

AGENDA

CANBY CITY COUNCIL REGULAR MEETING

January 21, 2009

7:30 PM

Council Chambers

155 NW 2nd Avenue

Mayor Melody Thompson

Council President Walt Daniels

Councilor Robert Bitter

Councilor Tony Helbling

Councilor John Henri

Councilor Wayne Oliver

Councilor Jason Padden

CITY COUNCIL REGULAR MEETING

1. CALL TO ORDER

A. Presentation by The Children's Center for Clackamas County Pg. 1

2. CITIZEN INPUT & COMMUNITY ANNOUNCEMENTS

(This is an opportunity for visitors to address the City Council on items not on the agenda. It is also the time to address items that are on the agenda but not scheduled for a public hearing. Each citizen will be given 3 minutes to give testimony. Citizens are first required to fill out a testimony/comment card prior to speaking and hand it to the City Recorder. These forms are available by the sign-in podium. Staff and the City Council will make every effort to respond to questions raised during citizens input before tonight's meeting ends or as quickly as possible thereafter.)

3. MAYOR'S BUSINESS

4. COUNCILOR COMMENTS & LIAISON REPORTS

5. CONSENT AGENDA

(This section allows the City Council to consider routine items that require no discussion and can be approved in one comprehensive motion. An item may be discussed if it is pulled from the consent agenda to New Business.)

6. RESOLUTIONS & ORDINANCES

A. Ord. 1302, Authorizing Contract with Community Planning Workshop (CPW) for Professional Services to Update the City's Park Master Plan and Park Acquisition Plan (**2nd Reading**) Pg. 2

B. Ord. 1303, Amending Canby Municipal Code by Adding Section 2.05 Pertaining to Filing Deadline for Initiative Petitions and Adding Section 2.06 Requiring Chief Petitioners for a City of Canby Initiative, Referendum or Recall Petitions be Electors of the City of Canby, Oregon Pg. 4

7. NEW BUSINESS

A. Discussion Regarding Charter Amendments Pg. 7

8. CITY ADMINISTRATOR'S BUSINESS & STAFF REPORTS

9. CITIZEN INPUT

10. ACTION REVIEW

11. EXECUTIVE SESSION: ORS 192.660(2)(h) Pending Litigation

12. ADJOURN

*The meeting location is accessible to persons with disabilities. A request for an interpreter for the hearing impaired or for other accommodations for persons with disabilities should be made at least 48 hours before the meeting to Kim Scheafer at 503.266.4021 ext. 233. A copy of this Agenda can be found on the City's web page at www.ci.canby.or.us. City Council and Planning Commission Meetings are broadcast live and can be viewed on OCTS Channel 5. For a schedule of the playback times, please call 503.263.6287.



About the Children's Center of Clackamas County

*The mission of the **Children's Center of Clackamas County** is to support and medically assess children who are suspected victims of abuse or neglect.*

The Children's Center of Clackamas County is a child abuse medical assessment center. The Children's Center sees cases of suspected physical abuse, sexual abuse, neglect, drug endangerment, and witness to violence.

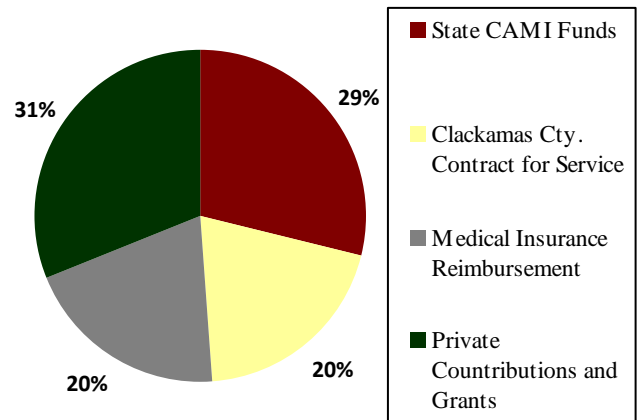
Assessments include a medical check-up to identify and document signs of abuse as well as a video-taped forensic interview so children can tell their history of abuse in their own words in a safe and neutral environment. Family support services help children and families move on to healing following concerns of abuse.

The Facts

- The Children's Center of Clackamas County provided child abuse assessments for 260 children in the last 12 months and expects to serve over 300 children in 2008.
- Two-thirds of the children served at the Children's Center are girls and half are younger than seven years old.
- Seventy percent of child abuse assessments provided by the Children's Center are for suspected sexual abuse of Clackamas County children.
- Wait times for assessment services can stretch to more than two weeks for children who have disclosed abuse if funding and staff are limited at the Children's Center.
- Demand for urgent assessments of suspected physical abuse cases is an emerging unmet need in Clackamas County. The Children's Center's demand for physical abuse assessments has nearly tripled in the last six months.
- On average, there are over 4,000 reports of suspected child abuse in Clackamas County.

The Funding

Roughly half of the Center's funding is secured through state and county contracts for services. A portion of funding comes from insurance reimbursements. Public and insurance funds cover approximately two-thirds of the total cost of care for each child, leaving a funding gap of approximately \$1,000 per child. Corporate, individual and foundation support is needed to fill this funding gap.



Board of Directors

John Foote, Chair

Clackamas County District Attorney

Craig Roberts, Vice Chair

Clackamas County Sheriff

Terry Waddell, Treasurer

Community Volunteer

Helen Bicart, Secretary

Lake Oswego Police Chief, Retired

Bill Dolan

*President/Creative Director,
Spirit Media*

Allyson Ford

Community Volunteer

Janet Graydal

Attorney, McEwen Grisvold LLP

Diane Greenman

Community Volunteer

Jenn Grimes

*North America Marketing Director,
Tectura Corporation*

Sally LeFeber

Community Volunteer

Russ Reinhard

President, Willamette Falls Hospital

James Resk, MD

Pediatrician

Greg Rogers, CPA

Mitchell & Rogers

Senator Kurt Schrader, DVM

Clackamas County Veterinary Clinic

Executive Staff:

Michael Chen, M.D.

Medical Director

Tonia Hunt

Executive Director

ORDINANCE NO. 1302

AN ORDINANCE AUTHORIZING THE MAYOR AND CITY ADMINISTRATOR TO EXECUTE A CONTRACT WITH COMMUNITY PLANNING WORKSHOP (CPW) FOR PROFESSIONAL SERVICES TO UPDATE THE CITY'S PARK MASTER PLAN AND PARK ACQUISITION PLAN; AND DECLARING AN EMERGENCY.

WHEREAS, the City of Canby wishes to update its current Park Master Plan and Park Acquisition Plan with a specific focus on evaluating the feasibility of a community center and sports complex; and

WHEREAS, the City has previously employed the University of Oregon's Community Planning Workshop (CPW) as an independent contractor for projects within the City and wishes to employ CPW again for this project; and

WHEREAS, CPW has proposed a contract for updating the two plans which is acceptable to the City, now therefore,

THE CITY OF CANBY ORDAINS AS FOLLOWS:

Section 1. Purchase Authorized. The Mayor and Canby City Administrator are hereby authorized and directed to make, execute and declare in the name of the City of Canby and on its behalf, a contract with Community Planning Workshop for updating its current Park Master Plan and Park Acquisition Plan with a special focus on evaluating the feasibility of a community center and sports complex. A copy of said contract is attached hereto as Exhibit "A" and by this reference incorporated herein.

Section 2. Emergency Declared. Inasmuch as it is necessary to proceed as quickly as possible with the project to update these plans for the use and benefit of the City, and for the general welfare of the residents, an emergency is hereby declared to exist and this ordinance shall take effect immediately after final reading and enactment by the Canby City Council.

SUBMITTED to the Canby City Council and read the first time at a special meeting thereof on January 7, 2009, and ordered posted in three (3) public and conspicuous places in the City of Canby as specified in the Canby City Charter and to come before the City Council for final reading and action at a regular meeting thereof on January 21, 2009, commencing at the hour of 7:30 P.M. in the Council Meeting Chambers at 155 NW 2nd in Canby, Oregon.

Kimberly Scheafer, CMC
City Recorder - Pro Tem

PASSED on second and final reading by the Canby City Council at a regular meeting thereof on the 21st day of January, 2009, by the following vote:

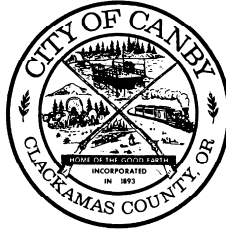
YEAS _____

NAYS _____

Melody Thompson, Mayor

ATTEST:

Kimberly Scheafer, CMC
City Recorder - Pro Tem



MEMORANDUM

DATE: JANUARY 13, 2009
TO: MAYOR THOMPSON AND CANBY CITY COUNCIL
FROM: KIM SCHEAFER, CMC, EXECUTIVE ASSISTANT/CITY RECORDER PRO TEM
THROUGH: MARK ADCOCK, CITY ADMINISTRATOR
RE: ORDINANCE 1303

Issue: Recently it was brought to staff's attention that without having an ordinance in place, the period of time for signature gathering for an initiative filed with the City Recorder could go on indefinitely. An example would be a citizen could circulate an initiative petition to repeal an ordinance currently in effect here in Canby for years until they were able to get enough signatures to bring it to a vote. We think that after an initiative has been approved for circulation and a certain amount of time has elapsed that closure is needed. Placing a time limit for signature gathering promotes a certain level of certainty regarding proposed or existing legislation.

In addition we found that we did not have a requirement for Chief Petitioners for an initiative, referendum or recall petition to be residents of the City of Canby.

Background: In doing research we found that several other cities have a six month filing deadline for initiatives. Staff feels that the election process would be improved if those signing petitions for local measures are able to vote on the measure in reasonably short order. Having a residency requirement of Chief Petitioners would ensure that actual residents are the ones requesting the change, amendment, etc.

Recommendation: Staff recommends approval of Ordinance 1303 which sets a time limit of 180 days after an initiative is approved for circulation, along with requiring that Chief Petitioners be residents of the City of Canby.

Motion: "I move to approve Ordinance 1303, AN ORDINANCE AMENDING CANBY MUNICIPAL CODE BY ADDING SECTION 2.05 PERTAINING TO FILING DEADLINE FOR INITIATIVE PETITIONS AND ADDING SECTION 2.06 REQUIRING CHIEF PETITIONERS FOR A CITY OF CANBY INITIATIVE, REFERENDUM OR RECALL PETITIONS BE ELECTORS OF THE CITY OF CANBY, OREGON to come up for second reading on February 4, 2009."

ORDINANCE NO. 1303

AN ORDINANCE AMENDING CANBY MUNICIPAL CODE BY ADDING SECTION 2.05 PERTAINING TO FILING DEADLINE FOR INITIATIVE PETITIONS AND ADDING SECTION 2.06 REQUIRING CHIEF PETITIONERS FOR A CITY OF CANBY INITIATIVE, REFERENDUM OR RECALL PETITIONS BE ELECTORS OF THE CITY OF CANBY, OREGON

WHEREAS, the City of Canby Municipal Code and City Charter do not provide deadlines for filing prospective petitions for an initiative for a City measure nor do they require that Chief Petitioners be residents of the City; and

WHEREAS, the Canby City Council now wishes to establish deadlines for filing of initiative petitions and also wishes to establish a requirement that all petitioners for a City of Canby initiative, referendum or recall petition be residents of the City of Canby Oregon.

NOW, THEREFORE THE CITY OF CANBY ORDAINS AS FOLLOWS:

Section 1: Canby Municipal Code Section 2.05 and 2.06 are added to read as follows:

2.05 FILING DEADLINE FOR INITIATIVE PETITIONS

No later than the 180 days after the initiative is approved for circulation, an initiative petition relating to a city measure or Charter amendment shall be deposited with the City Recorder for signature verification. All other procedures for an initiative shall follow the requirements set forth in the State of Oregon election laws.

2.06 CHIEF PETITIONERS S FOR INITIATIVE, REFERENDUM, OR RECALL PETITIONS TO BE ELECTORS OF THE CITY OF CANBY

No petition for initiative, referendum, or recall filed with the City shall be valid unless all Chief Petitioners are electors of the City at the time of filing and remain electors of the City through the entire initiative, referendum, or recall process, including the election.

SUBMITTED to the Canby City Council and read the first time at a regular meeting therefore on Wednesday, January 21, 2009, and ordered posted in three (3) public and conspicuous places in the City of Canby as specified in the Canby City Charter and scheduled for second reading before the City Council for final reading and action at a regular meeting thereof on Wednesday, February 4, 2009, commencing at the hour of 7:30 pm at the Council Meeting Chambers located at 155 N.W. 2nd Avenue, Canby, Oregon.

Kimberly Scheafer, CMC
City Recorder Pro-Tem

PASSED on second and final reading by the Canby City Council at a regular meeting thereof on the 4th of February, 2009, by the following vote:

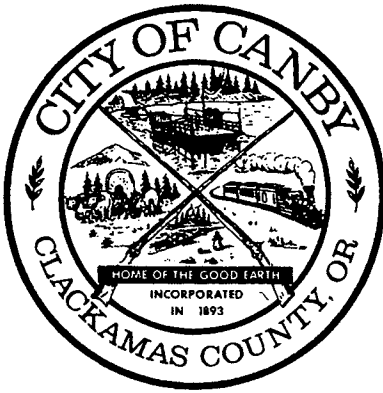
YEAS_____

NAYS_____

Melody Thompson, Mayor

ATTEST:

Kimberly Scheafer, CMC
City Recorder Pro-Tem



City of Canby

Office of the City Attorney

January 14, 2009

Memo to: Mayor/City Council

From: John H. Kelley, City Attorney

Re: Charter Amendments – Election of May 19, 2009

As you know, we are preparing the documentation necessary to bring our Charter issues back before the voters for the May 19, 2009 election. To recap, we intend to bring several individual menu-like issues for the voters to review and either approve or deny. In about a month, we will have the various Notices of Election with the proposed ballot title, question and summary together with a statement for the voter's pamphlet for you to review and approve via Resolution. We do have a few questions to make sure we understand how you want to proceed and therefore, will have a brief discussion about this at the meeting of January 21st

We will be bringing one measure to you which addresses only the legal changes required to bring the Charter into compliance with existing Oregon law. We will bring one measure to address eliminating the City Treasurer and City Recorder as officers of the city making them management level employees. We will bring one measure that adds a requirement to the Charter providing that if a Mayor or Councilor ceases to reside within the City, a vacancy in office is deemed to occur. We will bring a measure changing the references in the Charter from the Canby Electric Board to Canby Utility Board. We will bring a measure eliminating term limitations on Utility Board members and finally, we will bring a measure to authorize expenditures of up to \$50,000 without ordinance approval from the current \$15,000 limit.

Our notes reflect that you decided to not include in this election measures eliminating the residency requirement for the City Administrator and authorizing the Mayor to vote. If you decide you wish to add those as separate measures, we can do that. We will discuss in more detail at the meeting.



City of Canby Bi-Monthly Report

Department: Administration

For: November & December 2008

To: The Honorable Mayor Thompson & City Council
From: Kim Scheafer, CMC,
Executive Assistant/City Recorder Pro Tem
Prepared by: Lisa Potter, Office Specialist
Through: Mark Adcock, City Administrator
Date: January 12, 2009

1. **Business Licenses** – Fifteen business licenses were issued for the months of November and December 2008. One hundred nineteen renewals were sent out.
2. **Complaints/Inquiries** – Sixty complaints/inquiries were received for November and December. All complaints received during November and December have been resolved and 16 were resolved within 24 hours. Twenty-one follow-up cards were mailed and 13 were returned with Excellent and Good ratings. We have only received one Poor rating in this tracking period which involved a street light. The citizen was unhappy with the length of time it took the street light to be repaired.

City of Canby
4th Quarter Summary for 2008

1/7/2009

Year	PERMIT TYPE	Number of Permits Issued							YTD Total	% of Total
		1st Qtr	2nd Qtr	3rd Qtr	Oct	Nov	Dec	4th Qtr		
2008	BUILDING PERMITS - SFR	12	1	2	0	0	0	0	15	4.3%
2007	BUILDING PERMITS - SFR	29	18	21	3	2	0	5	73	13.7%
2006	BUILDING PERMITS - SFR	67	56	48	10	12	8	30	201	28.7%
2005	BUILDING PERMITS - SFR	23	27	24	16	21	17	54	128	27.6%
2004	BUILDING PERMITS - SFR	24	17	27	0	7	7	14	82	22.6%
2008	BUILDING PERMITS MULTIFAMILY	0	0	0	0	0	0	0	0	0.0%
2007	BUILDING PERMITS MULTIFAMILY	1	0	2	0	0	0	0	3	0.6%
2006	BUILDING PERMITS MULTIFAMILY	0	0	1	0	0	0	0	1	0.1%
2005	BUILDING PERMITS MULTIFAMILY	0	1	4	0	0	0	0	5	1.1%
2004	BUILDING PERMITS MULTIFAMILY	2	2	8	4	0	1	5	17	4.7%
2008	MECHANICAL	59	62	43	11	1	11	23	187	54.2%
2007	MECHANICAL	72	81	74	22	18	8	48	275	51.8%
2006	MECHANICAL	62	100	109	34	31	31	96	367	52.4%
2005	MECHANICAL	35	52	75	19	34	23	76	238	51.3%
2004	MECHANICAL	52	40	43	5	12	9	26	161	44.4%
2008	ADDITIONS NONRESIDENTIAL	6	11	14	0	1	2	3	34	9.9%
2007	ADDITIONS NONRESIDENTIAL	2	4	18	2	3	1	6	30	5.6%
2006	ADDITIONS NONRESIDENTIAL	6	14	4	0	0	0	0	24	3.4%
2005	ADDITIONS NONRESIDENTIAL	4	3	11	1	2	2	5	23	5.0%
2004	ADDITIONS NONRESIDENTIAL	8	8	6	1	1	0	2	24	6.6%
2008	ADDITIONS RESIDENTIAL	8	7	7	3	0	1	4	26	7.5%
2007	ADDITIONS RESIDENTIAL	8	15	18	3	2	4	9	50	9.4%
2006	ADDITIONS RESIDENTIAL	5	10	16	6	2	4	12	43	6.1%
2005	ADDITIONS RESIDENTIAL	6	3	14	2	2	1	5	28	6.0%
2004	ADDITIONS RESIDENTIAL	7	12	7	2	0	3	5	31	8.5%
2008	OTHER	25	25	21	3	5	4	12	83	24.1%
2007	OTHER	24	23	22	8	14	9	31	100	18.8%
2006	OTHER	11	4	21	8	11	9	28	64	9.1%
2005	OTHER	10	4	12	12	1	3	16	42	9.1%
2004	OTHER	16	15	7	2	3	5	10	48	13.2%
2008	MONTH	110	106	87	17	7	18	42		
2007	MONTH	136	141	155	38	39	22	99		
2006	MONTH	151	184	199	58	56	52	166		
2005	MONTH	78	90	140	50	60	46	156		
2004	MONTH	109	94	98	14	23	25	62		
2008	YEAR								345	
2007	YEAR								531	
2006	YEAR								700	
2005	YEAR								464	
2004	YEAR								363	

City of Canby
4th Quarter Summary for 2008

1/7/2009

Year	PERMIT TYPE	Valuation of Permits Issued								YTD Total	% of Total
		1st Qtr	2nd Qtr	3rd Qtr	Oct	Nov	Dec	4th Qtr			
2008	BUILDING PERMITS - SFR	2,568,683	246,412	774,106	0	0	0	0	3,589,201	14.1%	
2007	BUILDING PERMITS - SFR	4,311,065	2,994,205	4,608,587	794,570	496,239		1,290,809	13,204,666	30.4%	
2006	BUILDING PERMITS - SFR	12,004,463	12,872,551	9,995,855	2,598,614	3,124,978	1,293,579	7,017,171	41,890,040	69.5%	
2005	BUILDING PERMITS - SFR	3,900,577	4,880,338	5,504,064	3,563,627	4,092,869	4,261,536	11,918,032	26,203,011	48.5%	
2004	BUILDING PERMITS - SFR	4,703,467	2,792,854	4,812,280	-	1,335,257	1,103,099	2,438,356	14,746,957	66.8%	
2008	BUILDING PERMITS MULTIFAMILY	0	0	0	0	0	0	0	0	0.0%	
2007	BUILDING PERMITS MULTIFAMILY	398,760	0	376,602	0	0	0	0	775,362	1.8%	
2006	BUILDING PERMITS MULTIFAMILY	0	0	293,916	-	-	-	0	293,916	0.5%	
2005	BUILDING PERMITS MULTIFAMILY	0	33,945	2,928,000	-	-	-	0	2,961,945	5.5%	
2004	BUILDING PERMITS MULTIFAMILY	579,570	273,312	2,136,029	575,805	-	251,114	826,919	3,815,830	17.3%	
2008	MECHANICAL	0	0	0	0	0	0	0	0	0.0%	
2007	MECHANICAL	0	0	0	0	0	0	0	0	0.0%	
2006	MECHANICAL	0	0	0	-	-	-	0	0	0.0%	
2005	MECHANICAL	0	3,323	0	-	-	-	0	3,323	0.0%	
2004	MECHANICAL	0	0	0	-	-	-	0	0	0.0%	
2008	ADDITIONS NONRESIDENTIAL	204,800	295,591	709,166	0	230,000	12,000	242,000	1,451,557	5.7%	
2007	ADDITIONS NONRESIDENTIAL	37,000	47,168	1,521,286	32,959	56,947	100,000	189,906	1,795,360	4.1%	
2006	ADDITIONS NONRESIDENTIAL	77,545	4,003,550	1,106,753	-	-	-	0	5,187,848	8.6%	
2005	ADDITIONS NONRESIDENTIAL	76,782	25,750	265,245	145,000	15,158	20,800	180,958	548,735	1.0%	
2004	ADDITIONS NONRESIDENTIAL	179,009	457,000	87,086	150,000	2,300	-	152,300	875,395	4.0%	
2008	ADDITIONS RESIDENTIAL	279,549	357,179	252,111	20,650	0	660,000	680,650	1,569,489	6.2%	
2007	ADDITIONS RESIDENTIAL	154,733	469,818	507,332	105,415	20,231	60,883	186,529	1,318,412	3.0%	
2006	ADDITIONS RESIDENTIAL	88,851	380,323	1,710,376	92,290	37,688	92,679	222,657	2,402,207	4.0%	
2005	ADDITIONS RESIDENTIAL	308,325	145,252	587,809	47,025	33,279	2,500	82,804	1,124,190	2.1%	
2004	ADDITIONS RESIDENTIAL	171,671	526,335	152,335	100,100	-	27,720	127,820	978,161	4.4%	
2008	OTHER	12,913,331	4,669,015	217,258	2,137	218,786	768,951	989,874	18,789,478	74.0%	
2007	OTHER	4,484,312	5,300,001	2,037,319	866,116	91,572	13,577,372	14,535,060	26,356,692	60.7%	
2006	OTHER	949,935	2,457,901	1,720,190	2,457,617	1,599,575	1,335,330	5,392,522	10,520,548	17.4%	
2005	OTHER	240,240	526,018	2,286,556	40,170,737	8,627	17,500	40,196,864	43,249,678	80.0%	
2004	OTHER	138,645	439,980	825,359	1,900	30,000	226,969	258,869	1,662,853	7.5%	
2008	MONTH	15,966,363	5,568,197	1,952,641	22,787	448,786	1,440,951	1,912,524			
2007	MONTH	9,385,870	8,811,192	9,051,126	1,799,060	664,989	13,738,255	16,202,304			
2006	MONTH	13,120,794	19,714,325	14,827,090	5,148,521	4,762,241	2,721,588	12,632,350			
2005	MONTH	4,525,924	5,614,626	11,571,674	20,129,981	4,149,933	4,302,336	28,582,250			
2004	MONTH	5,772,362	4,489,481	8,013,089	827,805	1,367,557	1,608,902	3,804,264			
2008	YEAR								25,399,725		
2007	YEAR								43,450,492		
2006	YEAR								60,294,559		
2005	YEAR								54,050,126		
2004	YEAR								22,079,196		

City of Canby
4th Quarter Summary for 2008

1/7/2009

Year	FEE TYPE	Fees Collected							YTD Total
		1st Qtr	2nd Qtr	3rd Qtr	Oct	Nov	Dec	4th Qtr	
2008	Stormwater Fees	6,208	4,485	190	0	0	773	773	11,656
2007	Stormwater Fees	2,900	3,406	3,318	360	170	9,485	10,015	19,639
2006	Stormwater Fees	5,575	7,421	6,247	5,409	1,870	4,481	11,760	31,003
2005	Stormwater Fees	1,620	1,600	5,268	1,280	1,600	1,200	4,080	12,568
2004	Stormwater Fees	1,818	9,154	2,668	280	603	712	1,595	15,235
2008	Sewer SDC Fees	38,927	9,184	2,337	0	0	2,337	2,337	52,785
2007	Sewer SDC Fees	68,200	46,490	53,570	6,888	2,200	34,440	43,528	211,788
2006	Sewer SDC Fees	141,081	138,886	119,852	28,507	28,600	27,949	85,056	484,875
2005	Sewer SDC Fees	44,785	42,399	91,810	33,448	42,140	31,605	107,193	286,187
2004	Sewer SDC Fees	49,496	34,218	82,121	7,604	15,562	17,227	40,393	206,228
2008	Construction Excise Tax	11,156	3,058	3,793	0	0	0	0	18,007
2007	Construction Excise Tax	17,118	13,963	25,619	6,050	2,616	75	8,741	65,441
2006	Construction Excise Tax	61,291	71,896	54,304	15,760	17,921	5,522	39,203	226,695
2005	Construction Excise Tax	18,343	20,353	47,611	17,834	18,573	21,991	58,398	144,705
2004	Construction Excise Tax	27,788	17,785	29,293	1,970	6,246	5,408	13,624	88,490
2008	Parks SDC Fees	32,630	4,855	0	0	0	2,016	2,016	39,501
2007	Parks SDC Fees	121,421	76,187	54,549	9,450	4,725	20,749	34,924	287,081
2006	Parks SDC Fees	289,557	270,665	235,265	57,754	52,459	36,251	146,464	941,951
2005	Parks SDC Fees	90,720	94,500	184,310	75,600	94,500	70,875	240,975	610,505
2004	Parks SDC Fees	90,457	52,920	127,259	10,584	24,444	27,657	62,685	333,321
2008	Transportation Improvement	164,758	108,152	0	0	3,258	21,209	24,467	297,377
2007	Transportation Improvement	65,033	98,219	85,243	2,362	2,267	246,224	250,853	499,348
2006	Transportation Improvement	135,950	115,157	170,899	159,118	74,257	127,984	361,359	783,367
2005	Transportation Improvement	46,247	30,621	93,112	34,491	17,376	32,580	84,447	254,427
2004	Transportation Improvement	49,758	36,252	73,081	7,852	16,378	16,974	41,204	200,295
2008	Planning Department Fees	1,964	1,770	770	100	359	322	781	5,285
2007	Planning Department Fees	1,823	2,377	3,106	510	715	1,128	2,353	9,659
2006	Planning Department Fees	3,516	5,231	3,580	1,330	1,143	870	3,343	15,669
2005	Planning Department Fees	1,470	1,575	4,340	925	4,437	750	6,112	13,497
2004	Planning Department Fees	4,090	1,840	2,313	300	355	615	1,270	9,513
2008	Advanced Financing	2,373	0	0	0	0	0	0	2,373
2007	Advanced Financing	0	6,571	0	0	3,383	0	3,383	9,954
2006	Advanced Financing	10,319	6,611	0	-	-	-	0	16,929
2005	Advanced Financing	12,250	15,349	21,495	2,142	179,945	4,337	186,424	235,518
2004	Advanced Financing	3,296	2,048	1,622	-	826	-	826	7,792
2008	Business License	0	0	0	0	0	0	0	0
2007	Business License	150	50	0	0	0	0	0	200
2006	Business License	0	50	0	100	-	50	150	200
2005	Business License	200	100	150	-	-	50	50	500
2004	Business License	100	0	0	-	-	-	0	100
2008	Building Department Fees	87,025	43,209	19,592	1,006	5,842	14,658	21,506	171,332
2007	Building Department Fees	59,266	76,831	90,246	21,254	10,120	78,826	110,200	354,950
2006	Building Department Fees	49,550	69,127	52,694	15,615	15,478	9,437	40,530	211,898
2005	Building Department Fees	38,461	15,933	40,638	63,724	19,254	16,854	99,832	194,864
2004	Building Department Fees	50,395	36,946	68,282	7,740	12,091	15,582	35,413	191,036
2008	School Excise Tax	2,205	21,069	7,173	-	-	5,008	5,008	35,455

Year	INSPECTIONS	1st Qtr	2nd Qtr	3rd Qtr	Oct	Nov	Dec	4th Qtr	YTD Total
2008	MONTH	515	527	368	115	54	47	216	1,626
2007	MONTH	1,031	1,040	1,076	355	283	206	844	3,991
2006	MONTH	1,491	1,453	1,513	515	442	347	1,304	5,761
2005	MONTH	666	538	578	183	280	320	783	2,565
2004	MONTH	649	638	598	291	207	260	758	2,643

City of Canby
Annual Summary for 2008

1/7/2009

PERMIT TYPE	BUILDING PERMITS ISSUED												YTD Total
	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	
BUILDING PERMITS MULTIFAMILY	-	-	-	-	-	-	-	-	-	-	-	-	-
ADDITIONS NONRESIDENTIAL	4	-	2	4	-	7	8	3	3	-	1	2	34
OTHER	7	9	9	7	6	12	13	5	3	3	5	4	83
YEAR	30	67	110	142	178	216	265	283	303	320	327	345	
BUILDING PERMITS MULTIFAMILY													
ADDITIONS NONRESIDENTIAL	153,100	-	51,700	39,070	-	256,521	412,436	114,900	181,830	-	230,000	12,000	1,451,557
OTHER	35,326	12,758,390	119,615	693,934	833,189	3,141,892	182,300	29,658	5,300	2,137	218,786	768,951	18,789,478
YEAR	501,910	14,357,008	15,966,363	17,167,395	18,056,320	21,534,560	22,219,319	22,917,427	23,487,201	23,509,988	23,958,774	25,399,725	
SCHOOL EXCISE TAX													
Sewer SDC Fees	-	29,839	9,088	2,296	-	6,888	-	-	2,337	-	-	2,337	52,785
Parks SDC Fees	-	16,298	16,332	4,790	65	-	-	-	-	-	-	2,016	39,500
Planning Department Fees	395	1,004	565	573	378	819	355	195	220	100	359	322	5,282
Business License	-	-	-	-	-	-	-	-	-	-	-	-	-
School Excise Tax	-	-	2,205	7,399	5,000	8,670	-	4,373	2,800	-	-	5,008	35,455
MONTHLY													
YEAR	178	366	515	700	871	1,042	1,197	1,308	1,410	1,525	1,579	1,626	

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Canby Development
Monthly Report
November - December 2008

BUILDING PERMIT DATA				
PERMIT TYPE	PERMITS ISSUED		VALUATION	
	Nov	Dec	Nov	Dec
<i>BUILDING PERMITS - SFR</i>	-	-	\$0	\$0
<i>BUILDING PERMITS MULTIFAMILY</i>	-	-	\$0	\$0
<i>MECHANICAL</i>	1	11	\$0	\$0
<i>ADDITIONS NONRESIDENTIAL</i>	1	2	\$230,000	\$12,000
<i>ADDITIONS RESIDENTIAL</i>	-	1	\$0	\$660,000
<i>OTHER</i>	5	4	\$218,786	\$768,951
<i>MONTH</i>	7	18	\$448,786	\$1,440,951
<i>YEAR</i>	327	345	\$23,958,774	\$25,399,725

SDC FEES AND CHARGES UPDATE			
	MONTH		YEAR
	Nov	Dec	
<i>Stormwater Fees</i>	-	773	11,655
<i>Sewer SDC Fees</i>	-	2,337	52,785
<i>Construction Excise Tax</i>	-	-	18,006
<i>Parks SDC Fees</i>	-	2,016	39,500
<i>Transportation Improvement</i>	3,258	21,209	297,377
<i>Planning Department Fees</i>	359	322	5,282
<i>Advanced Financing</i>	-	-	2,373
<i>Business License</i>	-	-	-
<i>Building Department Fees</i>	5,842	14,658	171,333
<i>School Excise Tax</i>	-	5,008	35,455

INSPECTIONS		
	Nov	Dec
MONTH	54	47
YEAR	1,579	1,626

HOUSING UNITS WITH BUILDING PERMITS

For Month Ending December 31, 2008

YEAR	SFR*	MH*	MFR*	TOTAL*
1977	205	0	160	365
1978	157	0	22	179
1979	64	0	12	76
1980	49	0	5	54
1981	29	0	24	53
1982	12	0	38	50
1983	7	0	0	7
1984	21	0	0	21
1985	21	20	0	41
1986	22	46	0	68
1987	37	34	0	71
1988	40	10	1	51
1989	47	6	37	90
1990	85	6	42	133
1991	84	21	10	115
1992	69	8	9	86
1993	108	32	59	199
1994	150	38	34	222
1995	51	54	58	163
1996	71	53	104	228
1997	89	25	189	303
1998	77	4	24	105
1999	139	3	62	204
2000	96	3	17	116
2001	122	0	13	135
2002	131	2	104	237
2003	85	1	72	158
2004	61	0	52	113
2005	123	2	4	129
2006	201	3	1	205
2007	73	3	0	76
2008	15	0	0	15
TOTAL	SFR	MH	MFR	TOTAL
1977 - 2008	2541	374	1153	4068
% of Total	62.5%	9.2%	28.3%	

2008				
MONTH	SFR*	MH*	MFR*	TOTAL*
Jan	1	0	0	1
Feb	4	0	0	5
Mar	7	0	0	12
Apr	1	0	0	13
May	0	0	0	13
Jun	0	0	0	13
Jul	0	0	0	13
Aug	1	0	0	14
Sep	1	0	0	15
Oct	0	0	0	15
Nov	0	0	0	15
Dec	0	0	0	
Total	15	0	0	15
% of Total	100.0%	0.0%	0.0%	

* Totals do not include demolitions or replacements.

* Duplexes are included as MFR.

SFR = Single Family Residential

MH = Manufactured Housing

MFR = Multi-Family Residential

TOTAL	SFR	MH	MFR	TOTAL
1980 - 1989	285	116	105	506
% of Total	56.3%	22.9%	20.8%	
1990 - 1999	923	244	591	1758
% of Total	52.5%	13.9%	33.6%	
2000 - 2008	907	14	263	1184
% of Total	76.6%	1.2%	22.2%	

* Totals do not include demolitions or replacements; identifies total number of new dwelling units not new permits.

City of Canby Monthly Report

Department: Court

For Month of: November & December
Date prepared: January 2, 2009
Prepared by: Kathy Mashek
From: Sue Engels, Court & Finance Director

- ! 13 attended the seatbelt class for the month of November. There was no class in December. This generated \$195.00 towards the purchase of helmets.
- ! Court trials for the months of November & December were held for 18 defendants. This required 6 officers, at various times, to come to testify.
- ! 383 cases were filed and 413 cases were concluded during these months.
- ! Revenue for the both months was \$87,161.74. Out of this amount, Oregon Department of Revenue received checks totaling \$7,069.00, Oregon Judicial Department \$508.00 and Clackamas County received \$2,295.00.
- ! 27 defendants appeared with attorneys. With the defendants there were a total of 7 different attorneys present. Court for December 18 was cancelled due to the weather.



M E M O R A N D U M

TO: *Honorable Mayor Thompson and City Council*
FROM: *Catherine Comer, Economic Development Manager*
THROUGH: *Mark C. Adcock, City Administrator*

RE: ***BI-MONTHLY STAFF REPORT – November-December 2008
ECOMONIC DEVELOPMENT DEPARTMENT***

Economic Development Project Updates

The following projects are funded through Urban Renewal.

1. **Canby Cinema. Ongoing.** The URA purchased land to build a 157-space public parking lot and connection road between 2nd and 3rd Avenues. The city also received a land donation from the Cutsforth family in the form of a reduced sales price for the parking lot property and a gift from the estate of Alice Klohe, allowing additional land to be purchased to expand the parking lot project. The name of the new theater will be **Canby Cinema 8**. Anticipated ground breaking; March '09. Anticipated Cinema opening; mid-October '09. We hold regular project meetings and other meetings as necessary.

Background: Known as Project Popcorn, the Economic Development Department has worked for almost three years to bring a movie theater to Canby. Early economic studies, demonstrated that Canby was losing over \$2M each year in ticket sales and support business by not having a movie theater. A community survey demonstrated 94% support in bringing a theater to Canby. In 2008, the Canby Urban Renewal Agency partnered with Cinemagic Theatres LLC and with private property owners to locate a site for an 8-plex theater in Canby's downtown.

2. **Development of ED Web Site** (www.canbybusiness.com). Our new website is online. We are still working on adding Industrial Business Profiles of companies currently located in Canby

Background: The goal is to have a very user-friendly economic development web site to serve as a home for our industrial and commercial recruitment efforts. This work became a priority as we've learned that many site selectors now do their initial research entirely on the internet and screen out communities that don't have easily accessible information..

3. **Marketing. Ongoing.** Staff responds to requests as presented. Due to staff time constraints, our marketing efforts are reactive. The majority of Economic Development staff time is spent on infrastructure projects to encourage new business.
4. **Downtown Redevelopment Grants. No change - ongoing.** Three of the four projects that grants were awarded are moving forward at this time.

Background: The Urban Renewal Agency approved this program to provide some incentive for property owners to construct mixed-use developments within Canby's commercial districts. The program offers a 1:1 match of up to \$3,000 towards architectural and financial studies of such projects. Funding for four projects was approved by the Agency.

5. **Facade improvement program. Ongoing.** We are currently seeking projects to participate in this program.

Background: The URD has approved the use of funds for up to five grants for façade design work and no-interest loans for construction work. The design budget will be \$1,500 requiring 50% matching funds from the property owner in the amount of \$750. The program also offers zero-interest loans with a three-year payback period for construction activities.

6. **Canby Downtown/Highway 99E Design Standards Project: Completed, Adopted by City Council on September 17th.** We received our first application using the new Design Standards. That project is Canby Cinema 8.

Background: Goal: To create an overlay zone within the historic commercial core and Highway 99E which will adhere to specific design standards for new and redevelopment. This overlay zone is intended to follow the recommendations as set forth in the Canby Downtown Plan by creating specific building design and public and private landscaping designs which can be enforced as design standards. Objective: To encourage economic vitality and revitalize Canby's commercial center through consistent and compatible building design, landscaping, and signage, which will help keep businesses competitive in the commercial marketplace. A task force of 25 representatives from Canby City Council, Planning Commission, Canby Business Development, Canby Area Chamber of Commerce, Canby Livability Coalition and citizens met for 8 months followed by workshops and public hearings with Planning Commission.

7. **Canby Sign Code Project: Adopted by City Council, December 17th**

Background: Develop new sign codes that will encourage signage that is compatible with Canby's new design standards, encourage businesses to update their signs and to make the code easier for applicants and enforcement. The task force of 12 members including staff and our consulting team have met monthly to review current sign codes and determine recommendations. Task Force completed a draft sign code which was presented to Planning Commission and adopted by City Council.

8. **Canby Pioneer Industrial Park Activity. Ongoing.** We continue to work on a variety of leads.

New Openings:

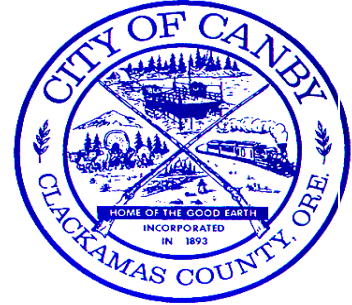
Kendal Floral (6 acres - Hazel Dell Way): Held a grand opening December 2nd. Kendal will initially use 80,000 square feet of the new 120,000 square foot building and will lease the additional space. Kendal opened with 120 employees.

PECO Manufacturing has signed a lease to locate in Building D of the Trend Business Center. The Canby Community Response Team met with PECO executives as they were considering a move and upon consideration of plans to move to Canby, sent this email:

“...the attractive energy costs from Canby's PUD; room for future expansion and to co-locate an additional factory in the same business park; and the tremendous reception from Canby city officials; we are now leaning heavily towards locating the new aerospace fastener business in Canby.” PECO was issued temporary occupancy in December.

9. **Canby Gateways Project: *Ongoing*.** The URA has funded the Canby Gateways Project to help add visual identifiers to the community. The project received a \$15,000 grant from Clackamas County Tourism Development Council through the Canby Chamber of Commerce to design new welcome signs throughout Canby. URD funds will be used to build the signs in 2008-09.
10. **Pioneer Industrial Park Sign *Completed*.** Agency funded this project as part of the Canby Gateway Project. The sign is metal with back-lit letters and acts as a Gateway and as an entrance to the CPIP.
11. **Walnut Street Extension *Ongoing*.** The City will be constructing this project and forming an LID to fund the project at the request of the property owners. *Background:* The Agency has determined that improvement of S. Walnut Street is necessary to continued development of the Canby Pioneer Industrial Park.

CANBY PUBLIC LIBRARY
BI-MONTHLY REPORT
November - December 2008



TO: Honorable Mayor Thompson
and City Council
FROM: Mark Adcock, City Administrator
Beth Saul, Special Projects
Manager
PREPARED BY: Marty Moretty, Library Coordinator
DATE: January 13, 2009

Facility:

- *Art hanging system has arrived and will be installed by the City when schedule allows. The project is being funded by the Friends.
- *The Library will be part of an Eagle Scout project and we hope to have nicely displayed street numbers on the outside of our building facilitate emergency callouts. Right now, our address is not very visible from the street in an emergency situation.

Staff:

- *As Canby Library's representative, Hanna continues to attend the Library Marketing Committee for promoting library services countywide as a tool to educate patrons.
- *Linda is attending the Automation, Reference, and Technical Services Committees to gear up for new countywide system and working on projects as requested by Network to clean up the existing database before moving over to the new Symphony program.
- *Mariann Hagland attends the Safety Committee monthly.
- *Children's Librarian Peggy Wickwire is in regular attendance at the county Kids Committee.
- *Two positions on the Library Board have been filled – thank you to Cathy Whiting and Bill Nesbit.

Programs:

- *Family Nite was held on the 4th Thursday in November and featured a puppet show. December's Family Nite was to have been *Pajama Time with Mrs. Claus* full of storytelling and clowning and of course, Donna Krewson as Mrs. Claus. Cancelled due to weather.

- *The November Family Movie night was “Tinkerbell” and the turnout was unbelievable – one of the biggest! The December movie was “Wall-E” and it was also a big crowd pleaser.
- *An additional program in November “Waiting for Twilight” was held in connection with the theatrical release of “Twilight” based on the immensely popular teen book series by Stephenie Meyer. The original black and white movie “Dracula” starring Bella Lugosi. I’m sure in 1937 when it was released, it was quite frightful, but special effects have come a long way and it brought lots of “giggles”. Regal Cinema in Wilsonville provided free theater popcorn (bet you can’t eat just one!) and Peggy concocted some fake blood (along with recipes), and some fun trivia questions.
- *The Great Rivers of Europe” was a slide show presented on December 11th by Kathy Stuart who shared the delights of cruising the Rhine, the Main and the Danube from Amsterdam to Vienna via a small ship. Kathy explained life on board and all the sights along the way.
- *A presentation of water colors from Lake Oswego artist Edythe Hudson is currently on display.
- *Barlow Head Start has been having several tours of the library this fall and coordinating with Peggy.
- *Canby Livability Coalition has the architectural drawings of the Canby Green space and Art Park on display.
- *Willamette Falls Hospital continues to send a nurse to the library every 2nd Wednesday for a blood pressure clinic. Nurse Renee sets up over by the fireplace area monthly.

Grants:

- *The grant application for the Ready to Read Grant was submitted and the focus will be to provide the funding for the summer reading program of '09.

*Volunteers:

- *Contributed 262.5 hours for November and 240.5 hours for December assisting in shelving, sorting, pick lists, cataloging and processing, book mending, programs, shelf shifting, and cleaning.
- *The transition program and their instructors have been coming to the library on Wednesday afternoons to study, check out books and help with shelving and other special projects
- *Cub Scout troop came in for a service project and concentrated on the cleaning of the small children’s room – furniture, shelving, and books.
- *We once again held our Volunteer Appreciation “gala” and white

elephant on Sunday, December 7th. Instead of a dinner potluck, we had a lovely Christmas dessert with a transformed Library with silver service and all. There was a great turnout a fun time was had by all - it proved to be about the last normal Christmas event – and then the snow and ice came and changed everything! Ellen Elder and her wonderful canine companions Scout and Lady were presented with our Volunteer of the Year award.

- *Patrons Joyce Knight and Nina Rodine donated handmade fabric book bags to have available for sale over Christmas as a fundraiser. They flew out like hotcakes and they even took special orders.....like Marty, Go Beavs!

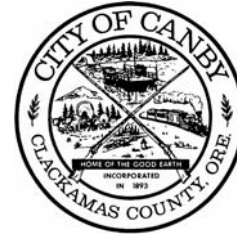
Friends of the Library:

- *Sorting and shelving donations.
- *Karen Batridge is now heading up the bookstore and has been elected to the Friends of the Library Board. She is trying to work at simplifying the process and make sure that the stock is rotated frequently to keep faithful users checking the items for sale frequently.
- *The book club resumed in November to review “River of Doubt” by Candice Millard and the December selection was “Water for Elephants” by Sara Gruen.
- *Thanks to the generosity of the Board, the Library was given funding for books, Family Night at the Movies and Family Night programs, seed money for a new self-contained audiobooks that don’t require disc or cassette players (just a couple batteries) – called *Playaways*.
- *The bookstore had a Christmas sale at the end of November into December so again, hats off to the crew - Karen, Loryn, Roberta, Marilyn, Kathy, Jean, Carol, and Lee who give so much time to the success of the store.

City of Canby Monthly Report

Department: Police Department

To: Mark Adcock, City Administrator
From: Jorge Tro, Lieutenant
For Months Of: November 2008 - December 2008



Community Activities

11/4/2008 Canby High School / Job Shadow, Officer Christman
11/5/2008 Canby High School / Job Shadow, Officer Christman
11/7/2008 Clackamas County Fairgrounds / Canby Emergency Services
Preparedness Exercise - Drive-Thru Flu Vaccine Clinic, Lt. Tro
11/13/2008 Canby High School / Crime Scene Investigation Presentation, Don
Hemstreet
11/13/2008 Canby / El Chilito Ribbon Cutting Ceremony, Lt. Tro
11/15/2008 Canby PD / Tour of Canby PD for Cub Scout Group, Sgt. Cunningham
11/19/2008 Canby PD / Tour of PD for Canby Head Start Pre-School, Officer Smith,
Officer Farmer, and Sgt. Cunningham
11/20/2008 Canby PD / Tour of PD for Canby Head Start Pre-School, Officer Smith
12/4/2008 Canby Adult Center / Volunteer for Lunch, Lt. Tro
12/12/2008 Trost School / Kiwanis Terrific Kids Presentation, Lt. Tro
12/13/2008 Wal Mart-Happy Valley / Shop with a Cop, Lt. Tro, Sgt. Cunningham,
Officer Macom, Officer Ethington, Detective Fetters
12/13/2008 CC Fairgrounds / Breakfast with Santa, Lt. Tro, Sgt. Cunningham,
Officer Ethington, Officer Macom, Detective Fetters

Department Activity

11/17/2008 Canby Area / Tactical Entry Team (T.E.T.) training along with Oregon
City Police Department instructors, T.E.T. members
11/19/2008 Canby Area / Tactical Entry Team (T.E.T.) training along with Oregon
City Police Department instructors, T.E.T. members

Department Activity

- 11/21/2008 Canby Area / Tactical Entry Team (T.E.T.) training along with Oregon City Police Department instructors, T.E.T. members
- 12/4/2008 Los Angeles / Sgt. Schoenfeld graduated from Los Angeles - West Point Leadership Program
- 12/19/2008 Woodburn to Salem Armory / Memorial Service for Captain Tennant, Members of the Police Department
- 12/20/2008 Salem Armory / Memorial Service for Trooper Hakim, Lt. Tro and Sgt. Green

Meetings

- 11/3/2008 Cutsforth's Thriftway / Kiwanis Meeting, Chief Kroeplin
- 11/3/2008 Canby PD / P.O.D. meeting, Lt. Tro
- 11/4/2008 Oregon City Elks / Monthly Chief's Meeting, Chief Kroeplin
- 11/12/2008 Canby City Hall / Agenda Meeting, Lt. Tro
- 11/13/2008 Clackamas PSTC/ CCCJC, Lt. Tro
- 11/14/2008 Cutsforth's Thriftway / Rotary Club Meeting, Lt. Tro
- 11/19/2008 CCOM / C800 Meeting, Lt. Tro
- 11/19/2008 CCOM / CCOM Member Board Meeting, Lt. Tro
- 11/24/2008 Orchards Apartment / Gang Meeting-Neighborhood Gang Problem (450 S. Pine), Officer Swanberg
- 11/24/2008 Canby City Hall / Hazard Mitigation Meeting, Lt. Tro
- 11/24/2008 Canby City Hall / Agenda Meeting, Lt. Tro
- 11/25/2008 Canby City Hall / Meeting with Council, Lt. Tro
- 12/1/2008 Canby City Hall / Agenda Meeting, Lt. Tro
- 12/2/2008 Happy Valley / "Shop with a Cop" meeting with Walmart and obtain grant money, Lt. Tro
- 12/2/2008 Oregon City Elks / Monthly Chief's Meeting, Lt. Tro
- 12/2/2008 Oregon City / Monthly Chief's Meeting, Lt. Tro
- 12/3/2008 Canby PD / Staff Meeting, Lt. Tro, Toni Tracy, and Sergeants
- 12/4/2008 Oregon City / CCITF Meeting, Lt. Tro
- 12/5/2008 Cutsforth's Thriftway / Rotary meeting, Lt. Tro
- 12/10/2008 Council Chambers / Council Work Session regarding Vine Street Neighborhood Issues, Lt. Tro, Toni Tracy, and Sergeants

Meetings

12/11/2008 CC PSTC / C.C.C.J.C., Lt. Tro
12/11/2008 Canby City Hall / Weekly meeting with Mark Adcock to discuss PD Operations, Lt. Tro
12/11/2008 CCSO North Station / S.W.A.T. Meeting, Lt. Tro
12/12/2008 Cutsforth's Thriftway / Rotary Meeting, Lt. Tro
12/12/2008 Canby PD / Meeting with new PD Chaplain Jim, Lt. tro

Monthly Stats

11/30/2008 K9 Activity - November 2008 - Warren/Freddy
*Two call-outs
*16 hours of training

K9 Activity - November 2008 - Farmer/Patriot
*No call-outs
*16 hours of training

11/30/2008 Traffic Safety Report - November 2008
*DUI Arrests - 7
*Traffic Complaints - 5

11/30/2008 Department Stats - November 2008

*Calls for Service / 1177
*Crime Reports / 58
*Adult Arrests / 64
*Juvenile Custody / 3
*Injury Crashes / 1
*Non-Injury Crashes / 9
*Citations Issued / 251
*Front Counter contacts / 197

11/30/2008 Gang Related Calls / November 2008 - 15

12/31/2008 K9 Activity - December 2008 - Warren/Freddy
*Two call-outs - Five subjects apprehended
*14 hours of training

K9 Activity - December 2008 - Farmer/Patriot
*One call-out
*20 hours of training

12/31/2008 Gang Related Calls / December 2008 - 9

Monthly Stats

12/31/2008 Department Stats - December 2008

- *Calls for Service / 966
- *Crime Reports / 62
- *Adult Arrests / 111
- *Juvenile Custody / 22
- *Injury Crashes / 2
- *Non-Injury Crashes / 11
- *Citations Issued / 148
- *Front Counter contacts / 180

12/31/2008 Traffic Safety Report - December 2008

- *DUI Arrests - 6
- *Traffic Complaints - 8

Training

- 11/7/2008 San Diego / IACP Conference, Chief Kroeplin and Sgt. Cunningham (11-07-2008 through 11-13-2008)
- 11/12/2008 Canby Rod and Gun Club / Mandatory Firearms Training-Night Shoot, Sworn Officers
- 12/17/2008 Canby Rod and Gun Club / Taser and Less Lethal Mandatory Department Training, All Sworn Officer, Medics, Community Service Officer

Bi-Monthly Report

From: Eric Laitinen, Aquatic Program Manager

Date: January 6, 2009

Re: November and December 2008 Report

As everyone knows the past three weeks or so have been pretty crazy, with unusual weather for Canby Oregon in December. It definitely did affect our numbers for attendance and revenue but overall for the past two months the pool did pretty good. In November we were up \$2,000.00 and 450 swims, and December we were down \$1,000.00 and 100 swims. Most of the down turn for December was the last two weeks when it was very quiet at the pool although there were a few diehard swimmers that braved the storms to swim. The bottom line over the past two months is we are up \$4,000.00 and up 1,400 swims total over last year through December and that is very good as last year turned out well.

We just started registering for spring swimming lessons today and have already had many calls to get in lessons. This is a very good sign for the upcoming swimming lesson season. Nathan also opened up registration for a beginning triathlon swimming class on Sunday. The class will begin in February and will be every Sunday morning for 10 weeks. He has several people already registered.

The Canby Gators and The Canby High School swim teams are in full steam. The Canby high school team will start league competition this Thursday in McMinnville. The Gators hosted the Canby Mile Open, The Canby Animal Meet and the Oregon Top 5 awards at the Canby High School over the past two months. It has been a busy time for the team and they get back into competition this weekend with an A/B Invitational in Corvallis.

If the weather doesn't throw us any more loops I expect the rest of the winter season to go very well. The Canby Swim Center is busy and starting up school lessons in a couple of weeks, and we just build on through all the way to the end of the summer from here.

FROM : ERIC LAITINEN, AQUATIC PROGRAM MANAGER
SUBJECT: MONTHLY REPORT FOR NOVEMBER 2008
DATE: JANUARY 8, 2009

CANBY SWIM CENTER NOVEMBER 2008	ADMIT 2007	ADMIT 2008	PASS 2007	PASS 2008	TOTAL 2007	TOTAL 2008	YTD TOTAL 07-08	YTD TOTAL 08-09
MORNING LAP	37	76	215	235	252	311	1346	1617
ADULT RECREATION SWIM	43	63	459	424	502	487	2886	2547
MORNING WATER EXERCISE	231	214	0	0	231	214	1260	1071
PARENT/ CHILD	82	0	0	0	82	0	1043	819
MORNING PUBLIC LESSONS	78	118	0	0	78	118	3538	2950
SCHOOL LESSONS	40	63	0	0	40	63	167	101
NOON LAP	71	69	132	218	203	287	998	1312
	0	0	0	0	0	0	0	0
AFTERNOON PUBLIC	123	348	12	21	135	369	2164	2821
PENGUIN CLUB	0	0	0	0	0	0	1208	730
CANBY H.S. SWIM TEAM	0	0	583	622	583	622	583	622
CANBY GATORS	0	0	758	735	758	735	2798	3049
MASTER SWIMMING	0	21	46	22	46	43	160	110
EVENING LESSONS	204	230	0	0	204	230	3623	4632
EVENING LAP SWIM	35	27	19	19	54	46	516	611
EVENING PUBLIC SWIM	189	266	12	5	201	271	2371	2625
EVENING WATER EXERCISE	66	115	0	0	66	115	420	878
ADULT LESSONS	0	6	0	0	0	6	62	51
GROUPS AND RENTALS	463	439	0	0	463	439	1599	1583
KAYAK	4	10	0	0	4	10	14	14
OUTREACH SWIMMING	0	0	0	0	0	0	489	601
TOTAL ATTENDANCE	1,666	2,065	2,236	2,301	3,902	4,366	27245	28744

FROM : ERIC LAITINEN, AQUATIC PROGRAM MANAGER
SUBJECT: MONTHLY REPORT FOR DECEMBER 2008
DATE: JANUARY 8, 2009

CANBY SWIM CENTER DECEMBER 2008	ADMIT 2007	ADMIT 2008	PASS 2007	PASS 2008	TOTAL 2007	TOTAL 2008	YTD TOTAL 07-08	YTD TOTAL 08-09
MORNING LAP	31	50	188	120	219	170	1565	1787
ADULT RECREATION SWIM	32	59	383	342	415	401	3301	2948
MORNING WATER EXERCISE	227	166	0	0	227	166	1487	1237
PARENT/ CHILD	0	0	0	0	0	0	1043	819
MORNING PUBLIC LESSONS	0	114	0	0	0	114	3538	3064
SCHOOL LESSONS	218	0	0	0	218	0	385	101
NOON LAP	74	86	137	201	211	287	1209	1599
	0	0	0	0	0	0	0	0
AFTERNOON PUBLIC	142	183	7	11	149	194	2313	3015
PENGUIN CLUB	0	0	0	0	0	0	1208	730
CANBY H.S. SWIM TEAM	0	0	592	753	592	753	1175	1375
CANBY GATORS	0	0	654	632	654	632	3452	3681
MASTER SWIMMING	16	19	20	18	36	37	196	147

EVENING LESSONS	169	205	0	0	169	205	3792	4837
EVENING LAP SWIM	22	21	9	26	31	47	547	658
EVENING PUBLIC SWIM	198	149	33	4	231	153	2602	2778
EVENING WATER EXERCISE	36	64	0	0	36	64	456	942
ADULT LESSONS	0	4	0	0	0	4	62	55
GROUPS AND RENTALS	494	360	0	0	494	360	2093	1943
KAYAK	3	5	0	0	3	5	17	19
OUTREACH SWIMMING	0	0	0	0	0	0	489	601
TOTAL ATTENDANCE	1,662	1,485	2,023	2,107	3,685	3,592	30930	32336

PUBLIC WORKS UPDATE



TO: *Honorable Mayor Thompson and City Council*
FROM: *Dwayne Barnes, Director of Public Works*
DATE: *January 13, 2009*
THROUGH: *Mark C. Adcock, City Administrator*
RE: *Public Works Bi-Monthly Report November – December 2008*

The months of November and December 2008 for the most part were normal until mid December when the snow started falling. During the snow event staff distributed approximately 100 tons of sanding rock and Fleet Services installed studded tires on Police cars and CAT busses. When the snow finally stopped and the temperature increased the heavy rain began. On January 1, 2009 Public Works Staff worked on flooding related issues until noon on January 2nd.

Status of Major Projects

Knights bridge Road Reconstruction:

Construction Plans are complete awaiting construction in 2009. The pump station will be bid separately due to the long lead time and is anticipated to be advertized in February so delivery can coincide with the street construction in the spring.

NE 2nd Avenue Redevelopment:

The design drawings for reconstruction of NE 2nd Avenue and the parking lot are almost complete. We anticipate a bid in February and start of construction in the spring of 2009.

Wastewater Treatment Plant Improvements:

Plans are complete for improvements to the UV system, Effluent filtration; Scum Pumping, Biosolids Drying and RV dump station improvements. Anticipate bidding the project in the spring to expend approximately \$1.2 million from this year's budget and the remainder in 2009-2010.

Walnut Street Improvements:

We are preparing plans and specifications for the street improvements and anticipate bidding in March with the start of construction in the spring of 2009. Lot line adjustments, vacations and dedications will be submitted in January for City approval and will be subsequently negotiated with property owners.

Public Works

By Jeff Crowther, Public Works Supervisor

Street Maintenance Program:

During November and early December staff focused on street sweeping and leaf removal from public right of way. During late December Staff was busy sanding, manually removing snow, and addressing flooding concerns.

A major addition to assist staff was the purchase of a de-icing system and coordinating with ODOT in obtaining Magnesium Chloride. The de-icing unit is being installed and will be available for use in early January. The system will also be used during the summer for application of herbicides.

Street Sweeping	262.0 Man Hours
Street Maintenance	202.0 Man Hours
Tree Trimming	75.0 Man Hours
Street Light Repair	42.0 Man Hours
Street Sign Repair and Installation	192.0 Man Hours
Ice and Snow Removal	257.5 Nan Hours

Sewer and Storm Water Collection

Staff cleaned six lift station wet wells to remove collected grease and solids. The portable generator was serviced and taken to each lift station to insure that the connections were available. Staff disconnected the service power and operated each lift station simulating a loss of power and an emergency situation.

Staff submitted a permit application to the Oregon Department of Environmental Quality Water for a Wastewater Pollution Control Facility (WPCF) Underground Injection Containment (UIC) Permit. The City has approximately 350 UIC devices that will be covered under this permit.

Lift Station Maintenance	25.5 Man Hours
Sewer Lateral Repair	10.0 Man Hours
Catch Basin Cleaning	15.5 Man Hours
Sewer and Storm Line Locating	76.0 Man Hours

Wastewater Treatment

By Darwin Tramel, Wastewater Treatment Supervisor

Facility Operations & Maintenance & Construction:

The water quality for the months of November and December was excellent with no interruption of services or violations for either month. Operations for the winter permit in the last two months have been exceptional with no problems noted. In the last two months staff worked on winterization of plant equipment and optimizing process adjustments for the cold winter months. The facility continues to operate without flocculation and odor scrubbing chemicals to reduce the costs of excess chemical use.

During the past two months wastewater staff focused on cleaning and organizing the inside of facility buildings and freeze protection of water lines and valves. Staff continued to keep up with preventative maintenance and worked on several major maintenance activities that included the following:

- Installed a pump shed for City water piping and RP valves
- Rewound an aeration blower motor and re-installed
- Designed, fabricated and installed a new stainless steel lid on polymer hopper
- Replaced 350' of lime silo feed line.
- A seal failure in a newly rebuilt raw sewage pump was sent back for seal replacement. Should be a warranted replacement
- Emergency generators had bi-yearly load bank testing
- Furnace in laboratory had a leaking drain pan. Replaced pan with new
- Installed cat walk on front of belt press
- Disassembled and repaired electrical contacts in silo blower motor
- Replaced North aeration basin recirculating pump with back up pump and sent the broken pump in for rebuild
- 5 HP shop compressor motor failed and a new motor was installed
- Replaced diaphragm on North WAS pump.
- Repaired damaged gutters from snow storm, and will get bids to replace others
- Routine daily maintenance, repairs, and cleaning

Construction activities for the months of November and December included a review of the Phase III upgrade plans with Dwayne Barnes and Curran & McLeod Engineering.

November

New Connections	0	Monthly Averages	
Total Connections	5732	Effluent BOD	3 mg/l
Average Flow	1,086,000 gal	Effluent CBOD	1 mg/l
E. Coli	2	Effluent TSS	4 mg/l

December

New Connections	1	Monthly Averages	
Total Connections	5733	Effluent BOD	4 mg/l
Average Flow	998,900 gal	Effluent CBOD	2 mg/l
E. Coli	2	Effluent TSS	6 mg/l

Biosolids Program:

The City hauled 360 cubic yards of biosolids to the Ingels and Piuser properties in the months of November and December. During the latter weeks of December all biosolids hauling has been ceased due to snow, ice and extremely wet conditions. The City will be disposing of biosolids to the Riverbend landfill until the application sites are suitable for hauling. Staff also completed a second round of soil sampling of biosolids application sites for metals and nutrients.

Pretreatment:

During the month of November December the City received the results of our annual three day bioassay sampling. This test determines if the City's effluent is capable of reproducing broods of minnows and daphnia to determine toxicity of the effluent in the receiving stream. The City passed all of the parameters of the test with no reported toxicity caused by the wastewater facility discharge. I continue to work on preparing data for the NPDES permit renewal, Reasonable Potential Analysis, and Local Limits development.

Pretreatment inspections and activities for the past two months included review of several business license applications and sampling of the Kendall Floral facility for priority pollutants and organics. The testing showed no major pollutants discharged following their pretreatment process.

Meetings and Training Attended

I attended meetings with Oregon ACWA, the PNPC committee and Curran & McLeod Engineering. All staff member's participated in the City monthly safety meeting and continued training on emergency procedures. Bob Wengert completed training in Microsoft excel and Dave Conner attended labor management meetings with the union.

Parks Maintenance

By Jeff Snyder, Parks Maintenance Lead Worker

Park Renovations

Mowry Rebar Inc. finished the irrigation system, had a bollard installed on the maintenance path and completed the landscaping for phase two of the Legacy Picnic Shelter Project. We are waiting for the picnic tables for the shelter to arrive and be assembled to complete the project.

Bleachers were ordered and received for Maple St. Park. The bleachers meet OR State Building Codes and address ADA issues. We will start to assemble the bleachers in January.

Park Maintenance

All the mowing was completed in the parks by early November. The irrigation systems, faucets and buildings were winterized before the freezing weather arrived. Tree trimming was performed at five locations. All the time clocks for doors, gates and lights were adjusted to day lights savings time. Vandalism was reported and repaired at Maple St. Park and S. Locust St. Park. Storm debris removal along with snow and ice removal occupied staff time.

Regular maintenance was performed at the 25 areas the Parks Department is responsible for, the Adult Center, Arneson Gardens Horticultural Park, Baker Prairie Cemetery, City Hall, Community Park (River), Eco Park natural area, Faist V property, Holly & Territorial welcome sign property, Hulbert's welcome sign property, Library, South Locust Street Park, Logging Road Trail and Fish Eddy/Log Boom property, Maple Street Park, Nineteenth Loop Natural area, Northwood Estates Park, Skate Park, Shop Ground, Swim Center, Legacy Park, Territorial Estates Future CLC Park, Transit Building, Transit Bus Stop, Triangle Park, Wait Park & Willow Creek Wetlands.

City Facility Maintenance

Facilities maintenance request forms were received from City Hall (4), Transit (7), Police (2), Canby Adult Center (1) and the Library (3). It took 74 hours to complete the 17 request forms. Ronda Rozzell also had 7 hours of administrative time related to facilities maintenance. 81 hours total.

Clackamas County Corrections Crews

C.C.C.C. Raked leaves and picked up debris at Wait Park and at Canby Community Park. CCCC performed approximately 288 hours of labor for the City of Canby in the months of November and December.

Meetings attended:

We all attended the crew safety committee meeting.

Meetings were held with SCC Earthworks, 9-Mile Const. regarding the Legacy project.

I had a couple of phone meeting with Architect Scott Beck to discuss Phase two of the Legacy Picnic Shelter project.

I meet with the Chamber of Commerce to coordinate the Holiday Lighting project in Wait Park.

Attach statistics or other information of interest.

The Parks Department is responsible for 182 acres of property.

Local residents enjoyed the closure of the Community Park road during the snow we had. The grade of the road was transformed into a sledding hill.

Fleet Service

By Joe Witt, Lead Mechanic

November 2008

Department	Work Orders	Labor Cost	Material Cost	Total Cost
Administration	3	133	93	226
Adult Center	3	410	292	702
Building	0	0	0	0
Wastewater Collections	0	0	0	0
Wastewater Treatment	6	392	1916	2,308
Parks	8	574	584	1,158
Police	12	2226	4602	6,828
Streets	9	3934	4116	8,050
Fleet Services	1	444.5	169	614
Canby Area Transit (CAT)	23	8638	2460	11,098
Canby Fire District	4	1218	229	1,447
Totals*				\$32,431

December 2008

Department	Work Orders	Labor Cost	Material Cost	Total Cost
Administration	3	347	235	582
Adult Center	1	242	187	429
Building	2	56	956	1,012
Wastewater Collections	4	560	276	836
Wastewater Treatment	4	154	318	472
Parks	6	389	492	881
Police	31	4886	14418	19,304
Streets	17	4995	5779	10,774
Fleet Services	3	742	526	1,268
Canby Area Transit (CAT)	20	5789	21207	26,996
Canby Fire District	4	938	151	1,089
			Totals*	\$63,643

*Total includes labor, materials and fuel for all departments with the exception of CAT and Canby Fire purchase their own fuel.

Fleet Service Highlights

32 Vehicles and Busses had studded tires installed in December during the snow event. Staff worked on specifications and purchased a de-icer unit for the street department.

City of Canby Bi-Monthly Report

Department: Transit



For: the months of November and December 2008

Date: January 12, 2009

Prepared by: Julie Wehling

Through: Mark Adcock, City Administrator

1. Funding Issues:

- a. Monthly Elderly and Disabled transportation reports for TriMet were submitted.
- b. Quarterly Reports and billings submitted to ODOT and TriMet.
- c. The biennial funding process for Special Transportation Fund (STF) discretionary funding is underway. The local determination will be made on January 16th and forwarded to the State for final approval. On December 26th CAT submitted an application for three vehicles and preventive maintenance funding. The vehicle cost was estimated at \$225,000 and the preventive maintenance at \$51,000 for a total project estimate of \$276,000. If the request is fully funded it would result in grants for \$256,655 with \$28,345 match requirement.
- d. At the same time the annual STF formula funding process is underway. The funding allocations will also be determined on January 16th. CAT submitted a request for \$90,825 on December 26th. This funding source has no match requirement.

2. Ridership:

CAT provided:

- a. 15,588 rides in November (23 % decrease as compared to November 07)
- b. 13,722 rides in December (19 % decrease as compared to December 07)

For the first 6 months of the year rides are down by 6 percent as compared to last fiscal year. The recent service changes have caused a drop in ridership. Transit systems making changes to routes and schedules expect an initial drop in ridership followed by a gradual increase in ridership as customers become accustomed to the changes. The service cancellations due to weather also impacted our December ridership.

3. Service Update:
 - a. During the bad weather in December we attempted to adhere to our normal schedule on December 19th and 20th. We ran a bit behind schedule at times but overall we kept to the regular schedule. On December 22-24 we canceled all regular service except life sustaining medical trips (Kidney Dialysis). As per our holiday schedule, we did not operate on Christmas Day. On December 26th we resumed a limited fixed route schedule and life sustaining medical trips. On Saturday, December 27th we resumed our regular service schedules.
4. Community Outreach/Marketing:
 - a. We continue to collect input from the riders regarding the service changes.
5. Meetings/Conferences Attended: BCB Associates represented CAT at:
 - a. Regional Transportation Coordinating Council (RTCC) meeting.
 - b. Special Transportation Fund Advisory Committee Meetings (Cynthia Thompson and Clair Kuppenbender)