



CITY COUNCIL Agenda

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

MARCH 5, 2025

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

The meetings can be viewed on YouTube at:

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

The public can register to attend the meeting virtually by contacting the Deputy City Recorder;
ridgleyt@canbyoregon.gov or call 503-266-0637.

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

WORK SESSION – 6:00 PM

1. CALL TO ORDER
2. PERFORMANCE EVALUATION PROCESS REVIEW
3. ADJOURN

URBAN RENEWAL AGENCY MEETING – 6:50 PM (Will begin after the City Council Work Session)

REGULAR MEETING – 7:00 PM

1. CALL TO ORDER
 - a. Invocation
 - b. Pledge of Allegiance
2. NEW EMPLOYEE INTRODUCTIONS
3. **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. If you would like to speak virtually, please contact the Deputy City Recorder by 4:30 pm on March 5, 2025, with your name, the topic you'd like to speak on and contact information: ridgleyt@canbyoregon.gov or call 503-266-0637.

4. CONSENT AGENDA

- a. Approval of the February 19, 2025, City Council Regular Meeting Minutes. Pg. 1
- b. Appoint Member Olivia Behrendt to the Heritage and Landmarks Commission with a term expiring on June 30, 2025. Pg. 5
- c. Appoint Member Robert Westcott to the Canby Utility Board with a term expiring on February 29, 2028. Pg. 7
- d. Reappointment of Member DeAnna Ball-Karb to the Transit Advisory Committee with a term expiring on March 31, 2028. Pg. 12

5. ORDINANCES & RESOLUTIONS

- a. Consider **Ordinance 1640**: An Ordinance authorizing the City Administrator to execute a contract with Lawson Corp in the amount of \$2,808,695.00 for the NE 10th Avenue Improvements project and declaring an emergency. (*Second Reading*) Pg. 13

6. OLD BUSINESS

7. NEW BUSINESS

- a. N Pine Street Transfer from Clackamas County Pg. 22
- b. FY 25-27 Council Goals Review Pg. 30

8. MAYOR’S BUSINESS

9. COUNCILOR COMMENTS & LIAISON REPORTS

10. CITY ADMINISTRATOR’S BUSINESS & STAFF REPORTS

- a. FY 24-26 Council Goals Update Pg. 35

11. CITIZEN INPUT

12. ACTION REVIEW

13. ADJOURN

**CANBY CITY COUNCIL
WORK SESSION MINUTES
February 19, 2025**

Presiding: Brian Hodson

Council Present: Traci Hensley, Daniel Stearns, Paul Waterman, James Davis (attended virtually), and Jason Padden (attended virtually).

COUNCIL ABSENT: Herman Maldonado.

Staff Present: Eileen Stein, City Administrator; Teresa Ridgley, Deputy City Recorder; Emily Guimont, City Attorney; Don Hardy, Planning Director; Jamie Stickel, Economic Development Director/Communications Specialist; Jerry Nelzen, Public Works Director, and Ryan Potter, Planning Manager.

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

SYSTEM DEVELOPMENT CHARGES UPDATE: Don Hardy, Planning Director, introduced Todd Chase and Tim Wood with FCS Group who would be presenting tonight. The SDC update was parallel to the Comprehensive Plan and Transportation System Plan updates, of which Canby was behind compared to other jurisdictions. Mr. Chase presented an overview of System Development Charges for Transportation, Park, Sanitary Sewer/Wastewater, and Storm Sewer. He explained the key characteristics of SDCs, legal framework for SDCs, SDC components, reimbursement fee and improvement fee cost basis, SDC update process, future development forecast for 2023-2043, and charge basis: demand/growth in “units.” He then discussed current SDC fees, comparison to other jurisdictions, key policy issues, park level of service, and scaling SDCs by house size and fixture units by house size with examples. Questions for Council included creating a SDC district or districts, scaling SDCs by home size, and adjusting SDCs for vetted affordable housing types.

There was discussion regarding increasing commercial and industrial SDCs to offset and reduce residential SDCs, Wilsonville’s approach to SDCs, determining park projects in the next 20 years, excluding the undeveloped area of Eco Park in the acres for future parks, thresholds for SDCs, and fairness issues for charges based on home size.

There was consensus to get more information on SDC districts and the pros and cons, what scaling SDCs on home size would look like for leveraging SDCs for developments and affordable housing, what increasing commercial and industrial SDCs to bring down residential SDCs would do to recruiting businesses and possible expansion of the UGB, paying the City back for future work from the General Fund, and how they stacked up to other cities.

There would be another Work Session scheduled to continue the discussion.

Mayor Hodson adjourned the Work Session at 7:08 p.m.

**CANBY CITY COUNCIL
REGULAR MEETING MINUTES
February 19, 2025**

PRESIDING: Brian Hodson

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

COUNCIL ABSENT:

STAFF PRESENT: Eileen Stein, City Administrator; Maya Benham, Administrative Director/City Recorder; Emily Guimont, City Attorney; Don Hardy, Planning Director; Emma Porricolo, Associate Planner; Ryan Potter, Planning Manager; Jerry Nelzen, Public Works Director; and Jorge Tro, Police Chief.

CALL TO ORDER: Mayor Hodson called the meeting to order at 7:13 p.m.

NEW EMPLOYEE INTRODUCTIONS: None

IWO JIMA REMEMBRANCE PROCLAMATION: Mayor Hodson read the proclamation declaring February 19, 2025, as Iwo Jima Remembrance Day. This was the 80th anniversary of the end of World War II. There would be a ceremony on Saturday at the Adult Center.

CITIZEN INPUT AND COMMUNITY ANNOUNCEMENTS: Mayor Hodson recognized Boy Scout Troop 538 and the boys introduced themselves.

Greg Perez, Canby resident, spoke about the shortfalls of Council in the hiring process and how in the future he thought hiring should be done by a hiring committee instead of the Council. The work from home situation was still an ongoing issue.

Keith Galitz, Canby resident, thought employees needed to come back to City Hall and stop the work from home. He explained the benefits of in-person employees.

Roger Reif, Canby resident, spoke about the benefits of senior employees training junior employees and it did not work when there was only communication through the computer.

Mayor Hodson explained they had called people back to work, however there were still some employees with extenuating circumstances. If there were complaints or concerns, they needed to be forwarded to the City Administrator.

Councilor Padden noted it was a hybrid work model.

CONSENT AGENDA: **Council President Hensley moved to approve the February 5, 2025, City Council Regular Meeting minutes, the OLCC Annual Liquor License Renewals, and the appointment of Ted Hensley to the Transit Advisory Committee with a term expiring on March 31, 2026. Motion was seconded by Councilor Maldonado and passed 6-0.

ORDINANCES AND RESOLUTIONS:

Ordinance 1640 – Jerry Nelzen, Public Works Director, shared this was for road reconstruction and improvements on NE 10th Avenue from Locust to Pine. The budget was \$3,500,000, and the lowest bid came in from Lawson Corporation at \$2,808,695, making the project under budget. The emergency clause was to finish the work before the Clackamas County Fair.

Councilor Hensley noted speeding was an issue on this road.

There was discussion regarding how staff was able to secure easements for all but one property and if they could add infrastructure for undergrounding the utilities to the project. Staff would investigate the possibility.

****Council President Hensley moved to approve Ordinance 1640, AN ORDINANCE AUTHORIZING THE CITY ADMINISTRATOR TO EXECUTE A CONTRACT WITH LAWSON CORP IN THE AMOUNT OF \$2,808,695.00 FOR THE NE 10TH AVENUE IMPROVEMENTS PROJECT AND DECLARING AN EMERGENCY to come up for second reading on March 5, 2025. Motion was seconded by Councilor Padden and passed 6-0 on first reading.**

OLD BUSINESS: None.

NEW BUSINESS: None.

MAYOR'S BUSINESS: Mayor Hodson announced the State of the City Address would be presented on February 21, March 4, and March 11. There would be a mid-year budget review on February 26. The Clackamas County Coordinating Committee had discussed the transportation bill in the legislature, transportation projects, and funding for the expansion of I-205.

COUNCILOR COMMENTS & LIAISON REPORTS:

Councilor Davis reported on the Parks and Recreation Advisory Board who discussed Auburn Farms design, memorial bench for Jeff Snyder, and little libraries in City parks. The Board had recommended the Council add a parking lot to the ADA playground project at Maple Street Park, which they thought would still be within the budget.

Mayor Hodson said it would be an agenda item at the next meeting.

Councilor Davis asked if there were any impacts caused by the recent tabling of federal funding. Eileen Stein, City Administrator, said there were not.

Councilor Padden said the Iwo Jima Memorial might need to be relocated as the Adult Center moved locations. He reported on the Planning Commission's training on the quasi-judicial process. He thought Council should have a similar training. They would also be doing a fence code update soon. He had interviewed a candidate for the Heritage and Landmarks Commission. He asked for an update on City Attorney service costs. He thought they needed to put up signs reminding people not to drive on the new turf at Maple Street Park. He thanked Canby Disposal for how they handled the winter storm. The Willamette Falls and Landings Heritage Area

Coalition was still working on the legislation for creating the first national heritage area in Oregon. They would be asking for a letter of support from the City. They had received a certificate of occupancy for the old West Linn City Hall.

Councilor Maldonado agreed Canby Disposal had done a good job and encouraged the scouts to keep going with their badges. He spoke about upcoming wrestling team games.

Council President Hensley reported on the Community Anti-Drug Coalitions of America Conference and Traffic Safety Commission meeting. Commission Chair Van Zandt had recently passed away. A new chair had been selected and there was a vacancy on the Commission. She discussed issues with the flagging for the Ivy Street project.

Councilor Stearns reported on the Canby Utility Board meeting where they had voted to increase water rates. The General Manager was retiring, and they were recruiting for the replacement.

Councilor Waterman reported on the Library Board meeting where they discussed a newly formed County Library District Advisory Committee.

CITY ADMINISTRATOR'S BUSINESS: Ms. Stein said the leadership team would be meeting tomorrow to refine the Council Goals. The Walnut Street website would be updated soon with the current information. She had sent Council an email on a suggestion for the Canby beautification project. She would be scheduling ethics training for the Council to go over recent changes.

CITIZEN INPUT: Kathy Posey, Canby resident, discussed graffiti on the bridge.

ACTION REVIEW:

1. Approved the consent agenda.
2. Approved Ordinance 1640 to a second reading on March 5, 2025.

The meeting adjourned at 8:30 p.m.

Maya Benham, CMC
City Recorder

Brian Hodson
Mayor

Assisted with Preparation of Minutes – Susan Wood



CITY COUNCIL Staff Report

Meeting Date: 3/5/2025

To: The Honorable Mayor Hodson & City Council
Thru: Eileen Stein, City Administrator
From: Maya Benham, Administrative Director/ City Recorder
Agenda Item: Consider Heritage and Landmarks Commission Appointment
Goal: Enhance Engagement and Communications that Represent Broad Perspectives

Summary

There is currently one vacancy and one student vacancy on the Heritage and Landmarks Committee. The vacancies have been advertised on the City's website.

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

Councilor Jason Padden and Staff Liaison Tyler Nizer interviewed Olivia Behrendt on February 18, 2025. After the interview, it was recommended Jennifer Giller and Heather French be appointed to the Heritage and Landmarks Commission.

Attachments

Olivia Behrendt's Application

Fiscal Impact

None

Recommendation

1. Appoint Olivia Behrendt to the Heritage and Landmarks Committee.
2. Take no action.

Proposed Motion

"I move to approve the appointment of Member Olivia Behrendt to the Heritage and Landmarks Committee with a term ending June 30, 2025."

2022-HLC - Heritage & Landmark Commissioner

Contact Information -- Person ID: 61278410

Name: Olivia Behrendt Address: [REDACTED]
 Canby, Oregon 97013 US

Home Phone: [REDACTED] Alternate Phone: [REDACTED]

Text Messaging Mobile No: [REDACTED] Email: [REDACTED]

Notification Preference: Email Former Last Name: [REDACTED]

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: I am interested in local History. I was formerly a member on the Canby Historical Society. Currently I serve the community as the local professional photographer.

2. Q: What are your major interests or concerns in the City's programs?
 A: I don't have issues or concerns with the City's programs. Just looking to volunteer.

3. Q: Why are you interested in this volunteer position?
 A: I would like to take part in preserving Canby's Historic Buildings and Landmarks. Learning about the sites we do have on registry. While also looking forward to new properties that need to be acknowledged.

4. Q: Please share your experience and educational background.
 A: I do not have experience in this area but have an interest in History.

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

6. Q: If you were referred by someone, please list.
 A: I was referred by Tyler Nizer.



CITY COUNCIL Staff Report

Meeting Date: 3/5/2025

To: The Honorable Mayor Hodson & City Council
Thru: Eileen Stein, City Administrator
From: Maya Benham, Administrative Director/ City Recorder
Agenda Item: Consider Canby Utility Board Appointment
Goal: Enhance Engagement and Communications that Represent Broad Perspectives

Summary

There is currently one vacancy in the Canby Utility Board. The vacancy has been advertised on the City's website.

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

Chair Melody Thompson and Councilor Daniel Stearns Robert Westcott on February 13, 2025. After the interview, it was recommended Robert Westcott be appointed to the Canby Utility Board.

Attachments

Robert Westcott's Application
Robert Westcott's Resume

Fiscal Impact

None

Recommendation

1. Appoint Robert Westcott to the Canby Utility Board.
2. Take no action.

Proposed Motion

"I move to approve the appointment of Member Robert Westcott to the Canby Utility Board with a term ending February 29, 2028."

VOL - CUB - 2022 - Canby Utility Board Member

Contact Information -- Person ID: 61406506

Name: Robert Westcott Address: [REDACTED]
 Canby, Oregon 97013 US

Home Phone: [REDACTED] Alternate Phone:

Text Messaging Mobile No: [REDACTED] Email: [REDACTED]

Notification Preference: Email Former Last Name:

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: Canby Utility

2. Q: What are your major interests or concerns in the City's programs?

A: Serving Canby - with high quality low cost power and Water

3. Q: Why are you interested in this volunteer position?

A: I have been on the Board before and able to understand and promote the benefits of local control and service to Canby.

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

A: I have attached my resume with many years of service to Canby listed

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

A: City Council, Planning Commission, Canby Fire, Chair of Portland area Water Consortium.

Robert Westcott

██████████
Canby, OR 97013
██████████

PROFESSIONAL SUMMARY

Highly skilled and dedicated professional with a passion for mechanics, technical innovation, and community service. Founder of a successful business with two patents, extensive experience in leadership roles, and a proven track record of making impactful contributions to various industry associations, local government, and volunteer organizations. Renowned for technical expertise, innovative thinking, and unwavering commitment to community service.

PROFESSIONAL EXPERIENCE

Founder & Owner

Wesco Parts Cleaners | 1972-2007

- Founded and operated a successful business, leveraging technical expertise and innovation to develop specialized equipment.
- Designed and patented two pieces of equipment, contributing to advancements in the field.
- Provided high-quality technical support and service to clients, ensuring consistent customer satisfaction.
- Led the business to sustained success through a commitment to product excellence and problem-solving.

Test Rider & Technical Support

American Honda | 1965-1968

- Collaborated with engineers to test and develop new motorcycle and mechanical products, ensuring they met high-performance standards.
 - Contributed to the enhancement of product design and functionality through direct feedback from field experience.
-

COMMUNITY ENGAGEMENT & LEADERSHIP

Founding President & Board Member

National Independent Parts Cleaners Association | 1985-1995

- Played a pivotal role in establishing the association and ensuring its success in advocating for the industry.
- Worked collaboratively with members to develop industry standards and best practices.

President & Member

National Recycling Association (NORA) | 1995-2007

- Led the organization to further its mission of promoting recycling and sustainability in various industries.
- Oversaw strategic initiatives, including advocacy, policy development, and member outreach.

Rotary Club of Canby

President & Long-time Member | 1997-2015

- Provided leadership and direction to the Rotary Club, organizing community events and initiatives.
- Strengthened local partnerships and ensured the club's impact on Canby was positive and lasting.

Volunteer Fireman

Canby Fire Department | 1968-1973

- Volunteered as a fireman for five years, contributing to emergency response and community safety efforts.
- Awarded Oregon State Fireman of the Year (runner-up) and Canby Fireman of the Year in recognition of outstanding service.

City Councilor

Canby City Council | 1972-1980

- Served as a member of the City Council for eight years, participating in decision-making processes that shaped the future of Canby.
- Focused on community development, environmental sustainability, and local infrastructure improvements.

Board Member & Chair

Canby Utility | 1980-1988, 1995-2003

- Served 17 years as a Board Member, 14 of which were as Chair, overseeing utility operations and ensuring fiscal responsibility.

Planning Commissioner

Canby City Planning Commission | 1988-1990

- Contributed to urban planning efforts, offering insight and recommendations on land use and development projects.
-

AWARDS & RECOGNITION

- Westcott Substation in Canby named in honor of contributions to the community.
 - Oregon State Fireman of the Year (runner-up), Canby Fireman of the Year.
-

ENVIRONMENTAL COMMITTEES

- Member of various DEQ (Department of Environmental Quality) and EPA (Environmental Protection Agency) environmental committees, advocating for policies that promote sustainability and environmental health.
-

CHURCH LEADERSHIP

- Active member of the church, serving on the Church Board and as Head Elder.
 - Co-chaired the Church Building Committee, overseeing construction and renovation projects.
-

SKILLS & CERTIFICATIONS

- Technical Support & Problem Solving
 - Mechanical Design & Innovation
 - Leadership & Team Management
 - Community Engagement & Public Service
 - Environmental Advocacy
 - Strategic Planning & Development
-



CITY COUNCIL Staff Report

Meeting Date: 3/5/2025

To: The Honorable Mayor Hodson & City Council
Thru: Eileen Stein, City Administrator
From: Maya Benham, Administrative Director/ City Recorder
Agenda Item: Transit Advisory Committee Reappointment
Goal: Enhance Engagement and Communications that Represent Broad Perspectives

Summary

Member DeAnna Ball-Karb has been serving on the Transit Advisory Committee since September 4, 2004, and her term is set to expire on March 31, 2025.

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.

Fiscal Impact

None

Recommendation

1. Reappoint DeAnna Ball-Karb to the Transit Advisory Committee.
2. Take no action.

Proposed Motion

"I move to approve the reappointment of Member DeAnna Ball-Karb to the Transit Advisory Committee with a term ending March 31, 2028."



CITY COUNCIL Staff Report

Meeting Date: 3/5/2025

To: The Honorable Mayor Hodson & City Council
 Thru: Eileen Stein, City Administrator
 From: Jerry Nelzen, Public Works Director
 Agenda Item: Consider Ordinance No. 1640: An Ordinance authorizing the City Administrator to execute a contract with Lawson Corp in the amount of \$2,808,695.00 for the NE 10th Avenue Improvements project and declaring an emergency (*Second Reading*)
 Goal: Plan a Transportation System that eases the impacts of growth
 Objective: N/A

Summary

On January 30, 2025, the City of Canby received eighteen (18) bids for the NE 10th Avenue Improvement Project. This staff report is to recommend the City Council approve the award of the construction contract to Lawson Corp. in the amount of \$2,808,695.00 and authorize the City Administrator to execute a contract with Lawson Corp.

Background

This project includes 2,500 lineal feet of roadway improvements on NE 10th Avenue from Locust Street to Pine Street. Proposed improvements include the following:

- Improvements to storm water conveyance and drainage through installation of 2,500' of 12" storm main and the addition of three new drywells.
- Replacement of the failing sewer main.
- Sidewalk improvements to both sides of NE 10th Avenue, excepting tax lots that did not provide easements.
- Added street parking for both sides of NE 10th Avenue.

A bid tabulation is attached, and a summary of all bids is listed below:

1	Lawson Corp.	\$2,808,695.00
2	Western United	\$2,878,390.00
3	Willamette Valley Excavating LLC	\$3,041,815.00
4	Canby Excavation	\$3,085,000.00
5	**Pacific Excavation, Inc	\$3,170,000.00
6	Icon Construction & Development	\$3,182,605.00
7	North Santiam Paving Co.	\$3,229,220.00
8	Pacific North Construction	\$3,282,600.00
9	Grade Werks Construction	\$3,347,575.00
10	Emery & Sons	\$3,379,366.00
11	Kerr Contractors	\$3,417,495.00

12	Dewitt Construction Inc.	\$3,449,000.00
13	Eagle Elsner Inc.	\$3,451,678.00
14	Moore Excavation Inc	\$3,609,335.00
15	**Landis & Landis Construction LLC	\$3,675,309.00
16	Lee Contractors LLC	\$3,756,400.00
17	SLE Inc.	\$3,828,460.00
18	Tapani Inc	\$3,895,983.00

** Denotes deemed non-responsive for failure to submit a first-tier disclosure

Discussion

This project will:

1. Reduce maintenance time and cost of materials for rocking the gravel shoulders.
2. Decrease liability by improving pedestrian safety with sidewalks.
3. Lower the risk of sewer backups due to an ageing sewer infrastructure.

This solicitation was advertised and completed in compliance with the public bid statutes in ORS 279C, as a formal bid process. Of the eighteen bids, all were reviewed for compliance with the bidding requirements. Minor math errors were noted in four bids, although it did not impact the ranking of the low bid. The fifteenth lowest bidder did not submit the first Tier Disclosure Statement. As a result, their bid was deemed non-responsive and rejected. The remaining seventeen bids were deemed to be responsive and responsible. Lawson Corp has been active in the construction industry since 2017 and has no complaints, disciplinary actions, or debt noted on their CCB file.

The ordinance contains an emergency clause out of a concern for construction timing. If the emergency clause is granted, then construction could begin the first week of April putting the completion date in October before the weather turns. Without the emergency the completion date would be pushed into November creating a risk of weather delays that could drag the project in to spring of 2026 having a negative effect on the citizens that live on NE 10th and the surrounding area.

Attachments

- Ordinance No. 1640
- Bid Tabulation Results

Fiscal Impact

This project was budgeted in FY 24-25 between the Street Fund and Sewer Combined Fund for a total amount of \$3,480,000.

Options

1. Approve Ordinance No. 1640 with an effective date of March 5, 2025, to create the maximum amount of time to get the project underway.
2. Modify Ordinance No. 1640 by removing the emergency clause.
3. Do not approve Ordinance 1640.

Recommendation

Staff recommends Council approval of Option 1.

Proposed Motion

“I move to adopt Ordinance No. 1640 authorizing the City Administrator to execute a contract with Lawson Corp. in the amount of \$2,808,695.00 for the NE 10th Avenue Improvements project and declaring an emergency.”

ORDINANCE NO. 1640

AN ORDINANCE AUTHORIZING THE CITY ADMINISTRATOR TO EXECUTE A CONTRACT WITH LAWSON CORP IN THE AMOUNT OF \$2,808,695.00 FOR CONSTRUCTION OF THE NE 10TH AVENUE IMPROVEMENTS PROJECT AND DECLARING AN EMERGENCY

WHEREAS, in accordance with the Public Contract requirements in ORS 279C, the City of Canby has heretofore formally advertised and received bids for the NE 10th Avenue Improvements Project;

WHEREAS, the notice of call for bids was duly and regularly published in the Oregon Daily Journal of Commerce on January 6, 2025;

WHEREAS, eighteen (18) bids were received and opened on January 30, 2025, at 2:00 pm in the City Hall Mt Hood Conference Room,

WHEREAS, the Canby City Council, acting as the City's Contract Review Board, met on Wednesday, February 19, 2025, and considered the bids and reports and recommendations of the City staff, including the staff recommendation that the low responsive bid be selected; and

WHEREAS, the Canby City Council determined that the lowest responsive bid was from Lawson Corp.

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

Section 1. The City Administrator is hereby authorized and directed to make, execute, and declare in the name of the City of Canby and on its behalf, an appropriate contract with Lawson Corp for Construction of the NE 10th Avenue Improvements Project in the amount of \$2,808,695.00.

Section 2. Inasmuch as it is in the best interest and the safety and welfare of the citizens 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 March 5, 2025.

SUBMITTED to the Canby City Council and read the first time at a regular meeting therefore on Wednesday, February 19, 2025; ordered posted as required by the Canby City Charter, and scheduled for second reading before the City Council for final reading and action at a regular meeting thereof on Wednesday, March 5, 2025, commencing at the hour of 7:00 PM at the Council Meeting Chambers located at 222 NE 2nd Avenue, Canby, Oregon.

Maya Benham, CMC
City Recorder

PASSED on second and final reading by the Canby City Council at a regular meeting thereof on the 5th day of March 2025, by the following vote:

YEAS _____

NAYS _____

ATTEST:

Brian Hodson, Mayor

Maya Benham, CMC
City Recorder

City of Canby
 Project: NE 10th Avenue Improvements
 Bid Date: Thursday, January 30, 2025 @ 2PM

			1	2	3	4	5	6	7	8	9	
BID TABULATION			Lawson Corp	Western United	Willamette Valley Excavating LLC	Canby Excavating, Inc.	Pacific Excavation Inc	Icon Construction & Development	North Santiam Paving Co	Pacific North Construction	Grade Werks Excavating	
Basic Bid Items:			Units	Unit / Total	Unit / Total	Unit / Total	Unit / Total	Unit / Total	Unit / Total	Unit / Total	Unit / Total	
A. Site Preparation												
1	Mobilization, Bonds & Insurance	1	LS	\$ 125,000.00	\$ 289,000.00	\$ 97,200.00	\$ 141,251.00	\$ 189,700.00	\$ 180,000.00	\$ 400,000.00	\$ 300,000.00	\$ 195,000.00
				\$ 125,000.00	\$ 289,000.00	\$ 97,200.00	\$ 141,251.00	\$ 189,700.00	\$ 180,000.00	\$ 400,000.00	\$ 300,000.00	\$ 195,000.00
2	Temporary Protection & Direction of Traffic	1	LS	\$ 21,000.00	\$ 50,000.00	\$ 17,135.00	\$ 13,870.00	\$ 55,000.00	\$ 95,000.00	\$ 32,000.00	\$ 30,000.00	\$ 16,500.00
				\$ 21,000.00	\$ 50,000.00	\$ 17,135.00	\$ 13,870.00	\$ 55,000.00	\$ 95,000.00	\$ 32,000.00	\$ 30,000.00	\$ 16,500.00
3	Erosion & Sediment Control	1	LS	\$ 5,000.00	\$ 20,000.00	\$ 7,175.00	\$ 14,750.00	\$ 20,000.00	\$ 15,000.00	\$ 18,000.00	\$ 12,000.00	\$ 9,500.00
				\$ 5,000.00	\$ 20,000.00	\$ 7,175.00	\$ 14,750.00	\$ 20,000.00	\$ 15,000.00	\$ 18,000.00	\$ 12,000.00	\$ 9,500.00
4	Common Excavation (Est. Depth 18")	6,000	CY	\$ 30.00	\$ 25.00	\$ 29.95	\$ 28.30	\$ 34.00	\$ 26.00	\$ 33.00	\$ 44.00	\$ 36.00
				\$ 180,000.00	\$ 150,000.00	\$ 179,700.00	\$ 169,800.00	\$ 204,000.00	\$ 156,000.00	\$ 198,000.00	\$ 264,000.00	\$ 216,000.00
5	Rock Excavation	150	CY	\$ 150.00	\$ 125.00	\$ 150.00	\$ 271.00	\$ 100.00	\$ 135.00	\$ 216.00	\$ 100.00	\$ 110.00
				\$ 22,500.00	\$ 18,750.00	\$ 22,500.00	\$ 40,650.00	\$ 15,000.00	\$ 20,250.00	\$ 32,400.00	\$ 15,000.00	\$ 16,500.00
6	Tree Removal, 12" diameter or larger w/Stump Grinding, or Stump Removal Alone	15	Ea	\$ 1,050.00	\$ 950.00	\$ 1,000.00	\$ 3,185.00	\$ 1,200.00	\$ 1,200.00	\$ 500.00	\$ 1,000.00	\$ 2,200.00
				\$ 15,750.00	\$ 14,250.00	\$ 15,000.00	\$ 47,775.00	\$ 18,000.00	\$ 18,000.00	\$ 7,500.00	\$ 15,000.00	\$ 33,000.00
7	Remove and Reinstall Existing Signs with V-Loc Base	15	Ea	\$ 600.00	\$ 200.00	\$ 820.00	\$ 414.00	\$ 600.00	\$ 400.00	\$ 500.00	\$ 800.00	\$ 280.00
				\$ 9,000.00	\$ 3,000.00	\$ 12,300.00	\$ 6,210.00	\$ 9,000.00	\$ 6,000.00	\$ 7,500.00	\$ 12,000.00	\$ 4,200.00
8	Remove, Salvage and Reinstall Existing Mail / Paper Boxes on New Post with New V-Loc Base (Single)	2	Ea	\$ 600.00	\$ 400.00	\$ 672.50	\$ 430.00	\$ 600.00	\$ 400.00	\$ 900.00	\$ 400.00	\$ 280.00
				\$ 1,200.00	\$ 800.00	\$ 1,345.00	\$ 860.00	\$ 1,200.00	\$ 800.00	\$ 1,800.00	\$ 800.00	\$ 560.00
9	Remove, Salvage and Reinstall Existing Mail / Paper Boxes on New Post with New V-Loc Base (Multiple)	15	Ea	\$ 600.00	\$ 300.00	\$ 675.00	\$ 1,080.00	\$ 800.00	\$ 400.00	\$ 1,200.00	\$ 400.00	\$ 280.00
				\$ 9,000.00	\$ 4,500.00	\$ 10,125.00	\$ 16,200.00	\$ 12,000.00	\$ 6,000.00	\$ 18,000.00	\$ 6,000.00	\$ 4,200.00
10	Remove, Salvage and Reinstall Existing Fences	300	LF	\$ 80.00	\$ 20.00	\$ 67.00	\$ 79.00	\$ 50.00	\$ 28.00	\$ 67.00	\$ 50.00	\$ 35.00
				\$ 24,000.00	\$ 6,000.00	\$ 20,100.00	\$ 23,700.00	\$ 15,000.00	\$ 8,400.00	\$ 20,100.00	\$ 15,000.00	\$ 10,500.00
11	New Fire Hydrant Installation	5	Ea	\$ 6,000.00	\$ 8,000.00	\$ 14,165.00	\$ 13,160.00	\$ 16,000.00	\$ 7,800.00	\$ 13,300.00	\$ 12,000.00	\$ 13,000.00
				\$ 30,000.00	\$ 40,000.00	\$ 70,825.00	\$ 65,800.00	\$ 80,000.00	\$ 39,000.00	\$ 66,500.00	\$ 60,000.00	\$ 65,000.00
12	Remove Fire Hydrant Installation	5	Ea	\$ 900.00	\$ 500.00	\$ 1,325.00	\$ 1,825.00	\$ 1,000.00	\$ 1,200.00	\$ 1,100.00	\$ 600.00	\$ 1,850.00
				\$ 4,500.00	\$ 2,500.00	\$ 6,625.00	\$ 9,125.00	\$ 5,000.00	\$ 6,000.00	\$ 5,500.00	\$ 3,000.00	\$ 9,250.00
13	Thermoplastic Stop Bars (12" wide)	100	SF	\$ 23.00	\$ 20.00	\$ 26.30	\$ 25.00	\$ 25.00	\$ 25.00	\$ 30.00	\$ 10.00	\$ 23.00
				\$ 2,300.00	\$ 2,000.00	\$ 2,630.00	\$ 2,500.00	\$ 2,500.00	\$ 2,500.00	\$ 3,000.00	\$ 1,000.00	\$ 2,300.00
14	Sawcut AC & Concrete Surfaces	1,250	LF	\$ 4.00	\$ 5.00	\$ 2.10	\$ 4.00	\$ 3.00	\$ 4.00	\$ 3.00	\$ 4.00	\$ 3.50
				\$ 5,000.00	\$ 6,250.00	\$ 2,625.00	\$ 5,000.00	\$ 3,750.00	\$ 5,000.00	\$ 3,750.00	\$ 5,000.00	\$ 4,375.00
15	Private Irrigation System Repairs	6	Ea	\$ 1,050.00	\$ 600.00	\$ 1,195.00	\$ 920.00	\$ 500.00	\$ 950.00	\$ 500.00	\$ 1,000.00	\$ 560.00
				\$ 6,300.00	\$ 3,600.00	\$ 7,170.00	\$ 5,520.00	\$ 3,000.00	\$ 5,700.00	\$ 3,000.00	\$ 6,000.00	\$ 3,360.00
16	Relocation of Existing Retaining Walls	500	SF	\$ 25.00	\$ 40.00	\$ 50.00	\$ 31.00	\$ 25.00	\$ 43.00	\$ 38.50	\$ 20.00	\$ 25.50
				\$ 12,500.00	\$ 20,000.00	\$ 25,000.00	\$ 15,500.00	\$ 12,500.00	\$ 21,500.00	\$ 19,250.00	\$ 10,000.00	\$ 12,750.00
17	Landscape Restoration	1	LS	\$ 35,000.00	\$ 20,000.00	\$ 86,000.00	\$ 20,510.00	\$ 30,000.00	\$ 15,000.00	\$ 32,000.00	\$ 15,000.00	\$ 35,000.00
				\$ 35,000.00	\$ 20,000.00	\$ 86,000.00	\$ 20,510.00	\$ 30,000.00	\$ 15,000.00	\$ 32,000.00	\$ 15,000.00	\$ 35,000.00
18	Site Improvement Allowance	1	LS	\$ 20,000.00	\$ 20,000.00	\$ 20,000.00	\$ 20,000.00	\$ 20,000.00	\$ 20,000.00	\$ 20,000.00	\$ 20,000.00	\$ 20,000.00
				\$ 20,000.00	\$ 20,000.00	\$ 20,000.00	\$ 20,000.00	\$ 20,000.00	\$ 20,000.00	\$ 20,000.00	\$ 20,000.00	\$ 20,000.00
				\$ 528,050.00	\$ 670,650.00	\$ 603,455.00	\$ 619,021.00	\$ 695,650.00	\$ 620,150.00	\$ 888,300.00	\$ 789,800.00	\$ 657,995.00
Subtotal												
Basic Bid Items:												
			Units	Unit / Total	Unit / Total	Unit / Total	Unit / Total	Unit / Total	Unit / Total	Unit / Total	Unit / Total	
B. Paving & Surfacing												
19	1"-0" Crushed Rock Base (12" deep)	10,000	SY	\$ 26.00	\$ 24.00	\$ 17.61	\$ 21.10	\$ 26.00	\$ 25.00	\$ 17.25	\$ 32.00	\$ 25.00
				\$ 260,000.00	\$ 240,000.00	\$ 176,100.00	\$ 211,000.00	\$ 260,000.00	\$ 250,000.00	\$ 172,500.00	\$ 320,000.00	\$ 250,000.00
20	Standard Concrete Curb & Gutter Including Excavation and 10" Leveling Rock	4,000	LF	\$ 32.25	\$ 50.00	\$ 40.01	\$ 35.50	\$ 38.00	\$ 33.00	\$ 34.00	\$ 32.00	\$ 55.00
				\$ 129,000.00	\$ 200,000.00	\$ 160,040.00	\$ 142,000.00	\$ 152,000.00	\$ 132,000.00	\$ 136,000.00	\$ 128,000.00	\$ 220,000.00
21	6" Concrete Residential Driveway Including Excavation and 2" Leveling Rock	1,200	SY	\$ 103.00	\$ 150.00	\$ 119.69	\$ 127.50	\$ 122.00	\$ 145.00	\$ 149.00	\$ 120.00	\$ 135.00
				\$ 123,600.00	\$ 180,000.00	\$ 143,628.00	\$ 153,000.00	\$ 146,400.00	\$ 174,000.00	\$ 178,800.00	\$ 144,000.00	\$ 162,000.00
22	4" Concrete Sidewalk and ADA Short Curbs, Including Excavation and 2" Leveling Rock	1,700	SY	\$ 75.00	\$ 120.00	\$ 98.63	\$ 103.80	\$ 96.00	\$ 108.00	\$ 84.00	\$ 95.00	\$ 99.00
				\$ 127,500.00	\$ 204,000.00	\$ 167,671.00	\$ 176,460.00	\$ 163,200.00	\$ 183,600.00	\$ 142,800.00	\$ 161,500.00	\$ 168,300.00
23	ADA Truncated Domes	21	Ea	\$ 315.00	\$ 240.00	\$ 360.00	\$ 350.00	\$ 350.00	\$ 765.00	\$ 300.00	\$ 300.00	\$ 1,250.00
				\$ 6,615.00	\$ 5,040.00	\$ 7,560.00	\$ 7,350.00	\$ 7,350.00	\$ 16,065.00	\$ 6,300.00	\$ 6,300.00	\$ 26,250.00
24	½" Dense Mix ACP, Level II (4" depth)	2,500	Tons	\$ 102.00	\$ 130.00	\$ 120.03	\$ 135.00	\$ 110.00	\$ 153.00	\$ 100.00	\$ 104.00	\$ 115.00
				\$ 255,000.00	\$ 325,000.00	\$ 300,075.00	\$ 337,500.00	\$ 275,000.00	\$ 382,500.00	\$ 250,000.00	\$ 260,000.00	\$ 287,500.00
25	4" Yellow Thermoplastic Skin Stripping	600	LF	\$ 3.75	\$ 4.00	\$ 4.18	\$ 4.00	\$ 4.00	\$ 5.00	\$ 6.00	\$ 4.00	\$ 7.00

BID TABULATION			Lawson Corp	Western United	Willamette Valley Excavating LLC	Canby Excavating, Inc.	Pacific Excavation Inc	Icon Construction & Development	North Santiam Paving Co	Pacific North Construction	Grade Werks Excavating
25	Fellow Thermoplastic Strip Striping		\$ 2,250.00	\$ 2,400.00	\$ 2,508.00	\$ 2,400.00	\$ 2,400.00	\$ 3,000.00	\$ 3,600.00	\$ 2,400.00	\$ 4,200.00
26	Crushed Rock Driveway Restoration	80 Tons	\$ 50.50	\$ 100.00	\$ 52.95	\$ 92.00	\$ 100.00	\$ 40.00	\$ 40.00	\$ 75.00	\$ 55.00
			\$ 4,040.00	\$ 8,000.00	\$ 4,236.00	\$ 7,360.00	\$ 8,000.00	\$ 3,200.00	\$ 3,200.00	\$ 6,000.00	\$ 4,400.00
Subtotal			\$ 908,005.00	\$ 1,164,440.00	\$ 961,818.00	\$ 1,037,070.00	\$ 1,014,350.00	\$ 1,144,365.00	\$ 893,200.00	\$ 1,028,200.00	\$ 1,122,650.00

Basic Bid Items:			Units	Unit / Total	Unit / Total	Unit / Total	Unit / Total	Unit / Total	Unit / Total	Unit / Total	Unit / Total
C. Storm Drainage											
27	12" HDPE Pipe Including Trench Excavation and Select Backfill	2,480 LF	\$ 116.00	\$ 60.00	\$ 95.00	\$ 101.00	\$ 122.00	\$ 150.00	\$ 106.00	\$ 100.00	\$ 122.00
			\$ 287,680.00	\$ 148,800.00	\$ 235,600.00	\$ 250,480.00	\$ 302,560.00	\$ 372,000.00	\$ 262,880.00	\$ 248,000.00	\$ 302,560.00
28	10" HDPE Pipe including Trench Excavation and Select Backfill	780 LF	\$ 103.50	\$ 70.00	\$ 70.25	\$ 91.00	\$ 94.00	\$ 140.00	\$ 113.00	\$ 95.00	\$ 145.00
			\$ 80,730.00	\$ 54,600.00	\$ 54,795.00	\$ 70,980.00	\$ 73,320.00	\$ 109,200.00	\$ 88,140.00	\$ 74,100.00	\$ 113,100.00
29	Remove Existing Catch Basin and Plug Existing Pipes	20 Ea	\$ 550.00	\$ 500.00	\$ 700.00	\$ 909.00	\$ 400.00	\$ 1,200.00	\$ 350.00	\$ 500.00	\$ 650.00
			\$ 11,000.00	\$ 10,000.00	\$ 14,000.00	\$ 18,180.00	\$ 8,000.00	\$ 24,000.00	\$ 7,000.00	\$ 10,000.00	\$ 13,000.00
30	Type G-2 Catch Basin	7 Ea	\$ 2,650.00	\$ 4,000.00	\$ 4,085.00	\$ 3,062.00	\$ 3,500.00	\$ 3,790.00	\$ 3,300.00	\$ 3,000.00	\$ 3,000.00
			\$ 18,550.00	\$ 28,000.00	\$ 28,595.00	\$ 21,434.00	\$ 24,500.00	\$ 26,530.00	\$ 23,100.00	\$ 21,000.00	\$ 21,000.00
31	Curb Inlet Catch Basin	19 Ea	\$ 2,850.00	\$ 2,000.00	\$ 4,130.00	\$ 3,258.00	\$ 3,200.00	\$ 3,790.00	\$ 3,600.00	\$ 4,000.00	\$ 2,800.00
			\$ 54,150.00	\$ 38,000.00	\$ 78,470.00	\$ 61,902.00	\$ 60,800.00	\$ 72,010.00	\$ 68,400.00	\$ 76,000.00	\$ 53,200.00
32	60" Pollution Control Manhole	6 Ea	\$ 15,000.00	\$ 12,500.00	\$ 17,300.00	\$ 10,311.00	\$ 12,000.00	\$ 10,750.00	\$ 14,850.00	\$ 12,000.00	\$ 13,000.00
			\$ 90,000.00	\$ 75,000.00	\$ 103,800.00	\$ 61,866.00	\$ 72,000.00	\$ 64,500.00	\$ 89,100.00	\$ 72,000.00	\$ 78,000.00
33	48" Standard Manhole	8 Ea	\$ 7,125.00	\$ 6,000.00	\$ 7,720.00	\$ 7,125.00	\$ 4,500.00	\$ 5,650.00	\$ 7,350.00	\$ 8,000.00	\$ 7,750.00
			\$ 57,000.00	\$ 48,000.00	\$ 61,760.00	\$ 43,720.00	\$ 36,000.00	\$ 45,200.00	\$ 58,800.00	\$ 64,000.00	\$ 62,000.00
34	48" Drywell	3 Ea	\$ 37,000.00	\$ 14,000.00	\$ 35,615.00	\$ 14,506.00	\$ 34,000.00	\$ 19,000.00	\$ 19,000.00	\$ 8,000.00	\$ 26,500.00
			\$ 111,000.00	\$ 42,000.00	\$ 106,845.00	\$ 43,518.00	\$ 102,000.00	\$ 57,000.00	\$ 57,000.00	\$ 24,000.00	\$ 79,500.00
35	Connect to Existing Manhole	1 Ea	\$ 1,090.00	\$ 3,000.00	\$ 1,250.00	\$ 1,825.00	\$ 3,000.00	\$ 1,500.00	\$ 3,700.00	\$ 2,000.00	\$ 800.00
			\$ 1,090.00	\$ 3,000.00	\$ 1,250.00	\$ 1,825.00	\$ 3,000.00	\$ 1,500.00	\$ 3,700.00	\$ 2,000.00	\$ 800.00
36	Connect to Existing Drywell	4 Ea	\$ 1,100.00	\$ 2,500.00	\$ 695.00	\$ 1,750.00	\$ 3,000.00	\$ 1,750.00	\$ 2,600.00	\$ 1,500.00	\$ 850.00
			\$ 4,400.00	\$ 10,000.00	\$ 2,780.00	\$ 7,000.00	\$ 12,000.00	\$ 7,000.00	\$ 10,400.00	\$ 6,000.00	\$ 3,400.00
Subtotal			\$ 715,600.00	\$ 457,400.00	\$ 687,895.00	\$ 580,905.00	\$ 694,180.00	\$ 778,940.00	\$ 668,520.00	\$ 597,100.00	\$ 726,560.00

Basic Bid Items:			Units	Unit / Total	Unit / Total	Unit / Total	Unit / Total	Unit / Total	Unit / Total	Unit / Total	Unit / Total
D. Sanitary Sewer											
37	18" PVC F679 Sanitary Sewer Including Trench Excavation and Select Backfill	400 LF	\$ 145.50	\$ 120.00	\$ 114.55	\$ 121.00	\$ 125.00	\$ 189.00	\$ 121.00	\$ 200.00	\$ 160.00
			\$ 58,200.00	\$ 48,000.00	\$ 45,820.00	\$ 48,400.00	\$ 50,000.00	\$ 75,600.00	\$ 48,400.00	\$ 80,000.00	\$ 64,000.00
38	12" PVC 3034 Sanitary Sewer Including Trench Excavation and Select Backfill	1,980 LF	\$ 162.50	\$ 120.00	\$ 184.05	\$ 186.00	\$ 254.00	\$ 175.00	\$ 182.00	\$ 225.00	\$ 215.00
			\$ 321,750.00	\$ 237,600.00	\$ 364,419.00	\$ 368,280.00	\$ 502,920.00	\$ 346,500.00	\$ 360,360.00	\$ 445,500.00	\$ 425,700.00
39	8" PVC 3034 Sanitary Sewer Including Trench Excavation and Select Backfill	80 LF	\$ 170.00	\$ 70.00	\$ 239.15	\$ 300.00	\$ 140.00	\$ 165.00	\$ 158.00	\$ 150.00	\$ 185.00
			\$ 13,600.00	\$ 5,600.00	\$ 19,132.00	\$ 24,000.00	\$ 11,200.00	\$ 13,200.00	\$ 12,640.00	\$ 12,000.00	\$ 14,800.00
40	Remove Existing Manholes, Including Excavation, Plugging Existing Lines, Salvage Frame & Lid to City Shops, and Select Backfill	7 Ea	\$ 2,130.00	\$ 2,500.00	\$ 4,680.00	\$ 4,000.00	\$ 800.00	\$ 2,400.00	\$ 2,200.00	\$ 2,500.00	\$ 4,500.00
			\$ 14,910.00	\$ 17,500.00	\$ 32,760.00	\$ 28,000.00	\$ 5,600.00	\$ 16,800.00	\$ 15,400.00	\$ 17,500.00	\$ 31,500.00
41	6" Sewer Lateral Including Tee, 6" PVC Pipe, Cleanout Assembly, 6" x 4" PVC Reducer if Required, 4" or 6" Flexible Coupling to Existing, Trench Excavation, and Select Backfill, Short Side average 22 feet	23 Ea	\$ 3,500.00	\$ 4,500.00	\$ 3,600.00	\$ 5,330.00	\$ 2,200.00	\$ 2,300.00	\$ 4,300.00	\$ 4,500.00	\$ 3,750.00
			\$ 80,500.00	\$ 103,500.00	\$ 82,800.00	\$ 122,590.00	\$ 50,600.00	\$ 52,900.00	\$ 98,900.00	\$ 103,500.00	\$ 86,250.00
42	6" Sewer Lateral Including Tee, 6" PVC Pipe, Cleanout Assembly, 6" x 4" PVC Reducer if Required, 4" or 6" Flexible Coupling to Existing, Trench Excavation, and Select Backfill, Long Side average 34 feet	23 Ea	\$ 3,650.00	\$ 4,500.00	\$ 4,940.00	\$ 6,200.00	\$ 2,000.00	\$ 2,750.00	\$ 5,700.00	\$ 5,000.00	\$ 4,800.00
			\$ 83,950.00	\$ 103,500.00	\$ 113,620.00	\$ 142,600.00	\$ 46,000.00	\$ 63,250.00	\$ 131,100.00	\$ 115,000.00	\$ 110,400.00
43	Additional 4" or 6" Sewer Laterals Beyond the Average Length if Required, with Native Backfill	40 LF	\$ 92.00	\$ 100.00	\$ 63.40	\$ 200.00	\$ 200.00	\$ 60.00	\$ 130.00	\$ 100.00	\$ 28.00
			\$ 3,680.00	\$ 4,000.00	\$ 2,536.00	\$ 8,000.00	\$ 8,000.00	\$ 2,400.00	\$ 5,200.00	\$ 4,000.00	\$ 1,120.00
44	48" Standard Manhole	10 Ea	\$ 7,750.00	\$ 6,000.00	\$ 10,935.00	\$ 9,100.00	\$ 7,500.00	\$ 6,000.00	\$ 9,100.00	\$ 8,000.00	\$ 9,500.00
			\$ 77,500.00	\$ 60,000.00	\$ 109,350.00	\$ 91,000.00	\$ 75,000.00	\$ 60,000.00	\$ 91,000.00	\$ 80,000.00	\$ 95,000.00
45	Connect to Existing Manhole	2 Ea	\$ 360.00	\$ 2,500.00	\$ 1,600.00	\$ 3,267.00	\$ 3,000.00	\$ 1,500.00	\$ 5,100.00	\$ 1,000.00	\$ 1,000.00
			\$ 720.00	\$ 5,000.00	\$ 3,200.00	\$ 6,534.00	\$ 6,000.00	\$ 3,000.00	\$ 10,200.00	\$ 2,000.00	\$ 2,000.00
46	8" Flexible Coupling to Existing Concrete Sewer	5 Ea	\$ 86.00	\$ 200.00	\$ 2,940.00	\$ 920.00	\$ 500.00	\$ 800.00	\$ 800.00	\$ 1,000.00	\$ 1,600.00
			\$ 430.00	\$ 1,000.00	\$ 14,700.00	\$ 4,600.00	\$ 2,500.00	\$ 4,000.00	\$ 4,000.00	\$ 5,000.00	\$ 8,000.00
47	Cut & Plug Existing 18" Sanitary Sewer	2 Ea	\$ 900.00	\$ 100.00	\$ 155.00	\$ 2,000.00	\$ 4,000.00	\$ 750.00	\$ 1,000.00	\$ 1,500.00	\$ 800.00
			\$ 1,800.00	\$ 200.00	\$ 310.00	\$ 4,000.00	\$ 8,000.00	\$ 1,500.00	\$ 2,000.00	\$ 3,000.00	\$ 1,600.00
Subtotal			\$ 657,040.00	\$ 585,900.00	\$ 788,647.00	\$ 848,004.00	\$ 765,820.00	\$ 639,150.00	\$ 779,200.00	\$ 867,500.00	\$ 840,370.00

Red denotes variation from written bid, after calculation

TOTAL BASIC BID	\$ 2,808,695.00	\$ 2,878,390.00	\$ 3,041,815.00	\$ 3,085,000.00	\$ 3,170,000.00	\$ 3,182,605.00	\$ 3,229,220.00	\$ 3,282,600.00	\$ 3,347,575.00
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of Canby
 ect: NE 10th Avenue Improvements
 Date: Thursday, January 30, 2025 @ 2PM

10 11 12 13 14 15 16 17 18

ABULATION			Emery & Sons	Kerr Contractors	Dewitt Construction Inc	Eagle-Elsner, INC.	Moore Excavation Inc.	Landis & Landis Construction LLC	Lee Contractors LLC	SLE Inc.	Tapani Inc
Bid Items:	Units		Unit / Total	Unit / Total	Unit / Total	Unit / Total	Unit / Total	Unit / Total	Unit / Total	Unit / Total	Unit / Total
Preparation											
Mobilization, Bonds & Insurance	1	LS	\$ 214,250.00	\$ 331,920.00	\$ 232,880.00	\$ 254,593.00	\$ 320,000.00	\$ 285,000.00	\$ 260,000.00	\$ 115,200.00	\$ 380,000.00
			\$ 214,250.00	\$ 331,920.00	\$ 232,880.00	\$ 254,593.00	\$ 320,000.00	\$ 285,000.00	\$ 260,000.00	\$ 115,200.00	\$ 380,000.00
Temporary Protection & Direction of Traffic	1	LS	\$ 37,400.00	\$ 101,825.00	\$ 30,000.00	\$ 101,360.00	\$ 50,000.00	\$ 9,629.00	\$ 50,000.00	\$ 100,000.00	\$ 29,523.00
			\$ 37,400.00	\$ 101,825.00	\$ 30,000.00	\$ 101,360.00	\$ 50,000.00	\$ 9,629.00	\$ 50,000.00	\$ 100,000.00	\$ 29,523.00
Erosion & Sediment Control	1	LS	\$ 30,650.00	\$ 86,000.00	\$ 10,762.00	\$ 8,440.00	\$ 25,000.00	\$ 10,500.00	\$ 15,000.00	\$ 15,000.00	\$ 24,000.00
			\$ 30,650.00	\$ 86,000.00	\$ 10,762.00	\$ 8,440.00	\$ 25,000.00	\$ 10,500.00	\$ 15,000.00	\$ 15,000.00	\$ 24,000.00
Common Excavation (Est. Depth 18")	6,000	CY	\$ 45.00	\$ 37.00	\$ 23.00	\$ 33.00	\$ 50.00	\$ 35.00	\$ 100.00	\$ 30.20	\$ 34.50
			\$ 270,000.00	\$ 222,000.00	\$ 138,000.00	\$ 198,000.00	\$ 300,000.00	\$ 210,000.00	\$ 600,000.00	\$ 181,200.00	\$ 207,000.00
Rock Excavation	150	CY	\$ 175.00	\$ 100.00	\$ 190.00	\$ 365.00	\$ 200.00	\$ 20.00	\$ 100.00	\$ 200.00	\$ 120.00
			\$ 26,250.00	\$ 15,000.00	\$ 28,500.00	\$ 54,750.00	\$ 30,000.00	\$ 3,000.00	\$ 15,000.00	\$ 30,000.00	\$ 18,000.00
Tree Removal, 12" diameter or larger w/Stump Grinding, or Stump Removal Alone	15	Ea	\$ 3,690.00	\$ 1,000.00	\$ 1,112.00	\$ 1,056.00	\$ 1,700.00	\$ 3,500.00	\$ 1,500.00	\$ 1,600.00	\$ 2,500.00
			\$ 55,350.00	\$ 15,000.00	\$ 16,680.00	\$ 15,840.00	\$ 25,500.00	\$ 52,500.00	\$ 22,500.00	\$ 24,000.00	\$ 37,500.00
Remove and Reinstall Existing Signs with V-Loc Base	15	Ea	\$ 430.00	\$ 1,400.00	\$ 440.00	\$ 228.00	\$ 900.00	\$ 450.00	\$ 1,000.00	\$ 570.00	\$ 400.00
			\$ 6,450.00	\$ 21,000.00	\$ 6,600.00	\$ 3,420.00	\$ 13,500.00	\$ 6,750.00	\$ 15,000.00	\$ 8,550.00	\$ 6,000.00
Remove, Salvage and Reinstall Existing Mail / Paper Boxes on New Post with New V-Loc Base (Single)	2	Ea	\$ 375.00	\$ 1,100.00	\$ 767.00	\$ 603.00	\$ 1,100.00	\$ 1,250.00	\$ 1,000.00	\$ 779.00	\$ 750.00
			\$ 750.00	\$ 2,200.00	\$ 1,534.00	\$ 1,206.00	\$ 2,200.00	\$ 2,500.00	\$ 2,000.00	\$ 1,558.00	\$ 1,500.00
Remove, Salvage and Reinstall Existing Mail / Paper Boxes on New Post with New V-Loc Base (Multiple)	15	Ea	\$ 485.00	\$ 1,200.00	\$ 1,091.00	\$ 500.00	\$ 1,100.00	\$ 1,550.00	\$ 1,000.00	\$ 782.00	\$ 900.00
			\$ 7,275.00	\$ 18,000.00	\$ 16,365.00	\$ 7,500.00	\$ 16,500.00	\$ 23,250.00	\$ 15,000.00	\$ 11,730.00	\$ 13,500.00
Remove, Salvage and Reinstall Existing Fences	300	LF	\$ 33.00	\$ 103.00	\$ 98.00	\$ 32.00	\$ 90.00	\$ 115.00	\$ 80.00	\$ 40.00	\$ 100.00
			\$ 9,900.00	\$ 30,900.00	\$ 29,400.00	\$ 9,600.00	\$ 27,000.00	\$ 34,500.00	\$ 24,000.00	\$ 12,000.00	\$ 30,000.00
New Fire Hydrant Installation	5	Ea	\$ 14,950.00	\$ 5,200.00	\$ 11,975.00	\$ 17,380.00	\$ 13,500.00	\$ 17,500.00	\$ 9,000.00	\$ 8,334.00	\$ 14,000.00
			\$ 74,750.00	\$ 26,000.00	\$ 59,875.00	\$ 86,900.00	\$ 67,500.00	\$ 87,500.00	\$ 45,000.00	\$ 41,670.00	\$ 70,000.00
Remove Fire Hydrant Installation	5	Ea	\$ 575.00	\$ 1,250.00	\$ 740.00	\$ 1,766.00	\$ 1,800.00	\$ 1,000.00	\$ 1,000.00	\$ 2,224.00	\$ 2,550.00
			\$ 2,875.00	\$ 6,250.00	\$ 3,700.00	\$ 8,830.00	\$ 9,000.00	\$ 5,000.00	\$ 5,000.00	\$ 11,120.00	\$ 12,750.00
Thermoplastic Stop Bars (12" wide)	100	SF	\$ 17.50	\$ 16.50	\$ 25.00	\$ 17.00	\$ 18.00	\$ 30.00	\$ 80.00	\$ 23.00	\$ 17.00
			\$ 1,750.00	\$ 1,650.00	\$ 2,500.00	\$ 1,700.00	\$ 1,800.00	\$ 3,000.00	\$ 8,000.00	\$ 2,300.00	\$ 1,700.00
Sawcut AC & Concrete Surfaces	1,250	LF	\$ 2.00	\$ 2.50	\$ 4.50	\$ 3.30	\$ 3.00	\$ 3.00	\$ 1.00	\$ 7.00	\$ 2.30
			\$ 2,500.00	\$ 3,125.00	\$ 5,625.00	\$ 4,125.00	\$ 3,750.00	\$ 3,750.00	\$ 1,250.00	\$ 8,750.00	\$ 2,875.00
Private Irrigation System Repairs	6	Ea	\$ 1,250.00	\$ 1,000.00	\$ 1,114.00	\$ 1,463.00	\$ 1,100.00	\$ 150.00	\$ 200.00	\$ 1,000.00	\$ 1,150.00
			\$ 7,500.00	\$ 6,000.00	\$ 6,684.00	\$ 8,778.00	\$ 6,600.00	\$ 900.00	\$ 1,200.00	\$ 6,000.00	\$ 6,900.00
Relocation of Existing Retaining Walls	500	SF	\$ 15.00	\$ 55.00	\$ 34.00	\$ 48.00	\$ 23.00	\$ 75.00	\$ 70.00	\$ 30.00	\$ 50.00
			\$ 7,500.00	\$ 27,500.00	\$ 17,000.00	\$ 24,000.00	\$ 11,500.00	\$ 37,500.00	\$ 35,000.00	\$ 15,000.00	\$ 25,000.00
Landscape Restoration	1	LS	\$ 26,350.00	\$ 75,000.00	\$ 117,967.00	\$ 9,905.00	\$ 15,000.00	\$ 75,000.00	\$ 20,000.00	\$ 30,000.00	\$ 32,000.00
			\$ 26,350.00	\$ 75,000.00	\$ 117,967.00	\$ 9,905.00	\$ 15,000.00	\$ 75,000.00	\$ 20,000.00	\$ 30,000.00	\$ 32,000.00
Site Improvement Allowance	1	LS	\$ 20,000.00	\$ 20,000.00	\$ 20,000.00	\$ 20,000.00	\$ 20,000.00	\$ 20,000.00	\$ 20,000.00	\$ 20,000.00	\$ 20,000.00
			\$ 20,000.00	\$ 20,000.00	\$ 20,000.00	\$ 20,000.00	\$ 20,000.00	\$ 20,000.00	\$ 20,000.00	\$ 20,000.00	\$ 20,000.00
Subtotal			\$ 801,500.00	\$ 1,009,370.00	\$ 744,072.00	\$ 818,947.00	\$ 944,850.00	\$ 870,279.00	\$ 1,153,950.00	\$ 634,078.00	\$ 918,248.00
Grading & Surfacing											
1"-0" Crushed Rock Base (12" deep)	10,000	SY	\$ 31.00	\$ 26.00	\$ 25.00	\$ 23.00	\$ 21.50	\$ 25.00	\$ 15.00	\$ 23.75	\$ 30.00
			\$ 310,000.00	\$ 260,000.00	\$ 250,000.00	\$ 230,000.00	\$ 215,000.00	\$ 250,000.00	\$ 150,000.00	\$ 237,500.00	\$ 300,000.00
Standard Concrete Curb & Gutter Including Excavation and 10" Leveling Rock	4,000	LF	\$ 57.00	\$ 29.00	\$ 45.00	\$ 32.00	\$ 32.00	\$ 35.00	\$ 85.00	\$ 37.50	\$ 36.00
			\$ 228,000.00	\$ 116,000.00	\$ 180,000.00	\$ 128,000.00	\$ 128,000.00	\$ 140,000.00	\$ 340,000.00	\$ 150,000.00	\$ 144,000.00
6" Concrete Residential Driveway Including Excavation and 2" Leveling Rock	1,200	SY	\$ 138.00	\$ 97.00	\$ 121.00	\$ 117.00	\$ 120.00	\$ 131.00	\$ 250.00	\$ 144.00	\$ 170.00
			\$ 165,600.00	\$ 116,400.00	\$ 145,200.00	\$ 140,400.00	\$ 144,000.00	\$ 157,200.00	\$ 300,000.00	\$ 172,800.00	\$ 204,000.00
4" Concrete Sidewalk and ADA Short Curbs, Including Excavation and 2" Leveling Rock	1,700	SY	\$ 106.00	\$ 76.00	\$ 116.50	\$ 77.00	\$ 82.00	\$ 95.00	\$ 200.00	\$ 116.50	\$ 115.00
			\$ 180,200.00	\$ 129,200.00	\$ 198,050.00	\$ 130,900.00	\$ 139,400.00	\$ 161,500.00	\$ 340,000.00	\$ 198,050.00	\$ 195,500.00
ADA Truncated Domes	21	Ea	\$ 1,700.00	\$ 305.00	\$ 258.00	\$ 321.00	\$ 325.00	\$ 750.00	\$ 1,950.00	\$ 1,498.00	\$ 675.00
			\$ 35,700.00	\$ 6,405.00	\$ 5,418.00	\$ 6,741.00	\$ 6,825.00	\$ 15,750.00	\$ 40,950.00	\$ 31,458.00	\$ 14,175.00
½" Dense Mix ACP, Level II (4" depth)	2,500	Tons	\$ 102.00	\$ 114.00	\$ 124.00	\$ 97.00	\$ 102.00	\$ 121.00	\$ 100.00	\$ 117.00	\$ 100.00
			\$ 255,000.00	\$ 285,000.00	\$ 310,000.00	\$ 242,500.00	\$ 255,000.00	\$ 302,500.00	\$ 250,000.00	\$ 292,500.00	\$ 250,000.00
4" Yellow Thermoplastic Skin Stripping	600	LF	\$ 6.50	\$ 6.00	\$ 4.00	\$ 6.42	\$ 6.50	\$ 4.25	\$ 3.00	\$ 7.50	\$ 6.50

ABULATION			Emery & Sons	Kerr Contractors	Dewitt Construction Inc	Eagle-Elsner, INC.	Moore Excavation Inc.	Landis & Landis Construction LLC	Lee Contractors LLC	SLE Inc.	Tapani Inc	
2" Flexible Membrane Plastic Strip Striping			\$ 3,900.00	\$ 3,600.00	\$ 2,400.00	\$ 3,852.00	\$ 3,900.00	\$ 2,550.00	\$ 1,800.00	\$ 4,500.00	\$ 3,900.00	
Crushed Rock Driveway Restoration	80	Tons	\$ 44.00	\$ 51.00	\$ 69.50	\$ 77.00	\$ 52.00	\$ 75.00	\$ 100.00	\$ 67.50	\$ 90.00	
			\$ 3,520.00	\$ 4,080.00	\$ 5,560.00	\$ 6,160.00	\$ 4,160.00	\$ 6,000.00	\$ 8,000.00	\$ 5,400.00	\$ 7,200.00	
			Subtotal	\$ 1,181,920.00	\$ 920,685.00	\$ 1,096,628.00	\$ 888,553.00	\$ 896,285.00	\$ 1,035,500.00	\$ 1,430,750.00	\$ 1,092,208.00	\$ 1,118,775.00

Bid Items:	Units		Unit / Total	Unit / Total	Unit / Total	Unit / Total	Unit / Total	Unit / Total	Unit / Total	Unit / Total	Unit / Total	
Storm Drainage												
12" HDPE Pipe Including Trench Excavation and Select Backfill	2,480	LF	\$ 107.00	\$ 97.00	\$ 114.50	\$ 140.00	\$ 140.00	\$ 125.00	\$ 110.00	\$ 152.00	\$ 130.00	
			\$ 265,360.00	\$ 240,560.00	\$ 283,960.00	\$ 347,200.00	\$ 347,200.00	\$ 310,000.00	\$ 272,800.00	\$ 376,960.00	\$ 322,400.00	
10" HDPE Pipe including Trench Excavation and Select Backfill	780	LF	\$ 117.00	\$ 93.00	\$ 146.00	\$ 118.00	\$ 155.00	\$ 121.00	\$ 110.00	\$ 104.00	\$ 132.00	
			\$ 91,260.00	\$ 72,540.00	\$ 113,880.00	\$ 92,040.00	\$ 120,900.00	\$ 94,380.00	\$ 85,800.00	\$ 81,120.00	\$ 102,960.00	
Remove Existing Catch Basin and Plug Existing Pipes	20	Ea	\$ 650.00	\$ 900.00	\$ 1,293.00	\$ 1,386.00	\$ 900.00	\$ 2,150.00	\$ 1,000.00	\$ 947.00	\$ 1,025.00	
			\$ 13,000.00	\$ 18,000.00	\$ 25,860.00	\$ 27,720.00	\$ 18,000.00	\$ 43,000.00	\$ 20,000.00	\$ 18,940.00	\$ 20,500.00	
Type G-2 Catch Basin	7	Ea	\$ 3,650.00	\$ 4,150.00	\$ 3,685.00	\$ 2,643.00	\$ 3,500.00	\$ 5,100.00	\$ 4,000.00	\$ 3,141.00	\$ 7,000.00	
			\$ 25,550.00	\$ 29,050.00	\$ 25,795.00	\$ 18,501.00	\$ 24,500.00	\$ 35,700.00	\$ 28,000.00	\$ 21,987.00	\$ 49,000.00	
Curb Inlet Catch Basin	19	Ea	\$ 3,705.00	\$ 3,400.00	\$ 3,349.00	\$ 2,822.00	\$ 3,500.00	\$ 5,100.00	\$ 3,500.00	\$ 2,817.00	\$ 6,750.00	
			\$ 70,395.00	\$ 64,600.00	\$ 63,631.00	\$ 53,618.00	\$ 66,500.00	\$ 96,900.00	\$ 66,500.00	\$ 53,523.00	\$ 128,250.00	
60" Pollution Control Manhole	6	Ea	\$ 13,130.00	\$ 11,250.00	\$ 9,057.00	\$ 18,190.00	\$ 12,500.00	\$ 17,500.00	\$ 12,000.00	\$ 15,855.00	\$ 14,050.00	
			\$ 78,780.00	\$ 67,500.00	\$ 54,342.00	\$ 109,140.00	\$ 75,000.00	\$ 105,000.00	\$ 72,000.00	\$ 95,130.00	\$ 84,300.00	
48" Standard Manhole	8	Ea	\$ 7,235.00	\$ 5,500.00	\$ 5,498.00	\$ 8,721.00	\$ 7,300.00	\$ 9,100.00	\$ 7,000.00	\$ 5,644.00	\$ 7,075.00	
			\$ 57,880.00	\$ 44,000.00	\$ 43,984.00	\$ 69,768.00	\$ 58,400.00	\$ 72,800.00	\$ 56,000.00	\$ 45,152.00	\$ 56,600.00	
48" Drywell	3	Ea	\$ 20,400.00	\$ 25,000.00	\$ 31,190.00	\$ 16,863.00	\$ 18,500.00	\$ 23,500.00	\$ 6,000.00	\$ 19,194.00	\$ 26,000.00	
			\$ 61,200.00	\$ 75,000.00	\$ 93,570.00	\$ 50,589.00	\$ 55,500.00	\$ 70,500.00	\$ 18,000.00	\$ 57,582.00	\$ 78,000.00	
Connect to Existing Manhole	1	Ea	\$ 1,250.00	\$ 3,400.00	\$ 1,000.00	\$ 3,531.00	\$ 3,000.00	\$ 2,150.00	\$ 2,000.00	\$ 1,128.00	\$ 2,400.00	
			\$ 1,250.00	\$ 3,400.00	\$ 1,000.00	\$ 3,531.00	\$ 3,000.00	\$ 2,150.00	\$ 2,000.00	\$ 1,128.00	\$ 2,400.00	
Connect to Existing Drywell	4	Ea	\$ 1,400.00	\$ 3,800.00	\$ 1,030.00	\$ 3,800.00	\$ 2,500.00	\$ 2,150.00	\$ 2,000.00	\$ 1,182.00	\$ 2,400.00	
			\$ 5,600.00	\$ 15,200.00	\$ 4,120.00	\$ 15,200.00	\$ 10,000.00	\$ 8,600.00	\$ 8,000.00	\$ 4,728.00	\$ 9,600.00	
			Subtotal	\$ 670,275.00	\$ 629,850.00	\$ 710,142.00	\$ 787,307.00	\$ 779,000.00	\$ 839,030.00	\$ 629,100.00	\$ 756,250.00	\$ 854,010.00

Bid Items	Units		Unit / Total	Unit / Total	Unit / Total	Unit / Total	Unit / Total	Unit / Total	Unit / Total	Unit / Total	Unit / Total	
Sanitary Sewer												
18" PVC F679 Sanitary Sewer Including Trench Excavation and Select Backfill	400	LF	\$ 152.00	\$ 175.00	\$ 252.00	\$ 181.00	\$ 200.00	\$ 205.00	\$ 150.00	\$ 186.00	\$ 180.00	
			\$ 60,800.00	\$ 70,000.00	\$ 100,800.00	\$ 72,400.00	\$ 80,000.00	\$ 82,000.00	\$ 60,000.00	\$ 74,400.00	\$ 72,000.00	
12" PVC 3034 Sanitary Sewer Including Trench Excavation and Select Backfill	1,980	LF	\$ 170.00	\$ 245.00	\$ 246.00	\$ 257.00	\$ 235.00	\$ 185.00	\$ 140.00	\$ 392.00	\$ 245.00	
			\$ 336,600.00	\$ 485,100.00	\$ 487,080.00	\$ 508,860.00	\$ 465,300.00	\$ 366,300.00	\$ 277,200.00	\$ 776,160.00	\$ 485,100.00	
8" PVC 3034 Sanitary Sewer Including Trench Excavation and Select Backfill	80	LF	\$ 178.00	\$ 187.00	\$ 269.00	\$ 198.00	\$ 300.00	\$ 325.00	\$ 230.00	\$ 335.00	\$ 370.00	
			\$ 14,240.00	\$ 14,960.00	\$ 21,520.00	\$ 15,840.00	\$ 24,000.00	\$ 26,000.00	\$ 18,400.00	\$ 26,800.00	\$ 29,600.00	
Remove Existing Manholes, Including Excavation, Plugging Existing Lines, Salvage Frame & Lid to City Shops, and Select Backfill	7	Ea	\$ 3,150.00	\$ 2,800.00	\$ 2,388.00	\$ 4,173.00	\$ 1,800.00	\$ 2,750.00	\$ 1,000.00	\$ 1,158.00	\$ 1,350.00	
			\$ 22,050.00	\$ 19,600.00	\$ 16,716.00	\$ 29,211.00	\$ 12,600.00	\$ 19,250.00	\$ 7,000.00	\$ 8,106.00	\$ 9,450.00	
6" Sewer Lateral Including Tee, 6" PVC Pipe, Cleanout Assembly, 6" x 4" PVC Reducer if Required, 4" or 6" Flexible Coupling to Existing, Trench Excavation, and Select Backfill, Short Side average 22 feet	23	Ea	\$ 3,590.00	\$ 3,450.00	\$ 3,883.00	\$ 4,173.00	\$ 5,500.00	\$ 6,500.00	\$ 2,000.00	\$ 6,016.00	\$ 5,000.00	
			\$ 82,570.00	\$ 79,350.00	\$ 89,309.00	\$ 95,979.00	\$ 126,500.00	\$ 149,500.00	\$ 46,000.00	\$ 138,368.00	\$ 115,000.00	
6" Sewer Lateral Including Tee, 6" PVC Pipe, Cleanout Assembly, 6" x 4" PVC Reducer if Required, 4" or 6" Flexible Coupling to Existing, Trench Excavation, and Select Backfill, Long Side average 34 feet	23	Ea	\$ 4,705.00	\$ 3,900.00	\$ 4,551.00	\$ 5,457.00	\$ 7,000.00	\$ 7,300.00	\$ 2,000.00	\$ 9,475.00	\$ 6,500.00	
			\$ 108,215.00	\$ 89,700.00	\$ 104,673.00	\$ 125,511.00	\$ 161,000.00	\$ 167,900.00	\$ 46,000.00	\$ 217,925.00	\$ 149,500.00	
Additional 4" or 6" Sewer Laterals Beyond the Average Length if Required, with Native Backfill	40	LF	\$ 45.00	\$ 72.00	\$ 46.00	\$ 60.00	\$ 160.00	\$ 175.00	\$ 200.00	\$ 329.00	\$ 145.00	
			\$ 1,800.00	\$ 2,880.00	\$ 1,840.00	\$ 2,400.00	\$ 6,400.00	\$ 7,000.00	\$ 8,000.00	\$ 13,160.00	\$ 5,800.00	
48" Standard Manhole	10	Ea	\$ 8,900.00	\$ 7,000.00	\$ 7,163.00	\$ 9,200.00	\$ 10,000.00	\$ 9,750.00	\$ 7,000.00	\$ 8,601.00	\$ 10,300.00	
			\$ 89,000.00	\$ 70,000.00	\$ 71,630.00	\$ 92,000.00	\$ 100,000.00	\$ 97,500.00	\$ 70,000.00	\$ 86,010.00	\$ 103,000.00	
Connect to Existing Manhole	2	Ea	\$ 3,333.00	\$ 3,800.00	\$ 1,000.00	\$ 2,890.00	\$ 3,700.00	\$ 2,150.00	\$ 1,500.00	\$ 1,375.00	\$ 4,000.00	
			\$ 6,666.00	\$ 7,600.00	\$ 2,000.00	\$ 5,780.00	\$ 7,400.00	\$ 4,300.00	\$ 3,000.00	\$ 2,750.00	\$ 8,000.00	
8" Flexible Coupling to Existing Concrete Sewer	5	Ea	\$ 480.00	\$ 3,200.00	\$ 140.00	\$ 580.00	\$ 800.00	\$ 750.00	\$ 1,000.00	\$ 249.00	\$ 2,500.00	
			\$ 2,400.00	\$ 16,000.00	\$ 700.00	\$ 2,900.00	\$ 4,000.00	\$ 3,750.00	\$ 5,000.00	\$ 1,245.00	\$ 12,500.00	
Cut & Plug Existing 18" Sanitary Sewer	2	Ea	\$ 665.00	\$ 1,200.00	\$ 945.00	\$ 2,995.00	\$ 1,000.00	\$ 3,500.00	\$ 1,000.00	\$ 500.00	\$ 7,500.00	
			\$ 1,330.00	\$ 2,400.00	\$ 1,890.00	\$ 5,990.00	\$ 2,000.00	\$ 7,000.00	\$ 2,000.00	\$ 1,000.00	\$ 15,000.00	
			Subtotal	\$ 725,671.00	\$ 857,590.00	\$ 898,158.00	\$ 956,871.00	\$ 989,200.00	\$ 930,500.00	\$ 542,600.00	\$ 1,345,924.00	\$ 1,004,950.00

Red denotes variation from written bid, after calculation			TOTAL BASIC BID	\$ 3,379,366.00	\$ 3,417,495.00	\$ 3,449,000.00	\$ 3,451,678.00	\$ 3,609,335.00	\$ 3,675,309.00	\$ 3,756,400.00	\$ 3,828,460.00	\$ 3,895,983.00
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CITY COUNCIL Staff Report

Meeting Date: 3/5/2025

To: The Honorable Mayor Hodson & City Council
Thru: Eileen Stein, City Administrator
From: Jerry Nelzen, Public Works Director
Agenda Item: North Pine Street Transfer from Clackamas County
Goal: Plan a Transportation System that eases the impacts of growth
Objective: Present an evaluation of County roads current city limits and urban growth boundary; determine cost and impact of integration into system.

Summary

In the 2024 goal setting session, the Council asked staff to research and work with Clackamas County on finding a way to make N Pine Street a city street. After discussions with Clackamas County engineering, they have offered \$500,000 in exchange for all authority of N Pine Street. This is the last of County Roads in the Canby city limits.

Background

N Pine Street is a County Road on the NE side of town that runs north and south connecting NE Territorial to NE 4th Avenue. This street is classified as a collector has a Pavement Condition Index (PCI) of 40. Clackamas County has no funds to do upgrades on N Pine. The only maintenance done on this street is complaint driven (i.e. potholes) and most of the time Public Works staff respond to the complaint.

Discussion

Clackamas County has agreed to coordinate with the City of Canby through an IGA and has offered to pay \$500,000 and draft the IGA for the transfer of N Pine Street. Does the Council wish to take ownership of this road for \$500,000? If there is an interest in taking over this road for \$500,000, staff will engage in talks with Clackamas County engineering to draft the necessary IGA for a future City Council meeting. The Public Works Operations Supervisor will be present to answer questions the Council may have.

N Pine Street is the last of County Roads in the Canby city limits. All other County Roads are half streets such as Mulino Road and S. 1st Street. Staff does not recommend taking these on yet, until the completion of the urban growth boundary amendment process.

Attachments

- Pine AC Estimate 1-29-25
- Pine Area Info Plan
- Drywells from DTD Asset Map

Fiscal Impact

Upgrading this road to city standards is estimated at a cost of approximately \$1,250,000. With the \$500,000 County contribution we will need to add another \$750,000 from the Street Fund to upgrade this road to city standards.

Options

1. Accept the offer from the County and direct staff to bring back an IGA.
2. Direct staff to renegotiate with the County for a different price.
3. Leave N Pine Street a County Road.

Recommendation

Staff recommends acceptance of the offer from Clackamas County and to move forward with negotiation of the IGA.

Proposed Motion

I move to accept the offer of \$500,000 to transfer jurisdiction of N Pine Street to the City of Canby and authorize staff to negotiate an IGA with the Clackamas County for consideration at a future Council meeting.

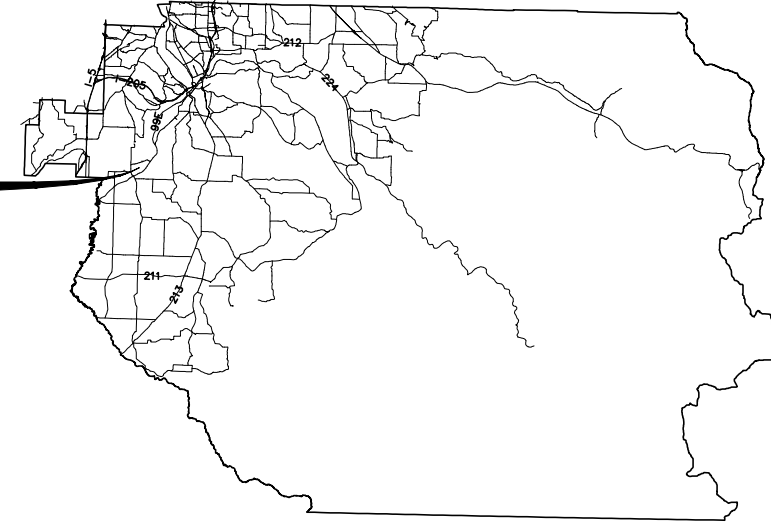
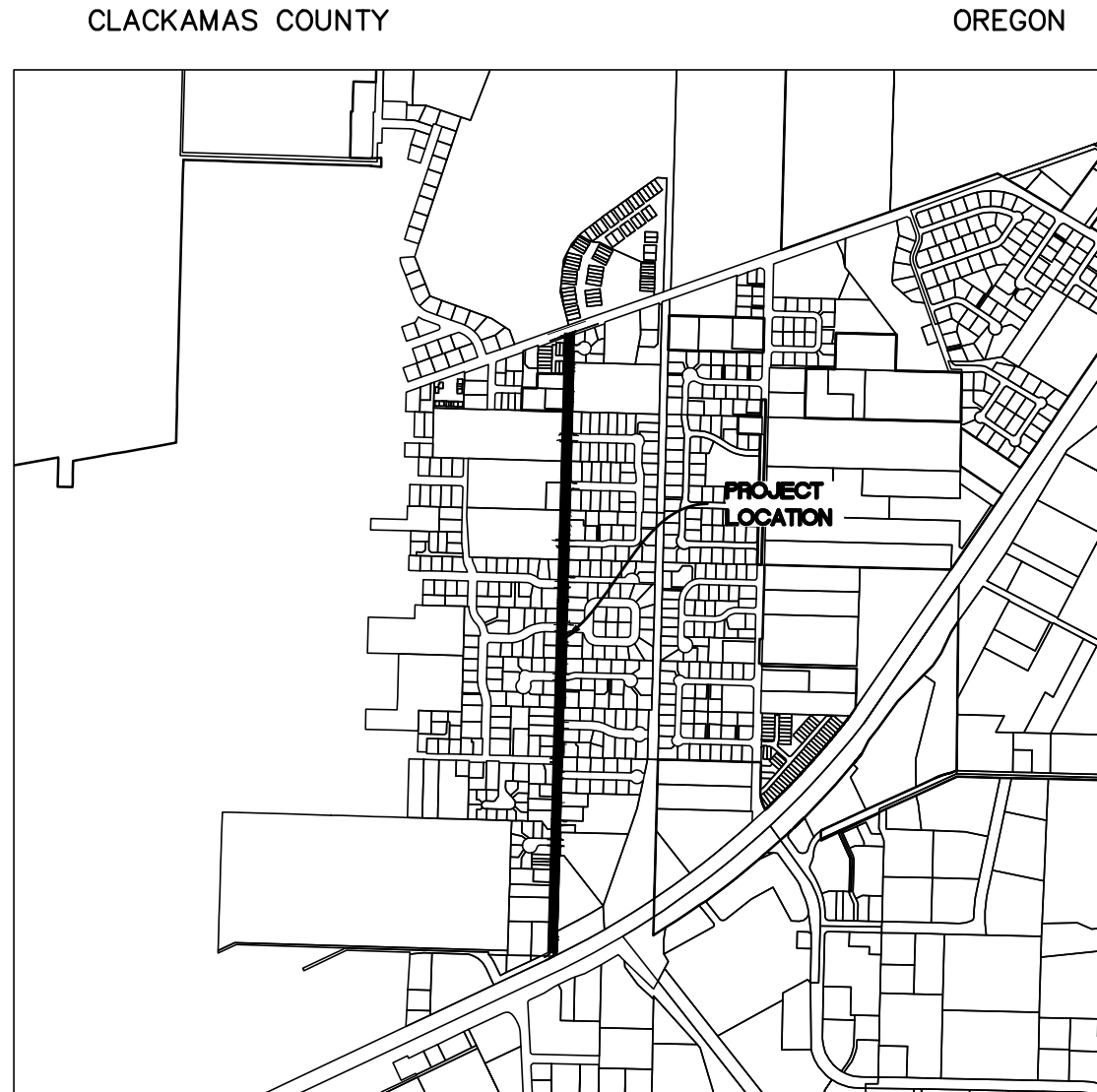
Street	CR#	RM#	Pave Area(sf)	Tons	\$/ton	Paving Total	DOUBLE ADA Ramps	\$/Dbl. Ramp	SINGLE ADA Ramps	\$/Single Ramp	ADA Ramp Total	Grand Total	
Canby Pine	2580	31030	135715	1673	\$120	\$200,722	<u>4</u>	\$24,000	17	\$12,500	\$308,500	\$509,222	MP 0.00 to 0.79
UIC'S (DRYWELLS)		5											
PCI > 70 AREAS													
	pavment with > 70		7200	89	\$120	\$10,648.80						\$10,649	

S:\ENGINEERING\PROPERTY INFORMATION\JURISDICTIONAL TRANSFERS\CANBY TRANSFERS\31030 NORTH PINE STREET (MP 0.0-0.79)\PINEAREA_RM.DWG

CLACKAMAS COUNTY DEPARTMENT OF TRANSPORTATION AND DEVELOPMENT

PLANS FOR PROPOSED PROJECT

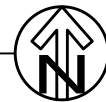
N. PINE STREET JURISDICTIONAL TRANSFER



RIGHT-OF-WAY REPRESENTATION:

ALL LINE-WORK SHOWN RELATING PROPERTY BOUNDARY TO SCAN DATA IS FOR GRAPHICAL REPRESENTATION ONLY. ANY APPARENT DISCREPANCIES BETWEEN SAID DATA WILL REQUIRE FIELD VERIFICATION THROUGH A PROPER RIGHT-OF-WAY RESOLUTION.

VICINITY MAP
NOT TO SCALE



T. 3S, R. 1E, SEC. 28, 31, 27 & 34 W.M.

C.R. #2580
DTD #31030

ATTENTION !

OREGON LAW REQUIRES YOU TO FOLLOW RULES ADOPTED BY THE OREGON UTILITY NOTIFICATION CENTER. THOSE RULES ARE SET FORTH IN OAR 952-001-0010 THROUGH OAR 952-001-0100. YOU MAY OBTAIN COPIES OF THE RULES FROM THE CENTER OR ANSWERS TO QUESTIONS ABOUT THE RULES BY CALLING (503) 232-1987.

COVER SHEET

N. PINE ST.
JURISDICTIONAL TRANSFER

DATE: 12/30/2024 PROJECT NO.:

CLACKAMAS COUNTY
DEPT. OF TRANSPORTATION
AND DEVELOPMENT
150 BEAVERCREEK ROAD
OREGON CITY, OR 97045



DAN JOHNSON
DIRECTOR

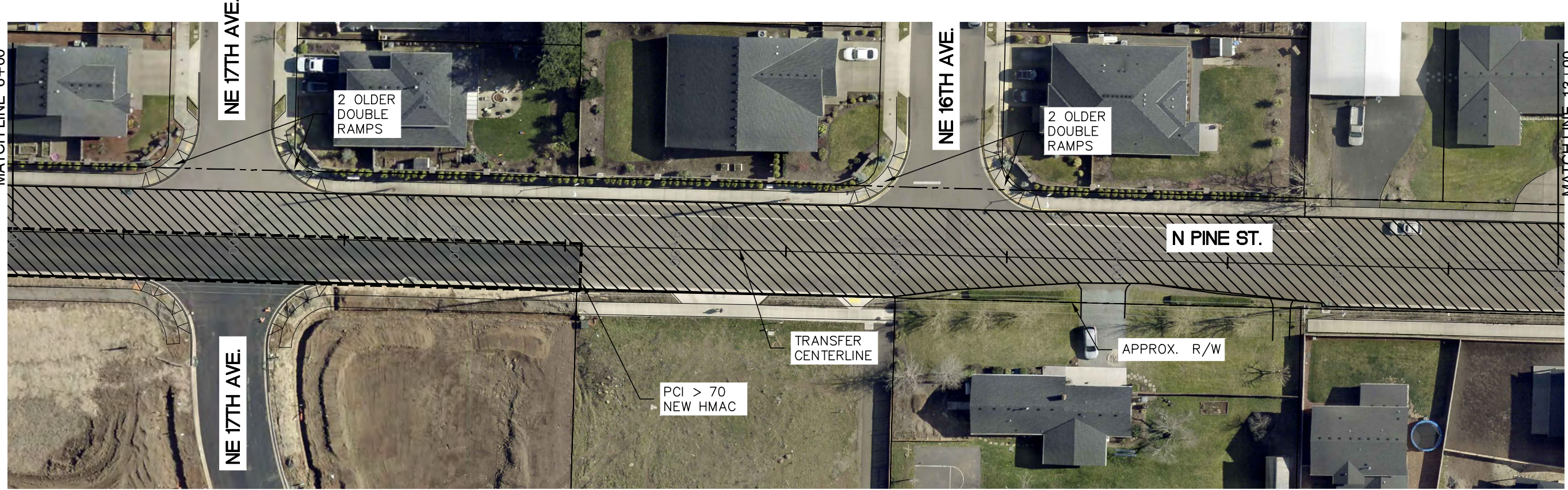
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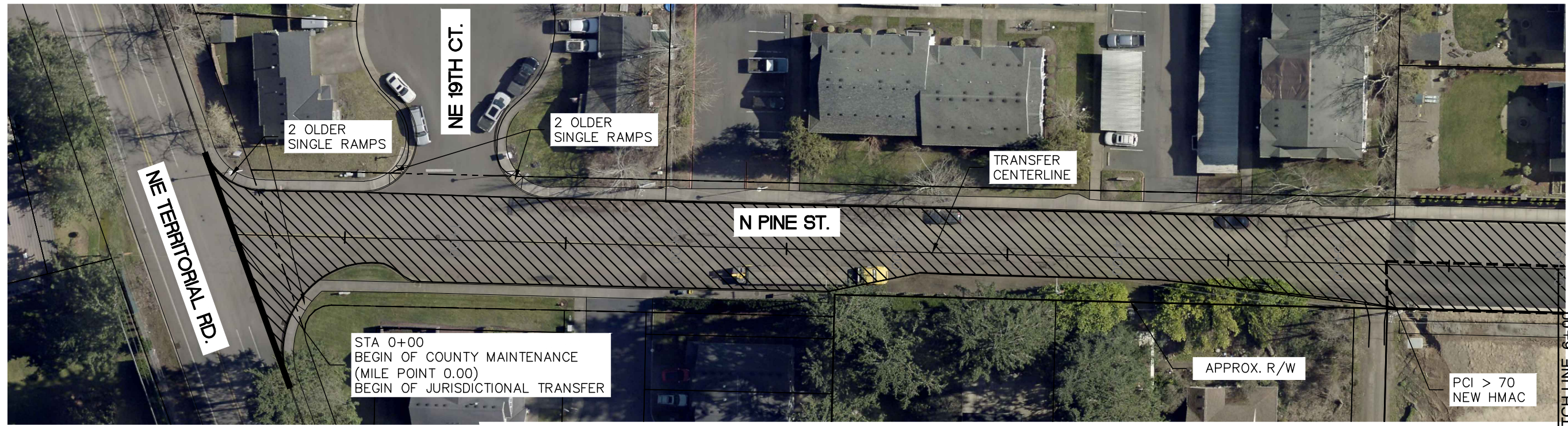
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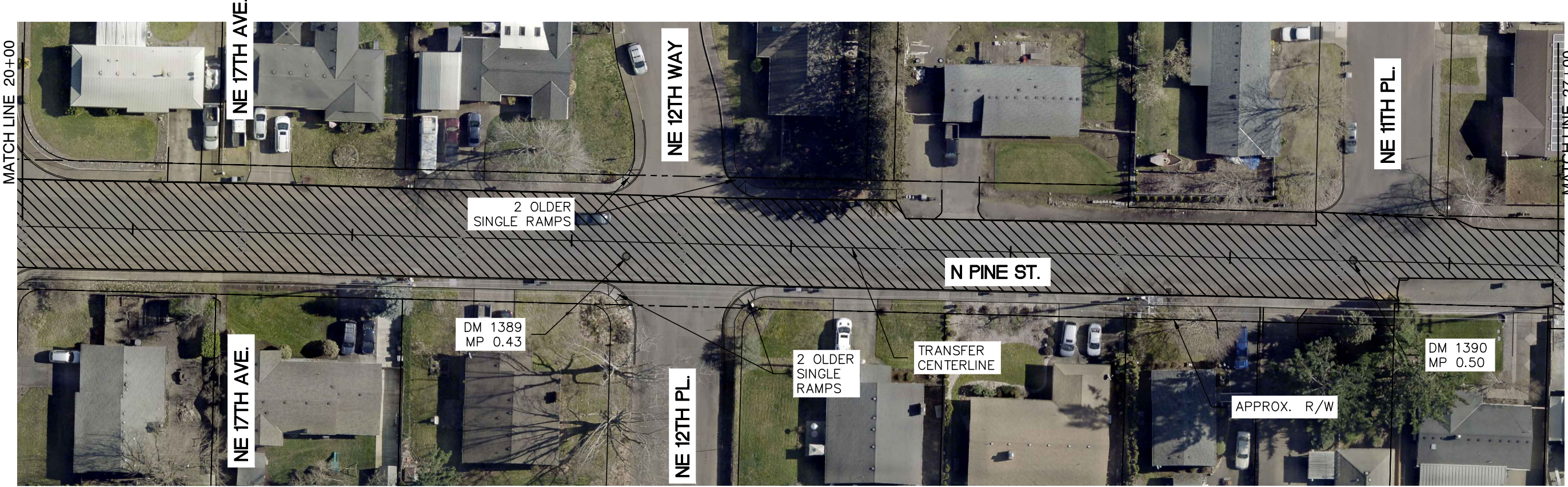


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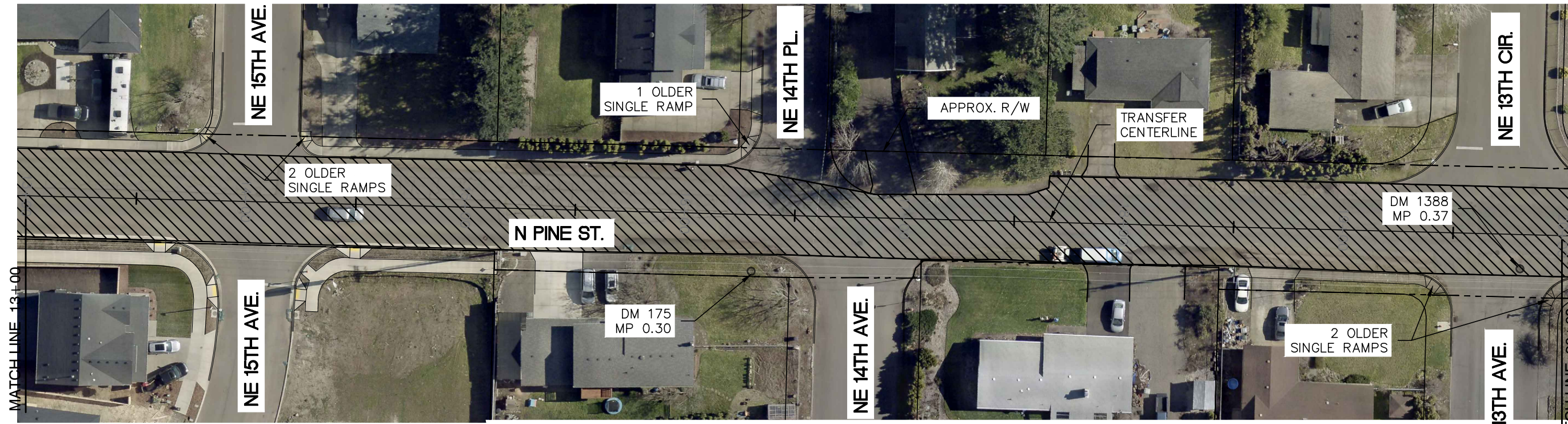
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2		DAN JOHNSON DIRECTOR	
		CLACKAMAS COUNTY PLAN	
		N. PINE ST. JURISDICTIONAL TRANSFER	
		DATE: 1/29/2025 PROJECT NO.:	



 PLAN
1"=50'

 A/C AREA FOR TRANSFER



 PLAN
1"=50'


 A/C AREA FOR TRANSFER

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STAFF

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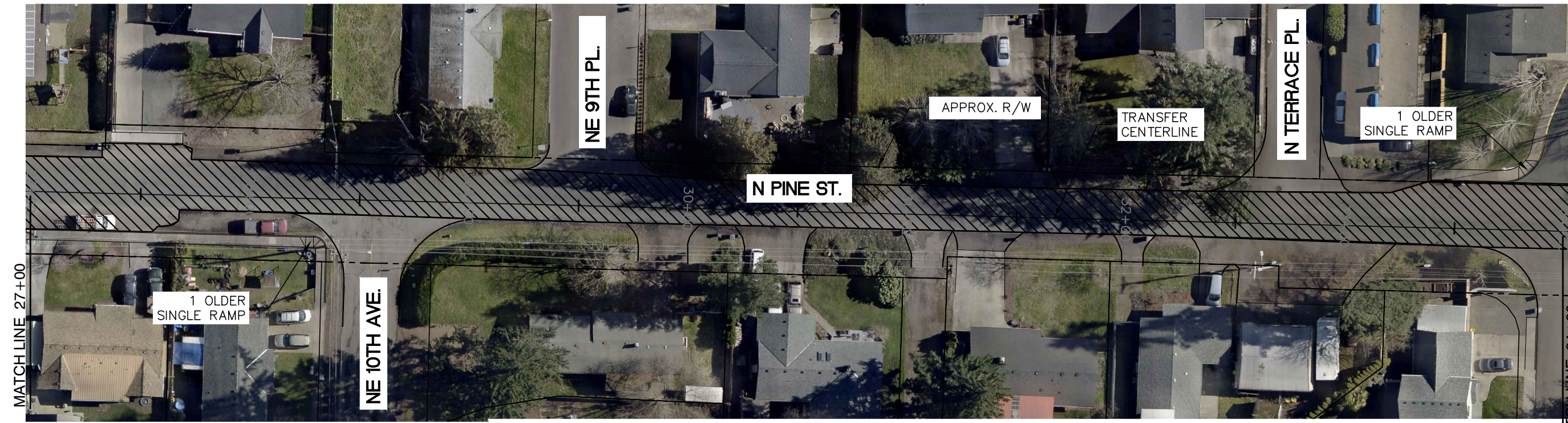
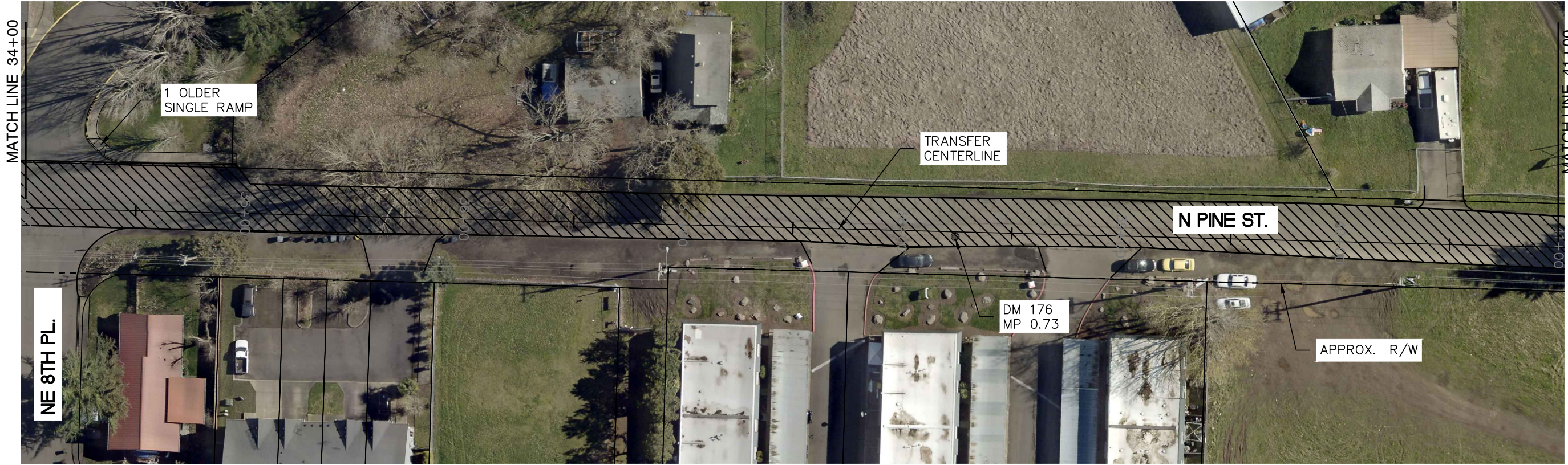
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 CLACKAMAS COUNTY
DEPT. OF TRANSPORTATION
AND DEVELOPMENT
150 BEAVERCREEK ROAD
OREGON CITY, OR 97045

DAN JOHNSON
DIRECTOR

CLACKAMAS COUNTY
PLAN
N. PINE ST.
JURISDICTIONAL TRANSFER

DATE: 1/29/2025 PROJECT NO.:



MATCH LINE 27+00

MATCH LINE 34+00

MATCH LINE 34+00

MATCH LINE 41+00

REVISIONS

NO	DATE	DESCRIPTION

DESIGNED BY: STAFF
 DRAFTED BY: RM
 CHECKED BY: STAFF

CLACKAMAS COUNTY
 DEPT. OF TRANSPORTATION
 AND DEVELOPMENT
 150 BEAVERCREEK ROAD
 OREGON CITY, OR 97045

DAN JOHNSON
 DIRECTOR

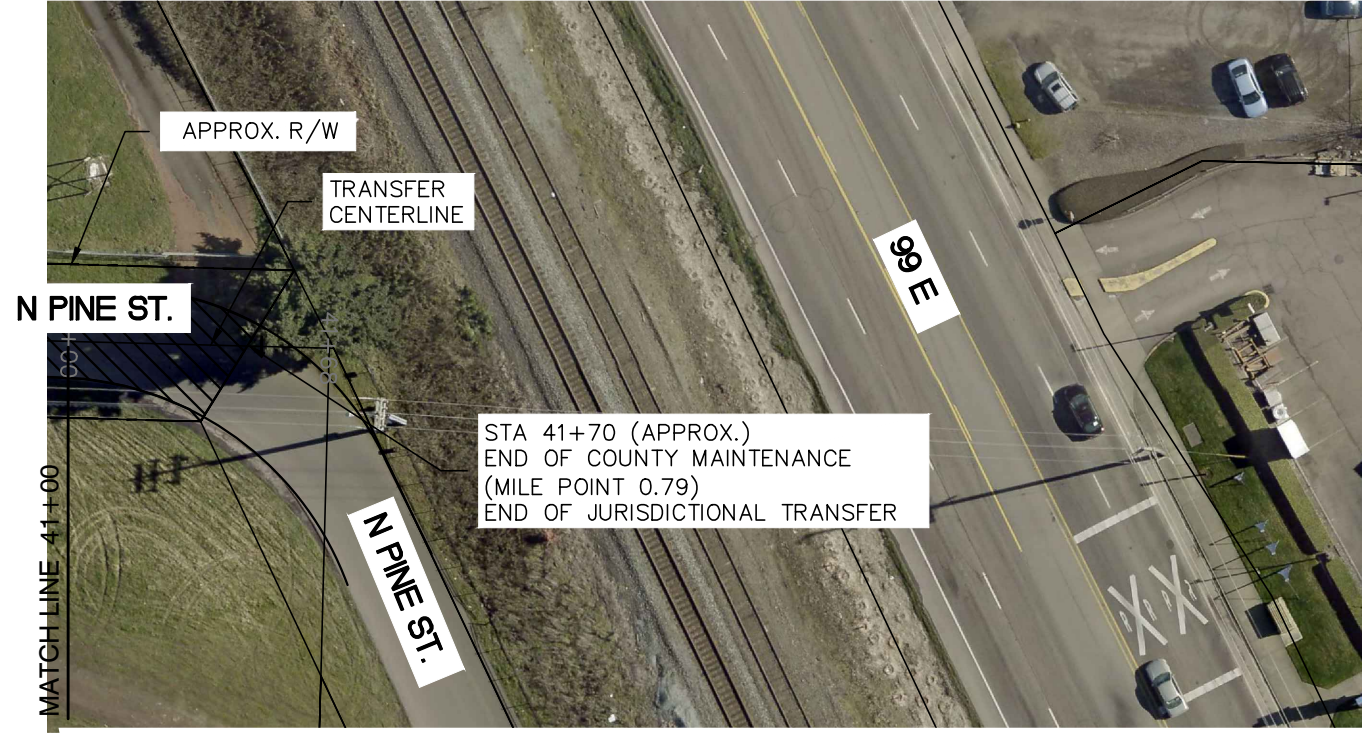
PLAN

**N. PINE ST.
 JURISDICTIONAL TRANSFER**

DATE: 1/29/2025 PROJECT NO.:

Sheet No.

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PLAN
1"=50'



A/C AREA FOR TRANSFER

REVISIONS	
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CLACKAMAS COUNTY
DEPT. OF TRANSPORTATION
AND DEVELOPMENT
150 BEAVERCREEK ROAD
OREGON CITY, OR 97045

CLACKAMAS COUNTY
DAN JOHNSON
DIRECTOR

PLAN
N. PINE ST.
JURISDICTIONAL TRANSFER

DATE: 1/29/2025 PROJECT NO.:



CITY COUNCIL STAFF REPORT

Meeting Date: 3/5/2025

To: The Honorable Mayor Hodson & City Council
From: Eileen Stein, City Administrator
Agenda Item: FY 25-27 Council Goals Review

Summary

The purpose of this item is to review the FY 25-27 goals set by the City Council on January 31st.

Discussion

The City Council met on Friday, January 31st to discuss goals for the coming budget year. The Council's work was further refined by the Leadership Team to make sure they are feasible, understandable, and that progress could be made on them. This refinement work is attached for the Council's consideration, further refinement, and prioritization.

On the Tracking Sheet, text which appears in blue font is an objective left over from 2024 but has been moved from one category to another. For example, the City Charter Update was shown in 2024 under Goal 2: Align Resources to Address Future Community Growth. For FY 25-26, staff felt it was better to be included under Goal 1: Promote Financial Stability. Items that appear in black font were carried from 2024. And finally, items that appear in green font are new items that were identified for FY 25-26.

The goals are listed in priority order of when staff feel the item will be done and/or ready to be presented to the City Council for approval. There is a Council Priority column in the event the Council desires to change priority. Finally, the Notes section reflects the current status and/or what needs to be done to achieve progress on a particular objective.

What hasn't been determined yet is whether these goals can be achieved in context of the FY 25-26 Budget, as these goals were developed before the Mid-Year Budget Review and General Fund Forecast was presented to the City/URA Budget Committee on February 26th. In some areas of city operations, particularly those programs within the General Fund, there may be a need to tighten the belt which could impact even FY 24-25 operations.

Attachments

- FY 25-27 City Council Goals

FY 25-27 Canby City Council Goals and Objectives

FY 25-27 Canby City Council Goals and Objectives						
GOALS	#	ACTIONS	DEPT	YEAR	Council Priority 2025	Notes
1. PROMOTE FINANCIAL STABILITY Outcomes: • Fiscal sustainability for City operations and infrastructure	1.1	Consider updates to City Charter	City Admin/City Attorney	FY 24-25; Q4		Staff recommends eliminating Section X1.4, could still place a threshold for Council approval in City's procurement rules or even the Charter. Is Canby Utility section still needed? Is City Admin's residence requirement still desired or can it be expanded?
	1.2	Finalize the transition of the current Urban Renewal District expenses	Finance	FY 24-25; Q4		Final debt payment will be made 6/1/26. Will move Economic Development into General Fund when revenue is transferred back. Final URA projects selected which could be transferred to City to complete.
	1.3	Address declining revenues for current transit operations; create sustainable budget	Transit	FY 24-25; Q4		Payroll taxes are not keeping up. Discuss during FY 24-25 mid-year budget review and in context of FY 25-26 budget.
	1.4	Determine future of the former Canby Adult Center building	Public Works/Transit	FY 25-26; Q1		Is the School District interested in the building? Consider options and costs: remodel for Transit Operations or demolish. Would it be a good burn to learn exercise for Fire District?
	1.5	Develop a plan to fund current and expanded Library services	Library	FY 25-26; Q2		Clackamas County is convening a task force to consider issues and funding options/revisions to the LINCC Library District. Current library staff are at max capacity and can't sustain, let alone expand, current service levels with looming budget cuts in school district and other community organizations. There is a high need to reintroduce a Spanish language staffer, library page, and Sunday service due to community demand/need.
	1.6	Adjust the City's System Development Charges (SDCs)	Planning/PW	FY 25-26; Q2		Council received an update on February 19, 2025 and a second work session will be held in March/April. A 90-day state notice and 60-day review period are required before adoption.

2. ALIGN RESOURCES TO ADDRESS FUTURE COMMUNITY GROWTH Outcomes: <ul style="list-style-type: none"> • Proactive and strategic planning that meets community needs • Robust business community • Promote ability to live and work in Canby 	2.1	Complete the City's Housing Production Strategy	Planning	FY 25-26; Q2		The HPS is scheduled for work session in March/April 2025 and anticipated to be ready for hearing in Fall 2025.
	2.2	Evaluate options for recruiting a hotel developer to Canby	Economic Development	FY 24-25; Q4		Re-visit decision on whether Council is interested in creating financial incentives to recruit/attract. Council would like to explore all options, including, but not limited to public-private-partnership, incentives, etc.
	2.3	Complete Comprehensive Plan update	Planning	FY 25-26; Q2		Start development after the completion of the Comprehensive Plan update as that update will inform the approach for economic development.
	2.4	Discuss options for a future Urban Renewal District to support new economic development and park opportunities in conjunction with UGB expansion	Economic Development/ Finance/Public Works	FY 25-26; Q3		Discuss with FY 24-25 Annual Report presentation in August 2025.
	2.5	Develop economic development strategy in conjunction with UGB expansion	Economic Development	FY 25-26; Q3		Include strategies for networking, land/lot marketing, getting word out about parcel availability in Canby, plan for periodic reporting.
	2.6	Complete UGB expansion process	Planning	FY 25-27; Q4		UGB initiation process will occur in FY 25-26 and concept planning in FY 26-27.
	2.7	Complete the City's development code update	Planning	FY 25-28; Q4		Code update will be budgeted for FY 25/26. Clackamas County is completing a development code audit, and our staff will be looking at the merits of a similar code audit combined with a code update. Staff will be developing a scope of work for addressing the code update. Consultant code update work is anticipated to start in Fall 2025.
	3.1	Receive recommendation from Street Maintenance Fee Task Force and update fees accordingly	Public Works/Finance	FY 24-25; Q4		A task force has been meeting since July and will have a recommendation for the City Council as soon as the city completes an audit of the fees charged to industrial customers.
	3.2	Develop cost estimate for the half street safety improvements on S. Pine Street and S. Township Road	Public Works	FY 24-25; Q4		Staff will develop cost estimate by April, 2025, decision to fund project will be made in context of FY 25-26 budget.
	3.3	Complete S. Ivy Street and N. Pine Street integration projects to bring County roads into local transportation system	Public Works	FY 24-25; Q4		County roads in the city limits include S. Ivy, N. Pine, and various half streets such as Mulino Rd. and S.1st St. Ivy is underway and will cost \$4.2 million. Offer from County on N. Pine is \$500,000. Does City want to accept this amount?

3. PLAN A TRANSPORTATION AND TRANSIT SYSTEM THAT MEETS CANBY'S GROWING NEEDS Outcomes: <ul style="list-style-type: none"> • Safe and well-maintained streets • Enhanced mobility and accessibility to support transportation and economic development 	3.4	Update downtown parking district master plan	Economic Development	FY 25-26: Q1		Economic Development staff met with consultant in December and has begun the downtown parking assessment. A kick-off meeting was held and work has begun.
	3.5	Identify options for location and funding of the transit operations center	Transit	FY 25-26: Q1		Have conversation with School District, are they interested in the CAC property? Consider remodeling the CAC? How to use existing property owned by the City. Can property be purchased from City by the URA? Transit lease is up in December 2025.
	3.6	Complete the transportation system plan update	Planning	FY 25-26: Q2		The TSP technical work is anticipated for completion by Summer 2025 with adoption Winter 2025. The TSP update and the Comprehensive Plan update are on the same schedule.
	3.7	Finalize design and complete Walnut Street extension project	Public Works	FY 25-26: Q2		Design is complete, waiting for permits. Once permits are received, the full project will go out to bid.
	3.8	Evaluate next phase of transit services with cost estimate and explore funding options	Transit	FY 25-26: Q3		First order of priority is to address declining payroll taxes and determine level of service to existing transit operations. Discuss no later than mid-year budget review of FY 25-26 budget.
	3.9	Identify County roads in future urban growth boundary and determine cost, impact of integration into the local transportation system	Planning/Public Works	FY 25-27: Q4		This work will be addressed during the concept planning process and will include a financial assessment. The city will be receiving \$250K from an ODOT TGM grant, covering concept planning work starting FY 25/26.
4. DEVELOP A MORE ROBUST PARKS + RECREATION PROGRAM ALIGNED WITH THE PARKS MASTER PLAN Outcomes: <ul style="list-style-type: none"> • Fiscal sustainability for maintenance and operations • Accessible recreation opportunities for all ages and abilities 	4.1	Evaluate and determine funding options for Parks and Recreation projects	Planning/Public Works	FY 24-25: Q4		Park and Rec Advisory Board is working on a CIP for the Council's consideration for the FY 25-26 budget.
	4.2	Evaluate and determine a future Parks and Recreation sustainable management structure	Planning/Public Works	FY 25-26: Q3		Need consultant assistance to explore feasibility and funding options to compare developing a 1) Parks and Recreation District or a 2) Parks and Recreation city department. Parks Master Plan recommends addition of 3 FTE to maintain existing city parks. Request for consultant assistance will be in FY 25-26 budget.
	4.3	Evaluate and implement the Parks Master Plan structure	Planning/Public Works	FY 26-27: Q1		Take into consideration once a management structure is determined.

5. ENHANCE ENGAGEMENT AND COMMUNICATIONS THAT REPRESENTS BROAD PERSPECTIVES Outcomes: <ul style="list-style-type: none"> • Increased youth engagement • Better understanding of needs and desires in community • Greater coordination of community events and volunteer opportunities • Enhanced emergency preparedness 	5.1	Update Council policies and guidelines	Admin Svcs/City Recorder	FY 24-25: Q4		Desire to reflect the new Council appointment process. City Recorder and City Attorney working with a Council subcommittee. Target for presentation to Council in April.
	5.2	Adopt and implement Communications Plan	Economic Development/Communications	FY 24-25: Q4		Plan is in draft state. Will be presented to City Council after input from Leadership Team, estimated in April 2025. Includes strategies for reaching out to youth and broadening city's efforts to be more inclusive.
	5.3	Increase opportunities for City Council to engage with the community.	Admin Svcs/City Recorder	FY 24-25: Q4		Opportunities could include bi-annual town hall events (i.e. at the annual Library Open House during May's First Thursday event), meetings at City Hall, or listening sessions at the High School. Incorporate strategies into City Communications Plan.
	5.4	Implement the Emergency Management Operations Plan	Police	FY 24-25: Q4		First table top exercise will be held this Spring 2025.
	5.5	Identify community partners to develop a City-wide community calendar	Economic Development/Communications	FY 24-25: Q4		Will present ideas at Council meeting this Spring. Staff is working to coordinate outreach to businesses, organizations, youth sports, etc.
	5.6	Update policies and guidelines for Boards and Commissions	Admin Svcs/City Recorder	FY 25-26: Q1		This is Part 2 of update to Council operating procedures and guidelines.
	5.7	Create and recruit for a youth position for all Boards and Commissions.	Admin Svcs/City Recorder	FY 25-26: Q2		Will be tied into update on policies and guidelines for Boards and Commissions. Need to inventory ordinances, resolutions, or bylaws that created the board, committee, or commission.

2025 Retreat Parking Lot

City Council Bi-annual town hall events/ Council Listening Sessions/ If I were Mayor for the day

Work Session on Economic Development

Master fee schedule details work session

Library funding work session

FY 24-26 Canby City Council Goals and Objectives

GOALS	#	OBJECTIVES	DEPT	YEAR	Council Priority 2024	Notes/ Third Quarter Status
1. PROMOTE FINANCIAL STABILITY	1.1	Develop the City's policy for reserve levels to balance savings and spending to meet community needs	Finance	FY23-24	1	The Council would like to keep the reserve levels set between 20-25%. DONE. Financial Policy #5 Revenue Constraints and Fund Balance was changed to reflect this.
	1.2	Adjust the City's operational fees to reflect current costs of providing services.	Finance	FY23-24	2	Annually in June, staff presents a Master Fee Schedule update to the Council. Consider a grant writer position if self-funded through grants, maximize franchise and recycling fees. DONE. Master Fee Schedule updated for FY 24-25.
	1.3	Adjust the City's System Development Charges (SDCs).	PW/Planning	FY24-25	3	STATUS: FCS Group is working with staff on the SDC updates, documenting existing and future facility needs. Parks and storm/sewer SDC's will be updated first, followed by transportation. A 90-day state notice and 60-day review period are required. A work session will occur in February or March to seek input and provide an update on the adoption schedule. Staff is wanting to get this work completed as quickly as possible.
	1.4	Finalize the transition of the current Urban Renewal District expenses and projects.	Finance/ Economic Development	FY24-25	4	DONE. Final decision on projects and expenses made in June 2024. ED program expenses will be brought into City upon expiration of URA in FY 25-26. Final URA projects selected.
	1.5	Conduct assessment on current and future City staffing needs for next three years.	HR/City Administrator/F inance	FY24-25	5	To be done in conjunction with FY 24-25 budget and 5 year financial projection. STATUS: Organizational needs are being identified. So far, Police (3 FTE), Code Enforcement (1 FTE), Public Works (3 FTE), Fleet (1 FTE), Procurement (1 FTE). These will be considered during the FY 25-26 Budget process.
	1.6	Discuss options for a future Urban Renewal District to support new economic development and park opportunities in conjunction with UGB expansion.	Finance/ Economic Development	FY25-26	6	Conduct a work session in FY 24-25 to begin discussions on strategy. STATUS: Not yet scheduled.
	2.1	Complete the City's Housing Needs Analysis and Housing Production Strategy.	Planning	FY23-24	1	STATUS: The HNA was approved by City Council on July 17. The HPS is anticipated to be ready for hearing in Summer 2025, staff is awaiting the results of other communities completing their HPS's to determine if financial commitments will be required.
	2.2	Recruit a hotel/motel for Canby.	Economic Development	FY23-24	2	STATUS: Update given to Council at October 2 meeting. Economic Development staff continues to meet with interested developers, site selectors, property owners, and other interested parties to recruit a hotel. Council is not interested in creating financial incentives, however.

2. ALIGN RESOURCES TO ADDRESS FUTURE COMMUNITY GROWTH	2.3	Consider updates to City Charter	City Administrator	FY24-25	3	Conduct a work session to consider changes. Staff suggests increasing the \$50,000 threshold in section X1.4 STATUS: Will introduce topic after Council discusses its Operating Policies and Guidelines update.
	2.4	Complete the City's development code update	Planning	FY25-26	4	STATUS: Cottage cluster and planned unit development code updates (Housing Efficiency Measures) have been adopted. The Canby development code update will require consultant assistance and the code update will be budgeted for FY 25/26. Clackamas County is completing a development code audit, and our staff will be looking at the merits of a similar code audit combined with a code update. Staff will be developing a scope of work for addressing the code update.
3. PLAN A TRANSPORTATION SYSTEM THAT EASES THE IMPACTS OF GROWTH	3.1	Complete the transportation system plan update	Planning	FY23-24/24-25	1	STATUS: The TSP technical work is anticipated for completion by Summer 2025 with adoption Fall 2025. The TSP update and the comprehensive plan update are on the same schedule.
	3.2	Establish a task force to determine the level of service for streets and set street maintenance fees accordingly	Public Works	FY23-24	2	STATUS: A task force has been meeting since July and hopes to have a recommendation for the City Council as soon as the city completes an audit of the fees charged to industrial customers.
	3.3	Update downtown parking district master plan	Economic Development/ Police (Code Compliance)	FY24-25	3	STATUS: Economic Development staff met with consultant in December and are currently working through the procurement process. Once completed, work will begin on parking update.
	3.4	Present an evaluation of County roads in current city limits and urban growth boundary. Determine cost and impact of integration into the local transportation system.	Public Works	FY 24-25	4	STATUS: County roads in the city limits include Ivy, N. Pine, and various half streets such as Mulino Rd. and S. 1st St. Ivy is underway, the city's contribution is \$4.24 million. N. Pine is still being scoped. The cost for the others is unknown.
	3.5	Identify County roads in future urban growth boundary and determine cost and impact of integration into the local transportation system	Public Works/ Planning	FY 25-26	5	STATUS: This work will be addressed during the concept planning process and will include a financial assessment. The city will be receiving \$250K from an ODOT TGM grant, covering concept planning work starting FY 25/26.
4. DEVELOP A MORE ROBUST PARKS + RECREATION PROGRAM	4.1	Research and present funding options for parks in current city limits and UGB.	Public Works/Finance	FY23-24/24-25	1	STATUS: To maintain current park maintenance standards, the Parks Master Plan states we need three (3) more FTE's. Parks Advisory Board is developing a CIP for Council consideration for FY 25-26 budget.
	4.2	Identify and plan for land acquisition for future athletic fields.	City Administrator/ Public Works/ Economic	FY23-24/24-25	2	STATUS: Continuing to stay in touch with COGEO, meanwhile need to discuss with CSD/return to Ackerman site as a potential location.

ALIGNED WITH THE PARKS MASTER PLAN	4.3	Consider hiring a consultant to evaluate how to provide park and recreation services in Canby (park district versus a parks department.)	City Administrator/Public Works	FY 24-25	3	STATUS: Met with CAPRD Executive Director to learn background issues. Convened Canby Community Partners to discuss issues of community concern, including lack of a functioning recreation program in Canby. Discussed with School Superintendent on 10/14.
	4.4	Research and develop funding options for additional parks in the future UGB expansion areas.	Public Works/Planning/Finance	FY 25-26	4	STATUS: To maintain current park maintenance standards, the Parks Master Plan states we need (3) more FTE's. Future UGB areas to be identified.
5. ENHANCE ENGAGEMENT AND COMMUNICATIONS THAT REPRESENTS BROAD PERSPECTIVES	5.1	Conduct a community survey on customer service and city service levels	City Administrator/Communications/HR	FY23-24/24-25	1	Funding included in FY 24-25 budget. STATUS: In follow up discussions with Communications Specialist. City Administrator determined the need for community survey has changed and the overall outreach efforts will be more beneficial in connecting with community.
	5.2	Create a strategy for increasing youth engagement in local government	Communications	FY24-25	2	Work with Canby School District. To include the library as it would be a great support for this. STATUS: Communications Plan with strategies for youth engagement and increasing diversity is nearing final draft and will be presented to City Administrator with final version expected in Winter 2025.
	5.3	Create a strategy for increasing diversity in citizen engagement in local government	Communications	FY24-25	3	Work with Bridging Cultures, Canby Center, faith communities, and the library. STATUS: Communications Plan with strategies for youth engagement and increasing diversity is nearing final draft and will be presented to City Administrator with final version expected in Winter 2025.
	5.4	Develop a communications plan for the city	Communications	FY23-24	4	Evaluate other cities' programs for implementation ideas. STATUS: Communications Plan with strategies for youth engagement and increasing diversity is nearing final draft and will be presented to City Administrator with final version expected in Winter 2025.
	5.5	Update Council policies and guidelines	Council/City Recorder	FY23-24	5	Desire to reflect the new Council appointment process. STATUS: City Recorder and City Attorney working with a Council subcommittee. Scheduled for presentation to Council in .
	5.6	Create a Canby Civic Engagement Academy	Communications/HR	FY24-25	6	DONE: Inaugural CCEA began in January 2025 with 26 participants.

2024 Retreat Parking Lot

Parking lot - Develop short-term (can we purchase the prop) and long-term strategy (if can't purchase, then buy other land) of the Aquatic and Adult center. Eileen discuss with Superintendent.

Parking lot: Pedestrian/ADA access to community parks (not in MP, but in CIP and will be prioritized as part of budget process)

Parking Lot - What to do with Traverso property (not in MP, not in city limits)

Other Comments from 3/13/24

List Council Goals on staff reports. **DONE.**

Give Council a quarterly report on goals. **JULY, OCTOBER, JANUARY, APRIL.**

Conduct a mid-year goal review. **HOLD IN CONJUNCTION WITH GOAL SETTING.**

Parking lot - RV Dump Site
Hybrid Work + Customer Service recommendations

Include goals in bi-monthly reports. **DONE.**