

consideration should be given to ensuring that the new traffic signal at S Sequoia Parkway/SE Hazeldell Way is interconnected to the existing signal at OR99E to allow for signal progression and minimize queuing between the intersections.

Table 1: 2030 PM Peak Hour 95th Percentile Vehicle Queue Lengths

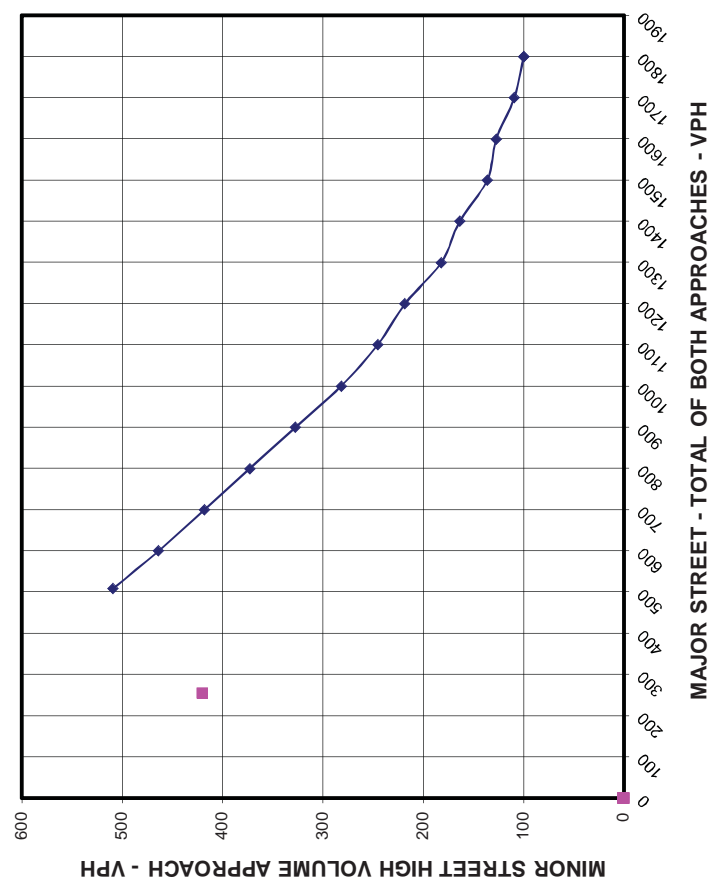
Intersection Approach	Movement	Storage Length (ft)	95 th % Queue (ft)
<i>OR99E/S Sequoia Parkway</i>			
Northbound	Left	250	250
	Thru	600	250
	Right	175	150
<i>S Sequoia Parkway/SE Hazeldell way</i>			
Southbound	Left	135	150
	Thru	600	125

0 % Reduction in minor street right turn volume	0.00 % growth per year.	0	year projection

4-HOUR MET																				
PEAK HR MET																				
Time 14																				
6:00 - 7:00	7:00 - 8:00	8:00 - 9:00	9:00 - 10:00	10:00 - 11:00	11:00 - 12:00	12:00 - 13:00	13:00 - 14:00	14:00 - 15:00	15:00 - 16:00	16:00 - 17:00	17:00 - 18:00	18:00 - 19:00	19:00 - 20:00							
Volumes on Major Street	0	0	0	0	0	0	0	0	0	255	0	0	0							
Volumes on Minor Street	0	0	0	0	0	0	0	0	0	420	0	0	0							

TEAR

Figure 4C-3 (Figure 4C-4 if using 70% Factor)
Warrant 3 - Peak Hour



HOURS MET: 0

	0 % Reduction in minor street right turn volume	0.00 % growth per year.	0	year projection

[illegible]

REPORT

Figure 4C-3 (Figure 4C-4 if using 70% Factor)
Warrant 3 - Peak Hour



Queuing and Blocking Report

Baseline

8/10/2015

Intersection: 3: 99 & Sequoia/Sequoia

Movement	SE	SE	NW	NW	NW	NW	B2	NE	NE	NE	NE	SW
Directions Served	L	TR	L	L	T	R	T	L	T	T	R	L
Maximum Queue (ft)	75	306	259	270	348	222	4	134	474	468	325	225
Average Queue (ft)	26	177	169	188	128	62	0	92	434	398	181	152
95th Queue (ft)	68	292	247	261	246	141	3	155	493	516	393	260
Link Distance (ft)		366			335		177		428	428		
Upstream Blk Time (%)		0			1				23	13		
Queuing Penalty (veh)		0			4				0	0		
Storage Bay Dist (ft)	50		250	250		200		110			300	200
Storage Blk Time (%)	12	63	0	1	2	0		20	40	17	0	2
Queuing Penalty (veh)	19	25	1	3	10	1		135	36	53	1	16

Intersection: 3: 99 & Sequoia/Sequoia

Movement	SW	SW
Directions Served	T	TR
Maximum Queue (ft)	466	472
Average Queue (ft)	376	319
95th Queue (ft)	526	493
Link Distance (ft)	437	437
Upstream Blk Time (%)	9	4
Queuing Penalty (veh)	0	0
Storage Bay Dist (ft)		
Storage Blk Time (%)	26	
Queuing Penalty (veh)	36	

Intersection: 10: Sequoia & Township

Movement	EB	WB	NB	NB	SB	SB
Directions Served	LTR	LTR	L	TR	L	TR
Maximum Queue (ft)	116	130	54	76	109	153
Average Queue (ft)	63	68	30	35	48	78
95th Queue (ft)	95	109	49	61	91	128
Link Distance (ft)	1029	779		402		1747
Upstream Blk Time (%)						
Queuing Penalty (veh)						
Storage Bay Dist (ft)			100		100	
Storage Blk Time (%)				0	0	3
Queuing Penalty (veh)				0	0	3

Queuing and Blocking Report

Baseline

8/10/2015

Intersection: 13: Sequoia & Hazeldell

Movement	EB	EB	WB	WB	NB	NB	SB	SB	SB
Directions Served	L	TR	L	TR	L	TR	L	T	T
Maximum Queue (ft)	104	381	58	118	174	230	142	167	72
Average Queue (ft)	90	124	19	55	52	116	88	63	6
95th Queue (ft)	118	298	48	96	112	195	136	125	38
Link Distance (ft)		499		891		267		177	177
Upstream Blk Time (%)		0				0		0	0
Queuing Penalty (veh)		0				0		1	0
Storage Bay Dist (ft)	80		120		150		120		
Storage Blk Time (%)	24	2		0		3	3	0	
Queuing Penalty (veh)	45	7		0		2	2	1	

Intersection: 17: Sequoia

Movement	EB	NB
Directions Served	LR	T
Maximum Queue (ft)	37	6
Average Queue (ft)	12	0
95th Queue (ft)	33	5
Link Distance (ft)	160	619
Upstream Blk Time (%)		
Queuing Penalty (veh)		
Storage Bay Dist (ft)		
Storage Blk Time (%)		
Queuing Penalty (veh)		

Network Summary

Network wide Queuing Penalty: 401



City of Canby

Planning and Development Services

July 27, 2015

TO: Canby City Council & Planning Commission; File #CPA 15-01/ZC 15-01

RE: TPR Mitigation Letter - Confirmation of How City Proposes to Address Required Mitigation for Deficiencies at Hazel Dell Way and Sequoia Parkway Intersection

For the Record:

This letter is intended to inform and communicate to the land use decision makers, interested parties, and for the record how the City proposes to satisfy and implement the Transportation Planning Rule (TPR) mitigation requirement should the above referenced land use request for comprehensive plan map and zone map amendments be approved. The request is to amend the City's Comprehensive Plan Map and Zoning Map from the HI to HDR designation and M-2 to R-2 designation respectively for approximately 7.6 acres to allow a proposed apartment complex at 235 S Sequoia Parkway.

A Traffic Impact Study was performed by DKS Associates that addresses the TPR requirements when amending City adopted plans. The Comprehensive Plan map and zone change under the reasonable worst case development assumption possible under the new zone increases the daily trip forecast by 778 trips which exceeds the threshold of 400 daily trips triggering a significant impact as defined in the TPR and required an intersection operational analysis at Hazel Dell Way and S Sequoia Parkway. Current traffic operations at the S Sequoia Parkway/S Hazel Dell Way intersection does not meet the City level of service E standard, but does currently meet the 0.90 volume/capacity standard. The left turn movement out of the Fred Meyer development presents a problem as traffic waits for gaps in the north and south bound traffic of S. Sequoia Parkway.

Because the S. Sequoia Parkway/S. Hazel Dell Way intersection operations under the 2030 forecast conditions fails to meet City mobility standards and the zone change further degrades operations; the need for mitigation is triggered under TPR. A signal warrant analysis indicates that a signal would be appropriate during the p.m. peak hour and would provide intersection operations meeting the City's mobility target with LOS at

"C" and v/c ratio of 0.75 during future 2030 p.m. peak hour conditions under the proposed comp plan map and zone change.

Based on the traffic study recommendation, staff proposes to take the following steps to satisfy the required TPR mitigation:

- The City will amend the Canby Transportation System Plan adopted December, 2010 to include a traffic signal at S. Sequoia Parkway/S. Hazel Dell Way intersection in the financially constrained project list.
- The City will amend the System Development Charge (SDC) project list to include a traffic signal at S. Sequoia Parkway/S. Hazel Dell Way intersection by removing a less critical similar cost project (Table 7-6: I-2 Isolated intersection capacity improvement project at E. Township Road/S Sequoia Parkway intersection described as "the installation of eastbound and westbound left-turn lanes including a pedestrian crosswalk across Township in the amount of \$510,000.

The mitigation actions proposed above should provide reasonable assurance that a signal project can be implemented at the identified intersection within the TSP planning horizon.

Respectively submitted,



Bryan C. Brown
Planning Director

CC. File: CPA 15-01_Canby Commons Apartments_235 S Sequoia Pkw_7.27.15



720 SW Washington St.
Suite 500
Portland, OR 97205
503.243.3500
www.dksassociates.com

DRAFT MEMORANDUM

DATE: August 7, 2015

TO: Bryan Brown, City of Canby
Avi Tayar, ODOT

FROM: Steve Boice, P.E., PTOE

SUBJECT: Canby Commons Apartments Supplemental Transportation Analysis

P#P11010-041

The purpose of this memorandum is to provide supplemental transportation analysis regarding the proposed Canby Commons Apartments development, which will require amending comprehensive plan and zoning designations for approximately 7.6 acres of land in Canby, Oregon. Previous analysis addressed the Transportation Planning Rule (TPR) requirements for amending the City's adopted plans¹.

The findings of the previous study recommend that the City amend its Transportation System Plan (TSP) to include a new traffic signal at S Sequoia Parkway/SE Hazeldell Way. The signalization of this intersection is recommended to meet the City's mobility standards under future year 2030 baseline conditions. The following sections summarize the signal warrant analysis for this intersection along with peak hour intersection operations under signalization.

Traffic Signal Warrant Analysis

The 2009 Manual on Uniform Traffic Control Devices (MUTCD) peak hour signal warrant² (Warrant 3) was analyzed for the existing and 2030 baseline traffic scenario during the p.m. peak hour. This warrant is intended to evaluate the need for a traffic signal at locations where there are a large number of vehicles entering the intersection over a short period of time, such as vehicles exiting a large shopping center. With this, the warrant considers the total stopped delay of vehicles along the minor street approach and considers signalization as a means of reducing this delay if proven to be substantial.

The signal warrant analysis assumes the minor street consisting of one-lane and the major street two or more lanes. The west leg was assumed to consist of one lane due to the short left turn lane (approximately 80 feet) and large volume of left turning vehicles (from the Fred Meyer parking lot). With this, the left, through, and right turn volume exiting the Fred Meyer site were included as part of the signal warrant analysis.

¹ Canby Commons Apartments Transportation Impact Study, DKS Associates, April 8, 2015

² *Manual on Traffic Control Devices*, 2009 Edition, Section 4C.04 Warrant 3, Peak Hour.

Although operations at the S Sequoia Parkway/SE Hazeldell Way intersection do not currently meet the City's mobility standard of LOS E, a traffic signal is not warranted under existing traffic volumes as shown in Figure 1. A graph comparing the total of both major street approaches and the minor street higher volume approach (eastbound) during the p.m. peak hour and the required MUTCD threshold is attached. The traffic signal warrant analysis under future 2030 baseline conditions, as shown in Figure 2, however indicates that a traffic signal is warranted sometime between now and future year 2030 (calculation sheets attached).

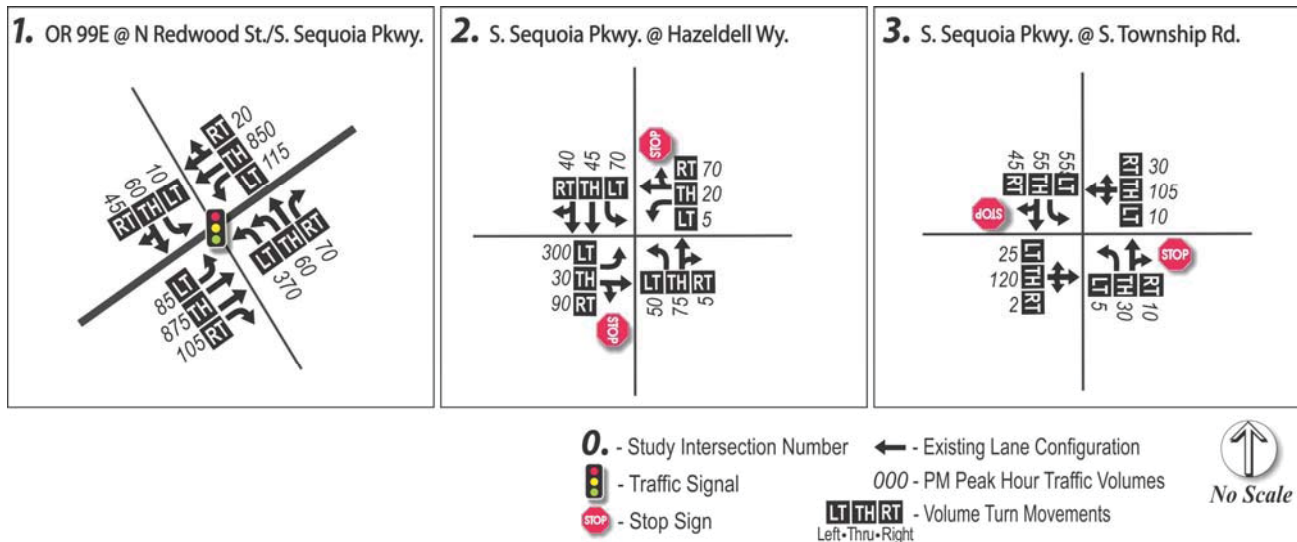


Figure 1: Existing PM Peak Hour Volumes

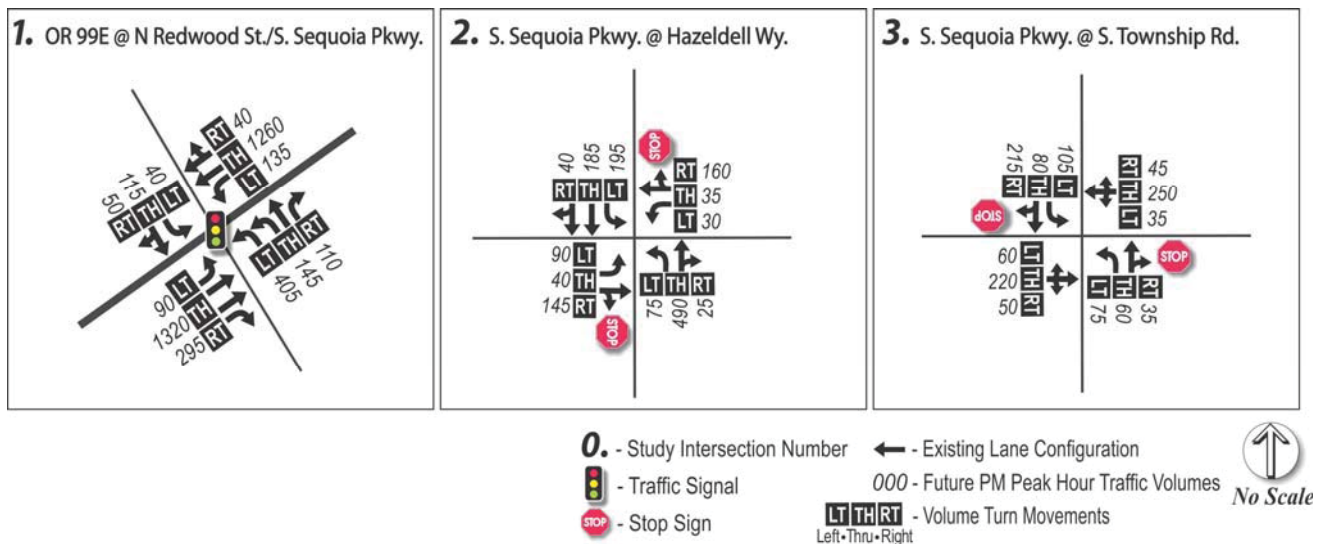


Figure 2: Future 2030 Financially Constrained PM Peak Hour Volumes (Current Land Use Designation and Existing Traffic Patterns)



An important element to the future year analysis is the redistribution of vehicle trips exiting the Fred Meyer site accesses along S Sequoia Parkway as can be seen in Figures 1 and 2. Both volumes and operations analysis modeled as part the City's TSP accounted for vehicles exiting the Fred Meyer site, shifting from the primary to secondary access points to avoid congestion. However, this may not be reasonable based on the site circulation design. Therefore, the installation of a traffic signal would likely maintain current traffic patterns at this intersection, which would further justify the need of a traffic signal³.

While the TSP did not indicate the need for a traffic signal at this intersection, intersection operations documented in the TSP indicate that the stop controlled minor street approaches would experience significant delays and this intersection would not meet City of Canby mobility standards (LOS E). No improvements were identified for this intersection as part of the TSP.

Peak Hour Intersection Operations

Under signalization, the intersection of S Sequoia Parkway/SE Hazeldell Way would operate at LOS C with a v/c ratio of 0.75 during the future 2030 p.m. peak hour with the proposed rezone, thus meeting the City's mobility target.

This new traffic signal would be located approximately 600 feet from the existing signalized intersection of OR99E/S Sequoia Parkway. Due to the proximity of this signalized intersection, vehicle queuing analysis was performed to ensure that queuing would not spill back into the upstream intersection. An estimate of the future 2030 p.m. peak hour 95th percentile vehicle queues for the northbound and southbound signalized intersection approach movements with the proposed rezone was made using SimTraffic modeling software. This analysis estimates the queue length that would not be exceeded in 95 percent of the queues formed during the peak hour. When vehicle queues extend past available storage bays, turning queues can block through movements and through movements can block upstream intersections. The result is an increased potential for rear-end collisions and a significant loss in system capacity. Queuing results are summarized in Table 1 and results are attached.

The vehicle queues along the northbound approach movements at the OR99E/S Sequoia Parkway intersection and southbound approach movements at the S Sequoia Parkway/SE Hazeldell Way intersection would be accommodated given existing turn pocket storage lengths. Vehicle queues would not extend back into the upstream intersection along either of these approaches.

To further improve capacity of the intersection, two 12-foot lanes could be striped along southbound S Sequoia Parkway as part of the traffic signal installation. The existing southbound travel lane is currently 24-feet wide; therefore striping as two lanes would double the vehicle storage along the southbound approach. Additionally,

³ With the installation of a traffic signal, the 300 existing eastbound left turns at the intersection of S Sequoia Parkway /SE Hazeldell Way would likely maintain current traffic patterns instead of shifting from the primary to secondary access points to avoid congestion under unsignalized conditions.

consideration should be given to ensuring that the new traffic signal at S Sequoia Parkway/SE Hazeldell Way is interconnected to the existing signal at OR99E to allow for signal progression and minimize queuing between the intersections.

Table 1: 2030 PM Peak Hour 95th Percentile Vehicle Queue Lengths

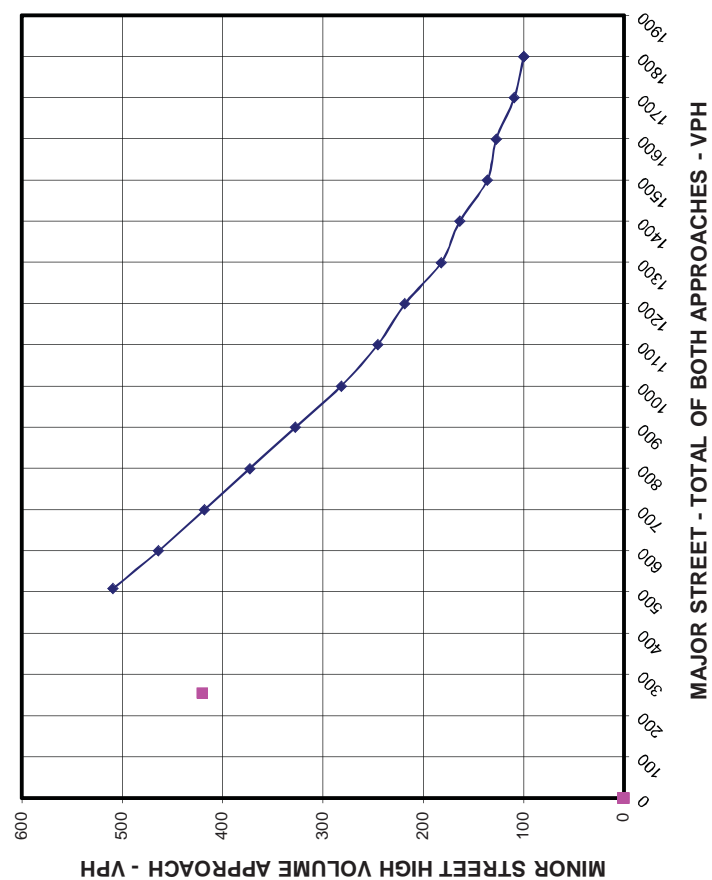
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[illegible]

TEAR

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Warrant 3 - Peak Hour



HOURS MET: 0

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[illegible]

TRAF

Figure 4C-3 (Figure 4C-4 if using 70% Factor)
Warrant 3 - Peak Hour



Queuing and Blocking Report

Baseline

8/10/2015

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Intersection: 10: Sequoia & Township

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95th Queue (ft)	95	109	49	61	91	128
Link Distance (ft)	1029	779		402		1747
Upstream Blk Time (%)						
Queuing Penalty (veh)						
Storage Bay Dist (ft)			100		100	
Storage Blk Time (%)				0	0	3
Queuing Penalty (veh)				0	0	3

Queuing and Blocking Report Baseline

8/10/2015

Intersection: 13: Sequoia & Hazeldell

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Average Queue (ft)	90	124	19	55	52	116	88	63	6
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Link Distance (ft)		499		891		267		177	177
Upstream Blk Time (%)		0				0		0	0
Queuing Penalty (veh)		0				0		1	0
Storage Bay Dist (ft)	80		120		150		120		
Storage Blk Time (%)	24	2		0		3	3	0	
Queuing Penalty (veh)	45	7		0		2	2	1	

Intersection: 17: Sequoia

Movement	EB	NB
Directions Served	LR	T
Maximum Queue (ft)	37	6
Average Queue (ft)	12	0
95th Queue (ft)	33	5
Link Distance (ft)	160	619
Upstream Blk Time (%)		
Queuing Penalty (veh)		
Storage Bay Dist (ft)		
Storage Blk Time (%)		
Queuing Penalty (veh)		

Network Summary

Network wide Queuing Penalty: 401

Engineering

Resources

Planning



Civil

Water

Land Use

June 18, 2015

Re: S. Sequoia Parkway Map Amendment

To Our Neighbors,

Please join us at an informational meeting to talk about a potential change to the City's Comprehensive Plan and Zoning Map.

The project under consideration is located at 235 S. Sequoia Parkway. The property consists of two lots totaling 12.6 acres in size. The site is currently vacant. The proposed comprehensive plan map and zoning map amendments would apply to 7.6 acres of the total site.

The property is zoned M-2 (Heavy Industrial) and is proposed to change to R-2 (High-Density Residential) for construction of apartment buildings.

Our goal in inviting neighbors to attend this meeting is to ensure that those who might be affected by this proposal clearly understand the details of the project and have a chance to meet the developers and provide comments. If you would like to learn more about the project, we would be pleased to have you join us at the following event:

235 S. Sequoia Parkway Zone Change Open House
Canby Police Community Room
1175 NW 3rd Avenue
Canby, OR 97013

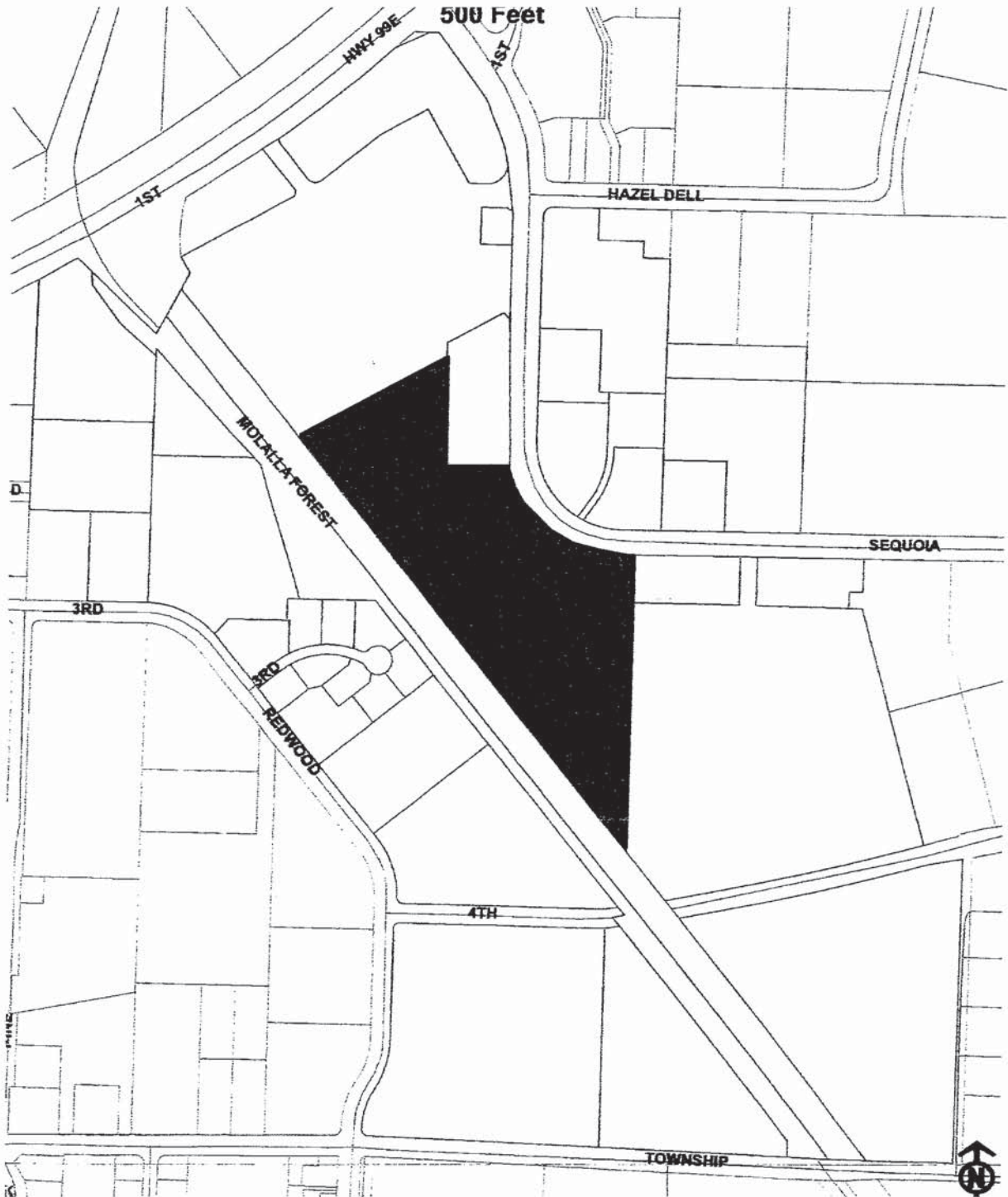
Tuesday, July 7, 2015
3:00PM

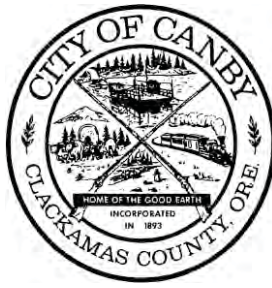
We look forward to discussing this proposal with you. Please feel free to contact me at 503-887-2130 or heather.austin@3j-consulting.com if you have any questions. **You may also contact the ownership group directly to get more information. Aaron Jones can be reached at 503.358.5005 or at aj@urbanidm.com.** Owners are available to meet in advance of the open house to provide more detail.

A handwritten signature in cursive script that reads "Heather M. Austin".

Heather Austin, AICP
Senior Planner
3J Consulting, Inc.

Site Location Map | 235 S. Sequoia Parkway





Pre-Application Meeting

Canby Commons Apartment Complex December 9, 2014 11:20 am

Attended by:

Hassan Ibrahim, Curran-McLeod Engineering 503-684-3478
Jerry Nelzen, Public Works Department, 503-266-0759
Bryan Brown, Canby Planning Dept. 503-266-0702
Aaron Jones, Urban IDU, 503-358-5005

Dan Mickelsen, Erosion Control, 503-266-0698
Bill Makowski, CUB Water Dept., 503-266-1156
Dinh Vu, Canby Telecom, 503-266-8201

This document is for preliminary use only and is not a contractual document.

URBAN IDU, Aaron Jones

- We are looking to rezone approximately 7-1/2 acres of the current industrial site we own to R-2 or some form of residential housing. We are wanting to have the complex more or less in this section and keep a good portion for industrial use down the road. This would be a great site for additional housing and we are looking towards the neighborhood of 130 to 150 units. We will need to discuss the 200 foot distance spacing between the ingress and egress points. Our thoughts were to have a circular driveway pattern for the apartment complex with one to two-story housing.
- Aaron said there is a larger conversation on what we are planning for this site. We see a real demand for more housing and this would be the first phase if everyone agrees and land banking the rest for industrial. If down the road everyone wanted to see a phase two, we would have that option as well.
- The apartments will look like hotel suite types and we have an agreement with Fred Meyers to place a walk through on the north west side of the site.

CURRAN-MCLEOD ENGINEERING, Hassan Ibrahim

- As you can see we have the street in place and we have sanitary sewer serving the lot and from the looks of the map we have two laterals (one closest to the Arneson Park and other located towards the middle of the frontage property). If I understood you correctly you are planning on subdividing the parcel into two lots, building apartments on one portion and the other section for industrial use. We want to consider providing services to both the proposed apartments and the industrial area.
- You will be required to build sidewalks the entire frontage length of the site. It will consist of a 6 foot wide sidewalk with a 5 foot planter strip and 1/2 inch curb.
- There are street trees planted along the frontage and if they are in conflict of your proposed driveways you will need to move them and also protect the other trees during construction.
- All drainage will have to stay on site. Aaron asked what preference we have for the storm system and Hassan said we will need to look at your drainage plan and it will also have to be

permitted through Clackamas County. If you plan on doing a dry well, I believe it has to be rule-authorized through DEQ. Aaron said we are used to doing drywells as deep as 25 to 30 feet, but for this site we will probably consider a storm water planter system.

- We want a monitoring manhole on the sewer line before you branch into multiple lines.
- Hassan said if the driveway approach is for industrial it has to be 8 inch reinforced concrete. If it is residential the driveway approach has to be 6 inch reinforced concrete. Bryan said we have discussed the issue of the driveway separation and it has to be at a 200 foot spacing distance between them. Hassan stated we need to look at the site distance because the property is on the radius of the curve and we could have potential site distance problems. Aaron asked from a fire standpoint would you prefer to have one ingress/egress point and Hassan said it would be up to the fire department. Aaron said we have other options for the driveway, we can do one or two, but our preference is to have one and our thought was fire may not want to have a hammer head in the back of the site. We are open to both. Hassan stated if we have the 200 foot spacing and there is no constraints on site distance I do not think we will have an issue with it.
- Hassan said all the utilities were plumbed to the site, NW Natural Gas is not here today, but they are also stubbed to the site.

CANBY UTILITY, ELECTRIC DEPARTMENT, Gary Stockwell

- Electrically there will not be problem because we have plenty of sources available for your project.
- We do not offer lease lighting anymore. Any interior lighting will have to be installed and maintained by the apartments. Aaron asked do you have any specifics of what you require we use and Gary said it would fall under City of Canby code.
- Once you have the number of units determined, the actual building designs are set and the preferred location of the meter packs we can do a design for you.
- Our fee structure is based on your impact on the system. I will give you a bid on time and materials and there is no way of knowing until we see your final design. Aaron said we can be flexible with you. Gary said in the fee structure it covers all conduits, wires, vaults and transformers to the meter pack. You will provide the trenching.
- Gary asked if Aaron had any unforeseen items like 3-phase load and Aaron said no, it will be 200 amp most likely.

CITY OF CANBY, EROSION CONTROL, Dan Mickelsen

- Dan asked if he understood Aaron correctly that they will incorporate some kind of storm system rather than doing drywells. Aaron stated if we had the option our preference is generally to treat it openly rather than drywells. We would prefer to treat the stormwater above ground for the entire site.
- In the forested area on your property are you going to remove all the trees and Aaron said no. The idea is to keep all the trees we can and Dan said try and leave as much of a buffer as possible. What is the elevation you have here and Aaron said there is a significant elevation, but we have the depth here to set it back and the idea is to put a drive isle and/or garages along the back for a buffer. We have a lot of options.

- You will need to apply for an Erosion Control Application.
- You will need to talk to Canby Fire Department in regards to the interior design where you show these bump outs.

CITY OF CANBY, PUBLIC WORKS DEPARTMENT, Jerry Nelzen

- If you see any concerns regarding the park, we would prefer to deal with it before you start building. Aaron said the park is perfect and we do not want to change anything. If need be, we would add or refresh it.
- Will there be any type of commercial kitchen at this site. The Waste Water Treatment Plant supervisor wanted to comment in case there was a commercial kitchen. Aaron said the only common area kitchen is by the office and it is not a commercial kitchen. Hassan asked if there would be any community center and Aaron said it would be right in the front by the office and next to a workout room and pool. The community room will have a television along with a meeting room. Jerry told Aaron he would need to contact Dave Conner, Waste Water Treatment Plant (503-266-0648) and discuss this community room and see if anything qualifies for a grease interceptor.

CANBY UTILITY, WATER DEPARTMENT, Bill Makowski

- Doug Quan is the foreman of the Water Department and you can contact him if you have any questions (971-563-6314). He asked me to find out what size of the water meter you will need and a 1-1/2 to 2 inch meter will require a back flow device and a fire systems will require a back flow in the vault. Just for your information everything we provide to you will stop at the edge of the public utility easement. Hassan said there is an 8 inch water line stubbed out in your frontage.
- The backflow devices are covered by the plumbing code and as long as you utilize the plumbing code we are happy.
- Aaron asked if we choose to do fire sprinklers, will this require a separate line. Bill said it depends on how you plumb it, if it is a looped system with potable water it will be fine. Hassan told Aaron to run this by the Canby's Fire Marshall, Todd Gary (503-266-5851).

CANBY TELCOM, Dinh Vu

- We sent you comments for your project.
- We will need to have trenching provided and we usually follow the electrical in the trench line. We will place hand-holds for the fiber and we can discuss how the fiber can be ran to each apartment. Aaron said we generally do home runs to every unit and pig tail in the units.
- Aaron asked if they will provide separate conduit and the answer was yes.
- We provide TV, phone (voice override) and internet.
- Aaron asked if there were other cable companies and the answer was yes, Wave Broadband.

CITY OF CANBY, PLANNING DEPARTMENT, Bryan Brown

- Bryan gave Aaron a copy of the Memorandum for PRA 14-07 Pre-Application Conference for Canby Commons.

- The main thing I wanted to communicate was Renate Mengelberg, Economic Development Manager emailed you arguments for us to utilize to move forward for the rezoning and try to support the idea because it is an industrial area. We have come to the conclusion to support the rezoning of approximately 7.5 acres or whatever you are thinking because it has not been successful in the recent past for resale marketing for industrial purposes and the price is the lowest in the area. The other arguments mirror some of the issues for creating the opportunity for a large residential community near a park, shopping center and hospital. You can also state this could be for work force housing for occupations in the industrial area and they can live and walk to work. Those are some of the primary arguments for the rezoning and I see there is a caveat to our support for our rezoning and I am not quite sure because I do not have the experience right now but I will continue to look at it. Canby has done some similar things in the past and what we need to think about on conditioning the zoning for some sort of deed restrictions on the remainder of the property that would still have the industrial zoning and guarantee no heavy industrial use will not go next to the apartment complex. Aaron said we can put those restrictions in place, it would be mutually beneficial for us to put the restrictions in place because from a marketing stand point we would not want it to happen.
- As you have discussed various options for buffering scenarios we would somehow like to have some conditions with the zoning, which will guarantee a continual wall along the backside of the property adjacent to the railroad for sound buffering, aesthetics, visibility and/or safety and you can see an example at N Redwood Street and 99E or at Darci Estates towards our police department. We would like some sort of protection between the apartment complex and the railroad and it is our understanding there are only two trains a week. Aaron asked how tall the walls you are discussing and the answer was approximately 9 to 10 feet.
- We do not want the 12.5 acres having two zoning districts, therefore you are going to have an application for partitioning at the same time you are changing the zoning. If it is a yes, then you can file your partition plat or it could be a lot line adjustment and Aaron said it would be a lot easier and faster process for a lot line adjustment and you do not want the parcel with a split zone correct and Bryan said yes.
- You will need to submit a Comprehensive Plan and Zoning Map amendment and I think you only need to pay for the Comprehensive Plan and it is the most expensive, but the criteria is almost the same and there is no reason to charge you for both. Also there is the Lot Line Adjustment application and I do not have the fee amount for it at this time.
- Hassan asked if there would be a traffic study needed and Bryan said DKS Engineering has already started the process and I talked to them today and was hoping they would know, but as of today they do not. They are doing a scope to decide what kind of work needs to be done. Aaron asked how much a traffic study would cost and Bryan said it could range from \$3,000 to \$10,000 and all depends on the depth of the study. Bryan gave multiple scenarios on how the study could impact this site and the surrounding areas with the possibility of having a signal installed at Hazeldell Way and Sequoia Parkway.
- I did include a couple of criteria notes you need to demonstrate on the application and they are general in nature for the Comprehensive Plan. We can work together on it.
- The process usually takes approximately three months. You will appear before the Planning Commission Council and then have an appeal period. Aaron asked how long is the appeal

period and Bryan stated after being approved you have to wait and see if anyone appeals the decision and it is a 10 day period. The Planning Commission meets twice a month.

Laney Fouse

From: Don Steiner
Sent: Thursday, July 23, 2015 3:38 PM
To: Laney Fouse
Subject: RE: Request for Comments - Canby Commons Apartments

Pretreatment has no comment.

From: Laney Fouse
Sent: Friday, July 17, 2015 10:59 AM
To: Laney Fouse
Cc: Bryan Brown; David Epling
Subject: Request for Comments - Canby Commons Apartments

Hello,
Please find attached a Request for Comments for your review for a proposed zone change, comprehensive plan amendment, and lot line adjustment. Other attachments include the Site Plan drawing, a narrative, and the final Traffic Study.
Thanks, Laney

*Laney Fouse
Development Services Department
City of Canby
Direct Line: 503-266-0685
Main Line: 503-266-7001
Fax 503-266-1574
fousel@ci.canby.or.us*

Planning Website: http://www.ci.canby.or.us/Departments/develop_services/development_serv.htm

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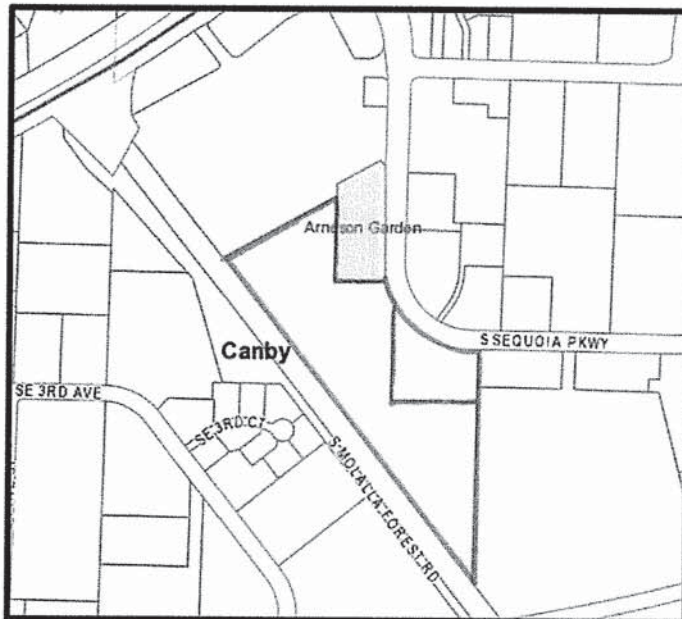


City of Canby

REQUEST FOR COMMENTS

The City has received a Comprehensive Plan Map Amendment/Zoning Map Amendment/Lot Line Adjustment applications for property at 235 S Sequoia Parkway. The Comprehensive Plan Map Amendment would change an adjusted 7.6 acre parcel from the H-I—Heavy Industrial designation to the HDR—High Density Residential designation and the Zoning Map Amendment would change the adjusted 7.6 parcel from the M-2—Heavy Industrial zone to the R-2—High Density Residential zone. The remaining commonly owned 5 acres would retain the M-2—Heavy Industrial zoning for future employment development use.

Comments due— If you would like your comments to be incorporated into the City's Staff Report, please return the Request for Comments form by **Wednesday, July 29, 2015.**



Location: 235 S Sequoia Parkway

Tax Lots: 31C34C02101 & 31E34C04900
(Properties shown on map at the left, bordered in red.)

Lot Size and Existing Zoning: 12.6 acres with M-2 zoning

Owner: Jeff Gordon, Urban IDM

Applicant: Aaron Jones Urban IDM

Application Type: Comprehensive Plan Map Amendment, Zoning Map Amendment, & Lot Line Adjustment

City File Number: CPA-15-01/ZC-15-01/LLA 15-04

Contact: Bryan Brown, Planning Director at: 503-266-0702

What is the Decision Process? The Planning Commission will make a recommendation to the City Council after the Public Hearing. The City Council will make the final decision.

Where can I send my comments? Please email your comments to PlanningApps@ci.canby.or.us.

Attachments include:

- Site Plan and Narrative.

PLEASE NOTE: THIS APPLICATION HAS NOT YET BEEN DEEMED COMPLETE NOR HAS A HEARING DATE BEEN SET. If you need additional information or documents please contact the Planning office at 503-266-7001.

CITY OF CANBY –AGENCY COMMENTS FORM

Application: CPA-15-01/ZC-15-01/LLA 15-04
Applicant: Canby Commons Apartments

Please indicate any conditions of approval you wish the Planning Commission to consider:

REFER TO THE ATTACHED MEMO DATED
JULY 20, 2015

Please check one box and fill in your Name/Agency/Date below:

- ☐ Adequate Public Services (of your agency) are available
- ☐ Adequate Public Services will become available through the development
- ☒ Conditions are needed, as indicated
- ☐ Adequate public services are not available and will not become available

NAME: Hassan Ibrahim
AGENCY: CORRAN-McLEOD, INC.
DATE: JULY 20, 2015

Thank you!


CURRAN-McLEOD, INC.
CONSULTING ENGINEERS

6655 S.W. HAMPTON STREET, SUITE 210
PORTLAND, OREGON 97223

July 20, 2015

MEMORANDUM

TO: Mr. Bryan Brown
City of Canby

FROM: Hassan Ibrahim, P.E. 
Curran-McLeod, Inc.

**RE: CITY OF CANBY
CANBY COMMONS APARTMENTS (CPA-15-01/ZC-15-01/LLA-15-04)**

We have reviewed the submitted preliminary plans on the above mentioned project and have the following comments:

1. The Industrial Area Master Plan prepared by OTAK, dated October 1998 requires 200-foot minimum access spacing along Sequoia Parkway. The submitted schematic sketch doesn't show the nearest existing access points to determine if this requirement is met. The developer will be required to demonstrate how this requirement will be met. Depending on the location of the proposed access for the apartments, a common access may be required to provide access for the remaining industrial parcel.
2. A 6-foot wide concrete sidewalk will be required along the entire site frontage with Sequoia Parkway.
3. An erosion control permit will be required from the City of Canby prior to any on-site disturbance.
4. An existing 8" sanitary sewer pipe has been stubbed out to serve this property.
5. A storm drainage analysis shall be submitted to the City for review and approval during the final design phase. The analysis shall meet Chapter 4 of the City of Canby Public Works Design Standards dated June 2012.

Should you have any questions or need additional information, please let me know.

Bryan Brown

From: Bryan Brown
Sent: Monday, July 20, 2015 8:51 AM
To: 'Todd Gary'
Subject: RE: Canby Commons apartments
Attachments: sketch5&60022.pdf

Todd,

Attached is one possible layout which shows to potential access points to Sequoia Parkway and a flow through the site. I will have to check to see if those drives would meet 200 foot spacing standards as no dimensions show with this sketch. The latest plan is to utilize a mixture of 2 and 3 story units. I will ask about whether fire sprinklers is planned and get back with you.

Bryan

Bryan Brown | Planning Director
City of Canby | Development Services
111 NW 2nd Avenue | PO Box 930
Canby, OR 97013
ph: 503-266-0702 | fax: 503-266-1574
email: brownb@ci.canby.or.us
www.canbydevelopment.com | www.ci.canby.or.us

PUBLIC RECORDS LAW DISCLOSURE

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From: Todd Gary [<mailto:TGary@canbyfire.org>]
Sent: Monday, July 20, 2015 8:34 AM
To: PlanningApps
Subject: Canby Commons apartments

Brian,

I know this is in the planning stages, but I think these questions are valid to having the project move forward and to consider the impact on the fire district.

1. Will these apartments have residential fire sprinklers?
2. Are there multiple access roads? The sketch only shows one.

3. How many stories are the proposed buildings?

Todd Gary

Battalion Chief/Fire Marshal
Canby Fire District
503-266-5851 / 503-969-7459
www.Canbyfire.org



CITY OF CANBY –COMMENT FORM

If you are not able to attend the Planning Commission or Council Public Hearing, you may submit written comments on this form or in a letter addressing the Planning Commission and/or City Council. Please send comments to the City of Canby Planning Department.

By mail: Planning Department, PO Box 930, Canby, OR97013
In person: Planning Department at 111 NW Second Street
E-mail: brownb@ci.canby.or.us

If you wish your written comments to be incorporated into the Planning Commission or City Council packet they are due by July 29, 2015 for the Planning Commission, and August 21, 2015 for the City Council.

COMMENTS: Pioneer Property, LLC has been an industrial landowner in Canby since 1999. As the landlord for the operating company, Pioneer Pump, Inc., we have worked together as a strong supporter of the Canby and Clackamas County economy providing jobs for over 100 direct employees and having a positive impact on hundreds of other suppliers and vendors. We relocated our facility from 461 NE 3rd Avenue in Canby in 2006, purchasing 4 acres in the Canby Pioneer Industrial Complex at 310 S. Sequoia Parkway and investing several million dollars in constructing a state of the art manufacturing facility there, recognizing the value to the community of having a dedicated industrial park where we and other manufacturing/industrial facilities could conduct business away from any residential areas where the nature of the business activity could possibly impact any residential concerns. Since 2006, we have subsequently added 4 more acres adjacent to our facility as business has expanded, utilizing the added area for outside storage and improving the industrial ingress and egress to our facility for heavy truck traffic. Our location within the Canby Pioneer Industrial Park continues to enhance our ability to conduct our business away from residential areas. We are concerned about the possible rezoning of property across and just down S. Sequoia for the purpose of developing high density housing. Such a change would change the whole dynamic of the industrial park and be misaligned with the purpose the industrial park was originally built. Traffic, vandalism, accidents, noise, safety of children, and other factors that result from high density housing will negate the positive benefits of having a dedicated industrial park where we have invested heavily to avoid these issues. We also believe a rezoning of the subject property will have a detrimental impact on attracting future business to the area.

YOUR NAME: GERALD E. TURNER / D. ASHLEY WALKER
PIONEER PROPERTY, LLC / PIONEER PUMP, INC.

ORGANIZATION or BUSINESS (if any) :

ADDRESS: 310 S. SEQUOIA PARKWAY, CANBY, OR 97013

PHONE # (optional): 503-997-1871 / 281-772-5249

DATE: JULY 29, 2015

Thank You!

TREND BUSINESS CENTER LLC

7190 SW SANDBURG STREET
TIGARD, OREGON 97223

RE: Canby Planning Commission
August 10, 2015 Public Hearing
Zoning Map Amendment for 235 S. Sequoia Parkway

We own the Trend Business Center which abuts on the east property line of the parcel requesting the zone change. We have known the developer, Mr. Jeff Gordon, for many years. Mr. Gordon is a very qualified and competent developer with a long track record of high quality projects. During the Neighborhood Meeting, we talked in detail with Mr. Gordon about his planned apartment development. We don't object to the zone change or the apartment construction if the five points below are addressed.

1) The proposed driveways shown on the developer's plan would cause an extreme driving hazard if developed as shown. The plan shows 3 driveways on this property after development, and all of these driveways would be on a sharp radius making it unsafe for cars and trucks traveling to and from the Canby Pioneer Industrial Park. If developed per the developer's plan, the result would be 6 driveways within 500 feet of travel distance along a sharp radius on Sequoia Parkway (See attached schematic sketch). The driveways include 1 at Arneson Park, 2 for Canby Commons Apartments, 1 for the 5 acre Industrial development, 1 at 301 S. Sequoia Parkway, and 1 directly on the other side of the street. This adds up to 6 driveways within 500 feet of travel along a sharp street radius. This would be very dangerous.

PROPOSED SOLUTION: Redesign the layout for only 1 new driveway, not 3, for the Canby Commons Apartments and the 5 acre industrial development. Enforce the existing requirement for 200 feet spacing between driveways which would only allow for 1 new driveway.

2) The spacing between driveways is too narrow. The proposed driveway for the 5 acre industrial development is only 25 feet away from the existing driveway at 301 S. Sequoia Parkway. This creates an unsafe condition for large trucks using the driveways.

PROPOSED SOLUTION: Enforce the existing requirement for 200 feet spacing between driveways.

3) Ensure the 5 acre lot will remain zoned for industrial permanently. The developer provided a buffer between his apartments and our industrial property by allowing a 5 acre parcel to remain industrially zoned. We feel it is imperative to ensure the 5 acre parcel remains industrially zoned in the future. Conflicts between occupants of residential and industrial lots do commonly occur. Issues are often related to noise, sight, vandalism, traffic. Therefore we agree it's a good idea to maintain the 5 acre site as industrial to provide a buffer between the apartments and the remainder of the Canby Pioneer Industrial Park. We want to make sure this industrial buffer is permanent.

PROPOSED SOLUTION: To ensure the 5 acre lot remains zoned industrial, condition the rezoning approval on a deed restriction run in favor of adjoining land owners recorded on the property title that a zone change to residential will not be allowed in the future on the 5 acre lot.

4) Need to reduce potential for conflicts between residential and industrial lots related to noise, sight, and vandalism. The developer told us the Canby apartment complex would be similar to their "Grove" apartment development in Vancouver, WA. The "Grove" apartments have an ornamental metal fence around the entire perimeter of the complex with a gate that controls access to the apartments. This fence and gate design reduces the potential conflicts between residential and industrial lots.

PROPOSED SOLUTION: Include ornamental perimeter fencing and gates around the entire perimeter similar to the developer's "Grove" complex in Vancouver, WA.

5) Quality Residential Apartments. We visited the developer's "Grove" apartments in Vancouver, WA. The Grove apartments are good quality, market-rate middle income suburban apartment complex. We don't object to the zone change if all issues above are adequately addressed and the design and quality of the Canby apartments are similar to the Grove.

PROPOSED SOLUTION: The residential apartments will be market-rate development similar to the developer's "Grove" apartments in Vancouver, WA .

Sincerely,

Scott McCormack, Development Manager
Trend Business Center LLC
7190 SW Sandburg Street
Tigard, OR 97223

Submitted: July 28, 2015

TREND BUSINESS CENTER

This Plan is Schematic
May not be to exact scale

→ Driveways

(E) = Existing

(N) = New, proposed driveways

approx. location
WILCO
driveway

CITY
PARK

5A0-32% COVERAGE

31250 SF
P=19/T

38550 SF
P=19/T

Page 3 of 3

Application: CPA-15-01/ZC-15-01/LLA 15-04

Applicant: Canby Commons Apartments

Please indicate any conditions of approval you wish the Planning Commission to consider:

The City of Canby Bicycle and Pedestrian Advisory Committee recommends the following conditions needed for **safe and active transportation options** at the proposed Canby Commons apartment complex:

- **an at grade or above grade crossing to the forest/logging trail**
- **and an entrance to Arneson Park from the apartment side of the park.**

The crossing would be an extension of the forest trail park already in existence, which means there are SDC's available for improvements and expansion to existing trails/parks. As everyone who uses the trail knows, there has been an unofficial crossing to Fred Meyer in existence for years. Perhaps a funding partnership between Canby Park & Rec., Fred Meyer, Jeff Gordon & Aaron Jones of Urban IDM, American Steel and Union Pacific will make this economically possible. Safe connectivity to the existing trail would:

- alleviate motorized vehicle congestion to shopping areas and intersections highlighted in the impact study of the proposal;
- create a more livable neighborhood utilizing the connectivity aspects already designed and implemented into the surrounding area; there are bike lanes and sidewalks to the shopping areas, medical clinic, farmers market and to the two schools that will be impacted most; Baker Prairie Middle School and Trost Elementary.

The B&P committee highly recommends a crossing on the Fred Meyer side of the development.

We realize that creating a parallel trail along the railroad track and the apartment side, connected at 4th Avenue, will also be considered and is also a good option; however, a crossing of the railroad tracks is the most direct route to the trail and people are prone, and studies have shown, that people will cross to their destination at the most direct route regardless of safety. The size and length of the complex will need more than one connection to the forest trail and a crossing at the tracks which connects to Fred Meyer and Canby Commons is a logical location.

A look at the newly designed, and soon to open, at grade crossing near Milwaukie High School for the new light rail shows that a safe and cost effective design is possible. Pedestrians and bicyclists will cross three tracks and two lanes of traffic in a safe manner. The crossing is designed with a number of gates one must zig-zag; not a straight shot from one side to the other. At the Canby Commons proposal we have one set of track with minimal elevation change where a zig-zag ramp for ADA could exist along side stairs for pedestrians with a smooth curb where bikes can be wheeled along the stairs. The Canby Commons development and a safe crossing is a potentially wonderful addition to the Canby community and our park and recreation trail system.

Please check one box and fill in your Name/Agency/Date below:

☐ Adequate Public Services (of your agency) are available

☐ Adequate Public Services will become available through the development

X Conditions are needed, as indicated

☐ Adequate public services are not available and will not become available

NAME: _____ Liz Belz-Templeman, Chair _____

AGENCY: _____ City of Canby Bicycle and Pedestrian Advisory Committee _____

DATE: _____ 29 July 2015 _____

Thank you! 2 City File Number: CPA-15-01/ZC-15-01/LLA 15-04 Application: CPA-15-01/ZC-15-01/LLA 15-04 Applicant: Canby Commons Apartments P

ORDINANCE NO. 1423

AN ORDINANCE AMENDING CANBY'S COMPREHENSIVE PLAN LAND USE MAP AND ZONING MAP FROM HEAVY INDUSTRIAL (HI & M-2) TO HIGH DENSITY RESIDENTIAL (HDR & R-2) RESPECTIVELY FOR AN APPROXIMATE 7.6 ACRE PORTION OF TAX LOTS 2101 AND 4900 OF TAX MAP 31E34C AS ADJUSTED BY LLA 15-04 AT 235 S SEQUOIA PARKWAY.

WHEREAS, an application was filed with the City by Urban IDM, the owner of said Tax Lots to amend the Comprehensive Plan Land Use Map and Zoning Map from Heavy Industrial (HI & M-2) to High Density Residential (HDR & R-2) respectively; and

WHEREAS, a concurrent Lot Line Adjustment application to adjust the two said Tax Lots in a manner to rezone approximately 7.6 acres for High Density Residential with the remaining adjusted Tax Lot of approximately 5 acres retaining the existing Heavy Industrial designation and zoning; and

WHEREAS, a public hearing was conducted by the Canby Planning Commission on August 24, 2015 and the Canby City Council on September 16, 2015 on said amendments, during which the citizens of Canby were given the opportunity to come forward to present testimony on these proposed changes after public notice was posted and printed in the Canby *Herald*, as required by law; and

WHEREAS, the Canby City Council considered the matter and the recommendation and hearing proceedings of the Planning Commission in relation to the applicable approval standards and criteria of CMC Section 16.88.180(D), 16.88.190, and 16.54.040 of the Land Development and Planning Ordinance concerning whether the Comprehensive Plan Quasi-judicial Plan Amendments, Transportation System Plan and Transportation Planning Rule, and Zoning Map Amendments were met; and

WHEREAS, the City Council, after concluding its review and discussion of the record on this matter and by motion duly made and seconded, voted to approve the Comprehensive Plan Land Use Map Amendment and Zone Change Map Amendment subject to specific zone conditions; now therefore,

THE CANBY CITY COUNCIL ORDAINS AS FOLLOWS:

Section 1. The comprehensive plan land use map designation and official zoning map district for the adjusted Tax Lots from the concurrently approved application for LLA 15-04 for Tax Lots 2101 and 4900 of Tax Map 31E34C are changed from Heavy Industrial (HI & M-2) to High Density Residential (HDR & R-2) respectively for approximately 7.6 acres as determined by the final Lot Line Adjustment survey or plat.

Section 2. The Mayor, attested by the City Recorder, is hereby authorized and directed to make the appropriate change to the City's Comprehensive Plan Land Use Map and Zoning Map in accordance with the dictates of Section 1 above.

Section 3. The change in land use plan map designation and zone map district are subject to the following conditions of the map approvals:

- 1) ☐ A 25-foot wide landscape buffer shall be required as part of the subsequent approved site development plan adjacent to the commonly owned 5 acre parcel retaining M-2 zoning and the railroad spur boundary except where garage units or internal drive and parking is provided within this landscape area in which case the required minimum landscape buffer shall be 15-foot wide to allow for screening plant material. Either required landscape screening/buffer area width provided shall be required to plant appropriate evergreen plant materials that will provide visually opaque privacy screening from the ground up to approximately 20 feet in height at plant maturity.
- 2) ☐ The applicant shall provide planning staff a list of specific heightened level of building construction standards to be utilized in conjunction with their building plan submittal that addresses noise attenuation, and will hire a licensed engineer to measure the level of vibration generated by the rail line as part of the process of determining whether any construction mitigation measures are warranted to mitigation adverse vibration impacts.
- 3) ☐ The applicant shall record a deed restriction to limit the allowed uses on the M-2 zone 5 acre commonly owned industrial tract to restrict uses to those indicated to be “outright permitted” as indicated in the current or future M-1 Light Industrial Zone within the Canby Planning and Zoning Ordinance without option for uses otherwise listed in the same ordinance in both the M-1 and M-2 zone as allowed by Conditional Use.
- 4) ☐ The applicant shall record a deed restriction to prohibit any future Comprehensive Plan Map Amendment or Zoning Map Amendment to allow any residential or commercial zone district on the remaining adjacent commonly owned parcel retaining the M-2 zone unless property on both adjacent sides along the Sequoia Parkway frontage are also to be rezoned or have already been rezoned to the same proposed zone district.
- 5) ☐ Driveway access to Sequoia Parkway for the applicant’s two legally existing parcels shall be limited to no more than two between and amongst the two properties unless the applicant can adequately demonstrate full compliance with the 200-foot spacing standard which applies between all new driveways and existing driveways as determined at the time of development application approval.

6) ☐ The applicant shall contribute 4% of the final estimate for the installation of a traffic signal and associated possible restriping of lanes which is preliminarily estimated to range from \$300,000 to \$400,000. This would amount to a rough proportional share contribution to the City from \$12,000 to \$16,000 dedicated specifically for future funding of the signalization project as identified by condition of approval to be added to the City's TSP and SDC capital improvement list by approval of this rezone.

7) ☐ City agreement with the rezone to pursue amendment of the Canby Transportation System Plan to include a traffic signal at S Sequoia Parkway/S Hazel Dell Way intersection in the financially constrained project list, and to amend the System Development Charge (SDC) project list to include a traffic signal at the same intersection by removing a less critical similar cost project due to this projects more immediate higher importance.

SUBMITTED to the Canby City Council and read the first time at a regular meeting thereof on Wednesday, September 16, 2015, ordered posted in three (3) public and conspicuous places in the City for a period of five (5) days, as authorized by the Canby City Charter; and to come up for final reading and action by the City Council at a regular meeting thereof on October 7, 2015, commencing after the hour of 7:30 p.m. in the Council Meeting Chambers located at 155 NW 2nd Avenue in Canby, Oregon.

Kimberly Scheafer, MMC
City Recorder

PASSED on the second and final reading by the Canby City Council at a regular meeting thereof on October 7, 2015, by the following vote:

YEAS _____ NAYS _____

Brian Hodson
Mayor

ATTEST:

Kimberly Scheafer, MMC
City Recorder

ORDINANCE NO. 1421

AN ORDINANCE AUTHORIZING THE PURCHASE OF AN AL120-EZ AIRLESS SLIDE-IN STRIPER FROM EZ-LINER; AND DECLARING AN EMERGENCY.

WHEREAS, the City of Canby desires to purchase a AL120-EZ Airless Slide-in Striper for use by its Public Works Department; and

WHEREAS, the AL120-EZ Airless Slide-in Striper is an essential tool for use of striping City of Canby streets with efficient and seamless lines and having a multiple access to different paint colors; and

WHEREAS, formal quotes were solicited in accordance with public purchasing requirements and EZ-Liner was the lowest cost responder.

THE CITY OF CANBY, OREGON, ORDAINS AS FOLLOWS:

Section 1. The City Administrator is hereby authorized on behalf of the City to enter into a contract with EZ-Liner to purchase an AL120-EZ Airless Slide-in Striper for the purchase price of \$68,000. A copy of the Formal Proposal from EZ-Liner is attached hereto and marked as Exhibit "A" and by this reference incorporated herein.

Section 2. Inasmuch as it is in the best interest of the citizens of Canby, Oregon, to begin purchase the AL120-EZ Airless Slide-in Striper as soon as possible, in order to obtain the special pricing, an emergency is hereby declared to exist and this ordinance shall take effect immediately upon its enactment.

SUBMITTED to the Canby City Council and read the first time at a regular meeting therefore on Wednesday, August 19, 2015; ordered posted as required by the Canby City Charter and scheduled for second reading on Wednesday, September 16, 2015, after the hour of 7:30 pm at the Council Meeting Chambers located at 155 NW 2nd Avenue, Canby, Oregon.

Kimberly Scheafer, MMC
City Recorder

2nd Reading

PASSED on second and final reading by the Canby City Council at a regular meeting thereof on the 16th day of September 2015, by the following vote:

YEAS _____ NAYS _____

Brian Hodson
Mayor

ATTEST:

Kimberly Scheafer, MMC
City Recorder



August 12, 2015

Jerry Nelzen
Public Works Lead
1470 NE Territorial Road
PO Box 930
Canby, Oregon 97013
Phone: 503-266-0759
Cell: 971-253-9173
Fax: 503-266-7238
Email: nelzenj@ci.canby.or.us

Hello Jerry:

Thank you for your interest in EZ-Liner's Model AL-120 airless palletized striper. This machine offers the capability of a truck-mounted striper in an affordable package. The Model AL120 fits into the bed of a standard ¾-ton super-duty pickup or flatbed truck and is simple to mount or dismount. Its large material capacity and high-volume paint pump make it the most productive palletized striper available while its simple design and streamlined controls make it easy to operate and maintain. That's why this striper was the choice of the United States Air Force and is used by contractors, municipalities, counties and state DOTs nationwide. As you can see, the machine can be configured to meet your specific needs. The base model is very capable of handling virtually any need you have for a striper but additional features can enhance your productivity and is the most configurable unit on the market.

The base unit includes: Stand tube, bumper tie down, fuel tank assembly, seat with arm rests and safety belt, manual outrigger with steering wheel, adjustable line guide, 17 gpm Vickers or Parker hydraulic pump, 15 gallon hydraulic tank with magnet at bottom, hydraulic filter, 12 volt electrical system, high pressure filter assembly white, high pressure filter assembly yellow, gun carriage assembly, carriage transport bracket, air compressor with 2 gallon reservoir, Norgren air dryer system, LaMan dryer, agitator hole cover, Honda engine, Model 238-377 Graco paint guns with reverse-a-clean spray tips (various tip sizes available), Model 238-338 Bead Gun (various nozzle sizes available), gun solenoid, manual controller, trailing reversible gun carriage for center or edgeline with pneumatic carriage lift with controls, clamp on line guide, carb compliant fuel tank, stainless steel/water or solvent based compatible, lift points for easy mount/dismount, Model AL120-EZ Training Video (DVD).

Please consider the following quotation:

- 1 Model AL120-EZ airless slide-in striper
- Three gun system (paint and bead capability) with electric gun actuators to raise and lower guns
- Drum draw with holders and tie downs for two drums
- Two drum lid mounted hydraulic agitators
- Standard power pack includes 20 HP Honda engine and two cylinder,

single stage 13 cfm air compressor
 Two 8.6 gpm @ 2000 psi, hydraulic piston paint pumps each with surge chambers
 500# ASME bead tank with regulator
 Two 6" 40 mesh filtration Ingersoll Rand elements
 Electronic Skipline controller
 Hose reel & hand gun (paint and bead)
 David Clark hard wired intercom system
 Hydraulic steering in lieu of manual steering
 Laserline manual laser guidance system (12v with cigarette lighter cord)
 Minimum recommended spare parts kit
 Air system oiler (for longer solenoid life)
 Storage stand with four caster wheels
 Forklift pockets for loading and unloading from side (in addition to std. lift hooks)
 LED safety light system
 Video guidance system (camera facing rearward towards carriage from manual
 sliding bracket and monitor in cab)

*Price for unit as equipped above	\$66,050.00
Shipping to Canby, OR	\$ 1,950.00
Total	\$68,000.00

We will hold the pricing for the September 16, 2015 council reading.

The AL120-EZ is available for shipment within 30 working days ARO. Terms are net 30 for government entities. A training DVD is provided standard with the unit. Any training beyond the video is additional. Please don't hesitate to contact me if you have any questions about this proposal.

Thank you,

Mike Vander Zwaag
 Specialized Equipment Sales
 Vogel Traffic Services
 DBA - EZ Liner Industries
 1920 Albany Pl. SE
 Orange City, IA 51041
Office: 800-373-4016 ext. 11950
Cell: 712-360-1204
Mike.vanderzwaag@ezliner.com



City of Canby Bi-Monthly Report
Department: Administration
For Months of: July & August 2015

To: The Honorable Hodson & City Council
From: Kim Scheafer, MMC, City Recorder
Prepared by: Erin Burckhard, Office Specialist II
Through: Rick Robinson, City Administrator
Date: September 4, 2015

1. Business Licenses:

Seventy-eight (78) new business licenses were issued during the months of July and August 2015. This compares to 45 new licenses issued during July and August 2014. Thirty-two (32) business licenses were inactivated during the months of July and August 2015. This compares to 34 inactivated during the same period in 2014. One hundred eighty-two (182) business license renewals were sent out, compared to 164 in 2014. The total number businesses licensed with the City of Canby is 1,319 of which 652 have Canby addresses.

2. Cemetery:

Total property purchases recorded: July – 2, August – 1
Total interments recorded: July – 3, August – 6

3. Public Records Requests:

Two Public Records Requests were processed during July and August.

4. Training/Meetings:

Kim Scheafer attended an OAMR Records Management Committee meeting on August 13.
Staff attended the City Staff Luncheon on August 13.
Staff attended the Library/Civic Building Groundbreaking on August 31.

5. Special Animal Permits:

No special animal permits were issued in July and August.

6. Sidewalk/Park Vending Permit:

No Sidewalk/Park Vending Permits were issued in July and August.

7. Liquor Licenses Processed:

No liquor license applications were processed in July and August.



City of Canby Bi-Monthly Report
Department: Court
July / August 2015

To: The Honorable Mayor Hodson and City Council
From: Melody Thompson, Administrative Supervisor
Through: Judge Rod Grafe
Date: September 3, 2015

Canby Municipal Court has jurisdiction over all city and state law offenses committed within city limits other than felonies. These include: violations, traffic crimes, misdemeanors and City code violations.

Monthly Statistics

Description	July	August
Traffic Cases Filed	176	200
Parking Citations Filed	22	3
Misdemeanor Cases Filed	9	15
DUII Cases Filed	1	3
Traffic Cases Disposed	231	167
Misdemeanor Cases Disposed	5	7
DUII Cases Disposed	2	2
Traffic Cases Sentenced	83	40
Traffic Cases Dismissed	34	50
Parking Citations Disposed	33	7
Cases Referred to Diversion/Deferred Sentence	26	20
Cases Handled by Violations Bureau	106	80
Cases Receiving Reduced Sentence	6	12
Cases Referred to Collections	62	0
Traffic Trials	8	6
Bench (Judge) Trials	3	2
Jury Trials	0	0

Note: Statistic category terms outlined on page 2

General Activities

Training of Lisa Estrada is underway. Lisa joined the Court staff on August 24th as a temporary full time court clerk to cover an FMLA leave by current court employee.

We implemented Auto Attendant answering feature with information at touch tone for customers: driving directions, what to do if your account is in collections, qualifying for good

driver or fix it programs, etc. This technology is utilized in many customer service businesses and we anticipate it will assist customers with timely routine information. Options in the system direct the customer to press zero at any time during business hours for court clerk assistance.

Xpress Bill pay (on-line payment option for our customers) is expected to launch in the next 45 days.

Priority court procedures have been updated to assist the new court clerk and serve as a resource for police clerks who occasionally step in to assist court. An entire procedure manual review is expected to continue with completion slated for late spring of 2016.

Electronic Court capability: forms, database available in court room. This will reduce cost of duplicate/triplicate printed forms and be more efficient for Court Clerk

Future projects

- Electronic Court capability: forms, database available in court room. This will reduce costs (duplicate/triplicate printed forms are currently used) and create staff efficiencies in court preparation and court day operations.
- Review collection agency proposals collected by the Finance department.

Training/Meetings

Shari Fromm participates in City Safety Committee monthly meetings representing administrative staff in the police and court departments.

Court Programs Authorized by Judge Rod Grafe referred to in statistics:

1. Charges Filed vs. Cases Filed: Multiple charges can be filed on any one defendant from a single traffic stop or arrest. Charges filed reflects this number. Cases filed (also called docket numbers) refers to the unique database number give to a single defendant's matter before the Court whether for violations (including traffic) or misdemeanor crimes.
2. Violations Bureau - Court clerks can accept pleas on a traffic violation, offer a deferred sentence program (if qualified) and set a payment plan. For those charged with a crime a court appearance before the judge is mandatory. Fix it ticket activity will be included in this statistic.
3. Diversion/Deferred Sentence Programs - Involves attending a class, paying a court filing fee and with no convictions during the following two months, the case will be dismissed:
 - Good Drivers Program (no prior traffic convictions in the last five years)
 - 1st Offender - Traffic (if under the age of 18)
 - 1st Offender - Minor in Possession of Alcohol citation



M E M O R A N D U M

TO: *Honorable Mayor Hodson and City Council*
FROM: *Renate Mengelberg, Economic Development Director*
Jamie Stickel Main Street Manager, Mariah Dodson, RARE Participant
THROUGH: *Rick Robinson, City Administrator*

RE: *BI-MONTHLY STAFF REPORT July – August 2015*
ECONOMIC DEVELOPMENT DEPARTMENT

Economic Development Updates

The following projects are funded through Urban Renewal.

Business Recruitment:

Staff developed submitted proposals and assisted projects including:

- A high tech company looking for 30 acres to build a 250,000 square foot facility.
- A Portland based metals company looking for 6 acres for a build to suit building.
- an apartment developer requesting a comprehensive plan and zone change for 6 acres adjacent to Arneson Park. The proposal was presented to the Planning Commission last week and will go before City Council in mid-September. The project would meet a significant shortage in rental housing options for people working in Canby.
- Commissioned a well water rights study for two large industrial properties, funded by Clackamas County, to provide critical information for two business recruitment efforts.

Business Retention:

Staff, Chamber of Commerce, Clackamas County and State of Oregon leaders meet with industrial employers including Shimadzu, Pioneer Pump, Cascade Engineering Technologies, OBC NW, JV Northwest, and Product Manufacturing. Outreach visits focused on understanding business needs and opportunities and linking them to resources to help them succeed.

Downtown Redevelopment:

Staff continues to work with Hanlon Development to refine a mixed use development concept for the Civic block. Summer activities focused on a preliminary proforma to identify project costs, timelines permitting process, fees, etc. The developer is working to purchase property and solidifying investor commitments. A formal proposal is planned for Council this fall.

Negotiations ended with International fitness that was interested in leasing the library building. Concerns about lease terms and tenant improvements could not be reconciled. The city has been approached by another tenant with a very preliminary concept that staff is considering.

Manufacturing Day Planning:

This year's event begins October 2nd with high school student tours of nine local manufacturers. Three more companies were added to keeps group sizes more manageable. Tours highlight local job opportunities. Several manufacturers will also present to City Council, the Chamber of Commerce, and the Canby School Board. An open house at the Canby Career and Technical Center for local businesses has been added this year.

Main Street Updates

The following projects are funded through Urban Renewal.

Promotion

- **Downtown Canby First Friday** – The 2015 First Friday program continued on July 3rd with eight businesses participating, and the Arts and Culture sculpture unveiling. The August First Friday had nine businesses participate. This program continues to evolve and find new ways to encourage participation from businesses and citizens.
- **Community Street Dance** – The City of Canby has been meeting with several community partners, including downtown businesses, the Canby Herald, the Canby Chamber, and citizens. This idea originated with Ken Arrigotti, owner of the Backstop Bar & Grill, and has been a community effort. The dance was held on Friday, August 28th from 5-10pm. The successful first year event included live music from “Global FM” as well as other local musicians. Food and drink vendors lined the parking lot on NW 2nd Avenue between Grant and Fir. Various free children’s activities from facepainting, creation station, and bouncy house lined the streets.



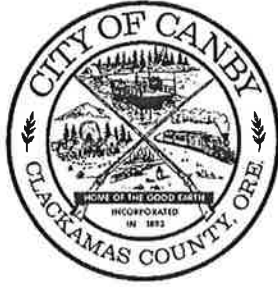
Organization

- **Historic Review Board** – The Historic Review Board has received approval of funds from the Certified Local Government (CLG) Grant. After the approval, the board has been working with the State Historic Preservation Office (SHPO) to begin work on the five Intensive Level Surveys. SHPO has helped to create a Request for Proposals – which is the framework for what the City expects a contractor to complete during the process.
- **Oregon Main Street “Meet Up”** – The Oregon Main Street Program held its first Meet Up for Main Street practitioners. The meeting was held in Newberg with Main Street Managers from throughout the area. It is a place for Main Street Managers to talk on the successes, future goals, and issues associated with Main Street Programs in Oregon. The meetings are part of the participation in the Oregon Main Street program, and occur quarterly.

Design

- **Arts & Culture Advisory Council of Canby Art Installation** – The Arts and Culture Advisory Council installed three new permanent sculptures and added them to plinths on NW 1st Avenue. After receiving six submissions, the council met with the chosen artists and signed contracts. The Arts & Culture Advisory Council found works that complemented Canby's unique identity and the current, permanent public art. The unveiling was held on First Friday, July 3rd. The three artists are Kate Simmons, Ben Dye, and Jim Johnson.





Bi-Monthly Finance Department Report

To: Mayor Brian Hodson & City Council Members
From: Haley Fish, Finance Director
Through: Rick Robinson, City Administrator
Covering: July & August 2015
Compiled by: Suzan Duffy

In addition to providing services and responding to inquiries from both internal and external customers, and performing the tasks listed statistically on the last page, the Finance Department reports the following items of interest this period.

- The **2015-2016 Budget** document was formatted and finalized. It is posted on the City website. Required filings were submitted to the Secretary of State and the County Tax Assessor. This includes certification of property taxes as well as delinquent sewer charges.
- **Sewer rates** were updated according to the approved fee schedule. Commercial customer rates were also adjusted for those tied to water usage. These amounts are provided to us by Canby Utility. Rate increases generated a greater response this year, possibly related to the fact that residential bills now exceed \$50 per month.
- The **fiscal year ended June 30th**. Finance staff is in the process of reconciling accounts and accruing revenues and expenses earned and incurred in the prior year but not paid or received as of June 30th in accordance with generally accepted accounting principles. This can include all types of revenue from taxes to grants, and expenses from payroll to capital improvements.
- The fiscal year end also triggers preparation for the **annual audit**. We completed a RFP process in which the Municipal Audit and Financial Oversight Committee participated which resulted in contracting with a new audit firm, Grove, Muller & Swank PC. The new auditors **completed preliminary fieldwork** in August which consisted of three auditors onsite gaining an understanding of the City's internal controls over financial reporting and substantially testing transactions to verify they were properly authorized and accurately recorded. Final Fieldwork is scheduled in November and we expect to issue the Comprehensive Annual Financial Report and get our audit opinion by mid-December.

- Finance is in the process of implementing the **dissemination of paystubs electronically** through a secure online portal. Additional information will be provided to employees with their September 4th paystubs and we plan to discontinue paper paystubs for those with direct deposit starting with the September 18th pay period.

- Finance continues to perform a support function in the implementation of an **online payment portal for Court**.

- Finance is actively assessing and updating our merchant service card readers so that all point of sale locations will be **compliant with EMV chip technology** by the October 1st deadline.

- As approved through the budget, Finance has upgraded to Caselle's software assurance support agreement. Included with this level of maintenance and support is an **upgrade to our current accounting software**. In addition, the City negotiated **two new modules: electronic timekeeping and Human Resources**. Finance has initiated the implementation process for the upgrade and new modules which should continue through the end of the calendar year.

- Finance reviewed the assumptions and provided information required by the actuary to complete the City's **GASB 45 Valuation** of Postemployment Benefits as of August 1, 2014. The information in this valuation will be used in preparing the City's Comprehensive Annual Financial Report (CAFR).

- **PERS** provided audited Schedules of Employer Allocations and Pension Amounts by Employer, along with draft footnotes samples for employers to utilize when implementing the new reporting requirements of **GASB 68** in the City's CAFR for the year ended June 30, 2015.

- A **budget transfer resolution** was approved to increase capital outlay appropriations in the Swim Levy Fund to accommodate maintenance planned to be complete during the pool closure the first week of September.

- Finance staff participated in the following meetings, trainings and events this period:

- ODOT meeting to discuss road improvements related to the potential of the rail road right of way
- Finance participated in various meetings related to potential street and economic development projects
- Benefits Fair
- Caselle User Group meeting
- Safety Committee meeting/inspection
- Employee Barbecue
- Library Director interviews
- Library/Civic Building Groundbreaking

Statistics this period:

- **Accounts Payable**

Invoices:	595
Invoice entries:	832
Encumbrances:	67
Manual checks:	15
Total checks:	378
- **Payroll**

Timesheets processed:	462
Total checks and vouchers:	553
New hires/separations:	3/4
- **Transit Tax Collection**

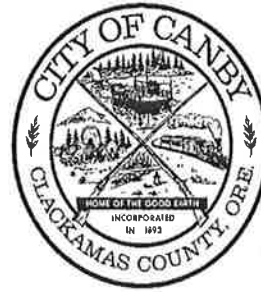
Forms sent:	26
Delinquent notices sent:	48
Non-filed notices sent:	172
Collection notices sent:	7
Accounts sent to collections:	6
Accounts opened/closed:	81/32
Returns posted:	748
- **Utility Billing**

Bills sent:	9184
Counter payments:	273
Accounts opened and closed:	160
Lien payoffs:	7
Lien payoff inquiries:	60
Collection notices sent:	9
Accounts sent to collections:	10
- **General Ledger**

Total Journal entries:	495
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- **Cash Receipts Processed**

Finance:	1462
Utility:	646

CANBY PUBLIC LIBRARY
BI-MONTHLY STAFF REPORT
July - August 2015



TO: Honorable Mayor Hodson and City Council
FROM: Hanna Hofer, Library Staff
THROUGH: Rick Robinson, City Administrator
DATE: Sept. 2, 2015

Youth & Family Programming:

August 7 concluded another very successful Summer Reading program. This annual extravaganza of reading and science activities helps children return to school ready to learn. This year's motto "Every Hero Has A Story" resulted in a large variety of programs such as *Marvel Madness Movie* nights, *Superhero Self Defense*, *Frankentoys*, *Mad Science*, magic shows, theater productions, puppet shows, a presentation of Indian artifacts by the Museum of Natural and Cultural History, a visit from the ever so popular *Reptile Man* (attracting 110 people), and much more.

- 250 teens signed up for the Summer Reading program with seventy of them completing the reading challenge. The finishers collectively read 2,429 hours in an eight-week period. Eight teen events attracted a total of seventy-nine participants.
- 854 Readers, Read-to-me and Book Babies registered for the Summer Reading program with a total of 214 participants completing the program. The 214 participants read a total of 5455 hours. Top readers this year are Malachi Kercher 185 hours, Cassandra Garrett 85 hours, Brianna Lopez Garcia 75 hours, Jolie Rodolph 65 hours, Lacey Canutt 45 hours, Kiriya Chernishov 45 hours, and Wendy Spillum 45 hours.

Summer Reading isn't just for children. The library also offered incentives for adults to indulge in some extra reading. Over 300 adult library users picked up a summer reading log and 125 completed the log which required them to read five books. Twelve lucky winners received a \$25 gift card to our local Thriftway Store, generously sponsored by the Friends of the Canby Library.

In addition to the Summer Reading programs the library offered a slightly adjusted schedule of storytimes and outreach efforts. Seventeen storytimes were attended by 225 children. Our children librarians attended five outreach events where they connected with a total of 414 people.

Every Hero Has A Story Award: In conjunction with the summer reading theme of the same name, the library asked community members to nominate their personal “hero”. Walt Daniels was awarded the “Every Hero Has A Story” award during a brief ceremony on August 12 in Wait Park.

Community involvement. Volunteers donated 366 hours in July and August, helping the library keep up with patron demand by pulling holds, sorting, and shelving. On July 4, the Friends of the Library hosted their annual book sale, which raised revenue to support library programming and special projects.

Staffing: The library welcomed Lisa Need. Lisa is filling a 13 hour/week part-time Library Assistant I position. This position became available due to a request for reduced hours by a staff member who is pursuing additional schooling, and the retirement of another staff person.

Other programs. The *See To Read* initiative in partnership with Oregon Lions, Oregon Elks, and OHSU offered a free vision screening for children ages three to seven at the library. This event was attended by fifteen children and their parents.

A sampling of upcoming programs. New and established.

- Movie Nights in English Sept. 9 at 6 pm and in Spanish Sept. 19 at 6 pm
- Two new book clubs.
OBOB Reader’s Circle meeting the 3rd Friday of every month at 4 pm. This group will talk about Oregon Battle of the Book titles.
- **Book Worms** (geared towards 2nd & 3rd graders) will meet every 4th Saturday of each month at 1:30 pm talking about Beverly Cleary Children’s Choice Award books.
- Citizenship classes will be offered in Spanish and English every Thursday at 7 pm. This class will offer study opportunities for those interested in applying for U.S. citizenship.
- The library has partnered with Worksource Clackamas to offer workshops on resume writing, interview coaching and work skills training. The next workshops are scheduled for September 2 starting at 10 am and on September 3 starting at 9 am. We are cautiously optimistic that Worksource Clackamas will continue these workshops well into the new year.
- A Master Gardener Talk on saving seeds is on the roster for September 15 at 6:30 pm.
- *Building the Columbia River Highway: They Said It Couldn’t Be Done* is an author talk about this famous highway, scheduled for September 22 at 6:30 pm.
- *The Soil Will Save Us: How Scientists, Farmers, and Foodies are Healing the Soil to Save*

the Planet, the author will discuss how to turn atmospheric carbon into beneficial soil carbon, on September 29 at 6:30 pm.

- Our knitting and crocheting group will start up again on September 25 at 4 pm.
- Music in the Stacks is back after taking a summer break. The Finnish duo *Vellamo* will perform on September 19 at 2:30 pm.

New library planning. Library staff is excited about the new library and is following the progress closely.



PLANNING & DEVELOPMENT SERVICES

JUL-AUG 2015 BI-MONTHLY REPORT

TO: *Honorable Mayor Hodson and City Council*
FROM: *Bryan Brown, Planning Director*
DATE: *September 4, 2015*
THROUGH: *Rick Robinson, City Administrator*

The following report provides a summary of the Planning and Development Services activities for the months of July and August, 2015. Please feel free to call departmental staff if you have questions or desire additional information about any of the listed projects or activities. This report includes planning activities, a listing of land use applications and development site plan review coordination projects for building permits.

Planning Activities

1. **North Redwood Master Plan.** A combined Stakeholder/Technical Advisory Committee meeting was held on July 14 to review the draft plan with the alternatives and proposal for infrastructure financing. The project is on schedule and for a revised Draft Plan to be presented to the Planning Commission and City Council in mid-September for adoption.
2. **Community Development Block Grant Application.** Staff quickly responded to notice that our proposed NE 10th Avenue CDBG application would no longer qualify and be eligible for funding by choosing and submitting an alternative grant application for sidewalk improvements on N Cedar Street across from Eccles School. The County was supportive in allowing the City to make this alternative change in projects for grant funding.
3. **Quiet Zone.** Considerable work transpired to see if there was any way to resolve a technical issue that was identified at the intersection of OR 99E and N Elm St. ODOT's signal improvement project did not modify the turning radius at the NE corner of OR 99E and N Elm (right hand turn from OR 99E N onto Elm) to better accommodate large trucks as planned. A power pole is in the way and would likely have to be moved to accommodate the proper improvements required. Money is not currently available from ODOT to do this, or the City. Current configuration interferes with qualification for the less expensive Quiet Zone Improvements planned at this intersection. Additional funding for a full crossing arm solution may be needed to move forward with the quiet zone.
4. **Land Needs Study.** No change this period. Staff hopes to complete the study using data from the expected adoption of the N Redwood Concept Plan. The land needs study provided critical data needed to support zoning and annexation applications and especially to provide justification for future Urban Growth Boundary expansion requests.
5. **Miscellaneous Activities.**
 - Staff assisted with civic center space planning.
 - Staff presented some amendments to the Master Fee Schedule for adoption by the City Council in August.
 - Continued to attend and assist with Traffic Safety Commission meetings, and the Pedestrian & Bike Committee.

Land Use Application Activity

6. Pre-Application Conference(s) Held:

- August 12, 2015, Bowen Building Expansion, 26,400 sq. ft. facility for manufacturing and storage in the Pioneer Industrial Park
- August 27, 2015, Sprague 23 lot single family residential subdivision at 3500 N Maple Street

7. Land Use Applications Submitted July 1 – August 31, 2015:

City File #	Applicant	Project	Address
CPA 15-02/TA 15-01	City of Canby	N Redwood Development Concept Plan	66 acres south of Territorial Rd; West of UPRR; East of N Redwood, & North of OR Hwy 99E
DR 15-02	Tracy Boyce	OBC Northwest 15,000 sq. ft. storage building	1178 & 1158 S Berg Pkwy
FP 15-09	Tom Kendall, OR Development West	Faist 6 Subdivision	1866 SE 13 th Ave
FP 15-10	Chris & Jennifer Scharmota	Final Plat Lot Line Adjustment	577 & 615 NE 21 st Ave
FP 15-11	Jason Bristol	Emerald Gardens Townhomes	145 NE 3 rd & 433 NE 4th
PRA 15-06	VLMK-Bowen Development	Warehouse Building 26,400 sq. ft. expansion	155 S Hazel Dell Way
PRA 15-07	Doug & Lori Sprague	N Maple St Subdivision	3500 N Maple St
PRA 15-08	Peter Hostetler	Partition one lot into two lots	483 S. Redwood St.
SN 15-07	Hannah Signs	ATT Wall Signs	1075 SW 1st Ave
SN 15-08	Advanced Electric Signs	Frack Burger Wall Signs	1001 SW 1 st Ave
SN 15-09	Ramsey Signs	Great Clips Wall Signs	1075 SW 1 st Ave

8. Pre-Construction Conference(s) Held:

- July 16, 2015 Hope Village Cottages on S. Fir Street
- July 22, 2015 Western Storage, Phase III on SE Fir Street
- August 5, 2015 Fred Meyer Fuel Facility at N Locust Street & Hwy 99E
- August 6, 2015 Franz Meadow Subdivision on N Pine Street

9. PC Meeting Items Reviewed:

- Work Session with City Council to discuss N Redwood Development Plan
- Canby Commons Apartments, Comprehensive Plan Amendment, Zoning Map Amendment and Lot Line Adjustment applications
- OBC Northwest, Site and Design Review for 15,000 sq. ft. warehouse

10. Site Plans Submitted for Zoning Conformance and Authorization for Release of County Building Permit July 1, through August, 2015

CITY FILE #	APPLICANT	PROJECT	ADDRESS
SP 15-95	Pacific Lifestyle Homes/Kayne Halliday	SFR	285 SE 14 th Pl, Lot 45
SP 15-94	Pacific Lifestyle Homes/Kayne Halliday	SFR	1475 S Locust Street
SP 15-93	Gary Burgin	Replace Window and door	1314 SE 12th Loop
SP 15-92	Larry Wecker Construction	Patio Cover	2780 N Maple Ct
SP 15-91	Pacific Lifestyle Homes/Kayne Halliday	SFR - Dinsmore Estates II	325 SE 13th Place
SP 15-90	Hope Village	Cottages/Duplexes (3) 6 DU's	1401 S Fir Street
SP 15-89	Western Storage	Storage Facility	1380 SE 3rd Avenue
SP 15-88	Stafford Development Co	Demo house on Franz Meadow	1546 N Pine St
SP 15-87	Pacific Lifestyle Homes/Kayne Halliday	SFR	304 SE 14th Ave, Lot 47
SP 15-86	August Brehm	Interior repair load bearing wall in basement	2166 N Locust St
SP 15-85	Stafford Homes & Land, LLC	SFR - Pine Meadow	1106 NE 17th Ave, Lot #1
SP 15-84	Stafford Homes & Land, LLC	SFR - Pine Meadow	1138 NE 17th Ave, Lot 4
SP 15-83	Stafford Homes & Land, LLC	SFR - Pine Meadow	1298 NE 17th, Lot 9
SP 15-82	Stafford Homes & Land, LLC	SFR - Pine Meadow	1126 NE 17th Ave, Lot 3
SP 15-81	K Hartwell	Kitchen remodel	1225 N Grant

SP 15-80	White River Homes, Will Snyder	SFR	362 NW 6th Ave
SP 15-79	White River Homes, Will Snyder	SFR	760 NW 10th, Northwoods Lot#73
SP 15-78	Fred Meyer Fuel Station-Anderson, Whalen & Associates, Jake Tate	Fuel Station	369 SE 1st Ave
SP 15-77	Tom Scott	SFR	245 SE 14th Place, Lot 44
SP 15-76	Jose Lopez	New Carport	154 S Knott St
SP 15-75	Sprint Wireless-Lynx Consulting	Replace Antennas & Equipment	1239 SE 1st Ave
SP 15-74	Pacific Lifestyle Homes/Kayne Halliday	SFR	332 SE 14th Place
SP 15-73	Andrea Hall	3 Room Home Addition	1250 N Manzanita Street
SP 15-72	Stafford Homes & Land, LLC	SFR - Pine Meadow	1245 NE 17th Avenue
SP 15-71	Pacific Lifestyle Homes/Kayne Halliday	SFR - Dinsmore Estates II	1407 S Larch Street, Lot 68
SP 15-70	Stafford Homes & Land, LLC - Levi	SFR	1688 N Plum Ct, Lot 11
SP 15-69	Stafford Homes & Land, LLC - Bryce	SFR	1286 NE 17th Avenue, Lot 8

11. Active Permit Finals by Clackamas County, July 1 – August 31, 2015

PELLATZ, NEW SFR	1060 N HAWTHORNE CT
DINSMORE ESTATES LOT 64, NSFR	1335 S LARCH ST
INTERIOR REMODEL - WIDEN DOORWAY & REMOVE NON BEARING WALL	1485 N LOCUST ST
CANBY NSFR	1120 N ELM ST
LANE - ADU STRUCTURE	1350 N BIRCH ST
DINSMORE ESTATES LOT 60 NSFR	326 SE 13TH PL



City of Canby Bi-Monthly Report
Department: Police
July / August 2015

To: The Honorable Mayor Hodson and City Council
From: Chief Bret Smith
Through: Rick Robinson, City Administrator
Date: September 3, 2014

Monthly Statistics

Description	July	August
Calls for Service - All	1924	1898
Calls for Service – Code Enforcement	70	76
Custodies/Arrests	39	42
All Incident Reports	161	175
Traffic Citations	292	246
Traffic Accidents	9	8
Traffic Complaints	11	23
Parking Citations	23	8
False Alarm Calls	40	47
Abandoned Vehicle / Parking Complaint Calls	45	57
Animal Complaints	14	17
Other Ordinance Viol. Complaints	15	11

Traffic Program Reports - attached.

Training and Tactical Team Reports – attached.

Meetings & Events Attended – Chief Smith / Lt. Tro

- Canby Adult Center lunch service – Monthly
- Trost & Knight Elementary Schools - Terrific Kids Presentation
- Canby Area Chamber of Commerce Lunch – Thriftway
- Canby Fire Department – Fireworks Committee planning
- CAT (transit) Safety / Tactical Incidents
- Amateur Radio Emergency Service – equipment for Canby PD EOC
- Chief Rod Lucich – Molalla PD
- C800 Meeting / Fire & Law Services (CCOM-Clackamas County Dispatch)
- Monthly Police Chiefs – Milwaukie PD
- City Health Benefits Fair
- Capt Dave Rash – Milwaukie Police Dept.
- Court Clerk Interview – Jorge Tro & Melody Thompson

- Western Oregon University – Intern Jake Stigall & Professor Stephen Gibbons
- Portland Joint Terrorism Task Force Meeting
- Bob Cozzie – Director / CCOM
- Daniel Pearson – Reporter / Canby Herald
- City of Canby All Staff Barbeque – Molalla State Park
- DPSST - Graduations
- DUII Search Warrant Training
- Nancy Sebastian – Canby Education Foundation/Peace Garden
- Asst. Chief Jim Ferraris – Salem PD
- CAD and MOBILE (MDT) Demonstration - Tigard
- Canby Diversion Pilot Program
- Canby Rotary- Lt. Tro
- Canby City Managers meetings
- Farewell lunch with Brett Ethington

Canby Swim Center Report

From: Eric Laitinen, Aquatic Program Manager

Date: September 4, 2015

Re: Bi-monthly Report

The Canby Swim Center just finished out the summer of swimming lessons, public swims and swim team. So far this year, the numbers look great. We are currently closed for our annual pool maintenance for two weeks. We will be reopening on Monday September 14th.

The summer programs all went as planned and there was great numbers this summer. The swimming lessons were busy all summer even through the end of August. Penguin Club had great numbers this year with over 60 kids participating again this year. The Penguin Club meet ending the summer junior swim team was great again this year. The stands were full and the swimmer all had a great time. At the meet the swimmers get a tee shirt and ribbons for the races that they swam. It is really a fun finish to the program.

Attendance and revenue numbers are very good so far this year. We had a fantastic July and August. We finished the summer up 7000 swims over July and August of last year. Revenue is doing well too as we are up \$3,800 over last year.

Maintenance is going well thanks to David Biskar, Nathan Templeman and their work crew. They are deep cleaning and painted everything and doing the usual maintenance on the mechanical systems. It was time to do some touch ups on the deck as we resurfaced it several years ago and the high traffic areas needed some extra help. As usual it is going well and everything should be ready to go when we open in 10 days.

We get back going on September 14th at 5am with the fall schedule. We have public lessons available for kids and adults, water exercise, lap swims and public swims. Masters Swimming will also start again in the fall and we have some school lessons scheduled for October. The winter Schedule will begin November 15th.

CANBY SWIM CENTER	ADMIT	ADMIT	PASS	PASS	TOTAL	TOTAL	YTD TOTAL	YTD TOTAL
July	2014	2015	2014	2015	2014	2015	13-14	14-15
MORNING LAP	58	59	339	366	397	425	397	425
ADULT RECREATION SWIM	68	35	534	506	602	541	602	541
MORNING WATER EXERCISE	59	96	346	410	405	506	405	506
PARENT/ CHILD	214	390	0	0	214	390	214	390
MORNING PUBLIC LESSONS	1785	2038	0	0	1785	2038	1785	2038
SCHOOL LESSONS	0	0	0	0	0	0	0	0
NOON LAP	41	84	216	152	257	236	257	236
TRIATHLON CLASS	0	0	0	0	0	0	0	0
AFTERNOON PUBLIC	775	994	94	147	869	1141	869	1141
PENGUIN CLUB	0	0	776	761	776	761	776	761
CANBY H.S. SWIM TEAM	0	0	0	0	0	0	0	0
CANBY GATORS	0	0	628	779	628	779	628	779
MASTER SWIMMING	0	0	0	0	0	0	0	0
EVENING LESSONS	1565	1462	0	0	1565	1462	1565	1462
EVENING LAP SWIM	66	59	139	98	205	157	205	157
EVENING PUBLIC SWIM	980	839	54	131	1034	970	1034	970
EVENING WATER EXERCISE	55	116	52	51	107	167	107	167
ADULT LESSONS	0	0	0	0	0	0	0	0
GROUPS AND RENTALS	186	139	0	0	186	139	186	139
OUTREACH SWIMMING	526	449	0	0	526	449	526	449
TOTAL ATTENDANCE	6,378	6,760	3,178	3,401	9,556	10,161	9556	10161

FROM : ERIC LAITINEN, AQUATIC PROGRAM MANAGER
SUBJECT: Attendance Numbers for August 2015
DATE: September 2015 Report

CANBY SWIM CENTER	ADMIT	ADMIT	PASS	PASS	TOTAL	TOTAL	YTD TOTAL	YTD TOTAL
August	2014	2015	2014	2015	2014	2015	13-14	14-15
MORNING LAP	75	51	273	332	348	383	745	808
ADULT RECREATION SWIM	47	23	442	515	489	538	1091	1079
MORNING WATER EXERCISE	54	84	338	393	392	477	797	983
PARENT/ CHILD	284	172	0	0	284	172	498	562
MORNING PUBLIC LESSONS	1558	1626	0	0	1558	1626	3343	3664
SCHOOL LESSONS	0	0	0	0	0	0	0	0
NOON LAP	53	60	215	136	268	196	525	432
TRIATHLON CLASS	0	0	0	0	0	0	0	0
AFTERNOON PUBLIC	627	806	55	107	682	913	1551	2054
PENGUIN CLUB	0	0	167	345	167	345	943	1106
CANBY H.S. SWIM TEAM	0	0	0	0	0	0	0	0
CANBY GATORS	0	0	400	420	400	420	1028	1199
MASTER SWIMMING	0	0	0	0	0	0	0	0
EVENING LESSONS	1456	1226	0	0	1456	1226	3021	2688
EVENING LAP SWIM	49	47	111	71	160	118	365	275
EVENING PUBLIC SWIM	593	674	26	59	619	733	1653	1703
EVENING WATER EXERCISE	35	88	35	44	70	132	177	299
ADULT LESSONS	0	0	0	0	0	0	0	0
GROUPS AND RENTALS	235	285	0	0	235	285	421	424
OUTREACH SWIMMING	0	0	0	0	0	0	526	449
 TOTAL ATTENDANCE	 5,066	 5,142	 2,062	 2,422	 7,128	 7,564	 16684	 17725



July and August, 2015
Monthly Reports

Facilities – Dan Mickelsen
Fleet Service – Joe Witt
Parks Department – Jeff Snyder
Public Works – Jerry Nelzen

Facilities Maintenance
July & August 2015
Prepared by Dan Mickelsen

Hot Hot Hot! We dodged a bullet with the HVAC systems, I was just waiting for the call that something, somewhere went down. Knock on wood it has not happened. It was close on one of the roof top units at the PD but after some tinkering I got things to re-set and we were good to go. Thanks to Ryan in the I.T. department for getting a monitor and keyboard for the server room at the P.D. with my name on it and the words "do not remove". I did spend quite a bit of time meeting with contractors and going over the scope of work to be performed and securing bids for projects at the Adult Center and another in the Fleet services department. I also worked with the City Attorney trying to shake one of our vendors.

Police; 7w/o requests. I showed up at the P.D. in the early a.m. and noticed the rear door was wide open. I thought, gee I didn't know you could do that and it's not very secure. Well in transit to the PD they had e-mailed me to come take a look. As it was, a screw had backed out and fell into the mechanism which caused havoc. I had to call out the installer, as for the life of me I couldn't figure out how to lift that heavy door out. The parts came in for repair to the Sally Port door and it was put back in service. I also repaired one of the AC units, replaced some lamps and fixed a desk. 22.5 hrs total.

Adult Center; 2 w/o requests. I made several trips to the center dealing with a mysterious plumbing problem and my first instinct was right. The staff noticed a couple wear spots or holes on the kitchen walls. If left alone it could turn into a serious problem. Due to the fact builders and remodelers are so busy I did find two that were willing to give me a price quote on covering the entire wall with reinforced fiberglass panels. All that's left is getting the job scheduled which can be somewhat of a challenge as the Adult Center is a really busy place. 6.5 hrs total.

City Hall; 5 w/o requests. I was called to take care of a mouse nest in an exterior wall of the council chambers. Where the small hole came from I'm not sure, It wasn't there the last time I pressure washed the building. Anyway I mixed up some fast set mortar to repair the hole and set out to rid the place of the mice. The mouse must have been unique as it left behind

feathers and a lot of bird manure, let alone a nice little nest. (It wasn't a mouse). I made sure the bird had left the area then cleaned out the hole and patched it with mortar. I also secured one of the covers for the window wells, washed and re installed the window screens and cleaned some gutters while it was dry. 11.5 hrs total.

Transit Dept. 4 w/o requests. The Transit department had two storage sheds installed in their new parking lot. I was asked to install lights, plugs, work benches and some peg board for hanging stuff. I contacted an electrical contractor to do the trenching, and wire the buildings for lights and plugs each on their own circuit. The finished product turned out nice and they are thrilled with the results. I'm currently re working the HVAC maintenance agreement as well. 20.5 hrs total.

Tech Services Department
Bi-Monthly Report for July and August, 2015

From: Amanda Zeiber
Prepared By: Bryce Frazell
Date: September 3, 2015

Google Analytics Summary Report: July and August 2015

<u>Audience Overview</u>	<u>July</u>	<u>August</u>
Sessions (site visits)	10,239	9,045
Users/unique visitors	7,394	6,379
Page Views	24,856	22,032
Pages per Session	2.43	2.44
Average Session Duration	1 min 44 sec	1 min 48 sec
Bounce Rate (% of single-page visits)	52.25%	52.45%
New Sessions/Users	60.51%	58.02%

Numbers are down slightly from the June report

<u>New Vs. Returning Visitors</u>	<u>July</u>	<u>August</u>
New	60.53%	58.02%
Returning	39.47%	41.98%

<u>Browser & Operating System</u>	<u>July - Top 5 Browsers Used:</u>	<u>August - Top 5 Browsers Used:</u>
	Chrome (38.56%)	Chrome (39.80%)
	Safari (26.17%)	Safari (27.42%)
	Internet Explorer (18.98%)	Internet Explorer (17.08%)
	Firefox (10.16%)	Firefox (9.64%)
	Android Browser (3.3%)	Android Browser (3.12%)

Top 5 Browsers have been in the same order for February, March, April, May, June, July, August 2015

<u>Overview (Technology)</u>	<u>July</u>	<u>August</u>
Desktop	54.76%	51.38%
Mobile	38.31%	40.93%
Tablet	6.92%	7.69%

Desktop Computers and Mobile Phones continue to lead when accessing the website

<u>Mobile Devices (top 3)</u>	<u>July</u>	<u>August</u>
	Apple iPhone (39.98%)	Apple iPhone (38.90%)
	Apple iPad (10.19%)	Apple iPad (10.57%)
	Not Set (6.71%)	Not Set (6.46%)

Same top 2 mobile devices for the past 10 months. Gray section of pie charts is "all others"

<u>Landing Pages (formerly Pages Visited): Top 5</u>	<u>July</u>	<u>August</u>
	City Home Page	City Home Page
	Job Openings	Swim Center Home Page
	Swim Center Home Page	CAT Routes
	CAT Home Page	CAT Home Page
	CAT Routes	Job Openings

Top 5 visited pages keeping very consistent with rankings changing occasionally

KEY

Sessions (total number of sessions to your site)

Users (total number of unique users to your site – unduplicated visits)

Pageviews (total number of pages viewed on your site – repeated views of a single page are counted)

Pages per Session (average number of pages viewed per session - repeated views of a single page are counted)

Average Session Duration (average session length of all users)

Bounce Rate (percent of single-page sessions – visits in which a person left your site from the entrance page)

New Sessions/Users (percent of total users who came your site for the first time)

JULY 2015

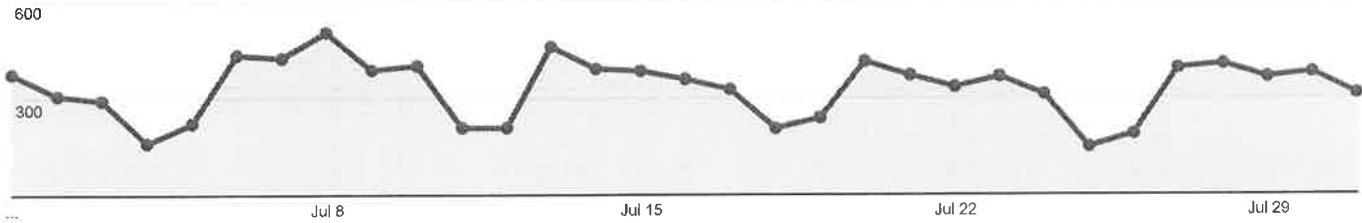
Audience Overview

Jul 1, 2015 - Jul 31, 2015

All Sessions
100.00%

Overview

Sessions



Sessions
10,239

Users
7,394

Pageviews
24,856

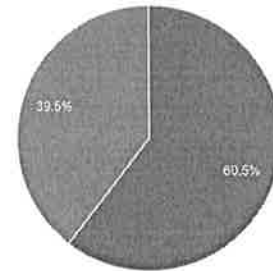
Pages / Session
2.43

Avg. Session Duration
00:01:44

Bounce Rate
52.25%

% New Sessions
60.51%

■ New Visitor ■ Returning Visitor



Language	Sessions	% Sessions
1. en-us	9,567	93.44%
2. ru	245	2.39%
3. ru-ru	156	1.52%
4. en	58	0.57%
5. es-es	48	0.47%
6. es-419	29	0.28%
7. pt-br	23	0.22%
8. en-gb	17	0.17%
9. en-ca	13	0.13%
10. c	11	0.11%

New vs Returning

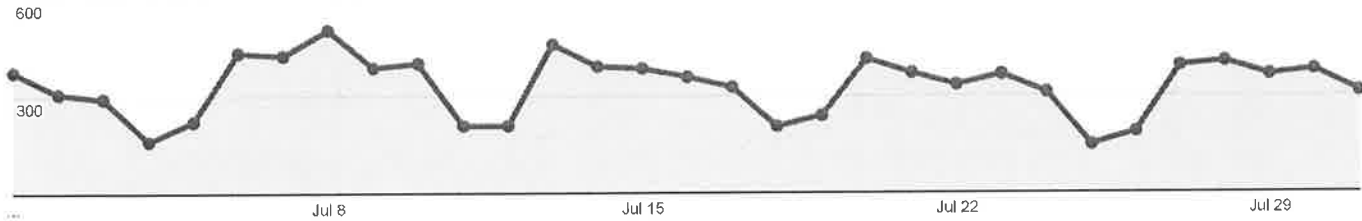
Jul 1, 2015 - Jul 31, 2015

 All Sessions
100.00%

Explorer

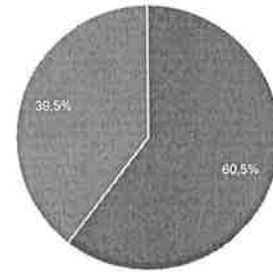
Summary

● Sessions



User Type	Sessions	Sessions
	10,239 % of Total: 100.00% (10,239)	10,239 % of Total: 100.00% (10,239)
1. ■ New Visitor	6,198	60.53%
2. ■ Returning Visitor	4,041	39.47%

Contribution to total: Sessions



Rows 1 - 2 of 2

Browser & OS

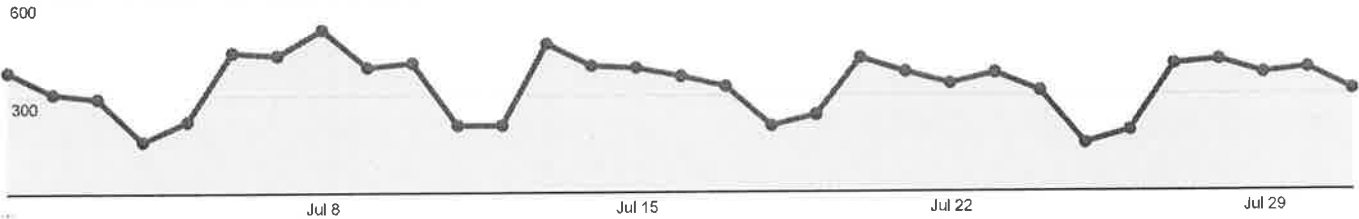
Jul 1, 2015 - Jul 31, 2015

All Sessions
100.00%

Explorer

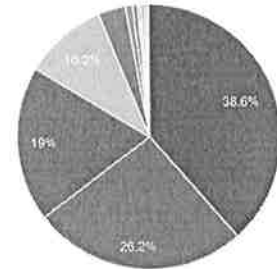
Summary

Sessions



Browser	Sessions	Sessions
	10,239 % of Total: 100.00% (10,239)	10,239 % of Total: 100.00% (10,239)
1. Chrome	3,948	38.56%
2. Safari	2,680	26.17%
3. Internet Explorer	1,943	18.98%
4. Firefox	1,040	10.16%
5. Android Browser	338	3.30%
6. Opera	92	0.90%
7. Amazon Silk	58	0.57%
8. YaBrowser	45	0.44%
9. (not set)	44	0.43%
10. Safari (in-app)	37	0.36%

Contribution to total: Sessions



Rows 1 - 10 of 17

Overview

Jul 1, 2015 - Jul 31, 2015

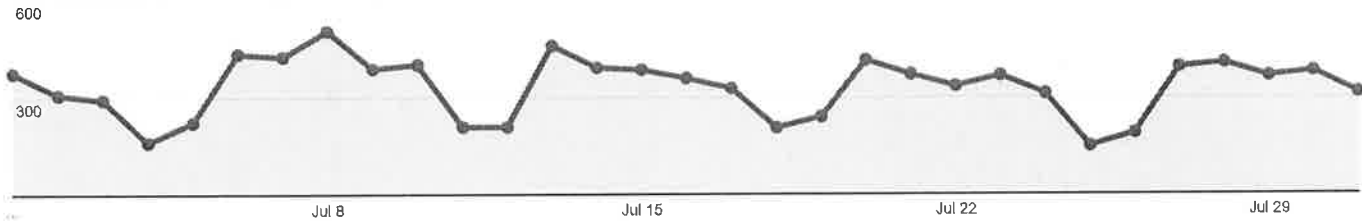


All Sessions
100.00%

Explorer

Summary

Sessions



Device Category

Sessions

Sessions

Contribution to total: Sessions

10,239

% of Total: 100.00% (10,239)

10,239

% of Total: 100.00% (10,239)

1. desktop

5,607

54.76%

2. mobile

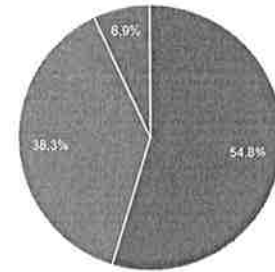
3,923

38.31%

3. tablet

709

6.92%



Rows 1 - 3 of 3

Devices

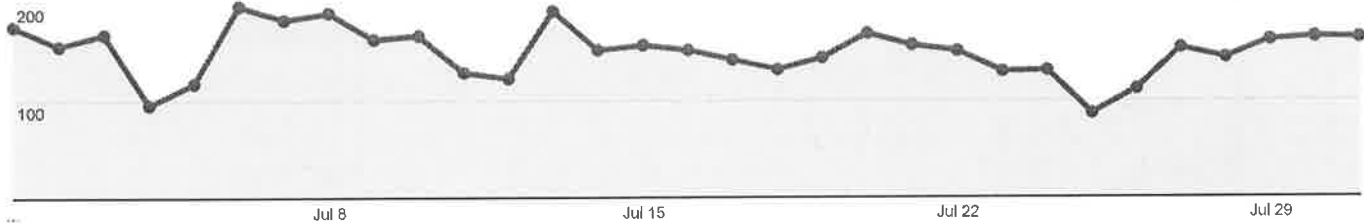
Jul 1, 2015 - Jul 31, 2015

 All Sessions
45.24%

Explorer

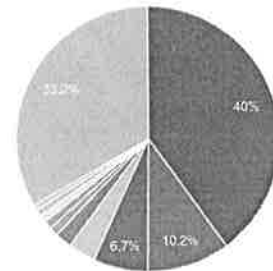
Summary

● Sessions



Mobile Device Info	Sessions	Sessions
	4,632 % of Total: 45.24% (10,239)	4,632 % of Total: 45.24% (10,239)
1. ■ Apple iPhone	1,852	39.98%
2. ■ Apple iPad	472	10.19%
3. ■ (not set)	311	6.71%
4. ■ Samsung SM-G900V Galaxy S5	156	3.37%
5. ■ Samsung SM-G900A Galaxy S5	96	2.07%
6. ■ Apple iPod	49	1.06%
7. ■ Samsung SM-G900P Galaxy S5	47	1.01%
8. ■ Samsung SCH-I337 Galaxy S IV	41	0.89%
9. ■ HTC 0PCV220 Desire 510	37	0.80%
10. ■ LG LS740 F90	32	0.69%

Contribution to total: Sessions



Rows 1 - 10 of 305

Landing Pages

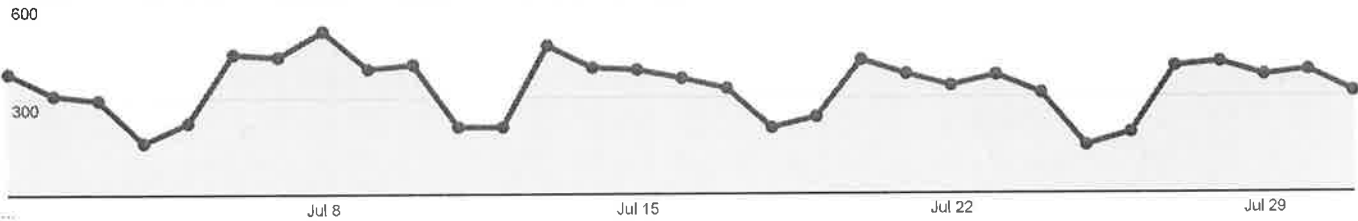
Jul 1, 2015 - Jul 31, 2015

All Sessions
100.00%

Explorer

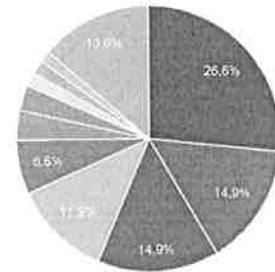
Summary

Sessions



Landing Page	Sessions	Sessions
	10,239 % of Total: 100.00% (10,239)	10,239 % of Total: 100.00% (10,239)
1. /	2,727	26.63%
2. /Jobs/jobopenings.htm	1,527	14.91%
3. /Departments/swim/swim center.htm	1,522	14.86%
4. /transportation/CAThome page.htm	1,219	11.91%
5. /transportation/routes.htm	678	6.62%
6. /Departments/pw_operations/parks/park_facilities.htm	365	3.56%
7. /Departments/swim/schedule.htm	314	3.07%
8. /Departments/court/court.htm	182	1.78%
9. /Departments/pw_operations/parks/parks.htm	171	1.67%
10. /Departments/development_services/development_serv.htm	143	1.40%

Contribution to total: Sessions



Rows 1 - 10 of 106

AUGUST 2015

Audience Overview

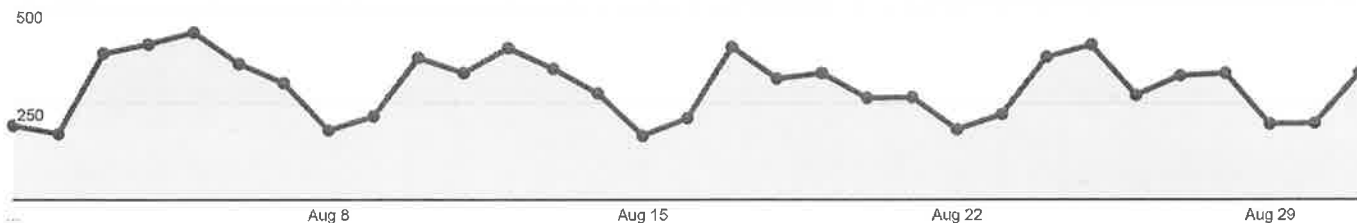
Aug 1, 2015 - Aug 31, 2015



All Sessions
100.00%

Overview

Sessions



Sessions

9,045

Users

6,379

Pageviews

22,032

Pages / Session

2.44

Avg. Session Duration

00:01:48

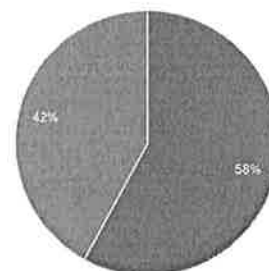
Bounce Rate

52.45%

% New Sessions

58.02%

■ New Visitor ■ Returning Visitor



Language	Sessions	% Sessions
1. en-us	8,528	94.28%
2. ru	172	1.90%
3. ru-ru	106	1.17%
4. en	55	0.61%
5. en-gb	35	0.39%
6. es-us	29	0.32%
7. es-419	27	0.30%
8. es-es	14	0.15%
9. pt-br	14	0.15%
10. ja-jp	10	0.11%

New vs Returning

Aug 1, 2015 - Aug 31, 2015

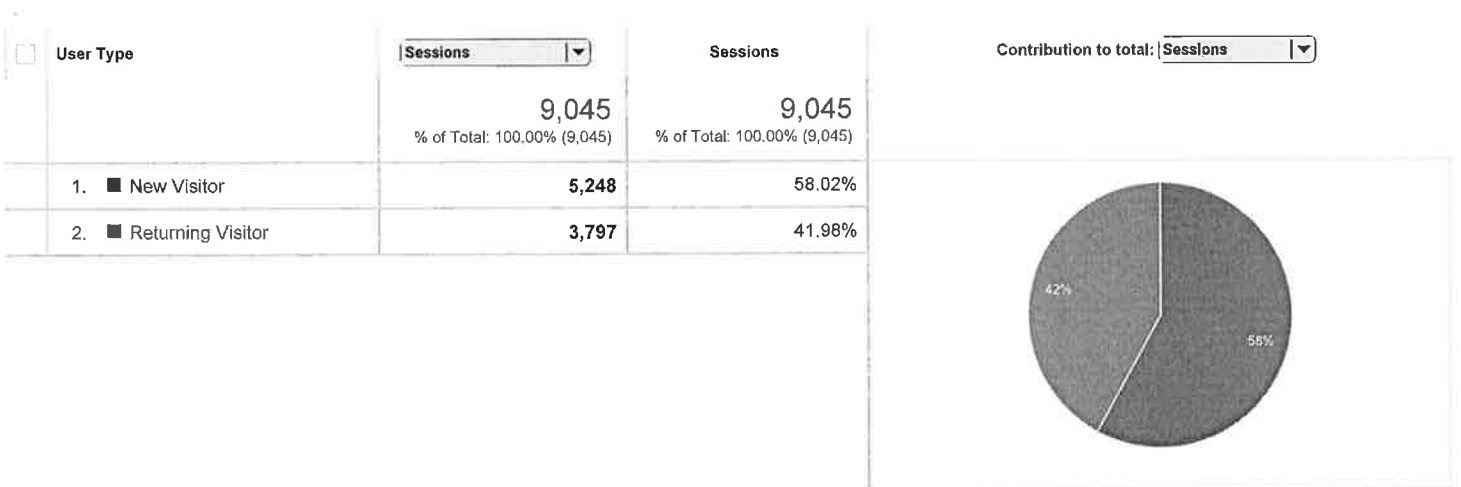
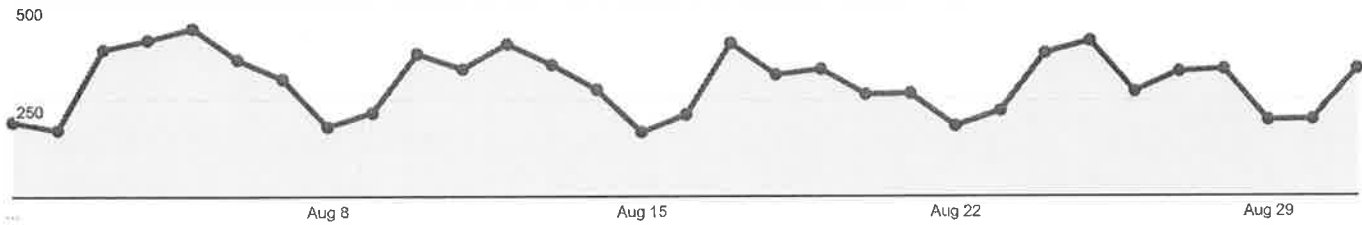


All Sessions
100.00%

Explorer

Summary

● Sessions



Rows 1 - 2 of 2

Browser & OS

Aug 1, 2015 - Aug 31, 2015

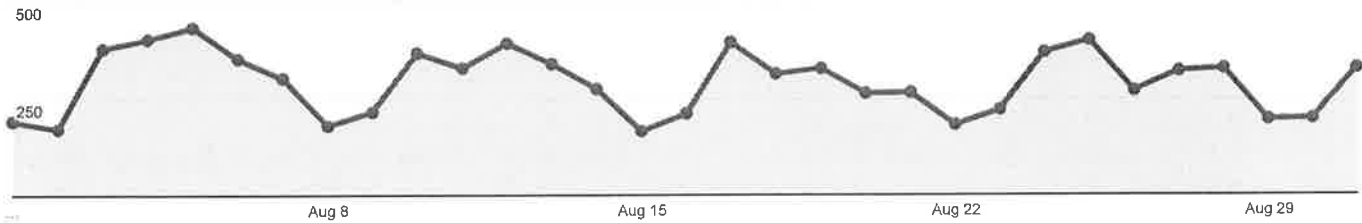


All Sessions
100.00%

Explorer

Summary

● Sessions



Browser

Sessions

Sessions

Contribution to total:

Sessions

9,045

% of Total: 100.00% (9,045)

9,045

% of Total: 100.00% (9,045)

1. Chrome

3,600

39.80%

2. Safari

2,480

27.42%

3. Internet Explorer

1,545

17.08%

4. Firefox

872

9.64%

5. Android Browser

282

3.12%

6. Amazon Silk

72

0.80%

7. Opera

54

0.60%

8. Edge

38

0.42%

9. YaBrowser

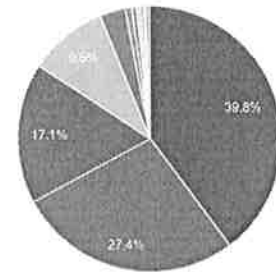
37

0.41%

10. (not set)

26

0.29%



Rows 1 - 10 of 19

Overview

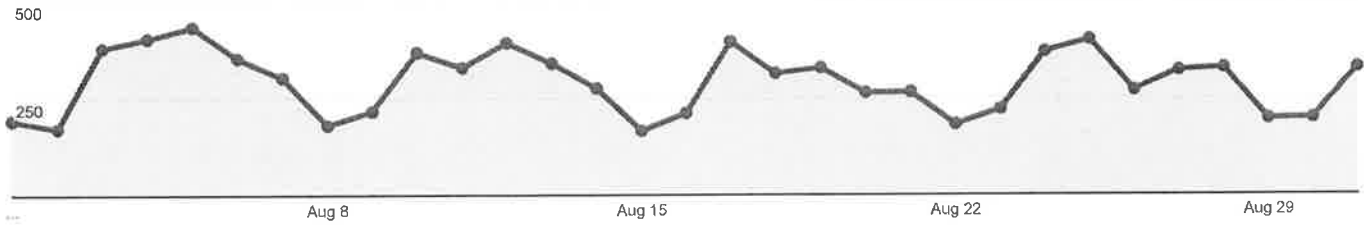
Aug 1, 2015 - Aug 31, 2015

 All Sessions
100.00%

Explorer

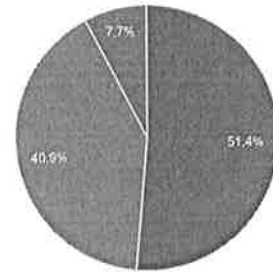
Summary

● Sessions



Device Category	Sessions	Sessions
	9,045 % of Total: 100.00% (9,045)	9,045 % of Total: 100.00% (9,045)
1. desktop	4,647	51.38%
2. mobile	3,702	40.93%
3. tablet	696	7.69%

Contribution to total: Sessions



Rows 1 - 3 of 3

Devices

Aug 1, 2015 - Aug 31, 2015

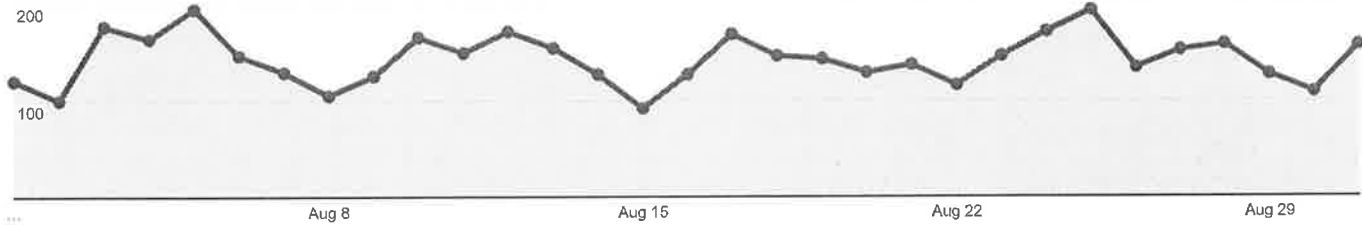


All Sessions
48.62%

Explorer

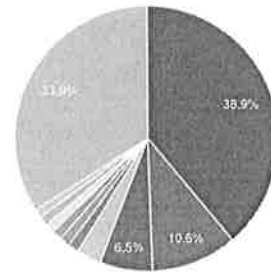
Summary

● Sessions



Mobile Device Info	Sessions	Sessions
	4,398 % of Total: 48.62% (9,045)	4,398 % of Total: 48.62% (9,045)
1. Apple iPhone	1,711	38.90%
2. Apple iPad	465	10.57%
3. (not set)	284	6.46%
4. Samsung SM-G900V Galaxy S5	133	3.02%
5. Samsung SM-G900A Galaxy S5	58	1.32%
6. Samsung SM-G900P Galaxy S5	54	1.23%
7. HTC 510 Desire 510	53	1.21%
8. Motorola XT1254 Droid Turbo	52	1.18%
9. HTC 0PCV220 Desire 510	50	1.14%
10. Samsung SCH i545 Galaxy S4	46	1.05%

Contribution to total: Sessions



Rows 1 - 10 of 333

Landing Pages

Aug 1, 2015 - Aug 31, 2015

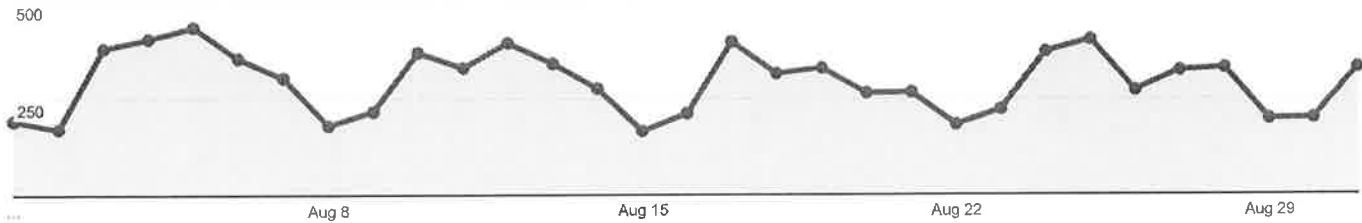


All Sessions
100.00%

Explorer

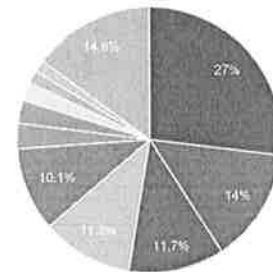
Summary

Sessions



Landing Page	Sessions	Sessions
	9,045 % of Total: 100.00% (9,045)	9,045 % of Total: 100.00% (9,045)
1. / Index	2,439	26.97%
2. /Departments/swim/swimcenter.htm	1,262	13.95%
3. /transportation/routes.htm	1,057	11.69%
4. /transportation/CAThome page.htm	1,013	11.20%
5. /Jobs/jobopenings.htm	918	10.15%
6. /Departments/swim/schedule.htm	280	3.10%
7. /Departments/pw_operations/parks/park_facilities.htm	255	2.82%
8. /Departments/court/court.htm	199	2.20%
9. /Departments/development_services/development_serv.htm	146	1.61%
10. /cityservices/cityserv.htm	130	1.44%

Contribution to total: Sessions



Rows 1 - 10 of 101

City of Canby Bi-Monthly Report

Department: Transit



For: the months of July & August, 2015

Date: September 8, 2015

Prepared by: Julie Wehling

Through: Rick Robinson, City Administrator

1) Funding Issues:

- a) Monthly Elderly and Disabled transportation reports were submitted to TriMet.
- b) Quarterly Report submitted to ODOT.
- c) On July 28th we mailed the signed grant agreement with TriMet for STF operating funds in the amount of \$245,000 (\$122,500 annually) for the period July 1, 2015 to June 30, 2017.

2) Ridership:

Total ridership for the FY 2014-16 was down 17.68 percent as compared to the previous fiscal year. During this report period CAT provided:

- a) 8,405 rides in July (12.57% fewer than July of 2014).
 - 1,450 demand responsive rides (Shopping Shuttle & Dial-A-Ride). This is 3.97% fewer than were provided during July of 2014.
 - 5,375 to Oregon City (7.9% fewer rides than July of 2014).
 - 1,581 to Woodburn (30.32% fewer rides than July of 2014)
- b) 7,681 rides in August (17.68% fewer rides than August of 2014).
 - 1,204 demand responsive rides (Shopping Shuttle & Dial-A-Ride). This is 12.84 % fewer rides than were provided during August of 2014.
 - 4,977 to Oregon City (11.82% fewer rides than August of 2014).
 - 1,500 to Woodburn (31.82% fewer rides than August of 2014).

Ridership is down. We expected a slight drop as is usual when service is changed. Our service adjustments were implemented on August 3rd. Extremely hot weather also had a negative impact on ridership.

Updates:

- a) The Rider of the Month for July was Jeffery Cramer and the winner for August was Harnet Lambert. Both riders got a free bus pass and other goodies.
- b) In July and August we provided 561 same day rides on a space available basis.

- c) On July 20th a 4th camera was installed in the new bus lot.
- d) On July 23rd an Exercise Notice was signed and mailed to Pioneer Properties stating the City's intent to exercise its option under the lease to purchase the property as detailed in the lease agreement.
- e) On August 3rd the name of the CAT fixed-route was officially changed from the Orange Line to the Route 99. There were a few minor adjustments to the schedule and the bus stop locations that happened at the same time. As expected there were a few questions initially. Overall the transition went smoothly.
- f) On August 6th Julie Wehling attended the Clackamas County Coordinating Committee (C4).
- g) During the Clackamas County Fair CAT operated the usual shuttle service between Canby Market Center, the Fair Grounds and the Transit Center. This year we provided 223 rides. This is 6.69% fewer rides than 2014.

4) Collisions and Incidents

- a) There were no collisions or incidents during July and August.

5) Events Attended: City staff, contractors and/or volunteers represented CAT or participated in activities in the following venues:

- a) On July 11th and July 25th Julie Wehling attended the Bridging Cultures events at Locust Street Park to hand out information about CAT's route name change and the schedule and stop adjustments that would happen on August 3rd.
- b) On July 23rd the Transit Advisory Committee held their regular meeting. The August meeting was canceled.
- c) On July 15th and August 19th Julie Wehling attended the 3rd and 4th sessions of the Clackamas County Citizens Academy.
- d) MVV held a driver safety training meetings on July 11th and August 8th.
- e) On July 16th Julie Wehling and Nancy Muller participated in a FTA sponsored webinar on FTA ADA Reasonable Modification rules and regulations.
- f) On July 16th Julie Wehling attended the second meeting of the Region 1 Area Commission on Transportation (Region 1 ACT) in Hillsboro. Following the ACT meeting the ACT members attended a portion of the Oregon Transportation Commission (OTC) meeting where each ACT member spoke briefly to the commission regarding their background, expertise and what they bring to the ACT. Following the OTC there was a reception and dinner with the ACT and OTC members in attendance. Where there were many good opportunities for networking.
- g) On August 5th Julie Wehling met with Luke Norman from Clackamas County Community College to exchange information regarding student transportation.

- h) On August 5th Julie Wehling attended a Clackamas County Emergency Preparedness session at Molalla Adult Center. The session was focused on emergency evacuation of elders and people with disabilities.
- i) On August 18th Julie Wehling participated on the 3rd advisory committee meeting for the new Transit Development Plan Guidebook. The meeting was in Salem.



City of Canby Bi-Monthly Report

Department: Wastewater Treatment Plant

For Months of:

July & August 2015

To: The Honorable Mayor Hodson & City Council
From: Dave Conner, Lead Operator
Through: Rick Robinson, City Administrator
Date: Aug 27, 2015

Facility Operations & Maintenance

The water quality for the months of July and August remain excellent with no violations. Plant Operators continually maintain daily monitoring and operations of the plant to maintain NPDES permit compliance. The Headwork's CIP is completed with only a few punch list items remaining. We are now starting the engineering phase of our biosolids project.

The list below highlights a few of the tasks completed since the last bi-monthly report.

- Baffle joint repair on South Clarifier wier.
- Replaced water valve on lime silo.
- Main airline repair. Ditch cut and temporary line installed. Repaired all sprinkler lines cut through during installation of new PVC line.
- New H2O riser installed on stabilized sludge tank.
- Replaced all U.V. lights on unit #1
- Replaced Plug valve stem shaft with SS on filter #1 and #2.
- Replaced process water mercooid switch.
- Removed ivy from headwork's area and replaced with round rock.
- Replaced upper and lower belts on belt press.
- New Pista Grit placed on line July 7th.
- Repaired head on Quincy air compressor.
- Automation of belt press conveyor completed.
- Measured, ordered and received grate for emergency influent bypass screen.
- Installed and calibrated influent PH probe.
- Repaired gas/O2 meter.
- Replaced two disks and filters with new on Filter #1
- Industrial Systems here for completion of programming.
- Daily plant check, lab, and process control.
- Routine daily maintenance, repairs, and cleaning of plant.

Pretreatment Inspection/Reporting, FOG Program

July

- Pump Outs: 30
- Inspections: 1

August

- Pump Outs: 16
- Inspections: 0
- Reviewed July/August Business License renewals.
- Industrial user inspections of Shimadzu, USA Manufacturing, OBC and the new FOB tap room.
- Continuing to work with Canby Public Schools on Kitchen grease removal devices.

Biosolids Program:

- Belt ran 16 days in July.
- 6 loads to Heard Farms, 179 wet tons.
- Belt ran 15 days in August.
- 6 loads to Heard Farms, 171 wet tons.

Daily Lab Activity

Monthly / Weekly NPDES Permit Tests

- TSS
- BOD
- CBOD
- Ammonia
- E-coli
- Alkalinity
- pH
- Total Flow
- UV Dosage
- DMR QA 35 started and completed
- 3 Day Ultra Clean started and completed
- JC sampling started and completed

Meetings and Training Attended

These meetings, conference's or training were completed by either one or more of the wastewater treatment plant personnel (Dave Conner, Don Steiner, Bob Wengert, Dave Frahm or Jon Patrick)

- Daily staff and operations meeting.
- New equipment and operation training.
- Construction meetings with Curran McLeod/McClure and Sons.
- City Safety Committee.