		Res 1370	7/1/2022	7/1/2021
Planning	Conditional Use Permit	\$3,000		\$3,000		Res 1370	7/1/2022	7/1/2017
Planning	Condominium Construction, less than six units	\$285		\$285		Res 1370	7/1/2022	7/1/2017
Planning	Exception Application for Access Management Plan (16.46.B)	\$100		\$100		Res 1370	7/1/2022	7/1/2019
Planning	Food Cart Pods	\$2,000		\$2,000		Res 1370	7/1/2022	
Planning	Interpretation	\$550		\$550		Res 1370	7/1/2022	7/1/2019
Planning	Interpretation of Development Code by Planning Director	\$1,500		\$1,500		Res 1370	7/1/2022	
Planning	Interpretation of Development Code by Planning Commission	\$2,500		\$2,500		Res 1370	7/1/2022	
Planning	Modifications to approved applications							7/1/2019
Planning	Minor	\$400		\$400		Res 1370	7/1/2022	
Planning	Intermediate	\$2,500		\$2,500		Res 1370	7/1/2022	
Planning	Major	Cost of new application of that type		Cost of new application of that type		Res 1370	7/1/2022	
Planning	Property Line Adjustment	\$750		\$750		Res 1370	7/1/2022	7/1/2017
Planning	Non-conforming Structure/Use							
Planning	Verification of a Non-Conforming Use	\$750		\$750				
Planning	Alteration / Expansion of a Non-Conforming Use	\$2,500		\$2,500				
Planning	Parking Lot/Paving Projects	\$310		\$310		Res 1370	7/1/2022	7/1/2017
Planning	Partition	\$1,400		\$1,400		Res 1370	7/1/2022	7/1/2021
Planning	Planned Unit Development	\$3,250		\$3,250		Res 1370	7/1/2022	7/1/2021
Planning	Plat (Final) Review - Partition	\$750		\$750		Res 1370	7/1/2022	7/1/2021
Planning	Plat (Final) Review - Subdivision	\$1,500		\$1,500		Res 1370	7/1/2022	7/1/2021
Planning	Pre-Application Conference							
Planning	Pre-Application Conference	\$720		\$720		Res 1370	7/1/2022	7/1/2017
Planning	Types III or IV (Quasi-Judicial Review)	\$1,500		\$1,500		Res 1370	7/1/2022	7/1/2017
Planning	If detailed written meeting notes requested, otherwise a recording will be provided	\$250		\$250		Res 1370	7/1/2022	
Planning	Preconstruction Conference	\$1,000 (+Staff rate over 2 hrs)		\$1,000 (+Staff rate over 2 hrs)		Res 1370	7/1/2022	7/1/2021
Planning	Minor Modification	\$110		\$110		Res 1370	7/1/2022	7/1/2019
Planning	Right of Way Vacation Fee	\$2,500		\$2,500		Res 1370	7/1/2022	7/1/2021
Planning	Sidewalk Café Annual Permit Fee	\$50		\$50		Res 1370	7/1/2022	7/1/2019
Planning	Sidewalk Café Annual Right of Way Rental Fee	\$2		\$2		Res 1370	7/1/2022	7/1/2019
Planning	Site and Design Review (Type II)	\$1,000 plus 0.002% of estimated total project cost, max \$15,000		\$1,000 plus 0.2% of estimated total project cost, max \$15,000		Res 1390		
Planning	Site and Design Review (Type III)	\$2,500 plus 0.0002% of estimated total project cost, max \$20,000		\$2,500 plus 0.2% of estimated total project cost, max \$20,000		Res 1390		

EXHIBIT "B"

Department	Fee Description	Current Amount FY2023 (A)	Current Amount FY2023 (B)	Proposed Amount FY2024 (A)	Proposed Amount FY2024 (B)	Authority	Effective Date	Last amount change
	Site Plan Development Engineering Plan Review Fee							
Planning	Up to 0.25 acres	\$500		\$500		Res 1370	7/1/2022	7/1/2019
Planning	Over 0.25 up to 2 acres	\$1,000		\$1,000		Res 1370	7/1/2022	7/1/2019
Planning	Over 2 acres up to 5.0 acres	\$1,500		\$1,500		Res 1370	7/1/2022	7/1/2019
Planning	Over 5.0 acres up to 8 acres	\$2,000		\$2,000		Res 1370	7/1/2022	7/1/2019
Planning	Over 8 acres	\$2,500 maximum		\$2,500 maximum		Res 1370	7/1/2022	7/1/2019
Planning	Special Permit (hardship)	\$105		\$105		Res 1370	7/1/2022	7/1/2017
Planning	Subdivision – 4 or more lots	\$3,500 (Base Fee) Base Fee Plus \$115 per lot		\$3,500 (Base Fee) Base Fee Plus \$115 per lot		Res 1370	7/1/2022	7/1/2021
Planning	Public Improvement Engineering Plan Review Fee (Includes the following ROW Infrastructure: Street Pavement, Curbs, Driveway Returns, Sewer, Storm Drainage, Sidewalks, and Street Trees)	3% of public improvement installation costs (\$30,000 maximum)		3% of public improvement installation costs (\$30,000 maximum)		Res 1370	7/1/2022	7/1/2021
Planning	Temporary Vendor Permit	\$100 (\$50 non-profit)		\$100 (\$50 non-profit)		Res 1370	7/1/2022	10/16/2009
Planning	Temporary Vendor Permit Renewal	\$50 (\$25 non-profit)		\$50 (\$25 non-profit)		Res 1370	7/1/2022	7/1/2012
Planning	Traffic Engineering Scope	\$800 min. \$1,000 max. deposit		\$800 min. \$1,000 max. deposit		Res 1370	7/1/2022	7/1/2011
Planning	Traffic Study Review	Applicant pays actual costs		Applicant pays actual costs		Res 1370	7/1/2022	
Planning	Traffic Impact Study	Applicant pays actual costs		Applicant pays actual costs		Res 1370	7/1/2022	6/1/2010
Planning	Variance - Major	\$3,000		\$3,000		Res 1370	7/1/2022	7/1/2017
Planning	Variance - Minor Setback	\$700		\$700		Res 1370	7/1/2022	7/1/2021
Planning	Variance - Minor Sign	\$250		\$250		Res 1370	7/1/2022	7/1/2021
Planning	Withdrawal of Territory < 1 acre	\$3,000 (base fee)		\$3,000 (base fee)		Res 1370	7/1/2022	7/1/2021
Planning	Withdrawal of Territory - 1-10 acres	Plus \$79 per acre		Plus \$79 per acre		Res 1370	7/1/2022	2/2/2011
Planning	Withdrawal of Territory 11-50 acres	Plus \$41 per acre		Plus \$41 per acre		Res 1370	7/1/2022	2/2/2011
Planning	Withdrawal of Territory 51+ acres	Plus \$8 per acre		Plus \$8 per acre		Res 1370	7/1/2022	2/2/2011
Planning	Zoning Letter							
Planning	LUCs (Land Use Compatibility Statement)	\$125		\$125		Res 1370	7/1/2022	7/1/2021
Planning	Basic (zone and use verification)	\$200		\$200		Res 1370	7/1/2022	7/1/2021
Planning	Expansive (conformance research)	\$1,000		\$1,000		Res 1370	7/1/2022	7/1/2021
Planning	Zoning Map Amendment	\$4,000		\$4,000		Res 1370	7/1/2022	7/1/2021
Planning	Zoning Text Amendment	\$4,000		\$4,000		Res 1370	7/1/2022	7/1/2021
Planning								
Building								

EXHIBIT "B"

Department	Fee Description	Current Amount FY2023 (A)	Current Amount FY2023 (B)	Proposed Amount FY2024 (A)	Proposed Amount FY2024 (B)	Authority	Effective Date	Last amount change
	Building Permit Fee							
Building	\$0 to \$3,000 valuation	\$80		\$80		Res 1370	7/1/2022	11/1/2008
Building	\$3,001 to \$25,000 valuation	\$80 for the first \$3,000 and \$12 for each additional \$1,000 or fraction thereof		\$80 for the first \$3,000 and \$12 for each additional \$1,000 or fraction thereof		Res 1370	7/1/2022	11/1/2008
Building	\$25,001 to \$50,000 valuation	\$344 for the first \$25,000 and \$9 for each additional \$1,000 or fraction thereof		\$344 for the first \$25,000 and \$9 for each additional \$1,000 or fraction thereof		Res 1370	7/1/2022	11/1/2008
Building	\$50,001 to \$100,000 valuation	\$569 for the first \$50,000 and \$6 for each additional \$1,000 or fraction thereof		\$569 for the first \$50,000 and \$6 for each additional \$1,000 or fraction thereof		Res 1370	7/1/2022	11/1/2008
Building	\$100,001 and up	\$869 for the first \$100,000 and \$5 for each additional \$1,000 or fraction thereof		\$869 for the first \$100,000 and \$5 for each additional \$1,000 or fraction thereof		Res 1370	7/1/2022	11/1/2008
Building	Plan Review Fee	100% of Building Permit fee		100% of Building Permit fee		Res 1370	7/1/2022	11/1/2008
Building	Temporary Certificate of Occupancy	\$250		\$250		Res 1370	7/1/2022	11/1/2008
Building	Deferred submittal processing and reviewing fee	Equal to the building permit fee for the valuation of the particular deferred portion or portions of the project, with a set minimum fee of \$300		Equal to the building permit fee for the valuation of the particular deferred portion or portions of the project, with a set minimum fee of \$300		Res 1370	7/1/2022	11/1/2008
Building	Phased or Partial Building Permit plan review fee	\$300 plus 10% of the total project building permit fee not to exceed \$2,000 for each phase in addition to above fees		\$300 plus 10% of the total project building permit fee not to exceed \$2,000 for each phase in addition to above fees		Res 1370	7/1/2022	11/1/2008
Building	Inspections outside of normal business hours	\$160/hr (minimum charge – two hours)		\$160/hr (minimum charge – two hours)		Res 1370	7/1/2022	11/1/2008
Building	Re-inspection Fees	\$80		\$80		Res 1370	7/1/2022	11/1/2008
Building	Inspections for which no fee is specifically indicated	\$160/hr (minimum charge – 1/2 hour)		\$160/hr (minimum charge – 1/2 hour)		Res 1370	7/1/2022	11/1/2008
Building	Additional plan review required by changes, additions or revisions to proposed or approved plans	\$160/hr (minimum charge – 1/2 hour)		\$160/hr (minimum charge – 1/2 hour)		Res 1370	7/1/2022	11/1/2008

EXHIBIT "B"

Department	Fee Description	Current Amount FY2023 (A)	Current Amount FY2023 (B)	Proposed Amount FY2024 (A)	Proposed Amount FY2024 (B)	Authority	Effective Date	Last amount change
	Residential Fire Suppression Systems Combined Plan Permit and Plan Check Fees							
Building	0 sq. ft to 2,000 sq. ft	\$160		\$160		Res 1370	7/1/2022	11/1/2008
Building	2001 sq. ft. to 3600 sq. ft.	\$210		\$210		Res 1370	7/1/2022	11/1/2008
Building	3601 sq. ft. to 7200 sq. ft.	\$269		\$269		Res 1370	7/1/2022	11/1/2008
Building	7201 sq. ft. and greater	\$377		\$377		Res 1370	7/1/2022	11/1/2008
	Mechanical Fee Schedule for New and Additions or Alterations, to One and Two Family Dwellings							
Building	Install/Replace Furnace: Up to 100,000btu	\$24.75 per appliance		\$24.75 per appliance		Res 1370	7/1/2022	11/1/2008
Building	Install/Replace Furnace: Over 100,000btu	\$31.50 per appliance		\$31.50 per appliance		Res 1370	7/1/2022	11/1/2008
Building	Install/Replace/Relocate Heaters: Suspended, Wall or Floor Mounted.	\$24.75 per appliance		\$24.75 per appliance		Res 1370	7/1/2022	11/1/2008
Building	Appliance Vent	\$12.50 per appliance		\$12.50 per appliance		Res 1370	7/1/2022	11/1/2008
Building	Alteration Of Existing HVAC System	\$24.75		\$24.75		Res 1370	7/1/2022	11/1/2008
Building	Air Handling Units	\$18.75 per appliance		\$18.75 per appliance		Res 1370	7/1/2022	11/1/2008
Building	Air Conditioning under 100,000btu	\$24.75 per appliance		\$24.75 per appliance		Res 1370	7/1/2022	11/1/2008
Building	Air Conditioning over 100,000btu	\$46.50 per appliance		\$46.50 per appliance		Res 1370	7/1/2022	11/1/2008
Building	Dryer Exhaust	\$18.75 per appliance		\$18.75 per appliance		Res 1370	7/1/2022	11/1/2008
Building	Hood	\$18.75 per appliance		\$18.75 per appliance		Res 1370	7/1/2022	11/1/2008
Building	Exhaust Fan Connected To A Single Duct	\$12.50 per appliance		\$12.50 per appliance		Res 1370	7/1/2022	11/1/2008
Building	Gas Piping: 1 To 4 Outlets	\$8.25		\$8.25		Res 1370	7/1/2022	11/1/2008
Building	Gas Piping: Each Additional Outlet	\$2.25 per outlet		\$2.25 per outlet		Res 1370	7/1/2022	11/1/2008
Building	Fireplace	\$18.75 per appliance		\$18.75 per appliance		Res 1370	7/1/2022	11/1/2008
Building	Wood Stove	\$18.75 per appliance		\$18.75 per appliance		Res 1370	7/1/2022	11/1/2008
Building	Other	\$18.75 per appliance		\$18.75 per appliance		Res 1370	7/1/2022	11/1/2008
Building	Minimum Permit Fee	\$80		\$80		Res 1370	7/1/2022	11/1/2008
Building	Plan Review Fee (Mechanical)	100% of Mechanical Permit fee		100% of Mechanical Permit fee		Res 1370	7/1/2022	11/1/2008
	Mechanical Fee Schedule for New and Additions or Alterations to Commercial, Multi-Family and Industrial Projects							
Building	\$0.00 to \$5000.00 valuation	\$80		\$80		Res 1370	7/1/2022	11/1/2008
Building	\$5001.00 to \$10,000.00 valuation	\$80 for the first \$5000 and \$3 for each additional \$100 or fraction thereof		\$80 for the first \$5000 and \$3 for each additional \$100 or fraction thereof		Res 1370	7/1/2022	11/1/2008
Building	\$10,001.00 to \$100,000 valuation	\$230.00 for the first \$10,000.00 and \$12.00 for each additional \$1,000.00 or fraction thereof		\$230.00 for the first \$10,000.00 and \$12.00 for each additional \$1,000.00 or fraction thereof		Res 1370	7/1/2022	11/1/2008
Building	\$100,001.00 and up	\$1,310 for the first \$100,000 and \$10 for each additional \$1,000 or fraction thereof		\$1,310 for the first \$100,000 and \$10 for each additional \$1,000 or fraction thereof		Res 1370	7/1/2022	11/1/2008
Building	Plan Review Fee (Mechanical)	37% of Mechanical Permit fee		37% of Mechanical Permit fee		Res 1370	7/1/2022	11/1/2008

EXHIBIT "B"

Department	Fee Description	Current Amount FY2023 (A)	Current Amount FY2023 (B)	Proposed Amount FY2024 (A)	Proposed Amount FY2024 (B)	Authority	Effective Date	Last amount change
Building	Grading Permit Fee Schedule							
Building	50 cubic yards or less	\$80		\$80		Res 1370	7/1/2022	11/1/2008
Building	51 to 100 cubic yards	\$117		\$117		Res 1370	7/1/2022	11/1/2008
Building	101 to 1,000 cubic yards	\$117 for the first 100 cubic yards, plus \$55 for each additional 100 cubic yards or fraction thereof		\$117 for the first 100 cubic yards, plus \$55 for each additional 100 cubic yards or fraction thereof		Res 1370	7/1/2022	11/1/2008
Building	1,001 to 10,000 cubic yards	\$612 for the first 1,000 cubic yards, plus \$46 for each additional 1,000 cubic yards or fraction thereof		\$612 for the first 1,000 cubic yards, plus \$46 for each additional 1,000 cubic yards or fraction thereof		Res 1370	7/1/2022	11/1/2008
Building	10,001 to 100,000 cubic yards	\$1026 for the first 10,000 cubic yards, plus \$210 for each additional 10,000 cubic yards or fraction thereof		\$1026 for the first 10,000 cubic yards, plus \$210 for each additional 10,000 cubic yards or fraction thereof		Res 1370	7/1/2022	11/1/2008
Building	100,001 cubic yards and up	\$2916 for the first 100,000 cubic yards, plus \$115 for each additional 10,000 cubic yards or fraction thereof		\$2916 for the first 100,000 cubic yards, plus \$115 for each additional 10,000 cubic yards or fraction thereof		Res 1370	7/1/2022	11/1/2008
Building	Plan Review Fee (Grading)	65% of Grading Permit fee		65% of Grading Permit fee		Res 1370	7/1/2022	11/1/2008
Building	Manufactured Dwelling Installation and set up	\$350		\$350		Res 1370	7/1/2022	11/1/2008
Building	Earthquake bracing when not part of original installation	\$280		\$280		Res 1370	7/1/2022	11/1/2008
Building	Prescriptive Flat Fee Solar Installation	\$240		\$240		Res 1370	7/1/2022	7/1/2011
Building								

EXHIBIT "B"

Department	Fee Description	Current Amount FY2023 (A)	Current Amount FY2023 (B)	Proposed Amount FY2024 (A)	Proposed Amount FY2024 (B)	Authority	Effective Date	Last amount change
		In City	Out of City	In City	Out of City			
Swim Center		\$2.50	\$3.75	\$2.50	\$3.75	Res 1370	7/1/2022	6/1/2010
Swim Center	Daily Admission - Youth	\$2.50	\$3.75	\$2.50	\$3.75	Res 1370	7/1/2022	6/1/2010
Swim Center	Daily Admission - Senior	\$2.50	\$3.75	\$2.50	\$3.75	Res 1370	7/1/2022	6/1/2010
Swim Center	Daily Admission - Adult	\$3.25	\$4.50	\$3.25	\$4.50	Res 1370	7/1/2022	6/1/2010
Swim Center	Daily Admission - Family	\$8.25	\$12.00	\$8.25	\$12.00	Res 1370	7/1/2022	6/1/2010
Swim Center	Tickets - 10 Swims Youth/Senior	\$25.00	\$37.50	\$25.00	\$37.50	Res 1370	7/1/2022	6/1/2010
Swim Center	Tickets - 10 Swims Adult	\$32.50	\$45.00	\$32.50	\$45.00	Res 1370	7/1/2022	6/1/2010
Swim Center	Pass 3 month - Youth	\$50.00	\$75.00	\$50.00	\$75.00	Res 1370	7/1/2022	6/1/2010
Swim Center	Pass 3 month - Senior	\$50.00	\$75.00	\$50.00	\$75.00	Res 1370	7/1/2022	6/1/2010
Swim Center	Pass 3 month - Adult	\$65.00	\$90.00	\$65.00	\$90.00	Res 1370	7/1/2022	6/1/2010
Swim Center	Pass 3 month - 1 + 1	\$97.50	\$135.00	\$97.50	\$135.00	Res 1370	7/1/2022	6/1/2010
Swim Center	Pass 3 month - Family	\$130.00	\$180.00	\$130.00	\$180.00	Res 1370	7/1/2022	6/1/2010
Swim Center	Pass 12 month - Youth	\$137.50	\$206.25	\$137.50	\$206.25	Res 1370	7/1/2022	6/1/2010
Swim Center	Pass 12 month - Senior	\$137.50	\$206.25	\$137.50	\$206.25	Res 1370	7/1/2022	6/1/2010
Swim Center	Pass 12 month - Adult	\$178.75	\$247.50	\$178.75	\$247.50	Res 1370	7/1/2022	6/1/2010
Swim Center	Pass 12 month - 1 + 1	\$268.00	\$371.25	\$268.00	\$371.25	Res 1370	7/1/2022	6/1/2010
Swim Center	Pass 12 month - Family	\$357.50	\$495.00	\$357.50	\$495.00	Res 1370	7/1/2022	6/1/2010
Swim Center	Water Exercise - Youth	\$2.50	\$3.75	\$2.50	\$3.75	Res 1370	7/1/2022	6/1/2010
Swim Center	Water Exercise - Senior	\$2.50	\$3.75	\$2.50	\$3.75	Res 1370	7/1/2022	6/1/2010
Swim Center	Water Exercise - Adult	\$3.25	\$4.50	\$3.25	\$4.50	Res 1370	7/1/2022	6/1/2010
Swim Center	Lessons - Public Lessons	\$4.00	\$6.00	\$4.00	\$6.00	Res 1370	7/1/2022	7/1/2017
Swim Center	Lessons - Spring Penguin	\$50.00	\$70.00	\$50.00	\$70.00	Res 1370	7/1/2022	6/1/2010
Swim Center	Lessons - Summer Penguin	\$80.00	\$100.00	\$80.00	\$100.00	Res 1370	7/1/2022	6/1/2010
Swim Center	Lessons - School Programs	by contract	\$100/hr	by contract	\$100/hr	Res 1370	7/1/2022	7/1/2017
Swim Center	Rentals - Public - 2 hours, up to 30 persons	\$55.00 per hr	\$75.00 per hr	\$55.00 per hr	\$75.00 per hr	Res 1370	7/1/2022	7/1/2019
Swim Center	Rentals - Public - additional charge for 31-60 persons, then additional \$50 per	\$50.00	\$50.00	\$50.00	\$50.00	Res 1370	7/1/2022	7/1/2019
Swim Center	Rentals - Canby Gators	by contract	by contract	by contract	by contract	Res 1370	7/1/2022	6/1/2010
Swim Center								

EXHIBIT "B"

Department	Fee Description	Current Amount FY2023 (A)	Current Amount FY2023 (B)	Proposed Amount FY2024 (A)	Proposed Amount FY2024 (B)	Authority	Effective Date	Last amount change
Cemetery								
Cemetery	Grave Lots	Property	Perpetual Care Fee	Property	Perpetual Care Fee			
Cemetery	Standard Grave Lot	\$600	\$900	\$600	\$900	Res 1370	7/1/2022	7/1/2019
Cemetery	Child Grave Lot (1/2 sp)	\$240	\$360	\$240	\$360	Res 1370	7/1/2022	7/1/2019
Cemetery	Baby Grave Lot (1/4 sp)	\$200	\$300	\$200	\$300	Res 1370	7/1/2022	7/1/2019
Cemetery	Cremains Lot	\$200	\$300	\$200	\$300	Res 1370	7/1/2022	7/1/2019
Cemetery								
Cemetery	Grave Marking & Recording Fee	\$100		\$100		Res 1370	7/1/2022	7/1/2018
Cemetery	Cremains Opening & Closing (includes marking and recording)	\$300		\$300		Res 1370	7/1/2022	6/1/2010
Cemetery	Headstone Marking Fee	\$50		\$50		Res 1370	7/1/2022	7/1/2018
Cemetery	Set up and take down of tent and chairs	\$150		\$150		Res 1370	7/1/2022	7/1/2018
Cemetery								
Cemetery	Mausoleum Phase I	Property	Perpetual Care Fee	Property	Perpetual Care Fee			
Cemetery	Single Crypts (1 space)	\$2,375	\$125	\$2,375	\$125	Res 1370	7/1/2022	7/1/2019
Cemetery	Tandem Crypts (2 spaces)	\$6,650	\$350	\$6,650	\$350	Res 1370	7/1/2022	7/1/2019
Cemetery	Side by Side Crypts (4 space)	\$7,600	\$400	\$7,600	\$400	Res 1370	7/1/2022	7/1/2019
Cemetery	Niche Spaces	\$630	\$70	\$630	\$70	Res 1370	7/1/2022	7/1/2019
Cemetery								
Cemetery	Mausoleum Phase II							
Cemetery	Single Crypts (1 space)							
Cemetery	Sixth Level F	\$2,375	\$125	\$2,375	\$125	Res 1370	7/1/2022	7/1/2019
Cemetery	Fifth Level E	\$2,850	\$150	\$2,850	\$150	Res 1370	7/1/2022	7/1/2019
Cemetery	Fourth Level D	\$3,420	\$180	\$3,420	\$180	Res 1370	7/1/2022	7/1/2019
Cemetery	Third Level C	\$4,085	\$215	\$4,085	\$215	Res 1370	7/1/2022	7/1/2019
Cemetery	Second Level B	\$4,085	\$215	\$4,085	\$215	Res 1370	7/1/2022	7/1/2019
Cemetery	First and Westminster Level A (2 spaces)	\$5,700	\$300	\$5,700	\$300	Res 1370	7/1/2022	7/1/2019
Cemetery								
Cemetery	Tandem Crypts (2 spaces)							
Cemetery	Sixth Level F	\$3,800	\$200	\$3,800	\$200	Res 1370	7/1/2022	7/1/2019
Cemetery	Fifth Level E	\$4,560	\$240	\$4,560	\$240	Res 1370	7/1/2022	7/1/2019
Cemetery	Fourth Level D	\$5,415	\$285	\$5,415	\$285	Res 1370	7/1/2022	7/1/2019
Cemetery	Third Level C	\$6,460	\$340	\$6,460	\$340	Res 1370	7/1/2022	7/1/2019
Cemetery	Second Level B	\$6,460	\$340	\$6,460	\$340	Res 1370	7/1/2022	7/1/2019
Cemetery	First and Westminster Level A (4 spaces)	\$7,695	\$405	\$7,695	\$405	Res 1370	7/1/2022	7/1/2019
Cemetery								
Cemetery	Side by Side Crypts (2 Sp)							
Cemetery	Sixth Level F	\$3,895	\$205	\$3,895	\$205	Res 1370	7/1/2022	7/1/2019
Cemetery	Fifth Level E	\$4,655	\$245	\$4,655	\$245	Res 1370	7/1/2022	7/1/2019
Cemetery	Fourth Level D	\$5,605	\$295	\$5,605	\$295	Res 1370	7/1/2022	7/1/2019
Cemetery	Third Level C	\$6,650	\$350	\$6,650	\$350	Res 1370	7/1/2022	7/1/2019
Cemetery	Second Level B	\$6,650	\$350	\$6,650	\$350	Res 1370	7/1/2022	7/1/2019
Cemetery	First and Westminster Level A (4 spaces)	\$7,980	\$420	\$7,980	\$420	Res 1370	7/1/2022	7/1/2019
Cemetery								
Cemetery	Opening & Closing for Crypts							
Cemetery	Single Entombment	\$600		\$600		Res 1370	7/1/2022	7/1/2018
Cemetery	Tandem or Side by Side Entombment	\$650		\$650		Res 1370	7/1/2022	7/1/2018
Cemetery	Westminster Single Entombment	\$750		\$750		Res 1370	7/1/2022	7/1/2018
Cemetery	Westminster Tandem or Side by Side Entombment	\$800		\$800		Res 1370	7/1/2022	7/1/2018
Cemetery	Disentombment	\$1,000		\$1,000		Res 1370	7/1/2022	7/1/2018
Cemetery								
Cemetery	Opening & Closing for Niches	\$350		\$350		Res 1370	7/1/2022	7/1/2018
Cemetery								
Cemetery	Crypt Name Bar Installation	\$500		\$500		Res 1370	7/1/2022	7/1/2018
Cemetery	Niche Name Bar Installation	\$400		\$400		Res 1370	7/1/2022	7/1/2018
Cemetery	Emblems (Elks, Rotary, Cross, etc)	\$100		\$100		Res 1370	7/1/2022	7/1/2018
Cemetery	Extra Plastic Vase & Holder	\$90		\$90		Res 1370	7/1/2022	9/1/2005
Cemetery	Replace Plastic Vase	\$45		\$45		Res 1370	7/1/2022	9/1/2005
Cemetery	Weekend or Holiday Service, or Emergency Call Out for Funeral Services (additional)	\$300		\$300		Res 1370	7/1/2022	9/1/2005
Cemetery	Cemetery Title Transfer	\$100		\$100		Res 1370	7/1/2022	7/1/2018



CITY OF CANBY
MASTER FEE SCHEDULE

Effective 7/1/2023
Resolution No. 1390

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General Fees

• Staff Rates for all Departments	Twice the hourly rate for Step 1 of the position
• Photocopies or Printouts-Black and White, sizes to 8 1/2 x 14, single or double-sided	25¢ per sheet
• Photocopies or Printouts-Color, sizes to 8 1/2 x 14, single or double-sided	75¢ per sheet
• Photocopies or Printouts-Black and White, size 11x17, single sided only	\$1.00 per sheet
• Photocopies or Printouts-Color, size 11x17, single sided only	\$1.25 per sheet
• Plotter prints (8 1/2 x 11)	\$2
• Plotter prints (11 x 17)	\$4
• Plotter prints (17 x 22)	\$6
• Plotter prints (24 x 36)	\$8
• Plotter prints (36 x 48)	\$10
• Records on CD/DVD/USB	\$10 plus staff time
• Public Records	Staff rate + materials costs (first 30 minutes no charge)
• Public Records-Faxing	50¢ per page sent
• Public Records-Mailing costs	Actual costs + \$1.00 handling fee
• Returned check fee	\$25
• Returned Electronic Payment Fee	\$15
• Lien Search fee	\$30
• License/Permit/Certificate replacement fee	\$10

Administration Fees

• Business License-Annual	\$50
• Business License-Past Due	\$10 per month up to \$50
• Business License-Transfer or Assign	\$50
• Operating a Business without a License Penalty	\$100
• Liquor License Application New	\$100
• Liquor License Change of Ownership, Location, or Privilege	\$75
• Small Animal Permit	\$10
• Sidewalk Vending Permit	\$25
• Noise Variance fee	\$75
• Human Resources Application Fee (Police)	\$20
• Franchise Application and Review Fee-Telecommunications	Actual expenses (requires \$2,000 deposit)
• Registration Application Fee-Telecommunications Providers	\$100
• Annual Registration Fee-Telecommunications Providers	4% of gross revenues
• Right-of-Way Use Fee-Telecommunications Providers	\$2 per linear foot occupied (if no revenues earned in City)
• Franchise Fees-Telecommunications	7% gross revenue
• Franchise Fees-Cable	5% gross revenue
• Franchise Fees-Natural Gas	5% gross revenue
• Franchise Fees-Telephone	7% gross revenue
• Franchise Fees-Solid Waste	5% gross revenue
• In-lieu of Franchise Fees-Water/ Electric	5% of commodity sales
• In-lieu of Franchise Fees-Wastewater/ Stormwater	7% of service charge collected
• Transient Room Tax	6%
• Vertical Housing Tax Credit Application Fee	\$550
• Vertical Housing Tax Credit Annual Monitoring Fee	\$150

Main Street Fees

Canby Independence Day Celebration Vendor Fees

- Food Vendor Application
 - Early Bird (Before April 1) \$125
 - Regular Rate (April 1 - May 1) \$175
 - Advanced Rate (May 2 - May 31) \$250
 - Final Rate (June 1 - July 1) \$500
 - Specific Location \$50 (extra)
 - Electricity \$25 (per outlet)
- Beer/Wine Garden Vendor Application 10% of total sales
- Local Arts/Crafts Vendor Application
 - Regular Rate \$45
 - Advanced Rate (May 2 - May 31) \$65
 - Specific Location \$50 (extra)
- Outside City Limits Arts/Crafts
 - Regular Rate \$65
 - Advanced Rate (May 2 - May 31) \$85
 - Specific Location \$50 (extra)
- Parade Fee (Campaigns/Businesses) \$25
- Tie-dyed Shirts \$5
- Car Show \$20

Canby's Big Weekend Street Dance Vendor Fee

- Food Vendor Application \$50
- Beer/Wine Garden Vendor Application \$250 or 15% of total sales (whichever is greater)

Canby Area Transit Fees

- General Public Dial-A-Ride \$1.00 per boarding
- Complimentary Paratransit Dial-A-Ride \$1.00 per boarding
- Oregon City Dial-A-Ride \$1.00 per boarding
- Shopping Shuttle Services no charge
- Commuter and Fixed-Route Bus Service \$1.00 per boarding
- Monthly Pass \$20/calendar month
- Punch Pass (24 rides) \$20 (no expiration)
- Payroll and self-employment tax 0.6%

Police Fees

- Alarm User Fees
 - Permit Registration and Annual Renewal
 - Seniors 65+ and Government entities
 - \$25 annually
 - \$10 annually
 - Appeal Fee
 - \$25 per request
 - Late Payment Fee
 - \$25
 - Reinstatement Fee for a suspended alarm
 - \$25
 - False Alarm
 - First False Alarm
 - Alarm School or \$50
 - Second False Alarm
 - \$75
 - Third False Alarm
 - \$100
 - Fourth or more False Alarms
 - \$150 each
 - Operating an Alarm System that is Suspended
 - First Time
 - \$200
 - Second and Subsequent Times
 - \$300
- Alarm Companies
 - Failure to report new install
 - \$50
 - False Alarm caused by Alarm Company
 - \$100
 - Calling on Suspended Alarm Site
 - First Time
 - \$100
 - Second and Subsequent Times
 - \$200
 - Failure to use Enhanced Call Confirmation Procedures
 - \$100
 - All Late Charges
 - \$25
 - Suspension Reinstatement Fee and Mailing Costs
 - \$200 + \$10 per customer if contacted
 - Appeal Fee
 - \$25 per request
- Citation - Copy
 - \$10
- Fingerprinting
 - \$20 plus \$10 each additional card
- Name Check Response Letter
 - \$10 for a no record form letter
or a list of reports
- Photos/Videos on CD
 - \$25
- Police Report - Copy
 - \$10 DMV accident Report, \$15 Police
Reports (plus 25¢ per pg. after 10
pages)
- Public Records - Admin Research
 - Staff rate + materials costs
- Radar Certification
 - \$10
- Impounded Animal Redemption Fee
 - \$50 plus cost of boarding
- Secondhand Dealer Application Fee
 - \$50
- Secondhand Dealer Annual Permit Fee
 - \$100
- Special Event Security
 - Staff rate
- Temporary/Special Event Liquor License
 - \$35
- Vehicle Release
 - \$150

Court Fees

• Appeal Transcript Fee	\$35
• Civil Compromise Fee	\$150
• Court Appointed Attorney Fee	\$200 per Appointment
• Collections Referral Fee	25% of outstanding balance (by statute), not to exceed \$250
• Discovery Fee	\$15 reports; \$25 CD/DVD; \$10 citations
• DUII Diversion Filing Fee	\$200
• Failure to Appear at Trial Fee	\$100
• Failure to Comply Suspension Fee	\$100
• Fix It Dismissal Fee	\$50
• Good Driver Class Deferred Sentence Fee	\$50 less than presumptive fine schedule of offense
• Guilty by Default Letter Fee	\$50
• Juvenile Good Driver Deferred Sentence Fee	\$396, \$235, \$145 or \$105 based on offense class
• Late Payment Letter Fee	\$25
• Minor in Possession Deferred Sentence Fee	\$150
• Misdemeanor Deferred Sentence Fee	\$300
• Motion to Reopen Case Fee	\$35
• Parking Ticket Late Fee	City fine doubles after 14 days (fine ranges \$15 to \$25)
• Payment Plan Fee	\$25, new or refinanced plan
• Public Records Request Fee	\$5 plus .25 each additional page + postage
• Returned Check Fee	\$50 (includes demand letter certified)
• Show Cause Fee/Order to Appear Fee	\$50
• Warrant Issued Fee	\$50

Library Fees

- Library Cards

- o Clackamas County residents Free
- o Out-of-County Fee* \$95

**Residents who live in Oregon in Multnomah County, Washington County, Hood River County or those who reside in the Fort Vancouver Regional Library District or the City of Camas Washington, may obtain a LINCC library card without paying a non-resident fee.*

- Overdue Items

- o Adult and Children's print & non-print items 10¢ per day (\$1.00 maximum per item for all materials, except Library of Things and in-house only items)
- o Oregon State Park passes \$5 per day up to replacement cost
- o Laptops and accessories \$5 per hour up to replacement cost
- o Library of Things items \$5 per day up to replacement cost
- o Overdue Fee "Food for Fines" \$1 per food item donated

- Lost or Damaged Items

Cost of material as indicated in the library's database

- o Books (Missing book jacket) \$3
- o CD Audiobooks
 - Disc \$10 per disc
 - CD case \$5
- o DVDs
 - Bonus disc \$5
 - DVD case \$3
 - Jacket or paper insert \$3
 - Booklet \$5
- o Music CDs
 - Case \$4
 - Part of case (top or bottom) \$2
 - Insert \$5
- o Oregon State Park Pass \$30
- o Puppets \$10
- o Children's Kits Cost of each component as listed in the item record
- o RFID Labels
 - Stingray Label \$1
 - Missing Barcodes \$1
- o Laptops \$350
- o Headphones \$20
- o USB hub \$30
- o Mouse \$10
- o Library of Things items Replacement cost of the item

- Copying and Printing

- o Black and White (Self-Serve) 15¢/page
- o Color (Self-Serve) 50¢/page

Park Fees

	In City	Out of City
• Rental of Gazebo in Wait Park (waived for non-profits)	\$132	\$264
• Rental of Wait Park (waived for non-profits)	\$450	\$900
• Wait Park Banner Installation & Removal	\$176	\$176

Swim Center Fees

	In City	Out of City
• Daily Admission		
○ Youth	\$2.50	\$3.75
○ Senior	\$2.50	\$3.75
○ Adult	\$3.25	\$4.50
○ Family	\$8.25	\$12.00
• Tickets		
○ 10 Swims Youth/Senior	\$25.00	\$37.50
○ 10 Swims Adult	\$32.50	\$45.00
• Passes		
○ 3 month - Youth	\$50.00	\$75.00
○ 3 month - Senior	\$50.00	\$75.00
○ 3 month - Adult	\$65.00	\$90.00
○ 3 month - 1 + 1	\$97.50	\$135.00
○ 3 month - Family	\$130.00	\$180.00
○ 12 month - Youth	\$137.50	\$206.25
○ 12 month - Senior	\$137.50	\$206.25
○ 12 month - Adult	\$178.75	\$247.50
○ 12 month - 1 + 1	\$268.00	\$371.25
○ 12 month - Family	\$357.50	\$495.00
• Water Exercise		
○ Youth	\$2.50	\$3.75
○ Senior	\$2.50	\$3.75
○ Adult	\$3.25	\$4.50
• Lessons		
○ Public Lessons	\$4.00	\$6.00
○ Spring Penguin	\$50.00	\$70.00
○ Summer Penguin	\$80.00	\$100.00
○ School Programs	by contract	\$100.00 per hr
• Rentals		
○ Public - 2 hours, up to 30 persons	\$55 per hr	\$75 per hr
○ Public - additional charge for 31-60 persons, then additional \$30 per each additional group of up to 30.	\$50	\$50
○ Canby Gators		by contract

Cemetery Fees

• Grave Marking & Recording Fee		\$100
• Cremains Opening & Closing (includes marking and recording)		\$300
• Opening & Closing for Crypts		
○ Single Entombment		\$600
○ Tandem or Side by Side Entombment		\$650
○ Westminster Single Entombment		\$750
○ Westminster Tandem or Side by Side Entombment		\$800
○ Disentombment		\$1,000
• Opening & Closing for Niches		\$350
• Headstone Marking Fee		\$50
• Set up and take down of tent and chairs		\$150
• Crypt Name Bar Installation		\$500
• Niche Name Bar Installation		\$400
○ Emblems (Elks, Rotary, Cross, etc.)		\$100
• Extra Plastic Vase & Holder		\$90
• Replacement of Plastic Vase		\$45
• Weekend or Holiday Services or Emergency Call Out for Funeral Services (additional fee)		\$300
• Cemetery Title Transfer		\$100
• Grave Lots	Property	Perpetual Care Fee
○ Standard Grave Lot	\$600	\$900
○ Child Grave Lot (1/2 sp)	\$240	\$360
○ Baby Grave Lot (1/4 sp)	\$200	\$300
○ Cremains Lot	\$200	\$300
• Niche Spaces	\$630	\$70
• Mausoleum Phase I		
○ Single Crypts (1 space)	\$2,375	\$125
○ Tandem Crypts (2 spaces)	\$6,650	\$350
○ Side by Side Crypts (4 Spaces)	\$7,600	\$400
• Mausoleum Phase II		
○ Single Crypts (1 space)		
▪ Sixth Level F	\$2,375	\$125
▪ Fifth Level E	\$2,850	\$150
▪ Fourth Level D	\$3,420	\$180
▪ Third Level C or Second Level B	\$4,085	\$215
▪ First and Westminster Level A (2 spaces)	\$5,700	\$300
○ Tandem Crypts (2 spaces)		
▪ Sixth Level F	\$3,800	\$200
▪ Fifth Level E	\$4,560	\$240
▪ Fourth Level D	\$5,415	\$285
▪ Third Level C or Second Level B	\$6,460	\$340
▪ First and Westminster Level A (4 spaces)	\$7,695	\$405
○ Side by Side Crypts (2 Spaces)		
▪ Sixth Level F	\$3,895	\$205
▪ Fifth Level E	\$4,655	\$245
▪ Fourth Level D	\$5,605	\$295
▪ Third Level C or Second Level B	\$6,650	\$350
▪ First and Westminster Level A (4 spaces)	\$7,980	\$420

Utility Fees

Street Maintenance Fee

- Residential Single Family \$5 per month
- Multi-Family Residences \$3.34/unit per month
- Detached Senior Housing and Mobile Home Parks \$2.09/unit per month
- Attached Senior Housing and Congregate Care Facilities \$1.04/unit per month
- Non-residential Varies: \$0.522 x trip value x units (\$5 min) per month

Park Maintenance Fee

- Residential and Multi-family \$6.05 per dwelling unit per month
- Residential reduced rate (must meet criteria to qualify) \$3.03 per dwelling unit per month
- Commercial and Industrial \$6.05 per utility account per month

Sewer and Stormwater Fees

- Combined Sewer/Stormwater Rates (monthly):
 - Residential Single Family \$46.20
 - Residential , apartment, per unit \$46.20
 - Mobile home \$46.20
 - Reduced Sewer Rate (must meet criteria to qualify) \$32.92
 - Elementary school, per student \$1.82
 - Middle & High school, per student \$2.41
 - Transient housing (1st unit) \$46.20
 - Each additional bed \$24.26
 - Nursing home (1st two beds) \$46.20
 - Each additional bed \$24.26
 - Commercial retail, minimum \$46.20
 - per 100 cf of water use Nov-Mar \$5.78
 - Commercial government, minimum \$46.20
 - per 100 cf of water use Dec & Jan \$5.78
 - Industrial, minimum \$46.20
 - per 100 cf of water use \$5.78
- Late fee \$10 per month after 45 days delinquent
- Landlord Tenant Agreement Setup Fee \$25
- Delinquent Account Certification Fee \$50
- Sanitary Sewer Extra Strength Charges
 - BOD and TSS:
 - Concentration 0 to 300 mg/L Included in Base
 - Concentration 300 to 600 mg/L \$1.18 per pound
 - Concentration 600 to 1200 mg/L \$2.36 per pound
- Industrial Wastewater Discharge Permit \$5,000
- Industrial Wastewater Discharge Permit application review fee Staff Rate
- Sampling and Analysis Fee Actual Cost

Public Works Fees

• Public Works Labor Rate	Staff Rate
• Fleet Services Labor Rate	Staff Rate
• Equipment Rates (does not include operator, see staff rate):	
○ Vactor Truck	\$85 per hour
○ Street Sweeper	\$80 per hour
○ TV Van	\$75 per hour
○ High Ranger	\$40 per hour
○ Dump Truck	\$65 per hour
○ Backhoe	\$35 per hour
○ Pickup truck	\$15 per hour
• Street Closure Request	\$50 (waived for non-profits)
• Railroad Parking Lot Event Fee	\$50 (waived for non-profits)
• Street Barricade Delivery Fee	\$25 + \$250 refundable deposit with approved street closure permit
• Map Copying and Research on Easements	staff rate + printing charge
• Banner Installation	\$100
• Grant Street Arch Banner Installation & Removal	\$220
• Inspections for Construction Projects (Development/Capital)	Greater of: 2.5% of final construction estimate or \$560
• Work-in-Right of Way Permit/ Street Excavation (Construction)	\$125
• Work in Right-of-Way Permit Fee without street excavation	\$75
• Driveway Return, Street Curb or Public Sidewalk Construction Inspection Fee	\$100
• Driveway Return, Street Curb or Public Sidewalk Re-Inspection Fee	\$75
• Street Tree Fees for New Development	\$250 per tree, incl. planting & 1-year maintenance
• Street Signs: New and Replacements	Charge shall be determined based on state contract for similar commodity, quoted at time of request
• Design Exception	\$100
• Encroachment Application Permit Fee	\$50
• Building Number Installation Charge	\$50
• Advance Finance Public Improvement Application Fee	\$150
• Street Tree Removal Permit	\$25
• Sewer Tap Fee (on-site connection)	\$100
• House Move Permit	\$50
• Erosion Control	Base Rate, to 4 inspections
○ Single Family	\$240
○ Duplex	\$300
○ Triplex	\$360
○ Single Family Additions (disturbing < 500 sq. ft.)	\$240
○ All Other Lots (Up to 1 acre)	Base Rate, to 8 inspections
▪ Each additional acre	\$500
▪ Each additional inspection	\$85
▪ Violations	\$60
	\$1,000 per occurrence and \$250 per day if not corrected

System Development Charges

Park SDC's

- Single Family \$6,773 per dwelling unit
- Multi-Family \$7,051 per dwelling unit
- Manufactured Housing \$5,657 per dwelling unit
- Non-Residential \$543 per employee

Note: If the total number of employees cannot be ascertained the following calculation can be used instead.

Divide the total sq. ft. of building space by the number of sq. ft. per employee from below, then multiply by the current Parks SDC fee of \$526 (Example: 25,000 SF/700 (Manufacturing-General) = 35.7 x \$526 = \$18,778 SDC)

- | | Square Feet per Employee |
|--|--------------------------|
| • Manufacturing: | |
| ○ General | 700 |
| ○ Food Related | 775 |
| ○ Textile, Apparel | 575 |
| ○ Lumber, Wood Products | 560 |
| ○ Paper & Related | 1,400 |
| ○ Printing & Publishing | 600 |
| ○ Chemicals, Petrol, Rubber, Plastics | 850 |
| ○ Cement, Stone, Clay, Glass | 800 |
| ○ Furniture & Furnishings | 600 |
| ○ Primary Metals | 1,000 |
| ○ Secondary Metals | 800 |
| ○ Non-Electrical Machinery | 600 |
| ○ Electrical Machinery | 375 |
| ○ Electrical Design | 325 |
| ○ Transportation Equipment | 500 |
| ○ Other | 400 |
| • Warehousing: | |
| ○ Storage | 20,000 |
| ○ Distribution | 2,500 |
| ○ Trucking | 1,500 |
| ○ Communications | 250 |
| ○ Utilities | 225 |
| • Wholesale Trade: | |
| ○ Durable Goods | 1,000 |
| ○ Non-Durable Goods | 1,150 |
| • Retail: | |
| ○ General | 700 |
| ○ Hardware | 1,000 |
| ○ Food Stores | 675 |
| ○ Restaurant/Bar | 225 |
| ○ Appliance/Furniture | 1,000 |
| ○ Auto Dealership | 650 |
| ○ Gas/Station - Gas Only | 300 |
| ○ Gas/Station - Gas & Service | 400 |
| ○ Regional Shopping Center | 600 |
| • Services: | |
| ○ Hotel/Motel | 1,500 |
| ○ Health Services - Hospital | 500 |
| ○ Health Services - Clinic | 350 |
| ○ Educational | 1,300 |
| ○ Cinema | 1,100 |
| ○ Personal Services - Office | 600 |
| ○ Government Administration | 300 |
| ○ Finance, Insurance, Real Estate, Business Services- Office | 350 |

Sanitary Sewer SDC's

- Single-Family Residential SDC \$3,320 per Dwelling Unit
- Multi-Family Residential SDC \$2,655 per Dwelling Unit
- Commercial/Industrial SDC Based on Wastewater Flow \$3,320
(Formula = Average Daily Volume of Wastewater Discharge / 155 Gallons Per Day x SDC)

Stormwater and Transportation SDC's

Stormwater SDC based on Cost Per Trip times the Number of Trips estimated by the ITE Trip Generation Manual and the linked trip factor (ELNDT) adopted by the City in the most recent Transportation SDC update. The SDC varies by average weekday Equivalent Length New Daily Trips (ELNDT) as published by ITE Trip Manual for most land use categories.

Abbreviations

TSGFA - Thousand Square Feet Gross Floor Area

TSGLA - Thousand Square Feet Gross Leasable Area

VFP - Vehicle Fueling Position

	Stormwater	Transportation	Per
RESIDENTIAL			
○ 210 Single Family Dwelling / ELNDT 9.52	\$289	\$4,013	Dwelling Unit
○ 220 Multifamily / ELNDT 6.7	\$203	\$2,810	Dwelling Unit
○ 230 Condo/Townhouse / ELDNT 4.93	\$149	\$2,209	Dwelling Unit
○ 240 Mobile Home Park / ELDNT 3.54	\$107	\$2,119	Dwelling Unit
○ 254 Assisted Living / ELDNT 3.87	\$81	\$1,112	Dwelling Unit
SELECTED LAND USES			
○ 110 General Light Industrial / ELNDT 7.0	\$213	\$2,928	TSGFA
○ 120 General Heavy Industrial / ELNDT 1.5	\$45	\$629	TSGFA
○ 130 Industrial Park / ELNDT 6.83	\$207	\$2,326	TSGFA
○ 140 Manufacturing / ELDNT 3.82	\$117	\$1,316	TSGFA
○ 150 Warehouse / ELNDT 5.0	\$152	\$2,085	TSGFA
○ 151 Mini-Warehouse / ELNDT 2.5	\$76	\$1,048	TSGFA
○ 160 Data Center / ELDNT .99	\$31	\$439	TSGFA
○ 310 Hotel / ELDNT 7.67	\$233	\$3,411	Room
○ 320 Motel / ELDNT 7.83	\$238	\$2,455	Room
○ 430 Golf Course / ELDNT 4.78	\$144	\$3,546	Acre
○ 444 Movie Theater w/ Matinee / ELDNT 16.37	\$497	\$97,441	Screen
○ 492 Health/Fitness Club / ELDNT 2.85	\$87	\$9,741	TSGFA
○ 520 Elementary School (Public) / ELNDT 0.5	\$14	\$216	Student
○ 522 Middle/Jr High School / ELDNT 8.68	\$264	\$651	Student
○ 530 High School / ELDNT 8.12	\$246	\$610	Student
○ 560 Church / ELNDT 6.8	\$205	\$2,865	TSGFA
○ 565 Day Care Center/Preschool / ELNDT 1.8	\$55	\$751	Student
○ 620 Nursing Home / ELDNT 3.87	\$118	\$2,188	Bed
○ 630 Clinic / ELNDT 33.4	\$1,014	\$13,979	TSGFA
○ 710 General Office Building / ELNDT 11.0	\$333	\$4,617	TSGFA
○ 720 Medical-Dental Office Building / ELNDT 36.1	\$1,095	\$15,150	TSGFA
○ 750 Office Park / ELDNT 9.7	\$294	\$3,695	TSGFA
○ 770 Business Park / ELDNT 10.57	\$321	\$4,108	TSGFA
○ 812 Building Materials/Lumber Store / ELDNT 32.17	\$975	\$14,051	TSGFA

Stormwater and Transportation SDC's (Continued)

	Stormwater	Transportation	Per
○ 814 Specialty Retail Center / ELNDT 16.4	\$498	\$6,869	TSFGLA
○ 815 Free Standing Discount Store / ELDNT 17.1	\$518	\$3,098	TSFGLA
○ 820 Shopping Center / ELDNT 15.9	\$482	\$6,654	TSFGFA
○ 841 Auto Sales / ELDNT 35.75	\$1,084	\$14,620	TSFGFA
○ 848 Tire Store / ELDNT 10.74	\$326	\$4,073	TSFGFA
○ 850 Supermarket / ELDNT 54.9	\$1,666	\$23,048	TSFGFA
○ 853 Convenience Market / ELDNT 120.9	\$3,667	\$50,685	TSFGFA
○ 862 Home Improvement Super Store / ELDNT 7.51	\$228	\$2,692	TSFGFA
○ 880 Pharmacy/Drugstore / ELDNT 38.6	\$1,170	\$16,178	TSFGFA
○ 881 Pharm/Drug w/ Drive Through / ELDNT 17.29	\$524	\$5,101	TSFGFA
○ 890 Furniture Store / ELDNT 2.4	\$73	\$222	TSFGFA
○ 911 Bank/Savings: Walk-in / ELDNT 69.7	\$2,114	\$29,211	TSFGFA
○ 912 Drive in Bank / ELDNT 31.4	\$953	\$2,188	TSFGFA
○ 925 Drinking Place / ELDNT 4.42	\$134	\$45,045	TSFGFA
○ 931 Quality Restaurant / ELDNT 25.7	\$780	\$10,749	TSFGFA
○ 932 High Turnover Sit Down Restaurant / ELDNT36.23	\$1,100	\$4,535	TSFGFA
○ 934 Fast Food Restaurant / ELDNT 106.7	\$3,237	\$44,726	TSFGFA
○ 938 Coffee/Donut Drive Through / ELDNT 243	\$7,370	\$11,968	TSFGFA
○ 942 Automobile Care Center / ELDNT 14.8	\$449	\$6,000	TSFGLA
○ 943 Auto Parts / ELDNT 1.52	\$47	\$4,646	TSFGLA
○ 944 Gasoline/Service Station / ELDNT 30.4	\$862	\$13,051	VFP
○ 945 Gas/Service Station w/ Market / ELDNT 17.9	\$543	\$535	VFP
○ 946 Gas/Service Station w Car Wash / ELDNT 17.9	\$543	\$1,517	VFP

Planning Fees

• Staff Rate for Projects, Research and Miscellaneous Work not Captured by Normal Fees	\$125 per hour
• Addressing Fees	\$125 for new or change of address plus \$10 per lot of parcel for land division
• Addressing (Prior to Recorded Plat)	\$250 Base Fee Plus \$10 Per parcel or lot
• Annexations	
○ Less than 1 acre	\$3,000 - (Base Fee)
○ 1 – 10 Acres	Plus \$150 per Acre
○ 11 – 50 Acres	Plus \$100 per Acre
○ Legal Review – Annexation with Development Concept Plan (DCP) or Modification to (DCP)	\$5,000 Base Fee 1 -10 Acres Plus \$150 Per Acre 11+ Acres Plus \$100 Per Acre
• Appeals	
○ Type I or Type II Land Use Decision (refunded if appellant prevails at the hearing)	\$250
○ Type III Land Use Decision	\$1,980
• Building Permit Site Plan Review	
○ Single Family House	\$275 per application
○ Duplex (including conversions of single family to duplex)	\$275 per application
○ Non-Living Space addition (garage, carport, porch, etc)	\$150 per application
○ Living Space addition (expansion and/or creation of accessory dwelling)	\$175 Plus SDC's, if applicable
○ Accessory Dwelling Unit (ADU)	\$200 Plus SDC's, if applicable
○ Multifamily	\$60 per unit (first 20 units)/\$12 per each additional unit
○ Demolitions (Residential)	\$100
○ Demolitions (Commercial or Industrial)	\$100
○ Residential or Commercial tenant improvements and remodels not involving additional square footage	\$100
○ Residential remodel / interior alteration requiring building permit review. No expansion of footprint or alteration to the exterior of the structure.	\$100
○ Signs	\$150 (\$25 for each additional sign)
○ Existing Wireless Telecommunications System Facility/Tower Modification	\$500
○ Small Cell Wireless Deployment in the Right-of-Way	\$100 per location plus any additional actual cost required for outside consult or technical review by consulting engineer
○ All other commercial and industrial based on building square footage:	
▪ 0 to 2,000 square feet	\$300
▪ 2,001 to 5,000 square feet	\$350
▪ 5,001 to 10,000 square feet	\$500
▪ 10,001 to 50,000 square feet	\$650
▪ 50,001 to 100,000 square feet	\$900
▪ 100,001 square feet and up	\$1,050

Planning Fees (Continued)

• Comprehensive Plan Amendment	\$3,290 (plus \$720 if Measure 56 notice is required)
○ Legislative Text	\$6,000
○ Legislative or Quasi-Judicial Map	\$4,000
• Conditional Use Permit	\$3,000
• Condominium Construction, less than six units	\$285
• Construction Excise Tax	\$1 per sq. ft. per residential dwelling unit
• Exception Application for Access Management Plan (16.46.070B)	\$100
• Food Cart Pods	\$2,000
• Interpretation	\$550
• Interpretation of Development Code by Planning Director	\$1,500
• Interpretation of Development Code by Planning Commission	\$2,500
• Modification to approved applications – Minor	\$400
• Modification to approved applications – Intermediate	\$2,500
• Modification to approved applications – Major	Cost of new application of that type
• Property Line Adjustment	\$750
• Verification of a Non-Conforming Use	\$750
• Alteration / Expansion of a Non-Conforming Use	\$2,500
• Parking Lot/Paving Projects	\$310
• Partition	\$1,400
• Planned Unit Development	\$3,250
• Plat (Final) Review - Partition	\$750
• Plat (Final) Review - Subdivision	\$1,500
• Pre-Application Conference	
○ Pre-Application Conference	\$720
○ Types III or IV (Quasi-Judicial Review)	\$1,500
○ If detailed written meeting notes requested, otherwise a recording will be provided	\$250
• Preconstruction Conference	\$1,000 + staff rate over 2 hours
• Public Improvement Engineering Plan Review Fee (Includes the following ROW Infrastructure: Street Pavement, Curbs, Driveway Returns, Sewer, Storm Drainage, Sidewalks, and Street Trees.)	3% of public improvement installation costs (\$30,000 maximum)
• Minor Modification	\$110
• Right-of-Way Vacation Fee	\$2,500
• Sidewalk Café Annual Permit Fee	\$50
• Sidewalk Café Annual Right of Way Rental Fee	\$2
• Site and Design Review (Type II)	\$1,000 plus %0.2 of estimated total project cost, max \$15,000

Planning Fees (Continued)

• Site and Design Review (Type III)	\$2,500 plus %0.2 of estimated total project cost, max \$20,000
• Site Plan Development Engineering Plan Review Fee	
○ Up to 0.25 Acres	\$500
○ Over 0.25 up to 2 Acres	\$1,000
○ Over 2 up to 5 Acres	\$1,500
○ Over 5 up to 8 Acres	\$2,000
○ Over 8 Acres	\$2,500 (Maximum)
• Special Permit (hardship)	\$105
• Subdivision – 4 or more Lots	3,500 (Base Fee) plus \$115 per lot
• Temporary Vendor Permit	\$100 (\$50 non-profit)
• Temporary Vendor Permit Renewal	\$50 (\$25 non-profit)
• Traffic Engineering Scope	\$800 min. \$1,000 max. deposit
• Traffic Study Review	Applicant pays actual costs
• Traffic Impact Study	Applicant pays actual costs
• Variance	
○ Major	\$3,000
○ Minor Setback	\$700
○ Minor Sign	\$250
• Withdrawal of Territory	
○ < 1 acre	\$3,000 (base fee)
○ 1-10 acres	Plus \$79 per acre
○ 11-50 acres	Plus \$41 per acre
○ 51+ acres	Plus \$8 per acre
• Zoning Letter	
○ Basic (zone and use verification)	\$200
○ Expansive (conformance research)	\$1,000
○ LUCs (Land Use Compatibility Statement)	\$125
• Zoning Map Amendment	\$4,000
• Zoning Text Amendment	\$4,000

Building Fees

- Building Permit Fee
 - \$0 to \$3,000 valuation \$80
 - \$3,001 to \$25,000 valuation \$80 for the first \$3,000 and \$12 for each additional \$1,000 or fraction thereof
 - \$25,001 to \$50,000 valuation \$344 for the first \$25,000 and \$9 for each additional \$1,000 or fraction thereof
 - \$50,001 to \$100,000 valuation \$569 for the first \$50,000 and \$6 for each additional \$1,000 or fraction thereof
 - \$100,001 and up \$869 for the first \$100,000 and \$5 for each additional \$1,000 or fraction thereof
 - Plan Review Fee 100% of Building Permit fee
- Temporary Certificate of Occupancy \$250
- Deferred submittal processing and reviewing fee Equal to the building permit fee for the valuation of the particular deferred portion or portions of the project, with a set minimum fee of \$300
- Phased or Partial Building Permit plan review fee \$300 plus 10% of the total project building permit fee not to exceed \$2,000 for each phase in addition to above fees
- Inspections outside of normal business hours \$160/hr (minimum charge – two hours)
- Re-inspection Fees \$80
- Inspections for which no fee is specifically indicated \$160/hr (minimum charge – 1/2 hour)
- Additional plan review required by changes, additions or revisions to proposed or approved plans \$160/hr (minimum charge – 1/2 hour)
- Manufactured Dwelling Installation
 - Installation and set up \$350
 - Earthquake bracing when not a part of original installation \$280
- Prescriptive Flat Fee Solar Installation \$240
- Residential Fire Suppression Systems Combined Plan Permit and Plan Check Fees:
 - 0 sq. ft to 2,000 sq. ft. \$160
 - 2001 sq. ft. to 3600 sq. ft. \$210
 - 3601 sq. ft. to 7200 sq. ft. \$269
 - 7201 sq. ft. and greater \$377
- Mechanical Fee Schedule for New and Additions or Alterations, to One and Two Family Dwellings:
 - Install/Replace Furnace: Up to 100,000btu \$24.75 per appliance
 - Install/Replace Furnace: Over 100,000btu \$31.50 per appliance
 - Install/Replace/Relocate Heaters: Suspended, Wall or Floor Mounted. \$24.75 per appliance
 - Appliance Vent \$12.50 per appliance
 - Alteration Of Existing HVAC System \$24.75
 - Air Handling Units \$18.75 per appliance
 - Air Conditioning under 100,000btu \$24.75 per appliance
 - Air Conditioning over 100,000btu \$46.50 per appliance
 - Dryer Exhaust \$18.75 per appliance

Building Fees (Continued)

○ Hood	\$18.75 per appliance
○ Exhaust Fan Connected To A Single Duct	\$12.50 per appliance
○ Gas Piping: 1 To 4 Outlets	\$8.25
○ Gas Piping: Each Additional Outlet	\$2.25 per outlet
○ Fireplace	\$18.75 per appliance
○ Wood Stove	\$18.75 per appliance
○ Other	\$18.75 per appliance
○ Minimum Permit Fee	\$80
○ Plan Review Fee (Mechanical)	100% of Mechanical Permit fee
● Mechanical Fees for New and Additions or Alterations to Commercial, Multi-Family and Industrial Projects	
○ \$0.00 to \$5000.00 valuation	\$80
○ \$5001.00 to \$10,000.00 valuation	\$80 for the first \$5000 and \$3 for each additional \$100 or fraction thereof
○ \$10,001.00 to \$100,000 valuation	\$230.00 for first \$10,000.00 and \$12.00 for each additional \$1,000.00 or fraction thereof
○ \$100,001.00 and up	\$1,310 for the first \$100,000 and \$10 for each additional \$1,000 or fraction thereof
○ Plan Review Fee (Mechanical)	37% of Mechanical Permit fee
● Grading Permit Fee Schedule	
○ 50 cubic yards or less	\$80
○ 51 to 100 cubic yards	\$117
○ 101 to 1,000 cubic yards	\$117 for the first 100 cubic yards, plus \$55 for each additional 100 cubic yards or fraction thereof
○ 1,001 to 10,000 cubic yards	\$612 for the first 1,000 cubic yards, plus \$46 for each additional 1,000 cubic yards or fraction thereof
○ 10,001 to 100,000 cubic yards	\$1026 for the first 10,000 cubic yards, plus \$210 for each additional 10,000 cubic yards or fraction thereof
○ 100,001 cubic yards and up	\$2916 for the first 100,000 cubic yards, plus \$115 for each additional 10,000 cubic yards or fraction thereof
○ Plan Review Fee (Grading)	65% of Grading Permit fee



CITY COUNCIL STAFF REPORT

Meeting Date: 6/21/2023

To: The Honorable Mayor Hodson & City Council

Thru: Scott Archer, City Administrator

From: Joseph Lindsay, City Attorney/ Assistant City Administrator

Agenda Item: Resolution No. 1390: A Resolution extending Workers Compensation coverage to volunteers of the City of Canby and repealing Resolution 1371.

Goal: Promote Financial Stability

Objective: N/A

Summary

The City of Canby provides workers compensation coverage to volunteers, elected City officials and City boards and commissions. Coverage is provided through a resolution, which is reviewed annually to capture any changes from current or prior year(s) or as a result of new legislation or mandated changes. The City's insurance provider, SAIF, requires the City to have a current volunteer resolution on file. The City of Canby volunteer resolution was previously updated in June 2022. The volunteer resolution specifically lists which types of non-public safety volunteers will be covered. By insuring our volunteers, the City limits its liabilities and protects its financial standing.

Recommendation

Staff recommends the Council approve Resolution No. 1390.

Proposed Motion

"I move to approve Resolution 1390, A Resolution Extending Workers Compensation Coverage to Volunteers of the City of Canby and Repealing Resolution 1371."

RESOLUTION NO. 1390

A RESOLUTION EXTENDING WORKERS' COMPENSATION COVERAGE TO VOLUNTEERS OF THE CITY OF CANBY AND REPEALING RESOLUTION 1371.

WHEREAS, the Canby City Council elects the following:

Pursuant to ORS 656.031, workers' compensation coverage will be provided to the classes of volunteer workers listed on the Volunteer Election Form, noted on SAIF payroll schedule, and verified at audit.

1. Public Safety Volunteers.

Applicable

Non-applicable

An assumed monthly wage of \$800 per volunteer will be used for public safety volunteers in the following volunteer positions:

- Police reserve

2. Volunteer boards, commissions, and councils for the performance of administrative duties.

Applicable

Non-applicable

An aggregate assumed annual wage of \$2,500 will be used per each volunteer board, commission, or council for the performance of administrative duties. The covered bodies are (list each body):

- a. Bike and Pedestrian Committee
- b. City Council & Mayor
- c. Library Board
- d. Parks and Recreation Advisory Board
- e. Planning Commission
- f. Public Transit Advisory Committee
- g. Traffic Safety Commission

3. Non-public safety volunteers.

Applicable

Non-applicable

All non-public safety volunteers listed below will track their hours and Oregon minimum wage will serve as assumed wage for both premium and benefits calculations. SAIF will assign the appropriate classification code according to the type of volunteer work being performed.

- General administrative/clerical
- Library
- Parks / Public Works

4. Public Events

Applicable

Non-applicable

City volunteers at the following public events will be covered under workers' compensation coverage using verified hourly Oregon minimum wage as basis for premium and/or benefit calculation:

- a. Canby Independence Day Celebration
- b. Canby Street Dance
- c. Tree Lighting Event

5. Community Service Volunteers/Inmates **Applicable** **Non-applicable**

Pursuant to ORS 656.041, workers' compensation coverage will be provided to community service volunteers commuting their sentences by performing work authorized by the City of Canby Municipal Court. Oregon minimum wage tracked hourly will be used for both premium and benefit calculations, verifiable by providing a copy of the roster and/or sentencing agreement from the court.

6. Other Volunteers

Volunteer exposures not addressed here will have workers' compensation coverage if, prior to the onset of the work provided, that the City of Canby:

- a. Provides at least two weeks' advance written notice to SAIF underwriting requesting the coverage
- b. SAIF approves the coverage and date of coverage
- c. SAIF provides written confirmation of coverage

City of Canby agrees to maintain verifiable rosters for all volunteers including volunteer name, date of service, and hours of service and make them available at the time of a claim or audit to verify coverage.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Canby to provide for workers' compensation insurance coverage as indicated above. This resolution will be reviewed annually.

This resolution shall take effect July 1, 2023.

ADOPTED this 21st day of June 2023, by the Canby City Council.

Brian Hodson
Mayor

ATTEST:

Maya Benham
City Recorder

Canby City Administrator Recruitment Firm Rubric 2023

Recruiting Firm	Prothman	GMP Consultants	Jensen Strategies	SGR
Criteria				
Location				
Years in business				
Used Before				
Application Coverage Area				
Proposed Meetings				
Community Participation				
Meeting Formats				
Search Duration				
Estimated Cost				
Expenses				
Warranty				
Retention Guarantee				
Duration of Guarantee				
Cancelation Terms				
Other Notes				