



## AGENDA

### CANBY CITY COUNCIL MEETING

February 6, 2019

7:00 PM

Council Chambers

222 NE 2<sup>nd</sup> Avenue, 1<sup>st</sup> Floor

*Mayor Brian Hodson*

*Council President Tim Dale*

*Councilor Tracie Heidt*

*Councilor Traci Hensley*

*Councilor Greg Parker*

*Councilor Sarah Spoon*

*Councilor Shawn Varwig*

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### CITY COUNCIL WORK SESSION - 6:00 PM

Willow Creek Conference Room

222 NE 2<sup>nd</sup> Avenue, 1<sup>st</sup> Floor

The City Council will be meeting in a Work Session to review proposals from recruitment firms.

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### CITY COUNCIL MEETING – 7:00 PM

#### 1. CALL TO ORDER

- A. Invocation
- B. Pledge of Allegiance
- C. Drive to Zero Campaign Presentation

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#### 2. COMMUNICATIONS

#### 3. CITIZEN INPUT & COMMUNITY ANNOUNCEMENTS

*(This is an opportunity for audience members to address the City Council on items not on the agenda. Each person will be given 3 minutes to speak. You 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. For Agenda items, please fill out a testimony/comment card and give to the City Recorder noting which item you wish to speak on.)*

#### 4. MAYOR'S BUSINESS

#### 5. COUNCILOR COMMENTS & LIAISON REPORTS

#### 6. CONSENT AGENDA

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

- A. Approval of Minutes of the January 9, 2019 City Council Work Session
- B. Approval of Minutes of the January 16, 2019 City Council Work Session and Regular Meeting
- C. Appointments to the Parks and Recreation Advisory Board
- D. Student Appointment to the Library Board

Pg. 29

Pg. 32

## **7. RESOLUTIONS & ORDINANCES**

- A. Res. 1303, Adopting Canby Area Transit's 2019 ADA Plan - Americans with Disabilities (ADA) Plan and Repealing Resolution 1229 Pg. 33
- B. Ord. 1501, Proclaiming Annexation of 47.144 Acres Including 43.79 Acres of Real Property and 3.354 Acres of the Adjacent Road Right-of-Way; Amending the Zoning, and Setting the Boundaries of the Property to be Included Within the City of Canby (**2<sup>nd</sup> Reading**) Pg. 72
- C. Ord. 1502, Authorizing Contract with Curran McLeod, Inc. Consulting Engineers for Design and Construction Phase Engineering Services for the South Ivy Street Wastewater Pumping Station (**2<sup>nd</sup> Reading**) Pg. 77
- D. Ord. 1503, Adopting a Franchise Agreement with ExteNet Systems, Inc., a Nonexclusive Franchise to Construct, Operate, and Maintain a Telecommunications Network and Provide Telecommunications Services Within the City of Canby Oregon Pg. 79

## **8. NEW BUSINESS**

- A. Findings, Conclusion & Final Order ANN 18-05/ZC 18-06 (N Holly) Pg. 89
- B. Discussion Regarding Council's Position on Canby Ferry and Bridge Pg. 92
- C. Request for Authorization to Transfer Money from General Fund to Cover Library Budget Shortfall Pg. 128

## **9. CITY ADMINISTRATOR'S BUSINESS & STAFF REPORTS**

## **10. CITIZEN INPUT**

## **11. ACTION REVIEW**

## **12. EXECUTIVE SESSION: ORS 192.660(2)(h) Litigation and ORS 192.660(2)(e) Real Property**

## **13. 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 503.266.0733. A copy of this Agenda can be found on the City's web page at [www.canbyoregon.gov](http://www.canbyoregon.gov). City Council and Planning Commission Meetings are broadcast live and can be viewed on CTV Channel 5. For a schedule of the playback times, please call 503.263.6287.



# **Drive to Zero Safety Action Plan Part 1**

**EXISTING CRASH DATA TRENDS**

**SAFE DRIVERS AND PASSENGERS**

**SAFE INFRASTRUCTURE**

**SAFE VEHICLES**

**SAFE VULNERABLE USERS**

**ENHANCED EMERGENCY MEDICAL SERVICES**

**SAFETY CULTURE**

**SAFETY MANAGEMENT**

# Part 1 Introduction



**Clackamas County** has set a goal to eliminate fatal and serious injury crashes on its roads by 2035. Part 1 of Clackamas County's **Drive to Zero Safety Action Plan** describes the broad areas the County, its partner organizations, and its residents must focus on to achieve this goal. These emphasis areas represent an evidence-based approach to reducing fatal and serious injury crashes, and they are

based on a review of crash data in Clackamas County and best practices from local, national, and international sources. Notably, the emphasis areas align with those of *Toward Zero Deaths: A National Strategy on Highway Safety*<sup>1</sup>, of which the County is a proud partner, and the *Oregon Transportation Safety Action Plan, 2016*<sup>2</sup>.

## DRIVE TO ZERO

Achieving the goal of zero traffic fatalities will involve everyone.



<sup>1</sup> Toward Zero Deaths Steering Committee. Toward Zero Deaths: A National Strategy on Highway Safety. June 2014. <http://www.towardzerodeaths.org/>.

<sup>2</sup> Oregon Department of Transportation. Oregon Transportation Safety Action Plan, 2016. 2016. [http://www.oregon.gov/ODOT/Safety/Documents/TSAP\\_2016.pdf](http://www.oregon.gov/ODOT/Safety/Documents/TSAP_2016.pdf).





## Drive to Zero Safety Action Plan

# Part 1 Introduction

Part I of the Safety Action Plan outlines a strategy for the County to build its Safety Culture and eliminate traffic fatalities and serious injuries by 2035. **Successful implementation of this plan depends upon everyone,** including emergency medical services personnel, activists and educators, local leaders, law enforcement, businesses, engineers, and most

importantly, the travelling public. Everyone uses the road system either by driving, walking, biking, using transit, or relying on goods and services that travel on the roads.

**Achieving our goal of zero fatal and serious injury crashes by 2035 will take a team effort—are you in?**

### Part 1 is organized into the following sections:

- Crash Data Trends
- Safe Drivers and Passengers
- Safe Infrastructure
- Safe Vehicles
- Safe Vulnerable Users
- Enhanced Emergency Medical Services
- Safety Culture
- Safety Management

### The Safe System

The Safe System approach prioritizes safety first when designing infrastructure. The principles of this approach include:

- **People will make mistakes, but these mistakes should not lead to death or serious injury.**
- **Speeds have a direct relationship to the severity of crashes.**
- **Safety is everyone's responsibility, especially the designers of the system.**
- **Safety must be considered at all levels to provide redundancy when one part fails.**

Source:

Towards Zero Deaths Foundation. <http://www.towardszerofoundation.org/thesafesystem/#principles>

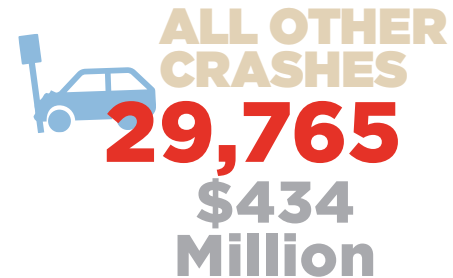
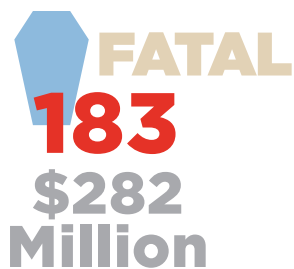


## Existing Data Trends and Efforts

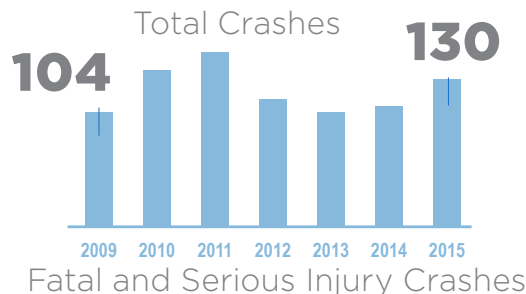
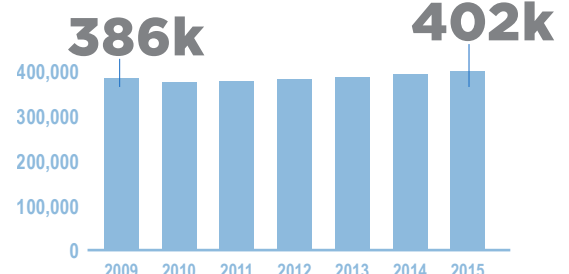
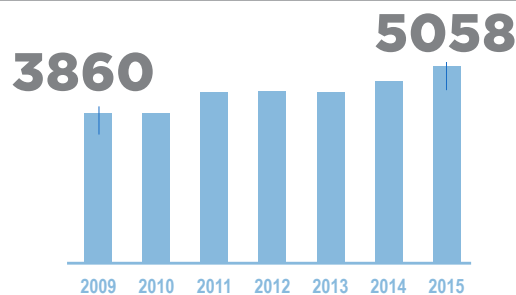
### Crash Data

From 2009 to 2015, **183** people were killed in traffic crashes in Clackamas County. Another **795** people suffered serious, potentially life-altering injuries.

The economic impact of these and other less severe crashes, was **\$787.5 million**, or about **\$112.5 million per year**. The economic costs during this time are shown by crash type below.



Over the past seven years, reported total crashes and reported fatal and serious injury crashes have generally increased in Clackamas County. This increase has outpaced the County's population growth of 4% over the time shown.



### The Real Cost of Crashes

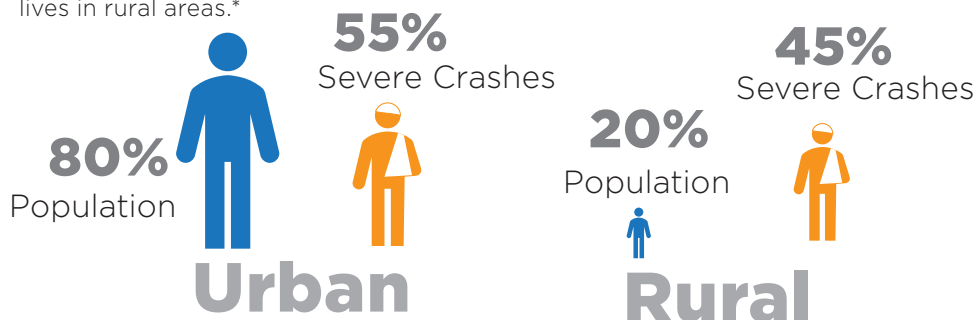
More difficult to calculate than the economic costs of crashes are the quality of life costs. So many of us know someone who was impacted by a crash, and those impacts reverberate throughout entire communities.

One such tragic event involved 6-year-old Derick Bedwell, who was killed in a drunk-driving crash in rural Molalla in June 2018. Because of the remote location, the victims had to flag a passing vehicle and travel 13 miles to reach cell service. By the time medical personnel arrived, it was too late. Derick's death impacted his family, his friends, and his entire community.

In addition to tragic fatal crashes like this, crashes that don't end lives can still drastically affect them. Health issues stemming from serious crashes can lead to job and housing loss, financial trouble, and mental health problems.

### Rural vs. Urban

People must drive further in rural areas to reach destinations and emergency response times can be longer than in urban areas. Speeds are also higher than in urban areas and there are fewer transportation options. As a result, rural areas are more susceptible to severe crashes than urban areas. As shown below, 45% of reported severe crashes occurred in rural areas, while 20% of the population lives in rural areas.\*

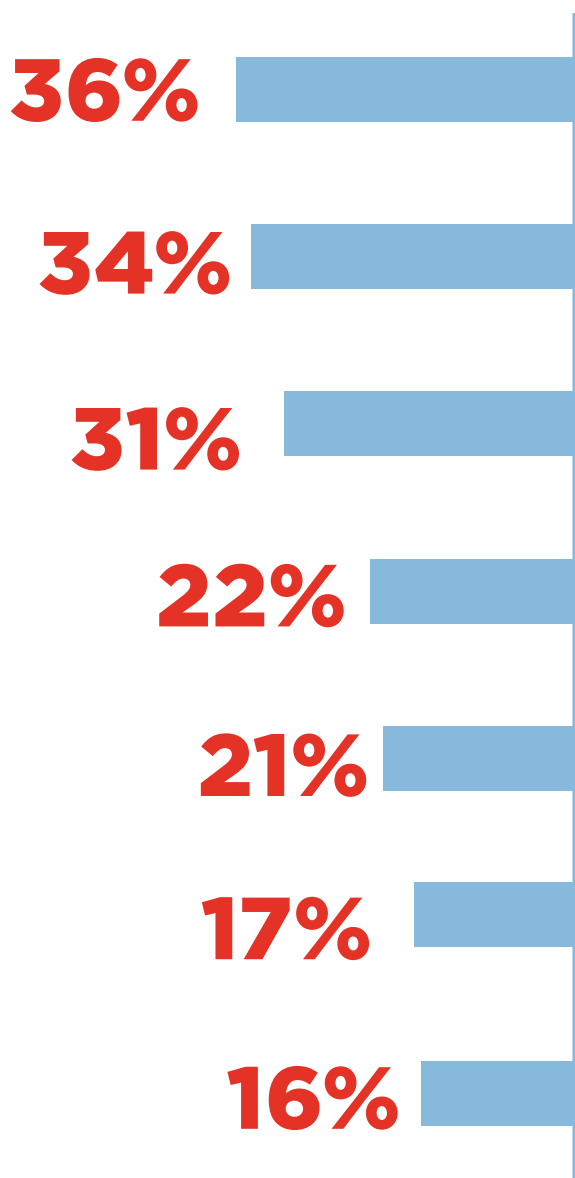


\*Urban areas, as defined by the Federal Highway Administration, include any areas defined by the Census as being urbanized (either urbanized areas or urban clusters) with a population of 5,000 or greater. By this definition, Molalla is considered urban and Estacada is not.

# The most frequent contributing factors in reported crashes are:



## Fatal and Serious Injury Crashes by Contributing Factor



The most frequent contributing factors to fatal and serious injury crashes are:



**Inexperienced Drivers:** Crashes in which the driver was 25 years of age or younger.



**Roadway Departures:** Crashes in which the vehicle left the roadway or crossed over the center line.



**Aggressive Driving:** Crashes in which the driver was driving too fast for conditions, following too closely, failing to avoid vehicle ahead, or exceeding the posted speed limit.



**Motorcyclists:** Crashes involving a motorcycle driver or passenger.



**Alcohol/Drug:** Crashes in which the driver was under the influence of alcohol or drugs.



**Senior Drivers:** Crashes in which the driver was 65 years old or older.



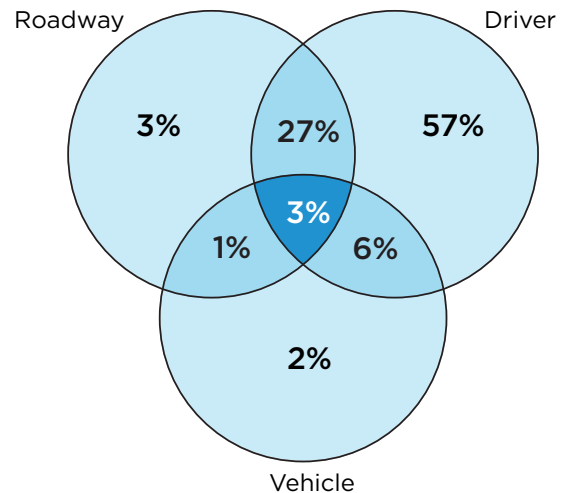
**Pedestrians and Bicyclists:** Crashes involving a person walking or bicycling.

# Safe Drivers and Passengers



## Causes of Crashes

The most common cause of crashes in Clackamas County, as well as throughout the country, is human error. As shown to the right, human error is a factor in 93% of crashes, while vehicle and infrastructure factors are present in 34% and 12% of crashes, respectively<sup>1</sup>. Simply put, for the County to reach its goal of zero fatal and serious injury traffic crashes, people will need to make better decisions. Specifically, people will need to drive calmly, attentively, and sober, wear seatbelts, and use child-passenger seats properly. Additionally, people will need to understand when their cognitive functions are declining and they shouldn't drive, and options need to be available for these people to use other modes.



## Attentive Driving

Data on distracted driving is difficult to collect, but in 2017, the Oregon Department of Transportation (ODOT) Distracted Driving Task Force Report<sup>2</sup> estimated a crash caused by distracted driving occurs every three hours. Distracted driving can take many forms, including eating, talking with passengers, and looking away from the road ahead. This topic has received increasing focus because of the rise of the use of cell phones, GPS devices, and other portable electronic devices while driving. Further, research from the AAA Foundation for Traffic Safety<sup>3</sup> similarly reveals that in-vehicle technology like voice-based and touch screen features cause people to take their eyes and mental focus off the road and hands off the wheel for potentially dangerous periods of time.

In response to findings and recommenda-

tions made by the ODOT Distracted Driving Task Force, House Bill 2597 took effect on October 1, 2017 and makes it illegal to drive in Oregon while holding or using any electronic device, including cell phones, tablets, GPS, or laptops.

However, new distracting, in-vehicle electronics and technologies are constantly entering the market. No matter what the newest distraction may be, all drivers need to have their focus on the road.

### Attentive Driving - What Can You Do?

- Place electronic devices in a location you can't access them before you turn the car on
- If you need to use an electronic device, pull over into a legal parking spot
- Consume food or drink before or after driving
- Stay alert for wildlife crossing the roadway in rural areas
- Program music or directions before you start driving
- Take the Drive to Zero [Attentive Driving Pledge](https://www.clackamas.us/drivetozero/pledge.html)<sup>4</sup>

1 Treat, et al. Tri-Level Study of the Causes of Traffic Accidents. 1979

2 Reducing Distracted Driving in Oregon: An Interdisciplinary Approach to a Statewide Problem. Oregon Department of Transportation. February 2017.

3 Visual and Cognitive Demands of Using In-Vehicle Infotainment Systems. AAA Foundation for Traffic Safety. October 2017.

4 <https://www.clackamas.us/drivetozero/pledge.html>



## Drive to Zero Safety Action Plan

# Safe Drivers and Passengers

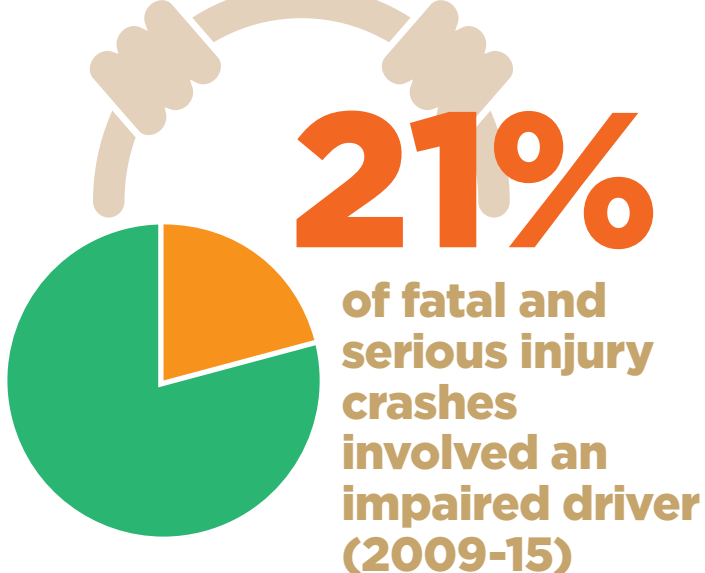
### Action Items – Attentive Driving

- Work with employers to institute distracted driving policies at their workplaces. The National Safety Council has a sample contract in its Distracted Driving toolkit.
- Educate youth and adults on the importance of paying attention when using the transportation system.
- Encourage businesses, institutions, and families to create policies related to driving safety, including attentive driving.

Outreach should be tailored for the audience it targets. One important way to do this is to provide information in multiple languages in locations with high non-English speaking populations.

### Sober Driving

Over one-fifth of reported crash fatalities and serious injuries in Clackamas County involve alcohol- or drug-impairment. Additionally, fatigue, stress, and medications can lead to an impaired state that increases the risk of a crash.



### Action Items – Sober Driving

- Work with alcohol and marijuana retailers/servers to encourage compliance checks to deter selling to, and reward those who do not sell to, underage individuals.
- Promote the Oregon Liquor Control Commission's Responsible Vendor Program.
- Provide educational posters, social media posts, and public service announcements to inform the public about the dangers of impaired driving.
- Work in schools to educate students on the consequences of impaired driving.
- Coordinate with enforcement agencies to gain support of legislation and penalties associated with impaired driving.
- Enhance Driving Under the Influence of Intoxicants (DUI) and impaired driving enforcement.

The Clackamas County Drive to Zero team offers the Posters & Coasters Safe Driving Media Contest to high school students in the County. The contest asks students to create artwork about safe driving for a chance to win prizes and share safe driving behavior with their local community. Nearly 100 high school students entered in 2018, with the winning poster shown here:





# Safe Drivers and Passengers



- » Data-driven saturation patrols.
- » Drug recognition training (DRE & K9), standardized field sobriety tests training, and wet labs.
- » Assign a dedicated DUII enforcement unit.

### **Sober Driving – What Can You Do?**

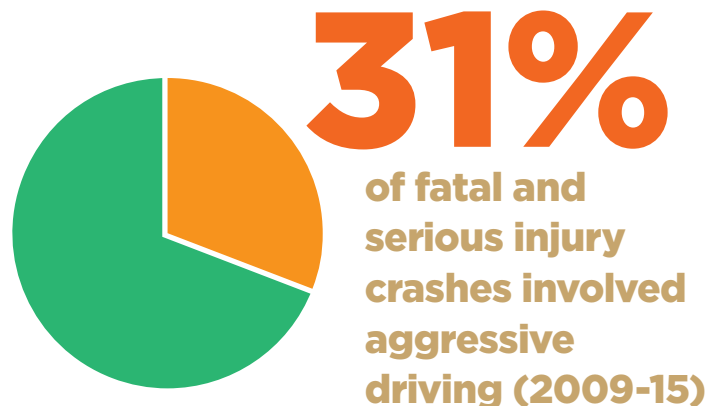
- *Drive sober and alert*
  - *Plan your ride home or assign a designated driver before you begin drinking or using marijuana*
  - *Prevent others from driving when they're intoxicated*
  - *Know the effects of any medication you're taking, prescription or over-the-counter.*
- Develop repeat DUII driver offender programs focused on treating the causes of DUII.
  - Provide Drug Recognition Expert (DRE) training for all county law enforcement officers.
  - Grow partnerships and support existing efforts to reduce underage drinking, underage marijuana use, and drug use through funding, educational outreach, and coalition membership.
- » Partner with substance abuse treatment programs.

*A substance use disorder is a treatable condition in which the use of alcohol or other substances leads to a clinically significant impairment or distress.*

### **Calm Driving**

Aggressive driving was a factor in 46% of all reported crashes and 31% of reported fatal and serious injury crashes in Clackamas County from 2009 to 2015. Of these severe crashes, 85% involved speeding or driving too fast for conditions.

We take our personal lives with us wherever we go. If we're stressed or angry, that can carry through to our use of the transportation system and lead to frantic and dangerous driving. Efforts from the Clackamas County Public Health Division as described in **Blueprint for a Healthy Clackamas County** are critical to ensuring road users are in the right mental state to drive.



### **Calm Driving – What Can You Do?**

- *Plan enough time to reach your destination so you don't need to speed to arrive on time*
- *Drive the speed limit and leave ample following distance*
- *Yield right-of-way to pedestrians and bicyclists at crosswalks and driveways*
- *Calm yourself before driving if feeling stressed or angry.*



## Drive to Zero Safety Action Plan

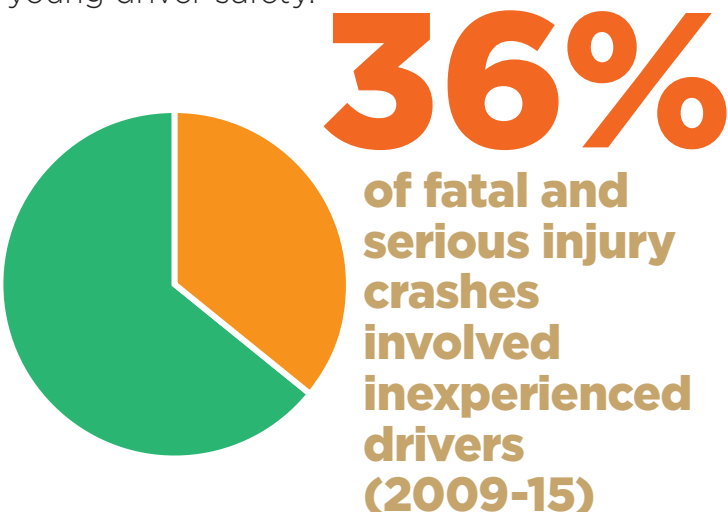
# Safe Drivers and Passengers

### Action Items – Calm Driving

- Install speed feedback signs.
- Work with ODOT and individual cities to implement best practices in setting design speeds and speed limits, including implementing risk-based speed limits
- Implement automated enforcement of speeding and red-light running. This can only be used in cities, not in unincorporated communities of Clackamas County.

### Inexperienced Drivers

Inexperienced drivers are drivers age 15 through 25. This demographic accounted for 40% of all reported crashes and 36% of reported severe crashes. Throughout the U.S., motor vehicle crashes are the leading cause of death for teenagers. These drivers' inexperience and their likelihood to overrate their driving abilities require special attention, according to *Toward Zero Deaths: A National Strategy on Highway Safety*. Several actions can be taken to improve young driver safety.



#### *Inexperienced Drivers – What Can You Do?*

- Work with young family members to impart safe driving principles before they reach driving age
- Enroll teens approaching driving age in formal driver education courses
- Sign a [Parent-Teen Driving Contract](#)<sup>1</sup> with young drivers in your family
- Lead by example – always drive attentively, calmly, and sober

### Action Items – Inexperienced Drivers

- Support driver education programs, especially in rural areas that may struggle for access to programs.
- Begin safety education before young people reach driving age, as early as preschool.
  - » Partner with groups such as **Safety Towns** and school districts.
- Support family-based education to leverage parental influence.
- Continue to support peer-based marketing efforts.
- Continue outreach programs in high schools County-wide to provide driver and non-motorized mode safety education.

*According to an ODOT analysis, young drivers, ages 15-20, without driver's education account for over 90% of all crashes involving drivers of this age.<sup>2</sup>*

1 [https://www.cdc.gov/MotorVehicleSafety/pdf/Driving\\_Contract-a.pdf](https://www.cdc.gov/MotorVehicleSafety/pdf/Driving_Contract-a.pdf)

2 October 19, 2018 ODOT Press Release "Driver Education making all the difference in the world in Oregon."

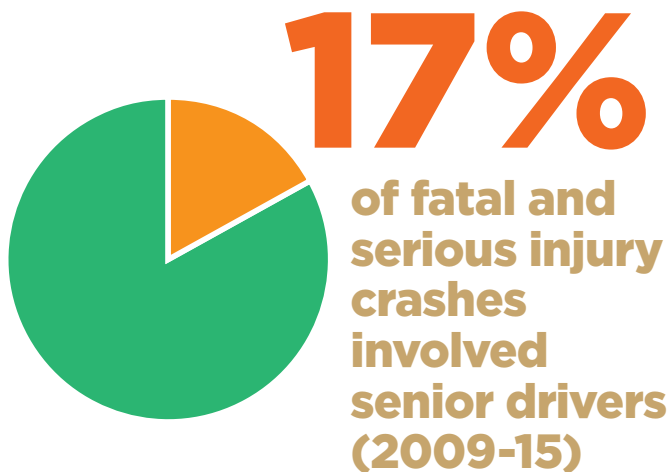


# Safe Drivers and Passengers



## Senior Drivers

Senior drivers are age 65 or older. This demographic accounted for 18% of all reported crashes and 17% of reported severe crashes. Lowered motor skill coordination at older ages, combined with a continued need to drive for access to medical care, shopping, and socialization creates special needs for this population. Several actions can be taken to improve senior driver safety



*Seniors rely on transportation for socialization and medical needs. To enable them to access these critical needs without driving themselves, transportation options are necessary. This is a particular challenge in rural areas, where bus options are often minimal and pedestrian infrastructure is often lacking.*

## Action Items – Senior Drivers

- Encourage conversations about safe driving between family members and the health care community through educational campaigns and supporting materials such as pamphlets and online resources.
- Teach people about the impact of medicines on their ability to think clearly and react quickly.
- Support training sessions through AARP and insurance companies to help seniors maintain driving skills.
- Provide transportation options through multimodal infrastructure.
  - » Focus this effort in rural areas where maintaining mobility without driving is most difficult.
  - » Partner with transportation assistance programs to promote non-driving options.

### Senior Drivers – What Can You Do?

- Take the online [AAA Roadwise Driver Course](https://seniordriving.aaa.com/maintain-mobility-independence/driver-improvement-courses-seniors/take-online-defensive-driving-course/)<sup>1</sup>
- Use transit options such as TriMet and Clackamas County Transportation Reaching People when possible
- Ask your doctor or pharmacist to review medicines for side effects such as drowsiness that may affect safe driving
- Have your vision checked annually
- Drive during daylight hours when possible

<sup>1</sup> <https://seniordriving.aaa.com/maintain-mobility-independence/driver-improvement-courses-seniors/take-online-defensive-driving-course/>



## Drive to Zero Safety Action Plan

# Safe Drivers and Passengers

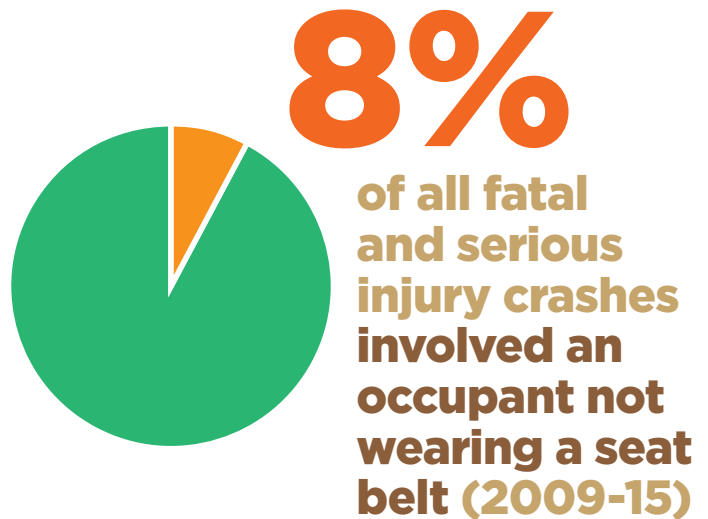
### Seat Belts, Child Passenger Seats, and Pet Harnessing

The state of Oregon boasts a seatbelt usage rate of 98%<sup>1</sup>, among the highest in the country. In Clackamas County 8% of severe crashes involved a driver or passenger not wearing a seatbelt. Additionally, while just 2% of all occupants don't use seatbelts statewide, crashes involving drunk or drugged driving had an unbelted occupant 19% of the time.

Child passenger seats must be installed and used properly to achieve their full benefit. Additionally, pets need to be harnessed in vehicles to protect them, vehicle operators, and emergency responders.

### Action Items – Restraining Devices:

- Support Safe Kids Oregon, ODOT, and Oregon Impact in their education efforts on child passenger safety.
  - Raise awareness of the frequency of incorrect car seat installation. Provide information on the safety outcomes of properly installed car seats, including types of seats, when they should be front or rear facing, when children should be seated in the front or back of vehicles, and other laws related to seat belt use.
  - Provide car seat installation assistance. If possible, offer reduced priced seats for low-income families.
- Support education, marketing, and enforcement efforts to further increase seat belt usage in Clackamas County.
  - Complete gap analysis of child passenger safety in Clackamas County.
    - » Implement recommendations from gap analysis report.



#### Restraining Devices – What Can You Do?

- Use your seat belt and encourage others in your vehicle to do the same
- Raise awareness of the frequency of incorrect car seat usage. Provide information on how to properly use car seats, including when they should be front or rear facing, when children should be seated in the front or back of vehicles, how to properly use car seats while wearing a winter coat, and how to avoid unsafe after-market items and toys.
- Get a child seat checkup with [Oregon Impact](#)<sup>2</sup>
- Use new car seats so that you know they are safe
- Check for child passenger seat recalls at <https://www.odot.nhtsa.dot.gov/recalls/childseat.cfm>

<sup>1</sup> Oregon Department of Transportation. Oregon Transportation Safety Action Plan. 2016.

<sup>2</sup> <http://oregonimpact.org/car-seat-resources.htm>

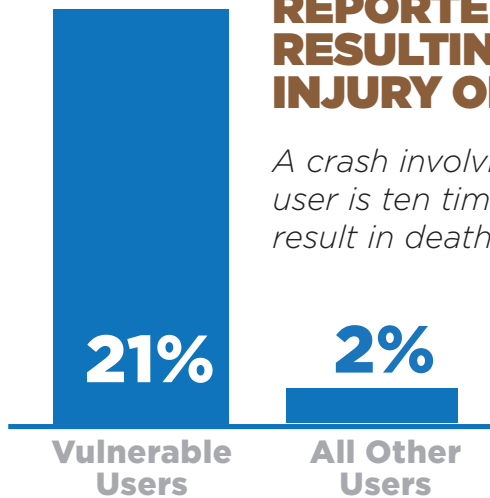
# Vulnerable Users



People walking, bicycling, or riding a motorcycle are considered vulnerable users because they do not have the same physical protection as people in a motor vehicle. People walking, bicycling, or on motorcycles are involved in a disproportionately high number of fatal and serious injury crashes.

## PERCENTAGE OF REPORTED CRASHES RESULTING IN SERIOUS INJURY OR DEATH

*A crash involving a vulnerable user is ten times more likely to result in death or serious injury.*



## Other Plans

The Oregon Department of Transportation **Safety Action Plan** lists improving vulnerable user safety as a near-term emphasis area and the Towards Zero Deaths national strategy lists safer vulnerable users as a key area. Lastly, the **Blueprint for a Healthy Clackamas County** and **Clackamas County Drive to Zero** program define a long-term goal of eliminating all pedestrian, bicycle, and motor vehicle traffic crash fatalities in Clackamas County.

A study from the US Department of Transportation shows that the faster a vehicle is traveling, the higher the likelihood is that a pedestrian crash will be fatal.



**10%** LIKELIHOOD OF FATALITY OR SEVERE INJURY



**40%** LIKELIHOOD OF FATALITY OR SEVERE INJURY



**80%** LIKELIHOOD OF FATALITY OR SEVERE INJURY

## DEATH DUE TO SPEED

U. S. DEPARTMENT OF TRANSPORTATION, LITERATURE REVIEWD ON VEHICLE TRAVEL SPEEDS AND PEDESTRIAN INJURIES. MARCH 2000.

Image created by the Portland Bureau of Transportation.



## Drive to Zero Safety Action Plan

# Vulnerable Users



### Action Items

#### Pedestrians

People walking face most of their conflicts with motor vehicles.

Action items to mitigate pedestrian crashes include:

- **Work with partners** through safety fairs, school presentations, town halls, and community events to develop and execute safety education, including the following outreach for children:
  - » Safe crossing practices.
  - » Not playing behind vehicles or near streets.
  - » Importance of adult supervision.
- **Adult pedestrian outreach**, such as safe crossing practices and new pedestrian infrastructure education.
- **Roadway design** integrating pedestrian safety considerations by providing pedestrian infrastructure, encouraging slower motor vehicle speeds, and minimizing conflict points between people walking and people driving (see

Part II for more information).

- » Sidewalks, pathways, and other walkways separating pedestrians from motor vehicles along roadways.
- » Enhanced roadway crossings, where appropriate.
- » Pedestrian-focused traffic signal timing, such as elimination of permissive right-turns on red and leading pedestrian intervals.
- **Continue to support** the Clackamas County Safe Routes to School program
- **Continue support** for County Bike and Pedestrian Program.

#### *Pedestrians - What Can You Do?*

- *Be attentive and put away electronic devices when walking or rolling*
- *Cross the roadway at crosswalks and lights*
- *Pay extra attention to look for people who may be crossing, or about to cross, the street at all intersections and other crossings.*
- *Wear high-visibility clothing*



### Action Items

#### Bicyclists

Bicyclists face the most conflicts with motor

vehicles. The following action items can improve bicycle safety outcomes.

- **Education and awareness** campaigns centered on driver and bicyclist behavior,

common crash types, and low-light visibility issues.

#### *Bicyclists - What Can You Do?*

- *Wear a helmet and use front and rear lights*
- *Obey all traffic laws and ride predictably*
- *Give ample space between your vehicle and people bicycling when passing*

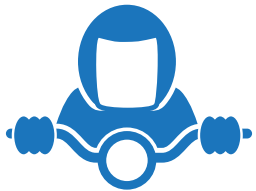
# Vulnerable Users



- **Roadway design** integrating bicycle safety considerations by providing appropriate bicycle infrastructure, encouraging slower motor vehicle speeds, and minimizing conflict points between bicyclists and people driving (see Part II for more information).
  - » Shared lane markings, wayfinding, and where necessary, traffic calming for lower speed and volume roadways.
  - » Increasing physical separation

between people biking and motor vehicles as motor vehicle volumes and speeds increase, including physical barriers at higher speeds and volumes.

- **Continue to support** the Clackamas County Safe Routes to School programs.
- **Continue support** for County Bike and Pedestrian Program.
- **Support prevention agencies** such as Think First who provide training and education related to helmet use.



## Action Items

### Motorcyclists

Motorcycles are motor vehicles, but they have a lower level of protection, and they face higher traffic injury and fatality risks. One of the best ways to improve motorcycle safety conditions is through education and outreach efforts.

Ideally, motorcycle education efforts should leverage motorcycle culture and be led by fellow riders. This can include outreach on:

- Proper safety equipment.
- Safe riding practices.
- Motorcycle handling skills and maintenance.
- ODOT and Team Oregon training and outreach work.

Other vulnerable roadway users include construction workers, law enforcement agents, and adopt-a-road volunteers as well as skateboard, e-scooter, Segway, and hoverboard users.

#### **Motorcyclists – What Can You Do?**

- Wear a helmet and protective clothing
- Obey all traffic laws and ride predictably
- Take a [Team Oregon motorcycle training course](http://team-oregon.org/training/)<sup>1</sup>

<sup>1</sup> <http://team-oregon.org/training/>





## Drive to Zero Safety Action Plan

# Safe Infrastructure



The choices drivers make are influenced by the roadway infrastructure around them. For instance, people may feel comfortable driving faster than the posted speed limit on a roadway that is designed for faster speeds. Further, people will make mistakes when they drive. Whether these errors result in death or serious injury depends, in part, on infrastructure design.

Vehicle technology is rapidly changing as we move toward a future with connected and autonomous vehicles. Infrastructure that is designed to communicate with vehicles will help prevent collisions in the future. Guiding principles and policies to support safety infrastructure include:

### **Safety should be a priority on every project**

- Consider safety-based measures for a given design criteria to evaluate roadway performance.
- Develop a policy and practice for incorporating safety assessments into project development, design, and construction.
- Convene a group to investigate incorporating increased safety analysis requirements into development review:
  - » Develop and implement crash frequency standards.
  - » Assess impact fees for trips through Safety Focus roadways and intersections.
- Integrate Road Safety Audits (RSAs) into the project development process. Encourage RSAs on existing roads and intersections.

### **Deploy safety countermeasures related to safety emphasis areas**

- See Part 2 of the plan for more information on specific countermeasures and locations.

### **Design for all expected users**

- Design appropriate infrastructure for people walking and biking.
- Educate and inform users of infrastructure changes.
- Enact roadway design standards that encourage vehicle speeds appropriate for the surrounding land use context

### **Performance Clackamas sets Pavement Condition Index (PCI) goals to:**

- By 2022, maintain the average condition of paved county roads at 70 PCI or higher.
- By 2022, improve the average condition of urban local roads to a PCI of 70 or higher.

### **Prepare roadways, streetlights, signals, etc. for vehicle to infrastructure communication**

- Monitor future trends to discern best way to pursue this action item.

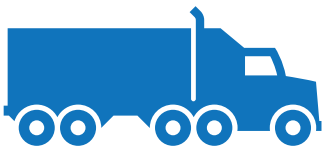
# Safe Vehicles



Vehicle factors, such as brake failure, tire underinflation, and vehicle-related vision obstructions are the sole cause of about 3% and contribute to about 12% of reported crashes in the United States<sup>1</sup>. While vehicle-only contributing factors are rare, eliminating them provides opportunities to save more lives. Advances in vehicle technology will help reduce collisions and protect occupants. This section discusses Clackamas County's role in improving commercial fleet vehicle safety and passenger vehicle safety.

## Action Items – Safe Vehicles

Clackamas County efforts can help improve safety performance for commercial and personal vehicles:



### Commercial Vehicles

- Increase Motor Carrier Safety inspections and outreach.
- Develop safety standards for County fleet vehicles.



### Personal Vehicles

- Develop and implement education and outreach efforts to communicate safety benefits and limitations of new vehicle technologies.
- Analyze crashes involving vehicle malfunctions and use results to inform outreach, and possibly enforcement, efforts.

#### Safe Vehicles – What Can You Do?

- When purchasing a new or used vehicle, compare its [safety features](#)<sup>2</sup> with other vehicles

### Technology Advances and Safety

Newer vehicles, and connected/automated vehicles, can help drivers avoid crashes and improve safety in the following ways:

- Perform some driving-related tasks
- Alert drivers to risk.
- Assist drivers who are at risk of a crash.
- Protect vehicle occupants during a crash.
- Enable communication with other vehicles and the roadway.
- Help vehicles continue to perform as designed.

Sources differ dramatically on when automated vehicles will hit the market and what levels of automation they'll possess. Some automation (such as cruise control) has been around for years, and vehicles that can drive themselves in specific situations and in good weather are on the streets now<sup>1</sup>. However, fully automated vehicles may not saturate the market for some time. Carmakers across the country hope to put fully automated vehicles on the market by 2025<sup>2</sup>, but many in the industry<sup>3</sup> believe that obstacles such as crash ethics and cybersecurity could pose obstacles to widespread adoption.

1 <http://www.businessinsider.com/lyft-deploying-self-driving-bmws-in-las-vegas-2018-5>

2 <https://www.edmunds.com/car-news/auto-industry/honda-plans-self-driving-cars-by-2025.html>

3 <https://www.technologyreview.com/s/602292/top-safety-official-doesnt-trust-automakers-to-teach-ethics-to-self-driving-cars/>

1 Treat, et al. Tri-Level Study of the Causes of Traffic Accidents. 1979.

2 <https://www.consumerreports.org/car-safety/cars-with-advanced-safety-systems/>





## Drive to Zero Safety Action Plan

# Safety Culture

### What is Safety Culture?

Safety Culture is the attitude, beliefs, perceptions, and values people share related to safety. It can be summed up by the phrase “the way we do things around here.” For Clackamas County, Safety Culture is the attitude residents share about safe driving and other forms of transportation. Clackamas County recognizes the need to grow a positive Safety Culture and to have everyone agree that serious injury or death from a vehicle crash is not acceptable. We must grow this Safety Culture across the county.

### Molalla Safety Culture Project

In 2016, Clackamas County began a pilot project to build a rural community traffic safety program incorporating the **Positive Culture Framework (PCF)**. The Molalla rural area within the Molalla Rural Fire District boundary was selected due to their readiness including community-driven projects sponsored by the **Ford Family Foundation (FFF)** and the **Rural Development Initiatives (RDI)**. They were also chosen due to an overrepresentation of severe and fatal crashes. **Molalla Drive to Zero (M-DTZ)** was formed under the umbrella of Molalla Communities that Care, a local non-profit. A fundamental component of the pilot was to establish a positive safety culture to encourage good choices and positive outcomes rather than traditional programs that focus on negative or traumatic methods of changing behavior.

Traffic Safety Culture is defined as the shared values and beliefs that influence decision making and behavior. **The Center for Health and Safety Culture at Montana State University (MSU)** provided consultation services including training and technical expertise on the PCF for the M-DTZ initiative. The PCF enhances efforts that grow a positive traffic safety culture. It is founded on the concept that there is positive in the community and it is worth growing. The outcome of the PCF framework was to support and enhance shared values and beliefs, in turn, decreasing risky behaviors.



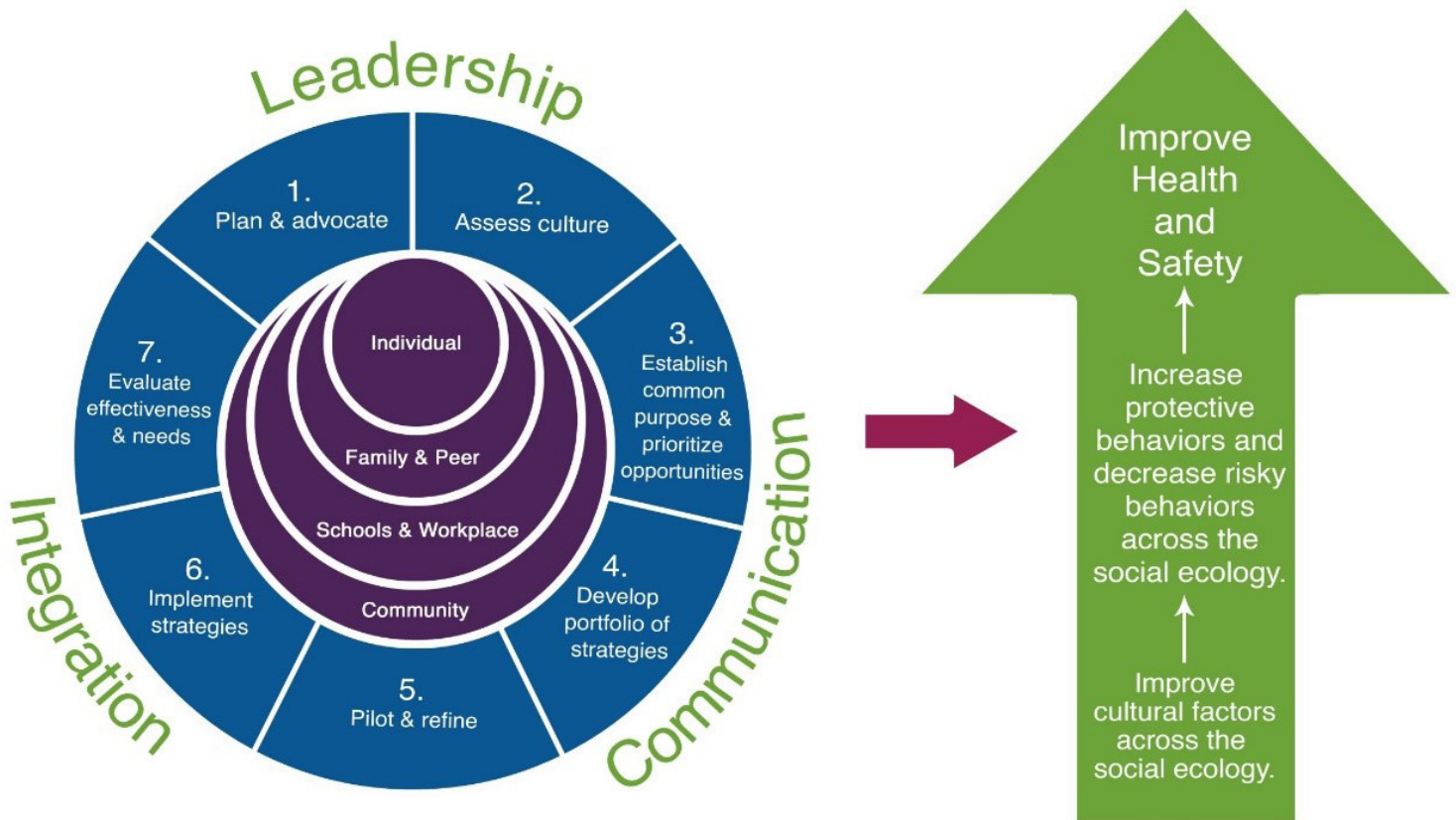
MSU conducted a survey within the Molalla Fire Service boundary about community perceptions of traffic safety. Responses showed that community perception of traffic safety varied greatly. These surveys provided a lens through which stakeholders could better understand issues and perceptions within the community. The survey and local crash data also helped direct the program to select a focus area to work on, which was aggressive driving. As the program continued, other community projects were chosen to work on including hosting child

passenger safety education events, improving access to driver education for high school students, and creation of safe driving policies for local businesses. While building capacity in the community for PCF takes time and effort, **there is deep interest in the community to grow a positive safety culture.**

M-DTZ stakeholders have provided outreach at safety fairs and community events. They have also reached out to school representatives, elected officials and law enforcement to discuss community-wide safety collaboration opportunities. These critical first steps are helpful for the community to lay the groundwork to grow a positive safety culture in the community.

**Clackamas County will continue to work with the community and support their efforts.** Staff will reach out to other communities to continue local programs such as Molalla Drive to Zero.

# Safety Culture



### Positive Culture Framework from Montana University Center for Health and Safety Culture

In addition to the Molalla pilot project, the County's ongoing efforts to improve safety culture include:

- **Drive to Zero (DTZ)** is the Clackamas County initiative to eliminate fatal and serious injury crashes. It focuses on safe driving and safe roadways. DTZ runs a number of programs, including youth-oriented education and outreach efforts, media campaigns, and the Molalla pilot project.
- **The Clackamas County Traffic Safety Commission** consists of 12 Clackamas County residents including one or more high school students and meets monthly to discuss a variety of safety-related topics and provide a community perspective on what is needed to improve safety in the County.
- Publishing the **Blueprint for a Healthy Clackamas County**, which establishes a long-term goal to eliminate traffic fatalities in Clackamas County.
- **The Clackamas County Safety Routes to School Program** focusses on increasing safety, walking and biking to local schools. Included in the program is extensive outreach and encouragement about safety for all users.



## Drive to Zero Safety Action Plan

# Safety Culture

### National Resources and Efforts

- **The Road to Zero Coalition** is made up of 687 members ranging from advocacy organizations to government to public health experts. Its report on strategies to get to zero traffic deaths identifies creating a positive safety culture as one of the three key strategies. It provides several resources on its website covering a variety of topics.
- **The Toward Zero Deaths** national strategy details how to shift culture away from transportation risk acceptance. It brings together various state and local initiatives to pursue a highway system that is free of fatalities.
- Several cities, counties, and states around the country have adopted **Vision Zero** initiatives, including the City of Portland and Oregon Department of Transportation. The Vision Zero Network provides resources to help communities reach this goal.
- **The Transportation Research Board Safe Systems Committee** identifies research needs, explains research findings to the public, and creates partnerships between organizations focused on Safety Culture.

### Emerging Technology and Safety Culture

Emerging technology may assist drivers to avoid crashes, but it also may introduce new distractions or cause people to rely too much on the technology. It will be important to monitor the effects of emerging technology on driver behavior and integrate it into efforts focused on building a safety culture.

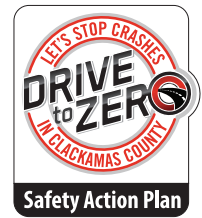
### Action Items – Safety Culture

- **Continue improving** safety culture within the County itself, starting with departments directly associated with transportation safety, including the Department of Transportation and the Development and Department of Health, Housing, and Human Services.
  - » This could include safe driving contracts that contain an agreement to drive attentively, calmly, and sober and providing educational materials, videos, and seminars.
- **Continue the Drive to Zero Molalla project.**
- **Build off the Drive to Zero Molalla project** and extend Positive Culture Framework applications to other communities in the County.
- **Reach out to media** to encourage positive reporting instead of negative or traumatic messaging.
- **Continue to support** the Clackamas County Safe Routes to School program, including education and encouragement efforts.

#### ***Safety Culture – What Can You Do?***

- *Contact the Department of Transportation & Development for your block club or neighborhood association to work with Clackamas County's safety team to build neighborhood traffic safety culture*

# Safety Management



### Safety management includes:

- Communication between safety partner organizations;
- Safety analysis capacity building; and,
- Data management.
- Include transportation safety in County public health education programming.
- Better incorporate safety into long-range planning and project development processes.

Improved safety management will result in a coordinated and efficient effort to improve Clackamas County's transportation safety outcomes.



### Communication between Safety Partners

Various organizations in Clackamas County are working to eliminate traffic fatalities and serious injuries. To most effectively accomplish this, the organizations, such as emergency medical service professionals, highway agencies, enforcement officers, transportation engineers, health officials, and private organizations should share data, understand the resources others can offer, and help each other with the challenges they are facing.

### Action Items – Communication

- Continue DTZ Advisory Board and expand membership.
- Develop other forums and tools for cross-organization information sharing and communication.
- Collaborate with Clackamas County Public Health Division to work on active transportation, safe routes to school, health impact assessments, and rural access to health care.

- Develop a formal method for sharing safety data with partners (such as a website or a recurring presentation).
- Collaborate with local law enforcement agencies to identify and evaluate top County crash locations.
- Continue to promote and support the Clackamas County Traffic Safety Commission.



### Data Management

Data-driven approaches can help the County most effectively reduce severe crashes. Data can help the County determine where to focus its efforts to achieve the greatest reduction in severe crashes and then to determine the most effective treatments and/or programs to employ. To fully realize the potential of the data being collected, the County needs to share it across organizations and integrate it into systems where it can be effectively analyzed.

### Action Items – Data Management

- Integrate Roadway Infrastructure Management Systems (RIMS), crash, and traffic databases.
- Manage assets efficiently.
- Improve data inventory elements including addition of curve data.





## Drive to Zero Safety Action Plan

# Safety Management

- Partner with Clackamas County Public Health Division and Center for Public Health Advancement to:
  - » Overlay substance abuse data with DUII data to identify locations to focus interventions.
  - » Overlay chronic disease impacts with transportation safety data to identify locations where interventions could be applied to reduce disease and traffic crashes (e.g., multimodal infrastructure improvements).
- Provide crash data recording training for law enforcement officers.



## Safety Analysis Capacity Building

As more data becomes available, Clackamas County has an opportunity to use this new data to improve traffic safety outcomes. To do so, however, the County will need to increase its analysis capacity by hiring additional staff with data analysis skills and/or by using trainings to improve existing staff analysis skills.

## Action Items – Safety Analysis

- Pursue grants to provide additional training and/or software tools.
- Plan and execute data analysis training sessions.
- Add data analysis capabilities
- Integrate the *Highway Safety Manual (HSM)* Predictive Method analyses into the roadway database for segments and intersections.
- Automate network screening using a custom or off-the-shelf tool.
- Support Data-Driven Approaches to Crime and Traffic Safety (DDACTS).

### **Safety Analysis – What Can You Do?**

- Report all crashes

# Enhanced Emergency Medical Services



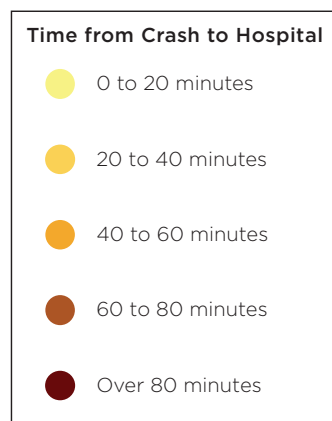
**Emergency Medical Services (EMS)** provide an opportunity to stabilize the life of a person injured in a crash. They are integral to Clackamas County reaching its goal of zero fatal or serious injury crashes. The effectiveness of EMS is tied closely to the time it takes for a person injured in a crash to receive prompt medical care. Research indicates that there is a “golden hour;” total pre-hospital time over 60 minutes is associated with a rise in patient mortality<sup>1</sup>.

To receive prompt, high-quality medical attention, a victim with severe injuries needs to be quickly transported to a high-level trauma center. Clackamas County has no designated trauma centers and relies on trauma centers in the surrounding counties. (See map on this page for the time elapsed between a crash and the victim’s arrival at the hospital for a selection of crashes in Clackamas County from 2012 to 2016.) For some rural parts of Clackamas County, prompt access to these facilities is not currently feasible.

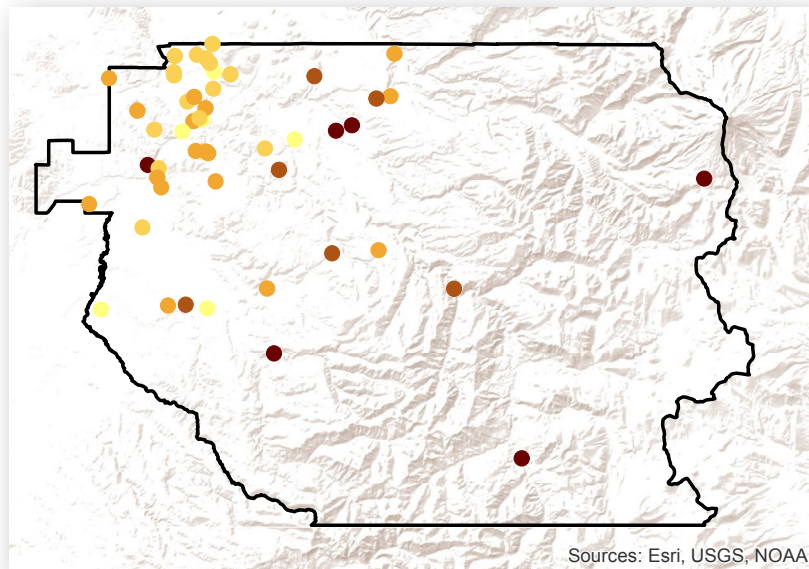
Areas with higher response times and lower availability of trauma centers may need to rely on bystander first aid. Evidence shows that bystander aid before EMS arrival can improve patient outcomes and decrease deaths.

## Action Items – Emergency Medical Services

- **Partner with local hospitals or outreach groups** to help provide bystander training courses to the public (i.e., train members of the public to respond to emergencies since they are sometimes the first on the scene at a crash and may be the only one for some time in rural areas). Opportunities for this include:
  - » Partner with hospitals offering courses, including Stop the Bleed, such as Legacy Health and Oregon Health Sciences University.
  - » Promote the Community Emergency



Source: Fatality Analysis Reporting System (FARS). National Highway Traffic Safety Administration. 2012-2016.



<sup>1</sup> Samplais, et al. Impact of on-site care, prehospital time, and level of in-hospital care on survival in severely injured patients. 1993.



## Drive to Zero Safety Action Plan

# Enhanced Emergency Medical Services

Response Team (CERT) program, which trains community members in first responder skills in case emergency medical services are not immediately available in an emergency.

- » Train local groups, such as fire departments to be trainers themselves and then offer training more frequently in their local community.
- » Partnering with Oregon Trauma Systems program and Trauma Centers to provide this education, as trauma centers are required to provide injury prevention programs.
- **Work with the Emergency Medical Services Council** and other stakeholders to:
  - » Maximize efficiency with urban and rural response times through evidence-based techniques.
  - » Continue activation of Life Flight as requested by crews en route to crash scenes.
  - » Build advanced education EMS personnel capacity in rural areas.
  - » Identify reasons for delay in transport for both ground EMS and helicopter EMS (using registry data and EMS records.
  - » Consider process improvement initiatives to increase EMS documentation and data collection.
  - » Work with stakeholders to identify equipment upgrades, training, or enhancements that would improve patient outcomes.
  - » Identify barriers, if any, to rapid transfer of patients from lower-acuity hospitals in Clackamas County to trauma centers in Portland.
- **Support the Oregon Area Trauma**

### **Emergency Medical Services – What Can You Do?**

- *Be aware of locations where cellular service may not exist*
- *Be aware of your location so you can provide it to EMS providers if necessary*
- *Program your phone with emergency contact information*
- *Take a first-aid or CPR course*

### **Advisory Board** in their efforts to:

- » Review patient transport time data, identify barriers to rapid transport, and work with stakeholders to find solutions.
- » Enhance quality assurance for delivery of emergency medical services and review improvement opportunities.
- » Continue collaboration with EMS providers as part of Drive to Zero Advisory Board and expand to other groups as necessary.
- **Enhance collaboration** between the County and rural fire districts with emphasis on unique rural needs.
- **Work with the County 911 team** to:
  - » Involve them at appropriate times in project planning and design review to identify opportunities to improve EMS access and location identification.
  - » Involve them in enforcement and EMS grant opportunities.
  - » Develop/purchase a system that allows County 911 dispatchers to quickly input reported road issues and have the information be sent to the appropriate agency (i.e., County, City, or ODOT Region).
- Consider a media campaign to inform/educate public how to help emergency vehicles move faster by slowing down and moving over.



## Part 1 Action Items Summary



The following table summarizes the action items in Part 1 of this plan. More detailed information on implementation timeframes and lead/supporting agencies for each item can be found in Appendix B and in a spreadsheet maintained by the Drive to Zero Program.

Action #	Action Item
<b>Safe Drivers and Passengers</b>	
DP1	Work with employers to institute distracted driving policies at their workplaces.
DP2	Educate youth and adults on the importance of paying attention when using the transportation system.
DP3	Encourage businesses, institutions, and families to create policies related to driving safety, including attentive driving.
DP4	Work with alcohol and marijuana retailers/servers to encourage compliance checks to deter selling to, and reward those who do not sell to, underage customers.
DP5	Promote the Oregon Liquor Control Commission's Responsible Vendor program.
DP6	Provide educational posters, social media posts, and public service announcements to inform the dangers of impaired driving.
DP7	Work in schools to educate students on the consequences of impaired driving.
DP8	Coordinate with enforcement agencies to gain support for legislation and penalties associated with impaired driving.
DP9	Enhance Driving Under the Influence of Intoxicants (DUI) and impaired driving enforcement through data-driven saturation patrols; drug recognition and training (DRE & K9), standardized field sobriety tests training, and wet labs; and assigning a dedicated DUI enforcement unit.
DP10	Develop repeat DUI driver offender programs focused on treating the causes of DUI.
DP11	Provide Drug Recognition Expert (DRE) training for all county law enforcement officers.
DP12	Grow partnerships and support existing efforts to reduce underage drinking, underage marijuana use, and drug use through funding, educational outreach, and coalition membership.
DP13	Implement automated enforcement of speeding and red-light running. <i>This can only be used in cities, not in unincorporated communities of Clackamas County.</i>
DP14	Install speed feedback signs.
DP15	Work with ODOT and individual cities to implement best practices in setting design speeds and speed limits, including implementing risk-based speed limits.
DP16	Support driver education programs, especially in rural areas that may struggle for access to programs.
DP17	Begin education before young people reach driving age.
DP18	Support family-based education to leverage parental influence.
DP19	Continue to support peer-based marketing efforts.
DP20	Continue outreach program in high schools countywide to provide driver and non-motorized mode safety education.
DP21	Encourage conversations between family members and the health care community about safe driving through education campaigns and supporting materials, such as pamphlets and online resources.
DP22	Teach people about the impact of medicines on their ability to think clearly and react quickly.
DP23	Support training sessions through AARP and insurance companies to help seniors maintain driving skills.
DP24	Provide transportation options through multimodal infrastructure.
DP25	Support Safe Kids Oregon, ODOT, and Oregon Impact in their education efforts on child passenger safety.
DP26	Raise awareness of the frequency of incorrect car seat installation. Provide information on the safety outcomes of properly installed car seats, including types of seats, when they should be front or rear facing, when children should be seated in the front or back of vehicles, and other laws related to seat belt use.



## Drive to Zero Safety Action Plan

# Part 1 Action Items Summary

Action #	Action Item
DP27	Provide car seat installation assistance. If possible, offer reduced priced seats for low-income families.
DP28	Complete gap analysis of child passenger safety in Clackamas County.
DP29	Implement recommendations from gap analysis report (see item #DP27).
DP30	Support education, marketing, and enforcement efforts to further increase seat belt usage in Clackamas County.
<b>Safe Vulnerable Users</b>	
VU1	Work with partners through safety fairs, school presentations, town halls, and community events to develop and execute safety education, including the following outreach for children: safe crossing practices, not playing behind vehicles or near streets, and importance of adult supervision.
VU2	Adult pedestrian outreach, such as safe crossing practices and new pedestrian infrastructure education.
VU3	Roadway design integrating pedestrian safety considerations by providing pedestrian infrastructure, encouraging slower motor vehicle speeds, and minimizing conflict points between people walking and people driving (see Part 2 for more information).
VU4	Continue to support the Clackamas County Safe Routes to School program.
VU5	Continue support for County Bike and Pedestrian Program.
VU6	Education and awareness campaigns centered around driver and bicyclists behavior, common crash types, and low-light visibility issues.
VU7	Roadway design integrating bicycle safety considerations by providing appropriate bicycle infrastructure, encouraging slower motor vehicle speeds, and minimizing conflict points between bicyclists and people driving (see Part II for more information).
VU8	Continue to support the Clackamas County Safe Routes to School program.
VU9	Continue support for County Bike and Pedestrian Program.
VU10	Support prevention agencies such as Think First, which provide training and education related to bike helmet use.
VU11	Consider outreach regarding proper motorcycle proper safety equipment.
VU12	Consider outreach regarding safe motorcycle riding practices.
VU13	Consider outreach regarding motorcycle handling skills and maintenance.
VU14	Support ODOT and Team Oregon training and outreach.
<b>Safe Infrastructure</b>	
I1	Consider safety-based measures for given design criteria to evaluate roadway performance.
I2	Develop a policy and practice for incorporating safety assessments into project development, design, and construction.
I3	Convene a group to investigate incorporating increased safety analysis requirements into development review; develop and implement crash frequency standards and assess impact fees for trips through Safety Focus roadways and intersections.
I4	Integrate Road Safety Audits (RSAs) into the project development process. Encourage RSAs on existing roads and intersections.
I5	Deploy safety countermeasures related to safety emphasis areas (see Part 2 of the plan for more information on specific countermeasures and locations).
I6	Design appropriate infrastructure for people walking and biking.
I7	Educate and inform users of infrastructure changes.
I8	Enact roadway design standards that encourage vehicle speeds appropriate for the surrounding land use context.

## Part 1 Action Items Summary



Action #	Action Item
I9	By 2022, maintain the average condition of paved county roads at 70 PCI or higher.
I10	By 2022, maintain the average condition of urban local roads at 70 PCI or higher.
I11	Prepare roadways, streetlights, signals, etc. for vehicle to infrastructure communication. Monitor future trends to discern best way to pursue this action item.
<b>Safe Vehicles</b>	
VE1	Increase Motor Carrier Safety inspections and outreach.
VE2	Develop safety standards for County fleet vehicles.
VE3	Develop and implement education and outreach efforts to communicate safety benefits and limitations of new vehicle technologies.
VE4	Analyze crashes involving vehicle malfunctions and use results to inform outreach, and possibly enforcement, efforts.
<b>Safety Culture</b>	
C1	Continue improving safety culture within the County itself, starting with departments directly associated with transportation safety, including the Department of Transportation and Development and Department of Health, Housing, and Human Services.
C2	Continue the Drive to Zero Molalla project.
C3	Build off the Drive to Zero Molalla project and extend Positive Culture Framework applications to other communities in the County.
C4	Reach out to media to encourage positive reporting instead of negative or traumatic messaging.
C5	Continue to support the Clackamas County Safe Routes to School program, including education and encouragement efforts.
<b>Safety Management</b>	
M1	Integrate Roadway Infrastructure Management Systems (RIMS), crash, and traffic databases.
M2	Manage assets efficiently.
M3	Improve data inventory elements including addition of curve data.
M4	Partner with Public Health and Center for Public Health Advancement to overlay substance abuse data with DUII data and overlay chronic disease impacts with transportation safety data to identify locations where interventions could be applied to reduce disease and traffic crashes (e.g., multimodal infrastructure improvements) which may help fill gaps in reporting of non-injury crashes.
M5	Provide crash data recording training for law enforcement officers.
M6	Pursue grants to provide additional training and/or software tools.
M7	Plan and execute data analysis training sessions.
M8	Add data analysis capabilities.
M9	Integrate the <i>Highway Safety Manual (HSM)</i> Predictive Method analyses into the roadway database for segments and intersections.
M10	Automate network screening using a custom or off-the-shelf tool.
M11	Support data-driven approaches to crime and traffic safety (DDACTS).
M12	Continue DTZ Advisory Board and potentially expand membership.
M13	Develop other forums and tools for cross-organization information sharing and communication.

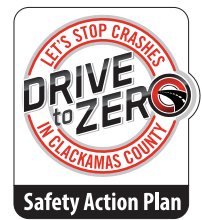


## Drive to Zero Safety Action Plan

# Part 1 Action Items Summary

Action #	Action Item
<b>M14</b>	Collaborate with Department of Public Health to work on active transportation, safe routes to school, health impact assessments, and rural access to health care.
<b>M15</b>	Include transportation safety in County public health education programming.
<b>M16</b>	Better incorporate safety into long-range planning and project development processes.
<b>M17</b>	Develop a formal method for sharing safety data with partners, such as a website or a recurring presentation.
<b>M18</b>	Collaborate with local law enforcement agencies to identify and evaluate top County crash locations.
<b>M19</b>	Continue to promote and support the Clackamas County Traffic Safety Commission.
<b>Enhanced Emergency Medical Services</b>	
<b>EMS1</b>	Partner with local hospitals or outreach groups to help provide bystander training courses to the public (i.e., train members of the public to respond to emergencies since they are sometimes the first on the scene at a crash and may be the only one for some time in rural areas).
<b>EMS2</b>	Maximize efficiency with urban and rural response times through evidence-based techniques.
<b>EMS3</b>	Continue to consider activation of Life Flight as requested by crews en route to crash scenes.
<b>EMS4</b>	Continue to build advanced education EMS personnel capacity in rural areas.
<b>EMS5</b>	Continue to identify reasons for delay in transport for both ground EMS (GEMS) and helicopter EMS (HEMS) using registry data and EMS records.
<b>EMS6</b>	Continue to consider process improvement initiatives to increase EMS documentation and data collection.
<b>EMS7</b>	Continue to work with stakeholders to identify equipment upgrades, training, or enhancements that would improve patient outcomes.
<b>EMS8</b>	Continue to identify barriers, if any, to rapid transfer of patients from lower-acuity hospitals in Clackamas County to trauma centers in Portland.
<b>EMS9</b>	Continue to review patient transport time data, identify barriers to rapid transport, and work with stakeholders to find solutions.
<b>EMS10</b>	Continue to enhance quality assurance for delivery of emergency medical services and review improvement opportunities.
<b>EMS11</b>	Continue collaboration with EMS providers as part of the Drive to Zero Advisory Board and expand to other groups as necessary.
<b>EMS12</b>	Enhance collaboration between the County and rural fire districts with emphasis on unique rural needs.
<b>EMS13</b>	Involve County 911 at appropriate times in project planning and design review to identify opportunities to improve EMS access and location identification.
<b>EMS14</b>	Involve County 911 in enforcement and EMS grant opportunities.
<b>EMS15</b>	Develop/purchase a system that allows County 911 dispatchers to quickly input reported road issues and have the information be sent to the appropriate agency (i.e., County, City, or ODOT Region).
<b>EMS16</b>	Consider a media campaign to inform/educate public how to help emergency vehicles move faster by slowing down and moving over.

# Drive to Zero Safety Action Plan





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

Date: January 11, 2019 Position Applying For: Parks and Recreation Advisory Board

Name: Stephen Berry Occupation: Insurance Agent / Financial Representative

Home Address: \_\_\_\_\_, Canby, OR 97013

Employer: COUNTRY Financial Position: Financial Representative

Daytime Phone: \_\_\_\_\_ Evening Phone: \_\_\_\_\_

E-Mail Address: \_\_\_\_\_

What are your community interests (committees, organizations, special activities)? My primary background has been working in youth athletics and working with youth in church ministry. I am an active member and ambassador with the Oregon City Chamber of Commerce and have been the recipient of the Chair Service Award in January 2018. The past two years, I have been on the Oregon City High School Girls Soccer Coaching Staff.

What are your major interests or concerns in the City's programs? I am interested in seeing the City of Canby grow economically in the long-term through safe and effective development. I see this happening, not by one or two ideas, but by dozens that will serve all citizens in the city – whether young or old. This requires a committee that has "idea" people, and I believe that is one of my greatest strengths. Furthermore, the committee needs people that have a passion to carry out their responsibilities, which is something that I have proven throughout my professional career.

Reason for your interest in this position: To serve my community in which I reside.

Experience and educational background: Studied and pursued a Bachelors Degree in Leadership at Multnomah University. More than 10 years of communication/journalism experience.

List any other City or County positions on which you serve or have served: (NONE)

Referred by (if applicable): Brian Hodson and Shawn Varwig

*Please return to:*

*City of Canby - Attn: City Recorder  
PO Box 930, 222 NE 2nd Avenue, Canby, OR 97013  
Phone: 503.266.0733 Fax: 503.266.7961 Email: [scheaferk@canbyoregon.gov](mailto:scheaferk@canbyoregon.gov)*

Note: Information on this form may be available to anyone upon a Public Records Request and may be viewable on the City's web page. 5/2017

Date Received: 1-11-2019 Date Appointed: 2-6-2019 Term Expires: 6.30.2021  
Date Resigned: \_\_\_\_\_ Destruction Date: \_\_\_\_\_





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

Date: 11/16/2018 Position Applying For: Parks & Recreation Advisory Board  
 Name: Eric Daniel Pfeiffer-Robinson Occupation: Arborist, LCP, LCB#9634  
 Home Address: \_\_\_\_\_, Canby, OR 97013  
 Employer: Fruitful Tree Care LLC Position: Co-owner  
 Daytime Phone: \_\_\_\_\_ Evening Phone: \_\_\_\_\_  
 E-Mail Address: \_\_\_\_\_

What are your community interests (committees, organizations, special activities)? Urban Forestry,  
City of Portland Tree Care Provider, Five-year volunteer at Hoyt Arboretum Arborists at the Arboretum event,  
Home Orchard Society volunteer, volunteer english ivy removal, former 501(c)3 Treasurer & Board Member

What are your major interests or concerns in the City's programs? I have read Muncipal Code Ch 2.56, minutes  
and understand the duties of the committee. As an ISA certified arborist, and licensed landscape contractor my board service would  
focus on how parks, trees, flowers, and nature make a city more livable through good communication, collaboration, and sound policies.

Reason for your interest in this position: In pursuit of a perspective focused on Canby 2050,  
I would like to serve to advocate for tree planting in Canby parks, and try to make the city a "Tree City USA", also  
Street and park trees could be inventoried to guide planting decisions, which species, size. This would enhance real estate values.

Experience and educational background: Grandview High School, Centennial, CO, University of Colorado, Boulder, BA-  
History, BS-Business Administration, emphasis: Finance, 3.6 GPA two years of risk analysis experience with Silicon Valley Bank (in OR).  
4 yrs of international travel, conversational in 5+ languages. 5 yrs of experience climbing and pruning trees of varying species & size

List any other City or County positions on which you serve or have served: n/a  
As a millenial I offer to serve as a representative of the next generation, and to act as advocate for  
all people who use parks, whatever type of stakeholder they may be.

Referred by (if applicable): Julie Blums, Canby Finance Director

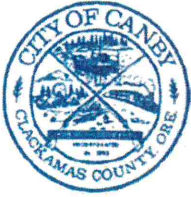
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 Date Resigned: \_\_\_\_\_ Destruction Date: \_\_\_\_\_





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

Date: 11/28/2018 Position Applying For: Parks and recreation  
Name: Jim Davis Occupation: Fire Chief  
Home Address: Canby OR.  
Employer: Canby Fire Position: \_\_\_\_\_  
Daytime Phone: \_\_\_\_\_ Evening Phone: \_\_\_\_\_  
E-Mail Address: \_\_\_\_\_

What are your community interests (committees, organizations, special activities)? Chamber of Commerce, Canby Chamber Tourism, Canby Adult Center Board, Past Canby Kids, Past Football, Basketball, baseball coach.

I attend Canby City Council on a regular bases.

What are your major interests or concerns in the City's programs? \_\_\_\_\_  
Planning for the future parks and recreation for all ages. I have lived in Canby since 1996, and with my background with youth and adult activities will be an active committee member.

Reason for your interest in this position: \_\_\_\_\_  
I have extensive experience in strategic planning and working to prepare documents for the City administrator and City Council to consider.

Experience and educational background: Bachelor Degree BA, AAS in Fire science, Executive degree.

List any other City or County positions on which you serve or have served: City Council meetings, emergency management for the city.

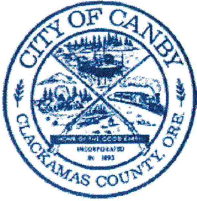
Referred by (if applicable): NA

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Date Resigned: \_\_\_\_\_ Destruction Date: \_\_\_\_\_



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

Date: 01/15/19 Position Applying For: Student Library Representative  
 Name: Meridian Lattig Occupation: Student  
 Home Address: \_\_\_\_\_  
 Employer: n/a Position: n/a  
 Daytime Phone: \_\_\_\_\_ Evening Phone: \_\_\_\_\_  
 E-Mail Address: \_\_\_\_\_

What are your community interests (committees, organizations, special activities)? I am actively involved in sports, choir, theatre, and writing. I hope to gain experience in the decision making that occurs behind the library's scenes and contribute insight.  
 What are your major interests or concerns in the City's programs? It is important to me to learn more about how I, as a student, can impact my community.

Reason for your interest in this position: I would like to offer the Library Board a student's perspective and understand the inner workings of an establishment like the library.

Experience and educational background: will graduate high school in 2021.

List any other City or County positions on which you serve or have served: n/a

Referred by (if applicable): n/a

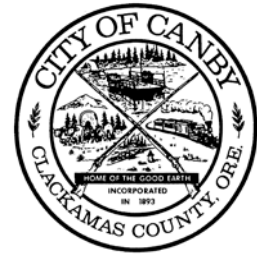
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Date Received: 1-25-2019 Date Appointed: \_\_\_\_\_ Term Expires: \_\_\_\_\_  
 Date Resigned: \_\_\_\_\_ Destruction Date: \_\_\_\_\_

# MEMORANDUM



**TO:** *Honorable Mayor Hodson and City Council*  
**FROM:** *Julie Wehling, Transit Director*  
**DATE:** *January 28, 2019*  
**THROUGH:** *Rick Robinson, City Administrator*

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Issue:

Update to the Canby Area Transit (CAT) Americans with Disabilities (ADA) Plan.

Synopsis:

The City and CAT are required by federal regulations and the Rail and Public Transit Division of ODOT to maintain a current ADA Plan for all public transportation services. Providers of public transportation are required by federal regulations to draft and maintain a current plan and update it annually if necessary.

The 2019 version of Canby Area Transit's ADA Plan has been reviewed by staff and ODOT's Rail and Public Transit Division. As required, the updated ADA Plan describes the transit services currently provided. The update includes the current Route 99X schedule and the route name change from the Route 99 to the Route 99X. Demographic information, service descriptions, the Dial-A-Ride application and brochure and the public participation summary have all been updated. Other changes were non-substantive edits and wording changes for clarification.

Recommendation:

Staff recommends the adoption of Resolution 1303 which adopts the 2019 ADA Plan - Americans with Disabilities (ADA) Plan.

Recommended Motion:

***"I move to adopt Resolution 1303, A RESOLUTION ADOPTING CANBY AREA TRANSIT'S 2019 ADA PLAN – AMERICANS WITH DISABILITIES (ADA) PLAN AND REPEALING RESOLUTION 1229.***

Attachments:

Resolution 1303 and Exhibit "A"

## RESOLUTION NO. 1303

### **A RESOLUTION ADOPTING CANBY AREA TRANSIT'S 2019 ADA PLAN - AMERICANS WITH DISABILITIES (ADA) PLAN AND REPEALING RESOLUTION 1229**

**WHEREAS**, Canby Area Transit (CAT) is required by federal regulation and by Oregon Department of Transportation's (ODOT) Rail and Public Transit Division to draft and maintain a Americans with Disabilities (ADA) Plan for its public transportation services; and

**WHEREAS**, the City previously adopted the document *Canby Area Transit – City of Canby Americans with Disabilities (ADA) Plan* (dated January 6, 2016) by Resolution 1229.

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

1. The document entitled 2019 ADA Plan – Americans with Disabilities (ADA) Plan attached hereto as Exhibit “A” and by this reference incorporated herein, is adopted by the Canby City Council and replaces all previous version in its entirety.
2. Resolution 1229 is hereby repealed.

This resolution shall take effect on February 6, 2019.

**ADOPTED** by the Canby City Council on the 6<sup>th</sup> day of February 2019.

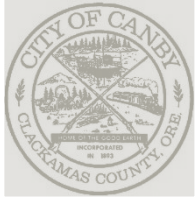
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Brian Hodson  
Mayor

ATTEST:

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Kimberly Scheafer, MMC  
City Recorder



# 2019

## ADA Plan

Americans with Disabilities (ADA) Plan

Julie Wehling  
Transit Director  
P.O. Box 930  
Canby, OR 97013  
Phone: 503-266-4022  
Email: [wehlingj@canbyoregon.gov](mailto:wehlingj@canbyoregon.gov)





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## Introduction

Canby Area Transit (CAT) operates as a department of the City of Canby. The department's administrative offices are located at 195 S Hazel Dell Way, Suite C in Canby. The Transit Director can be contacted by phone at 503.266.0751, by fax at 503.263.6284, or [cat@canbyoregon.gov](mailto:cat@canbyoregon.gov). Address written correspondence to Canby Area Transit, PO Box 930, Canby, OR 97013.

Canby Area Transit and the City of Canby are committed to providing equal opportunity for persons with disabilities. This commitment includes complying with the Americans with Disabilities Act of 1990 (ADA) and the Rehabilitation Act of 1993 including Section 37.173 of DOT's ADA regulations requiring transit operators to train their personnel to properly assist and treat individuals with disabilities with sensitivity and to operate vehicles and equipment safely. This includes training personnel to use the accessibility equipment and to accommodate the different types of common wheelchairs.

This Americans with Disabilities (ADA) Plan updates the ADA Plan adopted January 6, 2016 and documents the policies developed during the course of providing public transportation. These policies and service delivery systems were developed in regular public meetings with the integral participation of the Transit Advisory Committee and the governing body, Canby City Council.

## Mission and Goals

City of Canby's stated mission is *to maintain and improve the quality of life and environment for all within the Canby Community.*

To accomplish this we will:

- Facilitate the provisions of needed services and infrastructure.
- Promote community-oriented decision making.
- Advocate accessibility and equity in process and service.
- Nurture a sense of community and responsibility between generations.

Canby Area Transit, a department of the City of Canby, has established the following mission statement: *To serve the citizens of Canby with accessible, dependable and efficient Public Transportation.*

Canby Area Transit is committed to providing transportation services that will accommodate people of all abilities and provide quality service to as many members of the community as possible. Customer accessibility is a critical consideration in all aspects of CAT service from customer amenities to vehicle and route design. The following lists service elements designed specifically to assure the accessibility of CAT service.

- All CAT service is designed with accessibility as a priority.
- Paratransit Dial-A-Ride service is available for those who are not able to access the Fixed-Route service.

- A General Public Dial-A-Ride service is available for anyone traveling within the CAT service area.
- CAT personnel are trained to operate vehicles and equipment safely and to sensitively assist people with disabilities.
- Vehicles are equipped with wheelchair lifts or ramps as well as bike racks.
- Stops and service routes are announced on Commuter and Fixed-Route services.
- Schedules and program information are made available in alternative formats.
- Service animals trained to perform a task are accommodated on all vehicles.
- Personal Care Attendants (PCA) may accompany individuals with disabilities at no charge.
- Travel Training assistance and trip planning is provided upon request.
- Bus stops are evaluated for accessibility and are established in the safest, most accessible locations available.
- As needed, customers are interviewed via phone or in person to identify the appropriate level of service, provide information and answer any questions.
- Reasonable modifications to our policies, practices, and procedures are made, upon request, whenever possible (see Appendix D).
- A transferless service exceeding ADA requirements is available to eligible customers traveling between Oregon City and Canby.

These practices contribute to the accessibility of the CAT system and improve its service to all customers including those with disabilities.

Transportation service is provided without discrimination against any person including any person with a disability. Discrimination by Canby Area Transit employees or representatives against any person on the basis of disability will not be condoned or tolerated. The Canby Area Transit Title VI Program Policy provides a comprehensive non-discrimination policy.

## **Service Design**

Canby Area Transit (CAT) was established as a department of the City of Canby on January 1, 2002. Following the City's submission of a withdrawal petition to TriMet (pursuant to ORS 267.250 – 267.265) that was formalized by an Intergovernmental Agreement (IGA) between TriMet and the City of Canby on December 27, 2001.

## **Service History**

Since CAT was established its service levels and design have been adjusted several times. Early on there were service expansions and improved local service. Prior to the recession, CAT provided 2 local circulator routes; 6 days of commuter service to Oregon City and Woodburn; midday service on weekdays to Wilsonville; 6 days of paratransit service within the Canby UGB; and 6 days of transferless paratransit service between addresses within the Canby UGB and/or within the Oregon City city limits. The transferless paratransit service to Oregon City is a requirement of the IGA between TriMet and the City.

In 2009, Saturday services were suspended. In 2011, the local circulator routes and the midday service to Wilsonville were suspended and the commuter service to Oregon City and Woodburn

was reduced dramatically. At the same time the transferless paratransit service to Oregon City was reduced by limiting the trip purposes for Oregon City Dial-A-Ride trips. Also, as a stopgap measure a very limited local general public demand response service was added to assist residents who were now without the local circulator routes. These service cuts were forced by funding shortfalls. The Commuter service along Highway 99E has seen schedule time adjustments over the years and bus stops have been moved or eliminated but the service has remained a commuter style service since 2011.

## **Service Changes**

Since the last ADA Plan update the name of the route changed from the Route 99 to the Route 99X. Along with the name change the schedule was adjusted to provide either hourly or half-hourly service across the service day. To better conform to commuter route standards a number of seldom used bus stops were eliminated as were all possible deviations off of 99E. The changes were made in April of 2018. This was the first time since 2011 that a schedule change included an increase in service hours. The change added 10 revenue hours per service day. The change eliminated service gaps in the middle of the day and increased the number of trips between Canby and Woodburn and between Canby and Oregon City. It also extended the span of Commuter service between Canby and Oregon City by almost 2 hours per day.

The new schedule was also designed to pulse with South Metro Area Regional Transit (SMART) at the Canby Transit Center. This allows riders from both systems to make connections within a 3-8 minute wait. Whenever possible connections with South Clackamas Transportation District (SCTD) at the Canby Transit Center and with Woodburn Transit Service (WTS) and Cherriots Regional in Woodburn were also improved.

The changes did not impact the complementary paratransit service because the services defined as Fixed-Route within the City of Canby still operates between 6 am and 8 pm. The first bus to travel across town toward Woodburn leaves the Canby Transit Center at 6 am and the last bus from Woodburn arrives back at the Canby Transit Center at 8:00 pm.

## **Description of Service Area**

Canby is a growing and thriving community with a population approaching 18,000 people. The rural environment and small town feel draw many to settle in Canby making it one of the most desirable bedroom communities – with Portland 25 miles north and Salem 30 miles to the south.

Bordered by the Molalla and Willamette rivers, Canby has historically been a natural hub for transportation which played a major role in the development of the City. The Willamette River served as the main source of transportation with steamboats taking produce to markets in Oregon City and Portland. Rails were laid in 1870 and the tracks were quickly lined with warehouses and the agriculture industry grew. In 1914, a ferry service was established across the Willamette River and today the Canby ferry is one of three ferries still operating in Oregon.

Canby is separated from Metro's Urban Growth Boundary by several miles of rural land. This separation is protected by a "Green Corridor" agreement between Canby, Clackamas County, Metro, and the Oregon Department of Transportation – which largely protects the 99E corridor from further development. This designation coupled with the Willamette River, the railroad lines, and the steep cliffs ensure that Canby will remain separate from the Portland Metropolitan Area for many decades, if not forever. The city's setting surrounded by rivers and fields, and its agricultural heritage, give it a unique character and a tradition of self-reliance. Canby's historic downtown, highway commercial area, schools, and churches are still very important local destinations.

Despite this physical separation and self-reliance, Canby has always had strong transportation and economic connections to its neighbors (Portland, Woodburn, Wilsonville, Molalla and Salem) by rail and road.

City-Data.com reports that the population of Canby rose 33% between 2000 and 2014. The Growth can be attributed in large part to people seeking a small town, rural lifestyle within a reasonable distance of the employment, recreational and retail opportunities of Oregon's two largest metropolitan areas.

### **Aging Population**

According to the US Census Bureau's Quick Facts estimates for July 1, 2018 fifteen percent of the City's population was 65 or older. Baby Boomers are reaching retirement age and seniors will account for a growing proportion of the population. This will inevitably create an increased demand for Paratransit services over the next twenty years. Elderly residents who are less confident in their driving abilities may also add to the increased demand for Fixed-Route transit service as well. In fiscal year 2017-18 nearly 23 percent of CAT ridership was either elderly or a persons with a disability.

### **Other Demographics**

Although the demographic profile of transit riders varies somewhat from one place to another, there are particular groups that are more likely to commute by transit than others. According to one study, the groups that are more likely to use transit include:

- Workers with no household car
- Workers with work or mobility limitations
- Women
- Hispanics
- Asians
- Immigrants (regardless of the number of years they have been in the United States)
- Workers with household incomes below \$20,000
- Workers age 17-29, and
- Workers age 60 and over.

With the exception of low-income households, the study indicated that all of the other groups still had higher than average transit use to access jobs, even in higher-income groups. In our



recent Title VI Plan we estimate that 20.1 percent of Canby residents inside the CAT service area are Latino, 10.9 percent of the population live in poverty and 7 percent are under the age of 65 living with a disability.

## Commuter and Fixed-Route Service

The Route 99X is the only route currently operated by Canby Area Transit (CAT). It is designed as a commuter route that travels between Oregon City and Woodburn along Highway 99E via the Canby Transit Center in Canby. The schedule has two commute patterns. One between Oregon City and Canby and one between Oregon City and Woodburn via the Canby Transit Center. From 6:00 am to 8:00 pm the Route 99X also provides hourly service across Canby to the four bus stops in each direction along 99E. Historically, the in-town segments of the Route 99X between the Canby Market Center and Canby Square have been designated as a Fixed-Route. A current schedule is posted at [www.canbyareatransit.org](http://www.canbyareatransit.org). See Appendix F for a copy of the current schedule.

Route	Service	Location	Days	Hours	Frequency
99X	Fixed Route	Between 99E & N Redwood (Canby Market Center) and 99E & SW Berg Parkway (Canby Square) via Canby Transit Center (100 NE 1 <sup>st</sup> )	Monday - Friday	6:00 am to 7:00 pm	hourly
99X	Fixed Route	Between 99E & SW Berg Parkway (Canby Square) and 99E & S Sequoia (Canby Market Center) via Canby Transit Center (100 NE 1 <sup>st</sup> )	Monday - Friday	7:00 am to 8:00 pm	hourly

### Commuter Service

As noted above the Route 99X is a Commuter route with two patterns. The route provides hourly service between Oregon City and Woodburn (via Canby) and half-hourly service between Canby and Oregon City during peak hours. As the route travels along Highway 99E between Oregon City and Woodburn it provides intercity connections to and links between the rural communities along the route. Thereby, providing critical links for rural communities to Portland and Salem as well as connections to Molalla, Wilsonville and smaller communities along the route. See Appendix J to see the Route 99X map.

Route	Service	Location	Days	Hours	Frequency
99X	Commuter to Oregon City	Between the Canby Transit Center and Oregon City Transit Center (1035 Main St)	Monday - Friday	5:00 am to 10:00 pm	Hourly Peak: 30 min
99X	Commuter to Woodburn	Canby Transit Center and WTS Stop 18 near BiMart in Woodburn (1600 Mount Hood Ave)	Monday - Friday	6:00 am to 7:00 pm	Hourly

The Route 99X provides very limited stops along Highway 99E and does not provide local service to the small communities along route.

**Fares**

On October 1, 2012 CAT implemented a one dollar fare for all Fixed-Route and Commuter services. Children who have had their 7<sup>th</sup> birthday are required to pay the fare. Effective April 1, 2014 CAT offers a 24 ride Punch Pass for \$20 and a \$20 Monthly Pass.

**Fleet**

CAT operates a mixed fleet of vehicles. Current schedules require a minimum of 6 buses in operation per service day. Two (2) 35'/33 passenger buses are utilized only on the Fixed-Route and commuter services. Two (2) 22'/17 passenger buses with four wheelchair stations are utilized on Dial-A-Ride only. The other vehicles are used on both Fixed-Route/Commuter service and Dial-A-Ride (Paratransit) as appropriate. These vehicles include five (5) 24'-26'/20-21 passenger. Additionally, CAT has one (1) ramp accessible minivan and four (4) backup buses. All vehicles are accessible and can accommodate at least one wheelchair.

**Complimentary Paratransit Service**

Canby Area Transit (CAT) provides demand responsive Complementary Paratransit service through its Dial-a-Ride program. CAT meets or exceeds the paratransit requirements set forth by the Americans with Disabilities Act (ADA).

**Paratransit Service**

CAT provides more than the required complementary paratransit service through its Dial-A-Ride program. The service is available to all individuals whose disability prevents them from using or accessing the local Fixed-Route bus; which operates along 99E between Berg Parkway to the south and N Redwood/S Sequoia to the north. Paratransit service is provided to all ADA paratransit eligible individuals traveling within Canby Urban Growth Boundary (which exceeds the ADA requirement of within  $\frac{3}{4}$  mile of a fixed route). Paratransit customers traveling to and from destinations in the TriMet District make transfers to the TriMet LIFT service at the Oregon City Transit Center.

This service is provided during the hours of the local Fixed-Route service: 6:00 am to 8:00 pm Monday through Friday.

**Eligibility**

See Appendix A for the certification process as part of the Eligibility Policy. The policy addresses the six required elements:

- Availability of application materials in accessible format
- Description of determination process, including method of notifying individuals about determinations
- System and timetable for processing applications and allowing presumptive eligibility
- Documentation provided to persons determined to be ADA Paratransit eligible
- Description of the administrative appeals process
- A policy for visitors

**Scheduling a Ride**

When paratransit certification is complete, ride reservations are made by calling 503.266.4022 up to 14 days in advance and by 5:00 pm the day before any trip. Although the office is closed on weekends (and some holidays) trip requests are taken by voice mail and honored for Monday or the next service day. There are no restrictions on trip purpose and it is the practice of Canby Area Transit that there are no capacity constraints.

**Additional Information**

Subscription service (standing order) is available for riders who travel to and/or from the same location on a regular basis. Subscription service may be limited in order to ensure there are no capacity constraints for on-demand trip requests. A waiting list may be created for subscription service only.

Reservation times may be negotiated to within one hour of requested time. There is a pick-up window of 10 minutes before or after scheduled time. Passengers are requested to be ready for vehicle arrival, which may be up to 10 minutes early. Driver will allow up to five (5) minutes for passenger to board.

**Cancellations, Missed Rides, and No Shows**

Cancelled and missed trips are costly and an inconvenience to other passengers. Customers are requested to contact the dispatch/scheduler as soon as possible when canceling a trip. Ridership privileges may be suspended due to a pattern of missed or no show appointments. Ridership privileges can also be suspended due to unruly behavior, which may or may not threaten safety on the vehicle.

**Service Delivery**

Complementary service is curb-to-curb however reasonable accommodations are made when door-to-door service is needed (see Appendix D).

**Personal Care Attendant**

An eligible ADA Paratransit rider may travel with one (1) Personal Care Attendant (PCA) and one (1) companion. Additional companions may ride as space allows. Companions are required to pay any applicable fares.

**Service Fares**

Although the fare for the Paratransit service may be twice (2x) the fixed route fare, CAT fares on the Dial-A-Ride services are the same as Commuter/Fixed-Route fares.

The fare for all CAT services is one dollar. Children who have had their 7<sup>th</sup> birthday are required to pay the fare. CAT offers a 24 ride Punch Pass for \$20 and a \$20 Monthly Pass.

Dial-A-Ride customers who schedule their shopping trips on the twice daily Shopping Shuttles ride for free.

### **Oregon City Dial-A-Ride**

CAT's Oregon City Dial-A-Ride service exceeds the American's with Disabilities Act (ADA) requirements for Paratransit riders. The Oregon City Dial-A-Ride is a supplement to CAT's Paratransit Dial-A-Ride service that provides a connection to TriMet LIFT at the Oregon City Transit Center. Based on the IGA between the City and TriMet, CAT provides a transferless service (origin-to-destination) to all eligible Paratransit customers. Transferless service is provided between addresses within the Canby Urban Growth Boundary and addresses inside the city limits of Oregon City. The service is curb-to curb with reasonable accommodations made for trips requiring door-to-door assistance (see Appendix D).

This service is provided during the hours of Paratransit Service. The Oregon City Dial-A-Ride service is provided for the following trip purposes: medical or social services appointments, legal services, education or employment. The service operates from 6:00 am to 8:00 pm Monday through Friday.

All other aspects of the service are the same as the Paratransit Service detailed above.

### **Comparison of Fixed-Route to Complementary Paratransit**

This comparison table summarizes the above defined Complementary Paratransit service showing it provides equal service to that provided by the Fixed-Route and meets the six required criteria.

Service Criteria	Consistent w/ Regulation	Comments
Service Area	Yes	See Service Area Map
Response Time	Yes	14 days in advance to 5:00 pm the day prior
Fares	Yes	\$1
Trip Purpose	Yes	No Restrictions
Service Hours	Yes	Same
Capacity Constraints	Yes	None

### **General Public Dial-A-Ride**

Canby Area Transit (CAT) provides a limited demand responsive General Public service through its Dial-A-Ride program. This service is offered to anyone traveling within the Canby Area Transit service area. Rides are provided on a space available basis as capacity on the Complementary Paratransit service allows.

This service is provided between 8:00 am and 6:00 pm Monday through Friday. See [www.canbyareatransit.org](http://www.canbyareatransit.org) for more detailed information including a map of the CAT service area.

**Eligibility**

Anyone traveling to or from a destination within the CAT service area is eligible for service. Individuals register by calling 503.266.4022 and providing their name, address, and phone number and answering a few questions.

**Scheduling a Ride**

Reservations may be scheduled as early as 14 days in advance or up to 24 hours prior to the trip. Reservations for Mondays or the first day after a holiday must be made on the Friday before the date of the ride request.

Reservations may be placed by calling the dispatcher/scheduler during office hours (Monday through Friday, 8:00am to 5:00pm) or on weekends and holidays by leaving a message on the office answering system.

When demand is high CAT is required to prioritize rides that are requested by riders who qualify for the Complementary Paratransit service. In order to comply, we have established a waiting list policy for General Public customers. Ride requests are recorded in the order they are received and offered to the General Public customers on a first come first served basis. Riders on the list are called after 5 pm on the day prior to their trip and given a pick up time or informed if there is no space available.

**Additional Information**

Subscription service (standing order) is not available for this service. It is provided on a space available basis.

Reservation times may be negotiated to within one hour of requested time when space is available. There is a pick-up window of 10 minutes before or after scheduled time. Passengers are requested to be ready for vehicle arrival, which may be up to 10 minutes early. Driver will allow up to five (5) minutes for passenger to board.

**Cancellations, Missed Rides, and No Shows**

Cancelled and missed trips are costly and an inconvenience to other passengers. Customers are requested to contact the dispatch/scheduler as soon as possible when canceling a trip. Ridership privileges may be suspended due to a pattern of missed or no show appointments. Ridership privileges can also be suspended due to unruly behavior, which may or may not threaten safety on the vehicle.

**Service Delivery**

Service is curb-to-curb however reasonable accommodations are made when modified service is needed (see Appendix D).

**Service Fares**

Although the fare for the Paratransit service may be twice (2x) the fixed route fare, CAT fares on the Dial-A-Ride services are the same as Commuter/Fixed-Route fares.



The fare for all CAT services is one dollar. Children who have had their 7<sup>th</sup> birthday are required to pay the fare. CAT offers a 24 ride Punch Pass for \$20 and a \$20 Monthly Pass.

Dial-A-Ride customers who schedule their shopping trips on the twice daily Shopping Shuttles ride for free.

### **Fleet**

As mentioned in the previous sections, CAT operates a mixed fleet of vehicles. Current schedules require a minimum of 6 buses in operation per service day. Two (2) 35'/33 passenger buses are utilized only on the Fixed-Route and commuter services. Two (2) 22'/17 passenger buses with four wheelchair stations are utilized on Dial-A-Ride only. The other vehicles are used on both Fixed-Route/Commuter service and Dial-A-Ride (Paratransit) as appropriate. These vehicles include five (5) 24'-26'/20-21 passenger. Additionally, CAT has one (1) ramp accessible minivan and four (4) backup buses. All vehicles are accessible and can accommodate at least one wheelchair.

## **Coordination with Other Public Transit Service Providers**

Canby Area Transit's participation in regular coordinated planning with many public transit service providers includes the Clackamas County Transportation Consortium, the Regional Transportation Coordinating Committee, and the Special Transportation Funding Advisory Committee responsible for the development of the Coordinated Human Transportation Services Plan. Canby Area Transit makes every effort to coordinate with other agencies in the region and to provide the most effective and appropriate level of service. We use the Transit Master Plan for Canby Area Transit as our primary guide <http://www.canbyoregon.gov/transportation/masterplan/VolumellCanbyTransitMP.pdf> . We also make every effort to implement the strategies of the Elderly and Disabled Transportation Plan (EDTP).

Providing connections and mobility is one of CAT's highest priorities and we currently make connections with TriMet, South Metro Area Regional Transit (SMART), South Clackamas Transportation District (SCTD), Cherriots Regional and Woodburn Transit System (WTS).

Our recent schedule changes facilitated a pulse between CAT and SMART. It also improved our connections SCTD and Cherriots. In 2017-18 we worked with Cherriots staff on the Highway 99E Corridor Plan which was published in June of 2018.

A transit staff person meets monthly with other transit providers in Clackamas County to work on coordination of services, economies of scale, funding opportunities, partnership opportunities and other items of mutual benefit. This group is also considering including providers from neighboring counties on a periodic basis to broaden the scope of our workgroup.

As often as possible we work with the RideWise program staff to assist CAT customers and Canby education professionals with travel training.

## Public Participation

The City of Canby-CAT's public involvement strategy offers continuous opportunities for the public to be involved in proposed transportation decisions, such as service design changes, new services, fare changes, and changes of service policy. The primary mechanism for the public to participate is to attend the bimonthly Transportation Advisory Committee (TAC) meetings or City of Canby City Council meetings. These meetings are advertised in the local paper and are open public meetings and held in locations that are wheelchair accessible. Real time interpretation for Spanish speakers is now provided at all Transit Advisory Committee meetings.

All public meetings offer translation services and information in alternate formats and minutes from the meeting are available in English and other languages upon request. The TAC meeting are held on the fourth Thursday of January, March, May, July and September and on the third Thursday in November at 6:00 PM in the Council Chambers, 222 NE 2nd Avenue, 1st Floor. The City Council meetings are held monthly on the first and third Wednesdays at the same location. City Council meetings are also broadcast live over the local cable television station and video of the meetings is available on the City website

at: [http://www.canbyoregon.gov/CityGovernment/councilminutes\\_agenda.htm](http://www.canbyoregon.gov/CityGovernment/councilminutes_agenda.htm)

CAT meets the goals outlined in the Oregon Department of Transportation Public Transit State Management Plan for public involvement. CAT seeks out and considers the viewpoints of minority, low-income and LEP populations in the course of conducting public outreach and involvement activities. A copy of the current Title VI Plan and LEP is available on the CAT website at <http://www.canbyareatransit.org>. CAT provides private sector providers with a reasonable opportunity to comment on plans, programs, and to be included in coordinated plans. The following is a general description of CAT processes, which vary depending on the subject, purpose and scope of the program, policy or decision.

- a. Rider and general public surveys
- b. Open public meetings (TAC, City Council, Planning Commission)
- c. Technical work groups
- d. Website information
- e. Solicitation of comments
- f. Involve customers and potential customers in development of plans, policies, service changes, and funding decisions. CAT conducts broad outreach during planning processes such as Transit Master Plan or ADA plan updates or major service changes and riders, general public and stakeholders are notified and invited to participate and comment.
- g. Make plans available in alternate formats, Spanish, and other languages as necessary and hold public hearing (s) with adequate notice of the hearing, including advertisement in local paper, on website, and to special interest circulation.
- h. Develop contacts and mailing lists for LEP and ADA customers and transit stakeholders.

## **Summary of Public Participation**

CAT complies with grant-related public involvement requirements as defined by grant application documents. The following is a summary of CAT's public participation efforts.

### **Printed Materials:**

CAT has translated service information on CAT's website and published materials into Spanish. General information about CAT services is posted on CAT's website in English and Spanish and translations to other languages are available upon request. Route 99X schedules and Dial-A-Ride service information are printed and distributed in English and Spanish. Outreach materials, surveys, flyers, press releases and meeting notices for major service changes are available in English and Spanish.

### **Phone Access:**

CAT's phone system includes a Spanish option on the CAT recorded messages. CAT contracts for translation services through Certified Languages International and Passport to Languages to provide verbal, written and in person translation services whenever necessary. Dispatchers are able to connect non-English speaking customers to a translator to respond to questions about CAT services.

### **Planning and Service Changes**

The City and Canby Area Transit make every effort to encourage engagement of the community and all CAT riders and stakeholders whenever there is a policy adjustment, service change, or planning effort.

### **Administrative Changes**

Since the last update to this plan, CAT modified the resolution establishing the Transit Advisory Committee (TAC). This modification made several corrections and clarifications but the substantive change was to the number of times annually that the committee is required to meet. The new requirement is "at least six (6) times per year". This was recommended by the Transit Advisory Committee at their meeting on November 17, 2016 and approved by the City Council on January 4, 2017. Both actions happened during public meetings with opportunity for public comment and advance notice by agenda postings on the CAT and City of Canby website. During discussions of the TAC it was suggested that recruitment of LEP population individuals to the TAC might be improved by reducing the number of meetings TAC members are required to attend and adjusting the time of the meetings. This action changed the number of meetings requirement by reducing it from 12 times per year to 6 times and in 2018 the meeting time was adjusted by 30 minutes from 5:30 pm to 6:00 pm.

### **Transit Master Plan Update and Recommended Service Changes**

In September of 2016, CAT began a planning process that would last more than a year. Jarrett Walker + Associates (JWA) was selected as the planning consultant for the project. The scope of work included targeted outreach to, and involvement of, Spanish speakers in the planning effort. To accomplish this JWA included MultiCultural Collaborative (MCC) consultants in their proposal to address the Spanish speaker outreach effort.

In November of 2016, JWA and MCC consultants attended the Bridging Cultures Thanksgiving dinner event to meet and greet Spanish speakers and distributed a questionnaire which was used to compile a list of interested Spanish speaking contacts. ESL classes were also attended. The full arsenal of stakeholders were contacted, encouraged to participate and share the information with their contacts. Bilingual web-links were established to communicate the planning process meeting dates, a link to the survey and other pertinent details. An email address, phone numbers for texting and voice contact were offered to both English and Spanish speakers as options for sending and receiving information.

Ultimately, a group of 36 stakeholders spent four hours in a bilingual training and workshop. In a poll at the end of the workshop, 11 of them said they believed the City should prioritize investments in a new local circulator, whereas 17 said more frequency on Route 99 should be the top priority. This workshop was conducted with simultaneous Spanish interpretation. Food and childcare were provided. We also offered a \$20 stipend to those who attended.

Also, 175 people took a bilingual survey in print or online. Of these people, 63 preferred a local circulator and 100 preferred more service on Route 99. The most common free-form comment in the surveys was a request for weekend service.

The Transit Advisory Committee recommended unanimously to City Council that a phased improvement plan be adopted, in which the first step would be increased service on Route 99. The full plan (in English) and a summary document are available online at [www.canbyareatransit.org](http://www.canbyareatransit.org) under the Plans & Policies link. The new service on Route 99 was added in April of 2018. At the same time the route name was changed to the Route 99X. Outreach for the service changes happened directly following the Transit Master Plan process and included outreach to all stakeholders through the process that is becoming familiar to both English and Spanish speakers in our community.

#### **Transit Master Plan – Project List Priorities**

HB2017 established the Statewide Transit Improvement Fund (STIF) which had not been anticipated during the CAT Transit Master Plan process. The CAT Transit Master Plan was drafted with a neutral funding forecast. Although there are projects identified as next steps under Phase 2 of the plan these projects were not prioritized. So in order to compile an eligible list of projects to be included in the TriMet STIF Plan CAT conducted another outreach effort in June and July of 2018. The short timeline to accomplish this had some impact because schools were out for the summer. Otherwise, we were able to contact the stakeholder groups. This effort kicked off with a Bridging Cultures event on June 23, 2018. Bilingual fliers about the upcoming public hearings and survey were distributed along with paper copies of the survey and the press release (also bilingual). The four question survey was also distributed in paper format as well as online between June 20<sup>th</sup> and July 20<sup>th</sup> (in English and Spanish). Public hearings were held on June 28<sup>th</sup> and also on July 19<sup>th</sup>. Ultimately we received 210 English responses and 30 Spanish responses. All respondents preferred Saturday service over a local circulator by 74% (DAR and Fixed); English speakers preferred Saturday by 72% and Spanish speakers by 95%.

**Title VI Program and LEP Plan Update**

In 2018 CAT updated its Title VI program and Limited English Proficiency (LEP) plan. On September 5, 2018 the plan was adopted by the Canby City Council. As is our practice, prior to the Council approval, press releases were published, notices were posted in CAT and City public notice locations and on all buses, the Transit Advisory Committee reviewed the documents as did the City Council with opportunity for public comment on the agendas at public meetings. Since September of 2018 real time Spanish interpretation is available at all Transit Advisory Committee meetings to encourage participation of Spanish speaking residents. All notices were published in English and Spanish.

**Future Planning Efforts**

In addition to the outreach effort for this ADA Plan we will update and adopt a new Facilities plan in February of 2019. Also, in the spring or summer of 2019 CAT will conduct an outreach effort to determine the details of the new Saturday service that has been prioritized to begin in July of 2019. Prior to 2021, CAT will need to conduct another focused planning effort in order to identify the need for service improvements as well as facility and capital project improvements.

Over the past year CAT has incorporated simultaneous Spanish interpretation at its public hearing meetings and offered it upon request. During our Transit Master Plan process we also found that the preferred mechanism for contacting our Spanish speaking stakeholders, community members and riders is via text message. We are working on a method to facilitate the need for Spanish texting and also meet our public records requirements.



# Appendices

Appendix A:	Eligibility Policy
Appendix B:	Route Design Compliance
Appendix C:	Complaint and Appeals Process
Appendix D:	Reasonable Modification Policy
Appendix E:	Paratransit Service Application Form
Appendix F:	Route 99X Schedule
Appendix G:	Paratransit Dial-A-Ride Brochure
Appendix H:	General Public Dial-A-Ride Brochure
Appendix I:	Service Area Map
Appendix J:	Route 99X Map

## Appendix A: Eligibility Policy

### Canby Area Transit AMERICANS WITH DISABILITIES (ADA) Eligibility Policy

Eligibility is the process whereby a rider can apply to receive ADA Complementary Paratransit or other special services for which they are determined eligible.

#### **Application and Certification Process**

When a customer contacts Canby Area Transit (CAT) with a request for ADA eligible service they are asked to complete a paper application and are given a copy of a brochure (attached as Appendix G) that describes CAT's Paratransit Service. An application form (attached as Appendix E) is provided to all customers requesting Paratransit Service. All eligibility materials are available in accessible formats upon request.

Once a completed application is received, CAT may take up to 21 days from receipt to make an eligibility determination. No application for special services is accepted for review by CAT until all sections of the application are completed. All partially complete or illegible applications are returned to the applicant. The Transit Director or designee will review all completed applications to determine eligibility for special services including the category of service such as permanent, temporary, or conditional. Follow-up phone, in-person interviews, or functional assessments may be needed. If an initial determination is not made within 21 days of the individual's request for service, they will be provided temporary services on a presumption of eligibility until eligibility is determined.

All applicants receive notification of their eligibility or service denial in writing and in an accessible format if requested. Individuals who are certified as eligible are provided with an identification card.

#### **Denial of Service**

If ADA Paratransit Service is denied, the individual has the right to appeal this decision. The service denial will be provided in writing, will detail the reasons for denial and provide information about the process of appealing the decision. The denial decision will be determined by the Transit Director or designee, who will sign the denial notification letter.

#### **Appeal Process**

Any applicant who is denied ADA Paratransit eligibility or disagrees with any established conditions of eligibility has the right to appeal the determination. An appeal request must be submitted in writing and postmarked or delivered within 60 days of the applicant receiving written notification of the decision regarding eligibility as provided above. Appeal requests should be addressed to: Transit Director, City of Canby, PO Box 930, 195 S Hazel Dell Way, Suite C, Canby OR 97013 for review. The appellant, at their request, has the right to meet with the Transit Director to present additional information and arguments. Anyone needing special accommodations may contact Canby Area Transit for assistance at 503.266.4022 or 195 S Hazel Dell Way, Suite C, Canby OR 97013.

The decision of the Transit Director must be made within 30 days and provided in writing or in an accessible format, and include the reasons for the finding. If the decision of the Director is not satisfactory, a further appeal can be made within 30 days to the Transit Advisory Committee at an open, public meeting. Determination at such a meeting will be forwarded as a recommendation to the Canby City Council for approval. Canby City Council determinations will be final. A record of action taken on each request or complaint must be maintained as part of the record or minutes at each level of the appeal process.

The right of the appellant to a prompt and equitable resolution of the complaint must not be impaired by the appellant's pursuit of other remedies, such as the filing of a complaint with the Department of Justice or other appropriate federal agency or the filing of a suit in state or federal court. Use of this procedure is not a prerequisite to the pursuit of other remedies.

### **Visitor Privilege**

Visitors will be allowed Paratransit Services when traveling in Canby. The individual should have a certification from their home of record. If they do not and the disability is not obvious, the certification process will be used to determine eligibility. Visitor privilege will be provided by CAT for up to 30 days per year. Individuals certified by another transit agency in the region will have unlimited reciprocity.

### **Suspension of Services**

Canby Area Transit reserves the right to suspend from services any ADA Paratransit qualified person, who establishes a pattern or practice of missing scheduled trips and/or for violating the passenger conduct rules posted in CAT vehicles. Repeated violations can result in services being revoked for up to a maximum of one year. All suspension decisions will be the responsibility of the Transit Director, subject by appeal to the City Council.

### **Personal Care Attendant**

An ADA Paratransit eligible rider may travel with a Personal Care Attendant (PCA) who may ride free of charge. Other companions may ride as space allows and will be required to pay any applicable fares.

### **Eligibility Identification Cards**

Eligibility Identification Cards will include: Customer name, Customer number, and expiration date for eligibility.

### **Temporary or Conditional Certification**

If eligibility is determined temporary, the ADA Paratransit qualified person will need to be re-certified at the end of the termed period, unless a longer time period is recommended by the physician and approved by the Transit Manager.

If eligibility is determined conditional, the ADA Paratransit qualified person can request to have the status of eligibility reviewed should the conditions change.

## Appendix B: Route Design Compliance

### Canby Area Transit – City of Canby Transit Commuter Route Design Compliance

Commuter Service to Woodburn	
SERVICE DESIGN CHARACTERISTICS OF COMMUTER ROUTE	COMMENTS
No attempt to comprehensively cover service area	Operates between Canby Transit Center (100 NE 1 <sup>st</sup> ) and Woodburn Transit System (WTS) bus stop (#18) near BiMart (1600 Mt Hood Avenue) in Woodburn.
Limited route structure	Commute portion of the route is linear along 99E
Limited number of stops	Commute portion of the route makes limited stops along 99E
Routes of extended length, usually between central business and outlying areas	Commute portion of the route is about 10 miles from Canby Square in Canby to the WTS bus stop (#18) in Woodburn.
Service predominately in one direction during peak times	Commute portion of the route is bidirectional throughout day as commutes serve both communities (reverse commute) and many shifts
Coordinated relationship to other modes	Commute portion of the route connects Canby commuters to WTS and Cherriots Regional
Use of multi-ride tickets	Both 24 ride Punch Passes and Monthly Passes are available for this service

Commuter Service to Oregon City	
SERVICE DESIGN CHARACTERISTICS OF COMMUTER ROUTE	COMMENTS
No attempt to comprehensively cover service area	Route operates between Canby Transit Center (100 NE 1 <sup>st</sup> ) and the Oregon City Transit Center (1035 Main) in Oregon City
Limited route structure	Commute portion of the route is linear along 99E
Limited number of stops	Commute portion of the route makes limited stops along 99E
Routes of extended length, usually between central business and outlying areas	Commute portion of the route is 8.4 miles between Canby Market Center and the Oregon City Transit Center and 9.1 miles between the Canby Transit Center and the Oregon City Transit Center.
Service predominately in one direction during peak times	Commute portion of the route is bidirectional throughout day as commutes serve both communities (reverse commute) and many shifts
Coordinated relationship to other modes	Commute portion of the route connects Canby and Woodburn commuters to TriMet services in Oregon City.
Use of multi-ride tickets	Both 24 ride Punch Passes and Monthly Passes are available for this service

## Appendix C: Complaint and Appeals Process

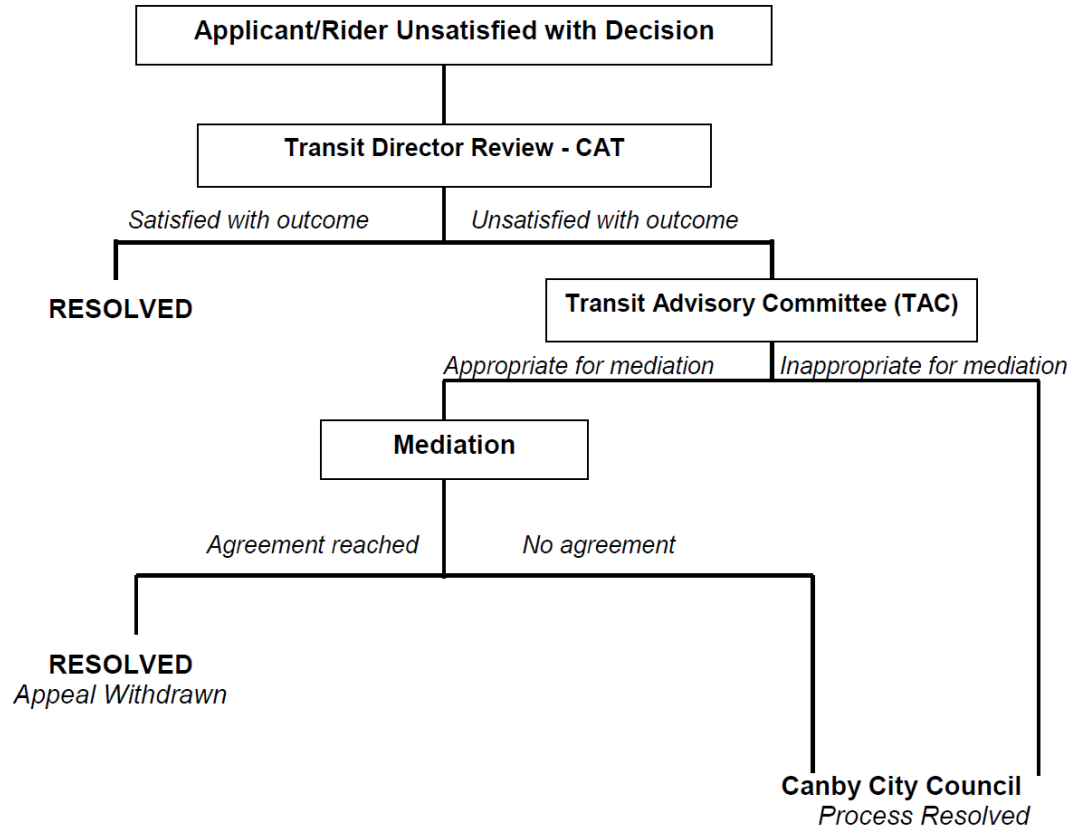
### Canby Area Transit (CAT) – City of Canby Complaint and Appeals Process

STEPS	CONSIDERATIONS
<p><b>1. Notice of Decision</b> Applicant or rider is notified of eligibility or suspension status. Those who receive suspension notices or notice of less than full eligibility will be notified of their option to request a review of the decision and their right to appeal.</p> <p>The applicant/rider has a predetermined number of days from receipt of a decision to request a review or an appeal: 14 days for suspension notices, 60 days for eligibility determinations and other decisions.</p> <p>At this point, the rider/applicant may either request a review (go to Step 2) or appeal the decision (go to Step 3).</p>	<p>The entity shall establish an administrative appeal process through which individuals denied eligibility or notified of an impending service suspension can obtain review of the decision. SS37.125 (g) and SS37.125 (h)(3).</p> <p>For Eligibility Decisions: Provider may require that an appeal be filed within 60 days of denial of an individual's application. SS37.125(g)(1).</p> <p>For Suspensions: Canby Area Transit policy establishes that a suspension will take effect 30 days after the rider is notified therefore appeals should be made within 14 days</p>
<p><b>2. Manager's Review</b> Applicant/rider contacts the Transit Director to request a review of the decision The Director will review the case and work with the applicant/rider to obtain additional information in a timely manner.</p> <p>This may involve an in-person interview or an evaluation by a physical therapist.</p> <p>After all necessary information has been gathered. Transit Director will render a review decision within 14 days and will notify the applicant/rider in writing. The applicant/rider will again be notified of their right to appeal. An appeal must be initiated within 14 days (suspension) or 60 days (eligibility) of receipt of the review decision.</p>	<p>Applicants/riders are encouraged to request a manager's review rather than jumping right to an appeal. A manager's review supports the process goal of "keeping the complaints close to the source" and may be successful at resolving some conflicts.</p> <p>There is no ADA specified time limit for the information gathering step. The duration of this period is largely defined by the amount of time needed by the applicants, physicians or other professionals to complete assessments and/or submit information.</p>
<p><b>3. Formally Initiating an Appeal</b> The applicant/rider will submit their request to appeal to the Transit Director for review by the Transit Advisory Committee (TAC)</p> <p>The TAC will determine if the appeal is appropriate for mediation. The City will contact a mediator from the roster for case development and mediation. The mediator will initiate contact with the applicant/rider within 30 days of Canby Area Transit's receipt of the request to appeal.</p> <p>If Canby Area Transit determines the case is not appropriate for mediation the case will proceed directly to administrative appeal (Step 5).</p>	<p>Because mediation is an additional step in the required appeals process, Canby Area Transit retains the right to choose <u>not</u> to mediate certain cases. Such cases may involve intractable disputes or situations where one of the parties is unwilling or unable to participate in a productive manner. These cases will be forwarded directly to Step 5 for an administrative decision.</p>



<p><b>4. Mediation</b></p> <p>If mediation is successful at resolving the dispute, the appellant will be asked to withdraw their appeal. The mediated agreement will become final unless the Transit Director at Canby Area Transit identifies a concern.</p> <p>Canby Area Transit will have up to 14 days following approval of the agreement to issue a decision in writing that reflects the mediated agreement.</p> <p>If the mediation is not successful, the case will be reviewed by City Attorney and the Transit Advisory Committee and forwarded with recommendations to the Canby City Council for an administrative decision.</p>	<p>Approval by the City Attorney is necessary to ensure that the agreement adequately upholds legal requirements and does not hold the Canby Area Transit or the City of Canby to liability. Because legal and liability issues will be addressed in the mediation, review by the City Attorney is expected to be a perfunctory sign-off.</p>
<p><b>5. Administrative Appeal</b></p> <p>Administrative appeal will be processed by Transit Advisory Committee. This process involves a review of the file and an opportunity for the applicant/rider to be heard in-person.</p> <p>Following the TAC review and recommendation the City Council will make a final determination.</p> <p>The Canby City Council will issue a decision within 30 days of that hearing, or within 30 days of the applicant's/rider's waiver of the opportunity to be heard.</p> <p>This is the final step in an appeal.</p>	<p>The ADA requires that administrative appeals be heard by someone with "separation of functions". This requirement is met by having the Transit Advisory Committee conduct administrative reviews and forward for approval to the City Council. SS37.125 (g)(2).</p> <p>The ADA requires that the administrative appeal process include an opportunity for the applicant/rider to be heard and to present information and arguments. SS37.125 (g)(2).</p> <p>The Appendix to SS37.125 (g)(2) states that after the appeals process has been completed, the entity should make a decision within 30 days, and that service must be provided starting on the 31<sup>st</sup> day until and unless a decision is rendered.</p>

**CANBY AREA TRANSIT COMPLAINT AND APPEALS PROCESS**  
For Eligibility Determinations and Service Suspensions



1. Canby Area Transit Director will review all complaints and appeals. This review may involve an in-person interview, evaluation by a medical professional or consultation with the individual's case manager.
2. If the Transit Advisory Committee (TAC) determines appeal is not suited for mediation, appeal will proceed with a TAC recommendation directly to the Canby City Council
3. For decisions made by the Canby City Council or TAC the appellant will have the opportunity to be heard in-person.

## Appendix D: Reasonable Modification Policy

### **Reasonable Modification Policy Notice**

Requests for modifications of CAT policies, practices or procedures to accommodate an individual with a disability.

To ensure equality and fairness, Canby Area Transit (CAT) will make reasonable modifications to our policies, practices, and procedures to avoid discrimination and ensure that programs and services are accessible to individuals with disabilities.

Whenever feasible, a request for modification to our service should be made in advance, before CAT is expected to provide the service. For more information regarding reasonable modifications and to see examples of acceptable reasonable modifications, see the Department of Transportation's Final Rule on the topic.

#### **Send Requests for Modifications to:**

Julie Wehling  
Transit Director  
PO Box 930 (mailing address)  
195 S Hazel Dell Way, Suite C (physical office address)  
Canby, OR 97013

[wehlingj@canbyoregon.gov](mailto:wehlingj@canbyoregon.gov)  
503.266.0751

## Appendix E: Paratransit Service Application Form



### APPLICATION FOR Dial-A-Ride Paratransit Service

*Please Print:*

Name \_\_\_\_\_ Date of Birth \_\_\_\_\_  
Last First

Address \_\_\_\_\_ Apt or Sp # \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Phone (Home) \_\_\_\_\_ (Cell) \_\_\_\_\_ (E-mail) \_\_\_\_\_

To be completed if the applicant was helped by another person in the completion of this application.

Name \_\_\_\_\_ Daytime Phone \_\_\_\_\_

Address \_\_\_\_\_

Relationship \_\_\_\_\_ Date \_\_\_\_\_

I understand that the purpose of this form is to determine if I am eligible to ride CAT's Complementary Paratransit Service and that Dial-A-Ride staff may need to talk to me later to get more information. I certify that I have been truthful in answering this form, and that the information I have provided is correct.

Signature \_\_\_\_\_ Date \_\_\_\_\_

Will you need further materials in a different format? Circle one:

Braille

Large Print

Audio Cassette

Disk

Please read the following statements and check those that best describe what you believe is your ability to use CAT's fixed route bus service by yourself. You may select more than one.

- ☐ I use fixed route bus service frequently.
- ☐ I can use the fixed route bus sometimes, if the conditions are right.
- ☐ I have difficulty understanding and remembering all of the things I would have to do to find my way to and from the bus.
- ☐ I believe I could learn to ride the bus, if someone taught me.
- ☐ I have difficulty or cannot climb stairs and can only board a CAT fixed route bus if it has a lift or ramp.
- ☐ I have a visual disability that prevents me from ever getting to and from the bus, even with training.
- ☐ The severity of my disability can change from day to day. I can ride the bus only when I am feeling well.
- ☐ I can never use the bus by myself.
- ☐ I can get to and from the bus stop if the distance is not too great and the route is barrier-free.
- ☐ There is no CAT fixed route bus service in my area.
- ☐ I am not really sure if I can use the bus.
- ☐ My disability makes it impossible to walk to and from the bus, even in good weather.
- ☐ I do not want to ride the bus.
- ☐ I am not able to use the bus for other reasons. (Please explain): \_\_\_\_\_

## INFORMATION ABOUT YOUR DISABILITY AND MOBILITY EQUIPMENT

- What is the disability that prevents you from using CAT's fixed route bus service?

\_\_\_\_\_

- Have you had a disability for more than one year? \_\_\_\_\_ Yes \_\_\_\_\_ No
- Is your disability permanent? \_\_\_\_\_ Yes \_\_\_\_\_ No
- If not, how long do you expect to have a disability? \_\_\_\_\_
- Does your disability change much from day to day? \_\_\_\_\_ Yes \_\_\_\_\_ No
- Check any every mobility aids you use (check all that apply):

_____ Manual Wheelchair	_____ Dog Guide	_____ Prosthesis
_____ Motorized Wheelchair	_____ White Cane	_____ Crutches
(Fill out additional information below)		
3 Wheeled _____	_____ Cane	_____ Portable O2
4 Wheeled _____	_____ Walker	_____ None
Brand Name _____	_____ Braces	_____ Other
Model # _____		

Are you sometimes accompanied by someone who helps you with travel outside your home or when you get to your destination?

\_\_\_\_\_ Yes, sometimes \_\_\_\_\_ Yes, always \_\_\_\_\_ No

If you use a wheelchair or scooter can you transfer to a seat?

☐ No ☐ Yes ☐ Sometimes

Will you be accompanied by an Attendant or Escort when riding Dial-A-Ride? (A person who may provide assistance during the ride or at the destination).

☐ Yes ☐ No

When you arrive at your destination does someone else need to be there to take responsibility for you before the driver leaves?

☐ Yes ☐ No



Please check one of the circles that best describes:

How far can you walk or travel (in wheelchair or scooter if applicable) on level ground by yourself?

- ☐ Any distance. I am not limited in my walking or travelling ability
- ☐ Only within my home
- ☐ I can walk or travel one (1) city block or less
- ☐ I can walk or travel \_\_\_\_\_  
(Write the number of city blocks you can walk or travel)

Do you have OHP+ or Medicaid?

Your OHP+ or Medicaid ID# \_\_\_\_\_

Your Case Manager's Name \_\_\_\_\_

Phone # \_\_\_\_\_

#### PROFESSIONAL CONTACT (OPTIONAL)

It may be helpful for us to contact a professional who is familiar with your disability or health condition, abilities or limitations. Please list a professional we can contact. (Examples: Physician, Case Manager, Therapist or Social Worker).

Name of Professional \_\_\_\_\_

Telephone Number \_\_\_\_\_

I authorize the professional listed to release to CAT information about my disability or health condition and its effect on my ability to use CAT services.

I understand that I may revoke this authorization at any time.

Applicant's Signature \_\_\_\_\_

(Signature of Applicant or Responsible Party)

Date \_\_\_\_\_

Rev 1/19

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INTENTIONALLY  
  
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*Please fold, tape and mail*

-

RETURN ADDRESS:

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

Place  
One  
Stamp  
Here

CITY OF CANBY TRANSIT DEPARTMENT  
PO BOX 930  
CANBY OR 97013-0930

Rev 1/19

## Appendix F: Route 99X Schedule

Route 99X - Woodburn to Oregon City Ruta 99X - Woodburn a Oregon City									
Northbound <i>Días Laborales Dirección Norte</i>									
Bus Stop ID ID de la Parada	214-1	1008	1018	1030	1000	1038	1042	2000	
	Woodburn - Hwy 214 1600 Mount Hood Avenue	Hubbard 99E & G Street	Aurora 99E & 3rd St NE	99E & SW Berg Parkway	ARRIVE Arriba Canby Transit Center 100 NE 1st Avenue DEPART Salida	99E (SE 1st) & S Locust	99E (SE 1st) & S Sequoia	Oregon City Transit Center 1035 Main Street	
	-	-	-	-	-	5:00	5:02	5:05	5:20
	-	-	-	-	-	5:30	5:32	5:35	5:50
	-	-	-	-	-	6:00	6:02	6:05	6:20
	-	-	-	-	-	6:30	6:32	6:35	6:50
6:32	6:37	6:42	6:48	6:54	7:00	7:02	7:05	7:20	
-	-	-	-	-	7:30	7:32	7:35	7:50	
7:32	7:37	7:42	7:48	7:54	8:00	8:02	8:05	8:20	
-	-	-	-	-	8:30	8:32	8:35	8:50	
8:32	8:37	8:42	8:48	8:54	9:00	9:02	9:05	9:20	
9:32	9:37	9:42	9:48	9:54	10:00	10:02	10:05	10:20	
10:32	10:37	10:42	10:48	10:54	11:00	11:02	11:05	11:20	
11:32	11:37	11:42	11:48	11:54	12:00	12:02	12:05	12:20	
12:32	12:37	12:42	12:48	12:54	1:00	1:02	1:05	1:20	
1:32	1:37	1:42	1:48	1:54	2:00	2:02	2:05	2:20	
2:32	2:37	2:42	2:48	2:54	3:00	3:02	3:05	3:20	
-	-	-	-	-	3:30	3:32	3:35	3:50	
3:32	3:37	3:42	3:48	3:54	4:00	4:02	4:05	4:20	
-	-	-	-	-	4:30	4:32	4:35	4:50	
4:32	4:37	4:42	4:48	4:54	5:00	5:02	5:05	5:20	
-	-	-	-	-	5:30	5:32	5:35	5:50	
5:32	5:37	5:42	5:48	5:54	6:00	6:02	6:05	6:20	
-	-	-	-	-	6:30	6:32	6:35	6:50	
6:32	6:37	6:42	6:48	6:54	7:00	7:02	7:05	7:20	
7:32	7:37	7:42	7:48	7:54	8:00	8:02	8:05	8:20	
-	-	-	-	-	9:00	9:02	9:05	9:20	
-	-	-	-	-	10:00	10:02	10:05	10:20	

Northbound  
Días Laborales Dirección Norte

# CAT Route 99X CAT Ruta 99X

Service available Monday - Friday  
¡SERVICIO LOS DÍAS LABORALES SOLAMENTE!



Connections to other transit systems:

Conexiones a otros sistemas de tránsito:

Oregon City Transit Center — TriMet

Canby Transit Center — SMART and SCTD

Woodburn — WTS and Chemists

- ningún servicio

AM en fuente normal  
PM en negrita

- no service

AM in regular print  
PM in bold print

Route 99X - Oregon City to Woodburn Ruta - 99X Oregon City a Woodburn									
Southbound <i>Días Laborales Dirección Sur</i>									
Bus Stop ID ID de la Parada	2000	1013	1119	1000	1025	1033	1045	214-1	
	Oregon City Transit Center 1035 Main Street	99E (SE 1st) & N Redwood	SE 2nd & Knott	ARRIVE Arriba Canby Transit Center 100 NE 1st Avenue DEPART Salida	99E & SW Berg Parkway	Aurora 99E & Liberty St NE	Hubbard 99E & G Street	Woodburn - Hwy 214 1600 Mount Hood Avenue	
	5:25	5:38	5:41	5:45	6:00	6:04	6:10	6:14	6:22
	5:55	6:08	6:11	6:15	-	-	-	-	-
	6:25	6:38	6:41	6:45	7:00	7:04	7:10	7:14	7:22
	6:55	7:08	7:11	7:15	-	-	-	-	-
7:25	7:38	7:41	7:45	8:00	8:04	8:10	8:14	8:22	
7:55	8:08	8:11	8:15	-	-	-	-	-	
8:25	8:38	8:41	8:45	9:00	9:04	9:10	9:14	9:22	
8:55	9:08	9:11	9:15	-	-	-	-	-	
9:25	9:38	9:41	9:45	10:00	10:04	10:10	10:14	10:22	
10:25	10:38	10:41	10:45	11:00	11:04	11:10	11:14	11:22	
11:25	11:38	11:41	11:45	12:00	12:04	12:10	12:14	12:22	
12:25	12:38	12:41	12:45	1:00	1:04	1:10	1:14	1:22	
1:25	1:38	1:41	1:45	2:00	2:04	2:10	2:14	2:22	
2:25	2:38	2:41	2:45	3:00	3:04	3:10	3:14	3:22	
3:25	3:38	3:41	3:45	4:00	4:04	4:10	4:14	4:22	
3:55	4:08	4:11	4:15	-	-	-	-	-	
4:25	4:38	4:41	4:45	5:00	5:04	5:10	5:14	5:22	
4:55	5:08	5:11	5:15	-	-	-	-	-	
5:25	5:38	5:41	5:45	6:00	6:04	6:10	6:14	6:22	
5:55	6:08	6:11	6:15	-	-	-	-	-	
6:25	6:38	6:41	6:45	7:00	7:04	7:10	7:14	7:22	
6:55	7:08	7:11	7:15	-	-	-	-	-	
7:25	7:38	7:41	7:45	-	-	-	-	-	
8:25	8:38	8:41	8:45	-	-	-	-	-	
9:25	9:38	9:41	9:45	-	-	-	-	-	
10:25	10:38	10:41	10:45	-	-	-	-	-	

Southbound  
Días Laborales Dirección Sur

## Appendix G: Paratransit Dial-A-Ride Brochure

### Title VI Non Discrimination Policy

Canby Area Transit (CAT) operates equal opportunity programs without regard to race, color, national origin, religion, age, marital status, equal orientation, or disability in accordance with Title VI of the Civil Rights Act, ORS Chapter 659A or other applicable law.

### Holidays

Canby Area Transit (CAT) does not operate on the following holidays:

- New Years Day
- Memorial Day
- Independence Day
- Labor Day
- Thanksgiving Day
- Christmas

*Alternative formats available upon request.*

*(i.e., Braille, Large Print, Audio Cassette, Disk or other formats)*

### Canby Area Transit

PO BOX 930

195 S Hazel Dell Way

Suite C

Canby, OR 97013

503.266.4022

Oregon Relay Service 800.735.2900

Email: [cat@canbyoregon.gov](mailto:cat@canbyoregon.gov)

Website: [www.canbyareatransit.org](http://www.canbyareatransit.org)



***Dial-A-Ride  
Paratransit Service***

***\$1.00 Fare***

***“Shopper Shuttle” is Free\****

\* visit website ([www.canbyareatransit.org](http://www.canbyareatransit.org)) or call office  
for details on Shopper Shuttle

**503.266.4022**

CAT is supported by  
Canby Businesses



## ABOUT CANBY AREA TRANSIT DIAL-A-RIDE SERVICE

Canby Area Transit Dial-A-Ride is a service provided in compliance with the 1990 Americans with Disabilities Act (ADA), providing complementary paratransit service within Canby and to and from Oregon City. The service operates 6:00 am to 8:00 pm, Monday-Friday, providing for those with special needs who are unable to access fixed route service. Applications for Dial-A-Ride services are available through the CAT office located at 195 S Hazel Dell Way, Suite C, Canby OR

## RESERVATIONS, CANCELLATIONS AND NO SHOWS

- ▶ Reservations may be scheduled as early as 14 days in advance, and/or up to 5:00 pm the day before the trip is needed.
- ▶ Reservations may be placed by calling the dispatcher/scheduler during office hours (Monday through Friday, 8:00am to 5:00pm) or on weekends and holidays by leaving a message on the office answering system. Please call with complete trip information (dates, times, addresses) and a phone number for trip confirmation.
- ▶ Pick-up time may be negotiated and scheduled within an hour of the requested time.
- ▶ Clients needing a return ride must estimate how long they will be at their destination. If a client needs more time or is ready before their scheduled pick up time, please call 503.266.4022 (press '2' after greeting begins).
- ▶ Only 'life sustaining' (i.e. chemotherapy, dialysis) trips will be scheduled with a 'will call' return trip.
- ▶ To cancel a Dial-A-Ride reservation please call the office as soon as possible. A trip reservation cancelled with less than one (1) hour notice prior to pick-up time may be considered a no-show.
- ▶ When a rider is late by more than five (5) minutes past the scheduled pick-up time the trip will be considered a no-show.
- ▶ A pattern of no-shows could result in a suspension of ridership privileges. Suspended riders will be notified in writing.

## PLANNING TRIPS

- ▶ Please plan trips with these points in mind:
  - CAT may arrive 10 minutes before or after the scheduled pick-up time.
  - Depending on route/passenger needs, CAT may send a bus or mini-van for your pick-up. If possible, make allowances for bus access to the pick-up and delivery addresses.
- ▶ CAT vehicles are wheelchair accessible. Drivers are trained to assist persons with disabilities in boarding and de-boarding.
- ▶ Riders may travel with one (1) Personal Care Attendant (PCA) and one (1) companion. Additional companions may ride as space allows. Reservations are required for PCAs and companions.
- ▶ Carry-on items such as groceries must be limited to what you and/or your personal care provider can carry. Packages may not block the aisle. No hazardous materials are allowed on the vehicles.
- ▶ Trips to the Portland/Metro area are made with connections through TriMet and require an approved application from TriMet LIFT services.
- ▶ All items found on vehicles will be donated to charity if not claimed within 30 days.
- ▶ Severe weather may result in a suspension of service. Please call 503.266.4022 for more information or check our website at [www.canbyareatransit.org](http://www.canbyareatransit.org).

## CUSTOMER COMMENTS APPRECIATED

Customer Comment Cards are available on all vehicles. Completed Customer Comment Cards may be given to any CAT driver or representative or mailed to:

Canby Area Transit  
PO Box 930  
Canby, OR 97013  
**503.266.4022**  
TTY/TDD Relay Service: 1.800.735.2900



## Appendix H: General Public Dial-A-Ride Brochure

### Accessibility Features

- Buses are **wheelchair lift** equipped.
- **Priority seating** is available on all buses for senior citizens and people with disabilities.
- Controlled **service animals** are permitted on buses (on a leash or in a pet container).
- Buses are equipped with **bike racks**.
- **Complementary Paratransit service** is provided to qualified individuals who are unable to use shuttles or fixed route buses.

### Holidays

CAT does not operate on the following holidays:

- New Years Day
- Memorial Day
- Independence Day
- Labor Day
- Thanksgiving Day
- Christmas

### Title VI Non Discrimination Policy

Canby Area Transit (CAT) operates equal opportunity programs without regard to race, color, national origin, religion, age, marital status, sexual orientation, or disability in accordance with Title VI of the Civil Rights Act, ORS Chapter 659A or other applicable law.

### Canby Area Transit

PO BOX 930

195 S Hazel Dell Way, Suite. C

Canby, OR 97013

**503.266.4022**

Oregon Relay Service 800-735-2900

email: [cat@ci.canby.or.us](mailto:cat@ci.canby.or.us)

website: [www.canbyareatransit.org](http://www.canbyareatransit.org)

CAT is supported by Canby Area Businesses

*Alternative formats available upon request.*



## Dial-A-Ride

services for the general public

Bus Fare is \$1.00—Exact Change Only.

Children under 7 years old ride FREE when accompanied by an adult

Updated October 15, 2013

Actualizado el 15 octubre

de 2013

## Dial-A-Ride

Canby Area Transit offers a Dial-A-Ride service for the general public. Anyone traveling to or from destinations within the Canby Urban Growth Boundary is eligible for this service. The service operates from 8:00 am—6:00 pm Monday through Friday. Reservations are accepted between 8:00 am and 5:00 pm.

### How do I register?

- Register by calling us and answering a few questions. Registration only happens one time. After that just let us know if you change your name, address, or phone number.

**It's that easy! We will pick you up and take you anywhere you need to go in Canby.**

### Reservations

Reservations may be scheduled as early as 14 days in advance or up to 24 hours prior to the trip. Reservations for Mondays or the first day after a holiday must be made on the Friday before the date of the ride request.

Reservations may be placed by calling the dispatcher/scheduler during office hours (Monday through Friday, 8:00am to 5:00pm) or on weekends and holidays by leaving a message on the office answering system. Please call with complete trip information (dates, times, addresses) and a phone number for trip confirmation.

Pick-up time may be negotiated and scheduled within an hour of the requested time.

It is best to pre-schedule return trips with a specific pick-up time. When this is not possible, the return trip is scheduled as a "call back". When you are ready for your return pick-up, please call Dispatch. At that time an estimated pick-up time will be given based on driver/vehicle availability. Although we will do our best to get to you promptly, during busy times it may take up to 60-minutes for a "call back" ride.

To cancel a Dial-A-Ride reservation please call the office as soon as possible. A trip reservation cancelled with less than one (1) hour notice prior to pick-up time may be considered a no-show.

When a rider is late by more than five (5) minutes past the scheduled pick-up time the trip will be considered a no-show.

A pattern of no-shows could result in a suspension of ridership privileges. Suspended riders will be notified in writing.

### Trip Planning

Please plan trips with these points in mind:

- CAT may arrive 10 minutes before or after the scheduled pick-up time.
- Depending on route/passenger needs, CAT may send a bus or mini-van for your pick-up. If possible, make allowances for bus access to the pick-up and delivery addresses.

CAT vehicles are wheelchair accessible. Drivers are trained to assist persons with disabilities in boarding and de-boarding.

Carry-on items such as groceries must be limited to what you can carry. Packages may not block the aisle. No hazardous materials are allowed on the vehicles.

All items found on vehicles will be donated to charity if not claimed within 30 days.

Severe weather may result in a suspension of service.

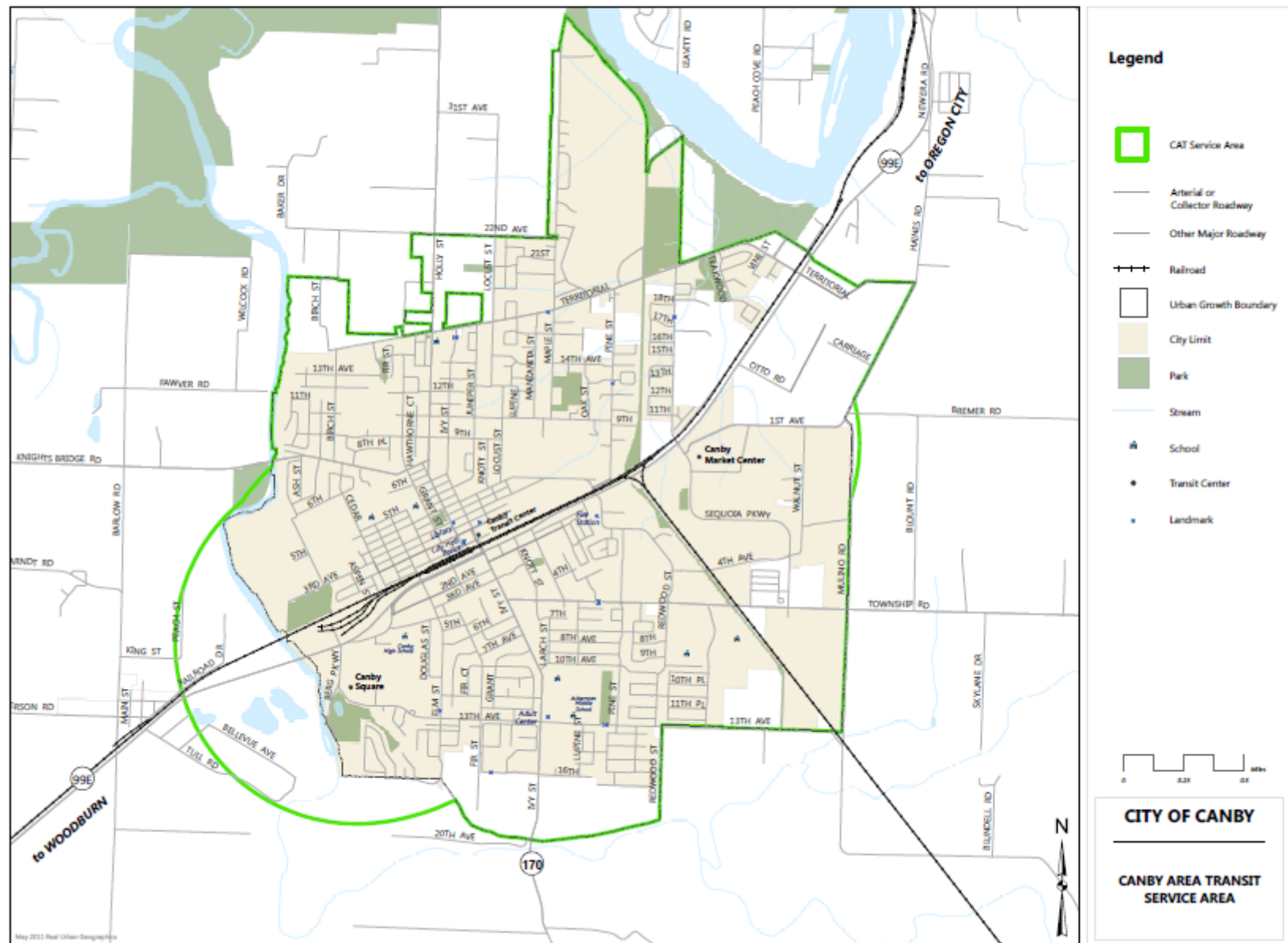
Children under the age of 5 must be accompanied by a person over the age of 16. Children aged 5-8 may travel alone if adult supervision is arranged at the pick-up and drop-off points. Children aged 9 and older may travel alone. Children under the age of 7 traveling alone pay the fare.

All General Public Dial-A-Ride reservations are made on a space available basis. So make your reservation early.

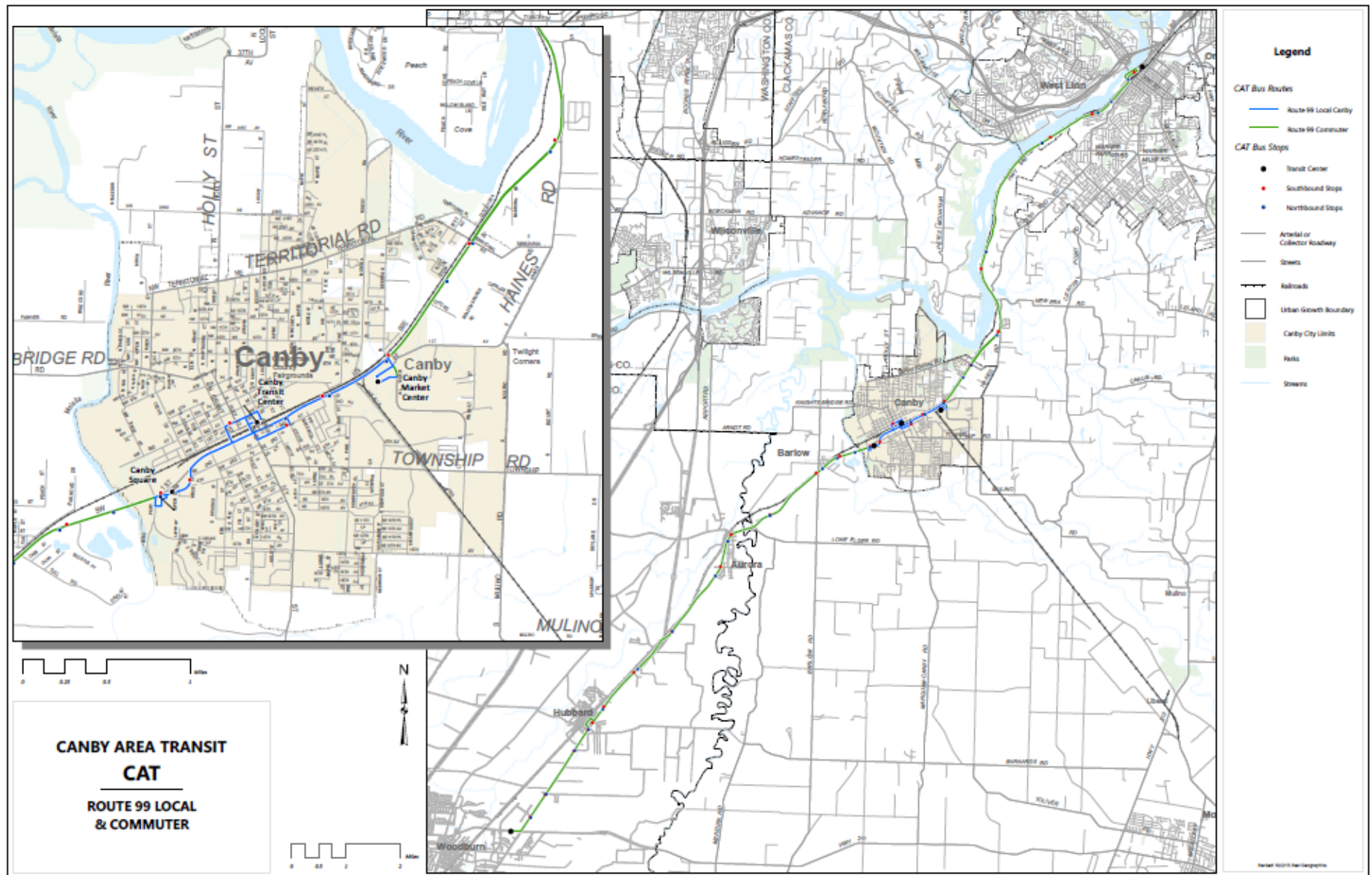
Fare: \$1 per trip

Accompanied Children 6 years old and younger ride free.

## Appendix I: Service Area Map



## Appendix J: Route 99X Map



## **ORDINANCE NO. 1501**

**AN ORDINANCE, PROCLAIMING ANNEXATION INTO THE CITY OF CANBY, OREGON 47.647 ACRES INCLUDING 43.79 ACRES OF REAL PROPERTY DESCRIBED AS TAX LOTS 100, 200, 400, 401, 500, 600, 601, 700 AND 800 SITUATED IN THE SE ¼ & SW ¼, SEC. 35, T.3S., R.1E., W.M. (TAX MAP 31E28C); AND APPROX. 3.857 ACRES OF ADJACENT ROAD RIGHT-OF-WAY; AND AMENDING THE EXISTING COUNTY ZONING FROM RURAL RESIDENTIAL FARM FOREST FIVE ACRE (RRFF-5) TO CITY LOW DENSITY RESIDENTIAL (R-1) FOR THE ENTIRE AREA; AND SETTING THE BOUNDARIES OF THE PROPERTY TO BE INCLUDED WITHIN THE CANBY CITY LIMITS.**

**WHEREAS**, on January 16, 2019, at a public hearing the City Council of the City of Canby approved by a vote of 5 to 0, Annexation (ANN 18-05/ZC 18-06) which called for the annexation of 47.647 acres into the City of Canby. The applicant is Stafford Development Company, LLC. The co-applicant's and owners of the Tax Lots which are part of the annexation are Dodds (Tax Lots 400 & 500), Montecucco Rentals, LLC (Tax Lots 100 & 800), Burkert (Tax Lots 600 & 601), Gordon (Tax Lot 700), Hemmerling Nursery, LLC (Tax Lot 401) and City of Canby (Tax Lot 200), all of Tax Map 31E28C. A complete legal description and survey map that delineates the tax lots and portions of applicable adjacent abutting street right-of-ways to be annexed and is attached hereto as Exhibit A & B respectively and by this reference are incorporated herein; and

**WHEREAS**, Pursuant to CMC 16.84.080, the City must proclaim by ordinance or resolution, the annexation of said property into the City and set the boundaries of the property by legal description; and

**WHEREAS**, the zoning of the annexed land shall be designated as R-1 Low Density Residential to conform with the Canby Comprehensive Plan Map, and such zoning shall be indicated on the official zoning map for the City of Canby; and

**WHEREAS**, an application was filed with the City by the applicants listed above to change the zoning of nine parcels as indicated herein and where applicable within the City's Urban Growth Boundary the city zoning will be extended to the centerline of the annexed adjacent public streets; and

**WHEREAS**, a public hearing was conducted by the Canby Planning Commission on December 10, 2018 after public notices were mailed, posted and published in the Canby Herald, as required by law; and

**WHEREAS**, the Canby Planning Commission heard and considered testimony regarding the annexation, accompanying zone change and the proposed Development Concept Plan required for this annexation by Figure 16.84.040 of Chapter 16.84 of the Land Development and Planning Ordinance at the public hearing. At the conclusion of the public hearing; the Planning Commission by a vote of 3 to 3 with one abstention failed to garner a majority vote, therefore forwarding a

recommendation that the City Council deny the applications with the Planning Commission written Findings, Conclusions and Order to be approved on January 14, 2019; and

**WHEREAS**, the Canby City Council considered the matter and the recommendation of the Planning Commission following their own public hearing held at a regular meeting on January 16, 2019; and

**WHEREAS**, the Canby City Council, after considering the applicant's submittal, the staff report, the Planning Commission's hearing record and their recommendation documented in their written Findings, Conclusions and Order and after conducting its own public hearing; voted to approve the annexation and associated zoning designation for the properties and adopted a the N Holly Concept Development Plan for the area which is required prior to granting a zone change; and

**WHEREAS**, the written Findings, Conclusions and Order of the Council action is to be approved by the City Council at the next regular Council meeting on February 6, 2019; and

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

Section 1. It is hereby proclaimed by the City Council of Canby that 47.647 acres of property described, set, and shown in Exhibit A & B and attached hereto, is annexed into the corporate limits of the City of Canby, Oregon.

Section 2. The annexed land shall be rezoned from the county Rural Residential Farm Forest (RRFF-5) to city Low Density Residential (R-1) as reflected on the Canby's Comprehensive Plan Map and as indicated by Tax Lot and legal description in this Ordinance. The Mayor, attested by the City Recorder, is hereby authorized and directed to have the zone change made to the official zoning map for the City of Canby.

Section 3. A Concept Development Plan for the area is adopted with any revisions specified within the written Council Findings, Conclusion and Order.

**SUBMITTED** to the Council and read the first time at a regular meeting thereof on January 16, 2019 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 February 6, 2019, commencing at the hour of 7:00 PM at the Council Meeting Chambers located at 222 NE 2nd Avenue, 1<sup>st</sup> Floor, 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 February 6, 2019 by the following vote:

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

---

Brian Hodson  
Mayor

ATTEST:

---

Kimberly Scheafer, MMC  
City Recorder



# EXHIBIT "A"

Legal Description For:

Annexation of lands into the City of Canby

A tract of land, situated in the southeast one-quarter and southwest one-quarter of Section 35, Township 3 South, Range 1 East of the Willamette Meridian in Clackamas County, Oregon, the perimeter of said tract being more particularly described as follows:

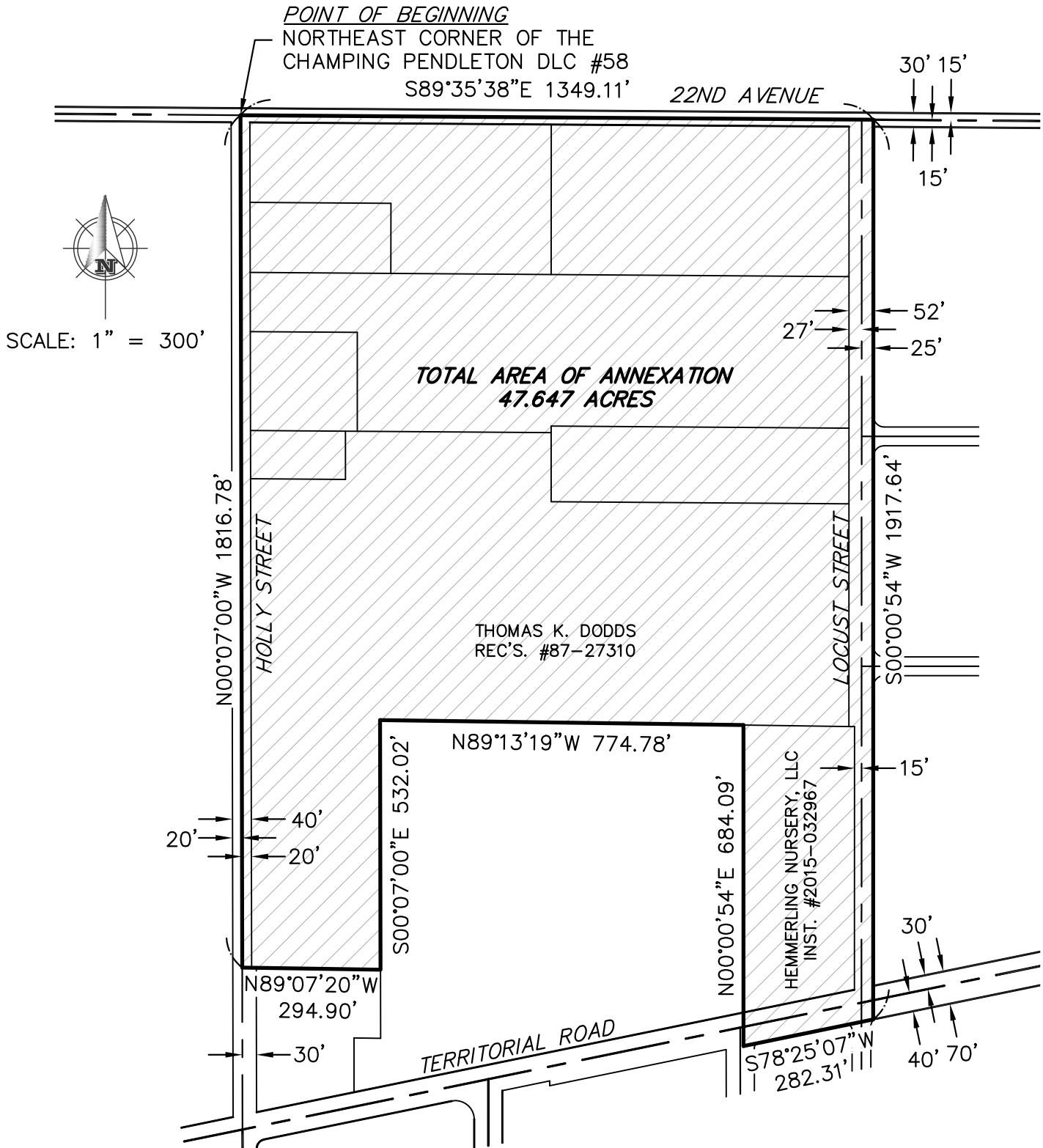
Beginning at the northeast corner of the CHAMPING PENDLETON Donation Land Claim Number 58, said corner also being the intersection of the centerlines of HOLLY STREET and 22ND STREET; thence South 89°35'38" East 1349.11 feet along the centerline of said 22ND STREET to a point on the northerly extension of the east right of way of LOCUST STREET that is 25.00 feet easterly of the centerline of said LOCUST STREET when measured at right angles thereto; thence South 00°00'54" West 1917.64 feet along said east right of way and the northerly and southerly extensions thereof to a point that is 40.00 feet southerly of the centerline of TERRITORIAL ROAD when measured at right angles thereto; thence South 78°25'07" West 282.31 feet parallel with said centerline to a point on the southerly extension of the west line of that tract of land described in deed to HEMMERLING NURSERY, LLC, recorded June 1, 2015 in Instrument Number 2015-032967, Clackamas County Deed Records; thence North 00°00'54" East 684.09 feet along said west line and the southerly extension thereof to a point on the south line of that tract of land described in deed to THOMAS K. DODDS, recorded June 17, 1987 in Recorder's Number 87-27310, Clackamas County Deed Records; thence North 89°13'19" West 774.78 feet along said south line to the re-entrant corner is said south line; thence South 00°07'00" East 532.02 feet along the north-south portion of said south line to the most southerly southeast corner of said THOMAS K. DODDS tract; thence North 89°07'20" West 294.90 feet along the south line of said THOMAS K. DODDS tract to the southwest corner of said tract, being a point on the centerline of HOLLY STREET; thence North 00°07'00" West 1816.78 feet along said centerline to the Point of Beginning, containing 47.647 acres of land more or less, as shown on attached Exhibit B.

EXCEPTING THEREFROM any portion of the above described lands already lying within the city limits of the City of Canby, Clackamas County, Oregon.



# EXHIBIT MAP

FOR: ANNEXATION OF LANDS INTO THE CITY OF CANBY  
LOCATED IN THE SE 1/4 AND SW 1/4 OF SEC. 28, T. 3 S., R. 1 E., W.M.  
CLACKAMAS COUNTY, OREGON



3657 KASHMIR WAY SE  
SALEM, OREGON 97317  
PHONE (503) 588-8800  
FAX (503) 363-2469

EMAIL: INFO@BARKERWILSON.COM



**BARKER  
SURVEYING**

## ORDINANCE NO. 1502

### **AN ORDINANCE AUTHORIZING THE CITY ADMINISTRATOR TO EXECUTE A CONTRACT WITH CURRAN-MCLEOD, INC. CONSULTING ENGINEERS FOR DESIGN AND CONSTRUCTION PHASE ENGINEERING SERVICES FOR THE SOUTH IVY STREET WASTEWATER PUMPING STATION**

**WHEREAS**, CURRAN-McLEOD, INC. is the City's Engineer of Record; and

**WHEREAS**, the CITY OF CANBY intends to construct the South Ivy Street Wastewater Pumping Station as soon as practicable; and

**WHEREAS**, CURRAN-McLEOD, INC. can provide timely design phase engineering and construction phase engineering for the South Ivy Street Wastewater Pumping Station project.

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

**Section 1.** The City Administrator is hereby authorized and directed to make, execute, and declare in the name of the CITY OF CANBY and on its behalf, an appropriate contract with CURRAN-MCLEOD, INC for engineering services in an amount not to exceed \$123,800.00. A copy of a contract with CURRAN-McLEOD, INC., is attached hereto and marked as Exhibit "A" and by this reference incorporated herein.

**SUBMITTED** to the Canby City Council and read the first time at a regular meeting thereof on Wednesday, January 16, 2019, 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 6, 2019, commencing at the hour of 7:00 PM in the Council Meeting Chambers located at 222 NW 2<sup>nd</sup> Avenue, 1<sup>st</sup> Floor, Canby, Oregon.

---

Kimberly Scheafer, MMC  
City Recorder

**PASSED** on second and final reading by the Canby City Council at a regular meeting thereof on the 6<sup>th</sup> day of February 2019, by the following vote:

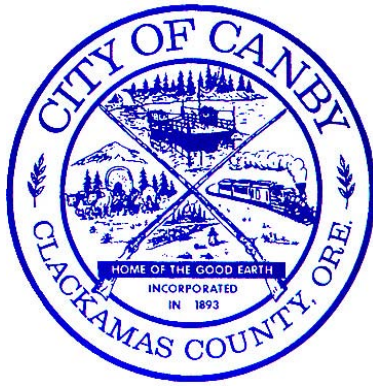
YEAS \_\_\_\_\_

NAYS \_\_\_\_\_

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

ATTEST:

\_\_\_\_\_  
Kimberly Scheafer, MMC  
City Recorder



# City of Canby

City Attorney

## MEMORANDUM

**DATE:** FEBRUARY 6, 2019  
**TO:** CANBY CITY COUNCIL  
**FROM:** JOSEPH A. LINDSAY, CANBY CITY ATTORNEY  
**RE:** ORDINANCE 1503, AN ORDINANCE GRANTING A TELECOM FRANCHISE TO EXTERNET

**Issue:** Whether or not to grant another telecommunications franchisee to operate within the City.

**Summary:** The City of Canby currently has several telecommunications franchisees operating within the City. Oregon state law allows cities to govern their rights of way using franchise agreements. Federal law requires that franchisees dealing in telecommunications are treated by political subdivisions with a “level playing field.” In meeting the “level playing field” requirement, the City of Canby offers the same franchise agreement to every company wanting to use Canby rights of way in offering telecommunications services. This agreement is no exception.

If this company desires to install any above ground facilities, this agreement states that they must further negotiate another above-ground agreement in the future.

**Attachments:** *Ordinance 1503*

**Recommendation:** Approve Ordinance 1503.

**Motion:** *“I move to approve Ordinance No. 1503: AN ORDINANCE GRANTING TO EXTENET SYSTEMS INCORPORATED, A NONEXCLUSIVE FRANCHISE TO CONSTRUCT, OPERATE & MAINTAIN A TELECOMMUNICATIONS NETWORK AND PROVIDE TELECOMMUNICATIONS SERVICES WITHIN THE CITY OF CANBY OREGON to come up for second reading on February 20, 2019.”*

## ORDINANCE NO. 1503

### **AN ORDINANCE GRANTING TO EXTENET SYSTEMS INCORPORATED, A NONEXCLUSIVE FRANCHISE TO CONSTRUCT, OPERATE & MAINTAIN A TELECOMMUNICATIONS NETWORK AND PROVIDE TELECOMMUNICATIONS SERVICES WITHIN THE CITY OF CANBY OREGON**

WHEREAS, ExteNet Systems Inc., (herein called Franchisee) provides Telecommunications services within the City of Canby, Oregon; and

WHEREAS, the City believes it is in the best interests of the City to promote the offering of competitive telecommunications services, subject to the City's lawful authority to regulate the use of Public Rights-of-Way; and

WHEREAS, Franchisee has applied for a Telecommunications Franchise pursuant to Canby Municipal Code (CMC) Chapter 12.36 relating to Telecommunications located in the public rights of way, and the City of CANBY "City" has reviewed said application and has determined that it meets the requirements of the City's Ordinance subject to the terms and conditions of CMC Chapter 12.36 and stated herein:

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

#### Section 1: Definitions.

**Gross Revenues:** Any and all revenue, of any kind, nature, or form, without deduction for expense in the City of CANBY and is further defined in Section 11. All such revenue remains subject to applicable FCC rules and regulations which exclude revenues from internet access services while prohibited by law.

Other definitions located in CMC Chapter 12.36

**Section 2: Grant of Franchise.** In conjunction with CMC Chapter 12.36 et.al., the City hereby grants to Franchisee, its successors and assigns as authorized herein, a nonexclusive right, privilege, authority and Franchise to erect, construct, operate, repair and maintain in, under, upon, along, and across the City's Rights-of-Way, its underground lines, anchors, wires, cables, conduits, laterals and other necessary and convenient fixtures and equipment, including but not limited to, amplifiers, receivers, battery units, equipment cabinets, through bolts, washers, nuts, power supply cabinets, power meters, grounding or bond wires, enclosures, cabinets, battery back-up units, and related equipment, for the purposes of constructing, operating and maintaining a competitive Telecommunications network within the City. Separate written agreements are necessary before Franchisee is allowed to locate, operate, or construct any above-ground facilities. Franchisee agrees to obtain and maintain a business license to conduct business in the City of Canby and keep it current during the life of this Franchise. Franchisee agrees to comply with all applicable federal, state, and local laws, ordinances, rules and regulations, including CMC Chapter 12.36, as amended from time to time.

**Section 3: Franchise Not Exclusive.** The Franchise granted herein (the “Franchise”) is not exclusive, and shall not be construed as any limitation upon the right of the City to grant to other persons or corporations, including itself, rights, privileges or authority the same as, similar to or different from the rights, privileges or authority herein set forth, in the same or other Rights-of-Way, by Franchise, permit or otherwise; provided, however, that any such grant shall be done in a competitively neutral and non-discriminatory manner with respect to the rights, privileges and authorities afforded Franchisee.

**Section 4: Term and Termination.** The term of this Franchise shall be ten (10) years, commencing with the effective date of this Ordinance. Thereafter, this Franchise shall continue in full force and effect for an additional ten (10) years unless notice is given by either party ninety (90) days before expiration, of its intention to terminate or renegotiate the Franchise. Upon termination or expiration of the Franchise, Grantee shall, within one hundred and eighty days (180), remove all its facilities from the City’s Rights-of-Way. Should the Grantee fail to remove its facilities within the one hundred and eighty day period (180), the City may remove.

**Section 5: No Limitation of City Authority.**

(a) Except as provided in Section 6 below, nothing in this Franchise shall in any way be construed or interpreted to prevent, or in any way limit, the City from modifying or performing any work in its Rights-of-Way, or granting other franchises for use of Rights-of-Way, or of adopting general ordinances regulating use of or activities in the Rights-of-Way, or of otherwise abrogating or limiting any rights, privileges or property interest the City now has in its Rights-of-Way, whether now owned or hereinafter acquired.

(b) In the event that any portion of the Franchisee’s infrastructure interferes with any present or future use the City desires to make of its Rights-of-Way, Franchisee shall, upon request, and at its sole expense, promptly relocate such infrastructure, and restore the area where such relocation occurs to as good a condition as existed before the work was undertaken, unless otherwise directed in writing by the City.

(c) Where the Franchisee had paid for the relocation costs of the same facilities at the request of the City within the past five (5) years, the Franchisee’s share of the cost of relocation will be paid by the City if it requested the subsequent relocation.

(d) Except as otherwise provided by law, and subject to Section 6 herein, nothing in this Franchise shall be construed to give the Franchisee any credit or exemption from any nondiscriminatory, generally applicable business tax, or other tax now or hereafter levied upon Franchisee’s taxable real or personal property, or against any permit fees or inspection fees required as a condition of construction of any improvements upon Franchisee’s real property and imposed under a generally applicable ordinance or resolution.

**Section 6: Competitively Neutral Application.** The City shall impose, on a competitively neutral and nondiscriminatory basis, similar terms and conditions upon other similarly situated providers of Telecommunications services operating within the City. Any requirement imposed on Franchisee that is determined not in compliance with this Section 6 shall be unenforceable against Franchisee.

**Section 7: Construction, Maintenance and Repair of Infrastructure.** Franchisee may make all needful excavations in any Right-of-Way for the purpose of placing, erecting, laying, maintaining or repairing Franchisee's infrastructure, and shall repair, renew and replace the same in accordance with Canby Municipal Code. Franchisee shall obtain all necessary permits for such excavation and construction, and pay all applicable fees. Such work shall be done only in accordance with plans or designs submitted to, and approved by, the City, such plans to be evaluated by the standards applied to the construction of other similar Telecommunications systems in the City.

Such work shall be performed in a good and workmanlike manner and in compliance with all rules, regulations, or ordinances which may, during the term of this Franchise, be adopted from time to time by the City, or any other authority having jurisdiction over Rights-of-Way. Prior to commencing excavation or construction, Franchisee shall give appropriate notice to other franchisees, licensees or permittees of the City owning or maintaining facilities which may be affected by the proposed excavation or construction.

(b) In the event emergency repairs are necessary for Franchisee's facilities, Franchisee may after reasonable attempts to contact the City provided emergency contacts immediately initiate such emergency repairs. At least two emergency contacts will be provided and kept up to date. Franchisee shall give notice to the City's Department of Public Works by telephone, electronic data transmittal or other appropriate means before commencement of work performed under emergency conditions. Franchisee shall make such repairs in compliance with applicable ordinances and regulations, and shall apply for any necessary permits no later than the business day next following the discovery of the need for such repairs.

(c) Franchisee shall construct and maintain its Telecommunications system in such a manner so as to not interfere with City sewer or water systems, or other City facilities.

**Section 8: Insurance.**

(a) General. At all times during the term of this Franchise, Franchisee, at its own cost and expense, shall provide the insurance specified in this section.

(b) Evidence Required. Within 30 days of the effective date of this Franchise, Franchisee shall provide the City with a certificate of insurance executed by an authorized representative of the insurer or insurers, evidencing that Franchisee's insurance complies with this section.

(c) Notice of Cancellation, Reduction, or Material Change in Coverage. Policies shall include a provision requiring written notice by the insurer or insurers to the City in accordance with policy provisions prior to cancellation, reduction, or material change in coverage. Alternatively, Franchisee may, at its election, assume responsibility for providing the notice required in the preceding sentence. If insurance coverage is canceled, reduced or materially changed, Franchisee shall, prior to the effective date of such cancellation, reduction or material change, obtain the coverage required under this section, and provide the City with documentation of such coverage. Franchisee shall be responsible, to the extent not caused by the City's negligence or



intentional misconduct, for the costs of any damage, liability, or injury, which are not otherwise covered by insurance or because of a failure to comply with this section.

(d) Insurance Required. During the term of this contract, Franchisee shall maintain in force, at its own expense, the following insurance:

- (1) Workers' compensation insurance for all subject workers; and
- (2) General liability insurance with a combined single limit, or the equivalent, of not less than \$1,000,000 for each person, and \$3,000,000, for each occurrence of bodily injury and \$3,000,000 for property damage, which coverages shall include contractual liability coverage for the indemnity provided under this contract, and naming the City, its officials, officers, employees and agents as additional insureds with respect to Franchisee's activities pursuant to this Franchise.

The insurance policy limits required in section 8 may be satisfied by Provider through a combination of the underlying insurance policy and umbrella (excess) liability policy(ies) so long as said umbrella policies are, at a minimum, "follow form" and provide insurance equal to or greater than coverage afforded by the underlying liability policy(ies).

#### **Section 9: Transfers and Change in Control.**

(a) Transfer. This Franchise shall not be sold, leased, assigned or otherwise transferred, nor shall any of the rights or privileges herein granted or authorized be leased, assigned, mortgaged, sold or transferred, either in whole or in part, nor shall title hereto, either legal or equitable, or any right, interest or property herein, pass to or vest in any person, except the Franchisee, either by act of the Franchisee or by operation of law, without the consent of the City, expressed in writing, such consent not to be unreasonably withheld. If the Franchisee wishes to transfer this Franchise, the Franchisee shall give City written notice of the proposed transfer, and shall request consent of the transfer by the City.

(b) Any transfer of ownership affected without the prior written consent of the City shall render this Franchise subject to revocation. The City shall have 60 days to act upon any request for approval of a transfer. If the City fails to render a final decision on the request within said 60 days, the request shall be deemed granted unless the Franchisee and the City agree to an extension of time.

(c) The Franchisee, upon any transfer, shall within 60 days thereafter file with the City a certified statement evidencing the transfer and an acknowledgment of the transferee that it agrees to be bound by the terms and conditions contained in this Franchise.

(d) The requirements of this section shall not be deemed to prohibit the use of the Franchisee's property as collateral for security in financing the construction or acquisition of all or part of a Telecommunications System of the Franchisee or any affiliate of the Franchisee. However, the Telecommunications System franchised hereunder, including portions thereof used as collateral, shall at all times continue to be subject to the provisions of this Franchise.

(e) The requirements of this section shall not be deemed to prohibit sale of tangible assets of the Franchisee in the ordinary conduct of the Franchisee's business without the consent of the City. The requirements of this section shall not be deemed to prohibit, without the consent of the City, a transfer to a transferee whose primary business is Telecommunications System operation and having a majority of its beneficial ownership held by the Franchisee, a parent of the Franchisee, or an affiliate, a majority of whose beneficial ownership is held by a parent of the Franchisee.

**Section 10: Indemnification.** Franchisee shall indemnify, control the defense of, and hold the City harmless for any losses, claims, damages, awards, penalties or injuries incurred by any third party, including reasonable attorney's fees, which arise from any alleged breach of representations and warranties made under this Agreement, provided that the Franchisee is promptly notified of any such claims. The Franchisee shall have the sole right to defend such claims at its own expense. The City shall provide, at the Franchisee's expense, such assistance in investigating and defending such claims as the Franchisee may reasonably request.

Such indemnification shall not extend to independent claims of City negligence for City acts outside the scope of this contractual agreement. This indemnity shall survive the termination of this Agreement.

**Section 11: Compensation.**

(a) Franchise Fee. In consideration of permission to use the streets and Rights-of-Way of the City for the construction, operation, and maintenance of a Telecommunications system within the City, the Franchisee shall pay to City during the term of this Franchise an amount equal to seven percent (7%) of the Franchisee's Gross Revenues ("Franchise Fee"). Any net uncollectibles, bad debts or other accrued amounts deducted from Gross Revenues shall be included in Gross Revenues at such time as they are actually collected. Revenue from point to point or multi-point services is based on the pro-rata share of the revenue from those services.

(b) Modification Resulting from Action by Law. Upon thirty days notice and in the event any law or valid rule or regulation applicable to this Franchise limits the Franchise Fee below the amount provided herein, or as subsequently modified, the Franchisee agrees to and shall pay the maximum permissible amount and, if such law or valid rule or regulation is later repealed or amended to allow a higher permissible amount, then Franchisee shall pay the higher amount commencing from the date of such repeal or amendment, up to the maximum allowable by law.

(c) Payment of Franchise Fees. Payments due under this provision shall be computed and paid quarterly for the preceding quarter, as of March 31, June 30, September 30, and December 31, each quarterly payment due and payable no later than 45 days after such dates. Not later than the date of each payment, the Franchisee shall file with the City a written statement, in a form satisfactory to the City and signed under penalty of perjury by an officer of the Franchisee, identifying in detail the amount of gross revenue received by the Franchisee, the computation basis and method, for the quarter for which payment is made.

(d) The Franchise Fee includes all compensation for the use of the City's Rights-of-Way. Franchisee may offset against the Franchise Fee the amount of any fee or charge paid to the City in connection with the Grantee's use of the Rights-of-Way when the fee or charge is not imposed

under a generally applicable ordinance or resolution. The Franchise Fee shall not be deemed to be in lieu of or a waiver of any ad valorem property tax which the City may now or hereafter be entitled to, or to participate in, or to levy upon the property of Franchisee.

(e) Late franchise fee payments will be subject to late fees calculated on the basis of nine percent (9%) per annum of the amount past due. No acceptance of any payment shall be construed as accord that the amount paid is in fact the correct amount, nor shall such acceptance of payment be construed as a release of any claim the City may have for further or additional sums payable under the provisions of this Franchise. All amounts paid shall be subject to audit and recomputation by the City.

**Section 12: Extension of City Limits.** Upon the annexation of any territory to the City, the rights granted herein shall extend to the annexed territory to the extent the City has such authority. All Facilities owned, maintained, or operated by Grantee located within any public Rights-of-Ways of the annexed territory shall be subject to all of the terms of this Ordinance.

**Section 13: Right to Inspect Records.** In order to manage the Franchisee's use of Rights-of-Way pursuant to this Franchise, and to determine and verify the amount of compensation due to the City under this Franchise, the Franchisee shall provide, upon request, the following information in such form as may be reasonably required by the City: maps of the Franchisee's Telecommunications System; the amount collected by the Franchisee from users of Telecommunications Service provided by Franchisee via its Telecommunications network; the character and extent of the Telecommunications Service rendered therefore to them; and any other related financial information required for the exercise of any other lawful right of Franchisee under this Franchise. The City agrees that such information is confidential and that the City will use such information only for the purpose of managing its Rights-of-Way, determining compliance with the terms of this Franchise, and verifying the adequacy of Franchisee's Fee payments. The City further agrees to protect such information from disclosure to third parties to the maximum extent allowed by Oregon law.

**Section 14: Right to Perform Franchise Fee Audit or Review; Default.** In addition to all rights granted under Section 13, the City shall have the right to have performed, a formal audit or a professional review of the Franchisee's books and records by an independent private auditor, for the sole purpose of determining the Gross Receipts of the Franchisee generated through the provision of Telecommunications Services under this Franchise and the accuracy of amounts paid as Franchise Fees to the City by the Franchisee; provided, however, that any audit or review must be commenced not later than 3 years after the date on which Franchise Fees for any period being audited or reviewed were due. The cost of any such audit or review shall be borne by the City. The City agrees to protect from disclosure to third parties, to the maximum extent allowed by State law, any information obtained as a result of its rights pursuant to this Section, or any compilation or other derivative works created using information obtained pursuant to the exercise of its rights hereunder.

**Section 15: Right to Inspect Construction.** The City or its representatives shall have the right to inspect all construction or installation work performed pursuant to this Franchise and to make

such tests as it shall find necessary to ensure compliance with the terms of this Franchise and other pertinent provisions of law relating to management of the City's Rights-of-Way.

**Section 16: Venue.**

(b) Venue for any proceeding brought to enforce any term or condition of this Franchise shall be the local Circuit Court for the City; provided, however, that should any proceeding be brought in a federal forum, such proceeding shall be brought in the U.S. District Court of Oregon in Portland, Oregon, with the parties stipulating to trial in Portland, Oregon.

**Section 17: Limitation of Liability.** The City and the Franchisee agree that neither shall be liable to the other for any indirect, special, or consequential damages, or any lost profits, arising out of any provision or requirement contained herein, or, in the event this Franchise, or any part hereof, is determined or declared to be invalid.

**Section 18: Compliance with Applicable Laws.** Franchisee shall comply with all applicable federal, state, and local laws, ordinances, and regulations, whether now in existence or hereinafter enacted. Nothing contained in this Franchise shall be construed as authorizing the Franchisee, its officers, employees or agents, to violate any federal, state or local law, whether now in existence or hereinafter enacted, including, by way of illustration but not of limitation, any provision of Oregon anti-trust law, ORS 646.750-646.836, or the Oregon Unlawful Trade Practices Act, ORS 646.650-646.652. Nothing contained in this section shall be construed as requiring Franchisee to comply with any federal, state or local law that is repealed or otherwise rendered unenforceable subsequent to the adoption of this Franchise.

**Section 19: Notice.** Any notice provided for under this Franchise shall be sufficient if in writing and (1) delivered personally to the other party or deposited in the U.S. Mail, postage prepaid, certified mail, return receipt requested; (2) sent overnight by commercial air courier; or (3) sent by facsimile transmission, provided receipt of such facsimile is confirmed, in writing, on the first business day following the date of transmission. Notice shall be sent to the following address, or such other address as each party may specify in writing:

Rick Robinson  
City Administrator  
PO Box 930  
Canby, OR 97013  
Phone: 503-266-0745  
Facsimile: 503-266-7961

**ExteNet Systems, Inc**  
3030 Warrenville Road, Suite 340  
Lisle, Illinois 60532  
Attn: CFO

With a copy to General Counsel at same  
address

Notice shall be deemed effective upon the earliest date of actual delivery; three business days after deposit in the U.S. mail as provided herein; one business day after shipment by commercial air courier; or the same day as transmitted by facsimile, provided transmission of such facsimile is confirmed in writing as provided herein.

**Section 20: Captions.** The captions to sections of this Franchise are intended solely to facilitate reading and reference of the sections and provisions contained herein, and shall not affect the meaning or interpretation of any section or provision of this Franchise.

**Section 21: Severability.** If any part of this Franchise becomes or is held to be invalid for any reason, the determination will affect only the invalid portion of this Franchise. In all other respects this Franchise will stand and remain in full force and effect as if the invalid provision had not been part of this Franchise.

**Section 22: Waiver.**

(a) The City is vested with the power and authority to reasonably regulate, and manage, its Rights-of-Way in a competitively neutral and non-discriminatory manner, and in the public interest. Franchisee shall not be relieved of its obligations to comply with any provision of this Franchise by reason of the failure of the City to enforce prompt compliance, nor does the City waive or limit any of its rights under this Franchise by reason of such failure or neglect.

(b) No provision of this Franchise will be deemed waived unless such waiver is in writing and signed by the party waiving its rights. However, if Franchisee gives written notice of a failure or inability to cure or comply with a provision of this Franchise, and the City fails to object within a reasonable time after receipt of such notice, such provision shall be deemed waived.

**SUBMITTED** to the Canby City Council and read the first time at a regular meeting therefore on Wednesday, February 6, 2019, 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 20, 2019 commencing at the hour of 7:00 PM at the Council Meeting Chambers located at 222 NE 2<sup>nd</sup> Avenue, 1<sup>st</sup> Floor, Canby, Oregon.

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Kimberly Scheafer, MMC  
City Recorder

**PASSED** on the second and final reading by the Canby City Council at a regular meeting thereof on February 20, 2019 by the following vote:

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

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

ATTEST:

\_\_\_\_\_  
Kimberly Scheafer, MMC  
City Recorder

Approved as to Form:

\_\_\_\_\_  
Joseph Lindsay  
City Attorney

Accepted \_\_\_\_\_(date)

\_\_\_\_\_  
Franchisee President and CEO Signature

\_\_\_\_\_  
Printed Name



BEFORE THE CITY COUNCIL  
OF THE CITY OF CANBY

A REQUEST FOR APPROVAL OF	)	FINDINGS, CONCLUSION & FINAL ORDER
ANNEXATION AND ZONE CHANGE	)	ANN 18-05/ZC 18-06
FOR PROPERTY LOCATED AT 1882,	)	THOMAS DODDS, MONTECUCCO RENTALS, LLC, SUSAN
2030, 2058, 2146 N. HOLLY ST. 2041 N.	)	BURKERT, DAVID AND SUSAN GORDON, HEMMERLING
LOCUST ST, 102 NE TERRITORIAL RD	)	NURSERY, LLC, CITY OF CANBY, Stafford Land Development

**NATURE OF THE APPLICATION**

The applicants sought approval for a Development Concept Plan (DCP) and an annexation/zone change application **ANN 18-05/ZC 18-06 N HOLLY ANNEXATION & ZONE CHANGE** to annex 43.79 acres of real property described as Tax Lots 31E28C00400, 31E28C00500, 31E28C00601, 31E28C00600, 31E28C00700, 31E28C00800, 31E28C00100, 31E28C00200, and 31E28C00401, Clackamas County, Oregon. The property is zoned Clackamas County RRFF-5 and is requested to be zoned City R-1, Low Density Residential.

**HEARINGS**

The Planning Commission considered applications **ANN 18-05/ZC 18-06 N HOLLY ANNEXATION & ZONE CHANGE** after the duly noticed hearing on December 10, 2018 during which the Planning Commission by a tied 3 /3 vote failed to obtain a majority decision therefore, forwarding in affect a denial to the City Council with regard to **ANN 18-05/ZC 18-06 N HOLLY ANNEXATION & ZONE CHANGE**.

The City Council considered applications **ANN 18-05/ZC 18-06 N HOLLY ANNEXATION & ZONE CHANGE** after the duly noticed hearing on January 16, 2019 during which the Council voted 5/0 to approve City File # **ANN 18-05/ZC 18-06 N HOLLY ANNEXATION & ZONE CHANGE**. These findings are entered to document the approval.

**CRITERIA AND STANDARDS**

In judging whether or not the, annexation and zone change applications shall be approved, the Planning Commission and the City Council determines whether criteria from the *City of Canby Land Development and Planning Ordinance* are met, or can be met by observance of conditions. Applicable criteria and standards were reviewed in the Planning Commission staff report dated December 10, 2018 and the staff memorandum prepared for Council review dated January 7, 2019 and presented at the January 16, 2019 public hearing along with the Planning Commission's recommendation.

**FINDINGS AND REASONS**

The Staff Report was presented, and written and oral testimony was received at the Council public hearing. The recommendation to deny City File# **ANN 18-05/ZC 18-06 N HOLLY ANNEXATION & ZONE CHANGE** from the Planning Commission was noted by staff.

After hearing public testimony, and closing the public hearing, the City Council made no additional findings beyond those contained in the staff report to arrive at their decision to approve the annexation and re-zone of the property in accordance with the Comprehensive Plan Map land use designation.

**CONCLUSION**

In summary, the City Council adopted the findings contained in the staff report, concluded that the annexation/zone change meets all applicable approval criteria, and approved City File# **ANN 18-05/ZC 18-06 N**

*ANN 18-05/ZC 18-06 N. Holly/Stafford Annexation Findings, Conclusion, & Final Order*  
*Page 1 of 3*



**HOLLY ANNEXATION & ZONE CHANGE** as stated below. The City Council's order is reflected below.

**ORDER**

Based on the application submitted and the facts, findings, and conclusions of the staff report, and the supplemental findings from the public hearing, the City Council approved the annexation and zone change applications and adopt the proposed N Holly Development Concept Plan as represented in the applicant's submittal drawings and associated application narrative for City File# **ANN 18-05/ZC 18-06 N HOLLY ANNEXATION & ZONE CHANGE** and directed staff to complete the remaining boundary change processes with the State, County, and district service providers to finalize the decision, and upon annexation, that the zone of the subject property be designated as R-1 Low Density Residential as indicated by the Canby Comprehensive Plan Map.

**I CERTIFY THAT THIS ORDER** approving City File# **ANN 18-05/ZC 18-06 N HOLLY ANNEXATION & ZONE CHANGE** was presented to and **APPROVED** by the City Council of the City of Canby.

DATED THIS 6th day of February, 2019

---

Brian Hodson  
Mayor

---

Bryan Brown  
Planning Director

**ORAL DECISION –January 16, 2019**

AYES: Heidt, Parker, Hensley, Varwig & Spoon

NOES: None.

ABSTAIN: None.

ABSENT: Dale.

**WRITTEN FINDINGS – February 6, 2019**

AYES:

NOES:

ABSTAIN:

ABSENT:

**ATTEST:**

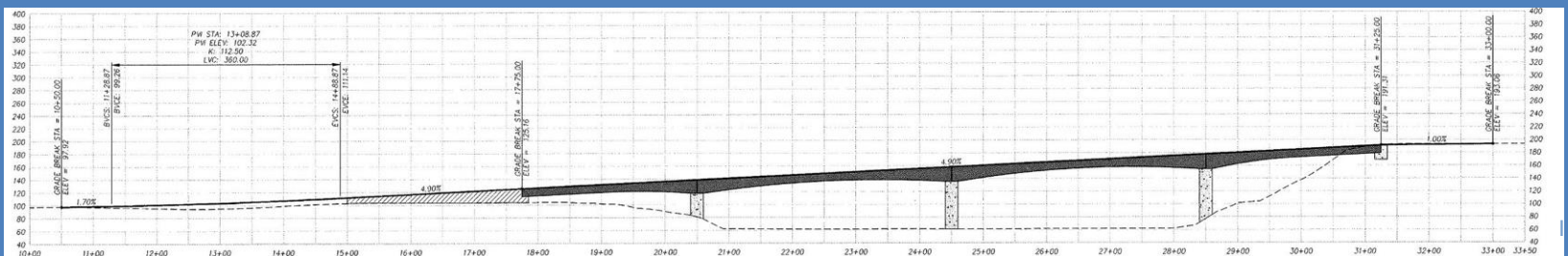
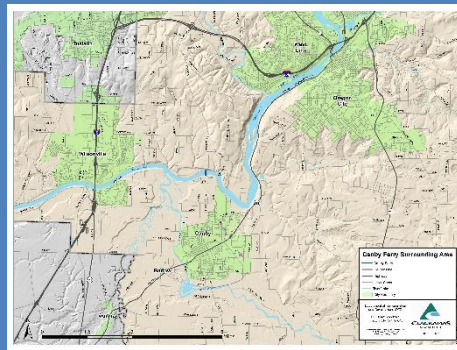
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Kimberly Scheafer, MMC  
City Recorder

# Canby Ferry Alternatives Feasibility Study: Report of Draft Findings



Public Meeting #2 -- January 15, 2019 | Canby Foursquare Church



# Agenda for Tonight

## Presentation (6:30)

- Review draft report
  - Why we did this study
  - What methods we used
  - What we learned
- Listen / respond to your comments and questions
- Gather input to share with Board of Commissioners

## Public Open House (before & after presentation)

- Questions/discussion on topics such as:
  - Tolling
  - Traffic
  - Bonding
  - Bridge
  - Ferry
- Complete and hand in comment card

# Why Study Ferry Alternatives?

As transportation, the Canby Ferry has limitations:

## ***Restricted times***

Can't operate when:

- River above 70 feet
- Inclement weather

## ***Limited capacity***

Holds 6 vehicles  
and serves 200  
vehicles/day

## ***Loses money***

Lost an average  
\$400,000/year for  
last 3 years



**Therefore, we analyzed possible alternatives  
for crossing the Willamette river.**

# Issues Raised at June Open House

Concerns	Benefits
<ul style="list-style-type: none"><li>• Increased traffic</li><li>• Environmental impacts</li><li>• Cost</li><li>• Change to community character</li></ul>	<ul style="list-style-type: none"><li>• Improved access to Portland area</li><li>• Shorter commute</li><li>• Improved access generally results in economic development</li></ul>

# Analysis Assumptions

## Timeframe:

- 2025-2049 (25 years)

## Finances:

- Replace ferry in 2035 (\$2.5 million)
- Inflation applied to both revenues, costs



# Four Major Alternatives

**01**

**Continue  
Operating  
the Canby  
Ferry**

**Or.....**

**02**

**Stop  
Operating  
the Canby  
Ferry**

**And/or.....**

**03**

**Build  
Publicly  
Funded  
Bridge at  
Canby  
Ferry**

**Or.....**

**04**


**Build Toll  
Funded  
Bridge at  
Canby  
Ferry**

*Both Alternative #1 and Alternative #2 can be combined with either  
Alternative #3 or Alternative #4*

# Alternative #1: Continue the Ferry

- Extend current service to 2049
- Continue current level of use, with maximum 45,000 annual average riders
- Continue current toll of \$5
- Buy new ferry when needed, expected by 2035
- Grants available for major repairs, but none available for ferry operations
- No other organizations available to take over ferry operations





Revenue from fares	\$4,950, 586
Cost of operations and personnel	-\$15,831,699
Cost of maintenance	-\$3,071,874
Cost of Ferry replacement	-\$2,500,000
<b>Total</b>	<b>-\$16,452,986</b>

## Alternative #1: Total Costs, 2025-2049

# Alternative #2: Stop Ferry Operations

- Stop Ferry operations by 2025
- Do not replace the Ferry with any other transportation option for crossing the river in that area
- Requires decommissioning the ferry, removing facilities and changes to signs
- Reimburse portion of Federal Highway Administration grant funds, if necessary





Decommission, remove facilities, change signs	-\$1,500,000
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Reimburse Federal Highway Administration (if necessary)	-\$360,000
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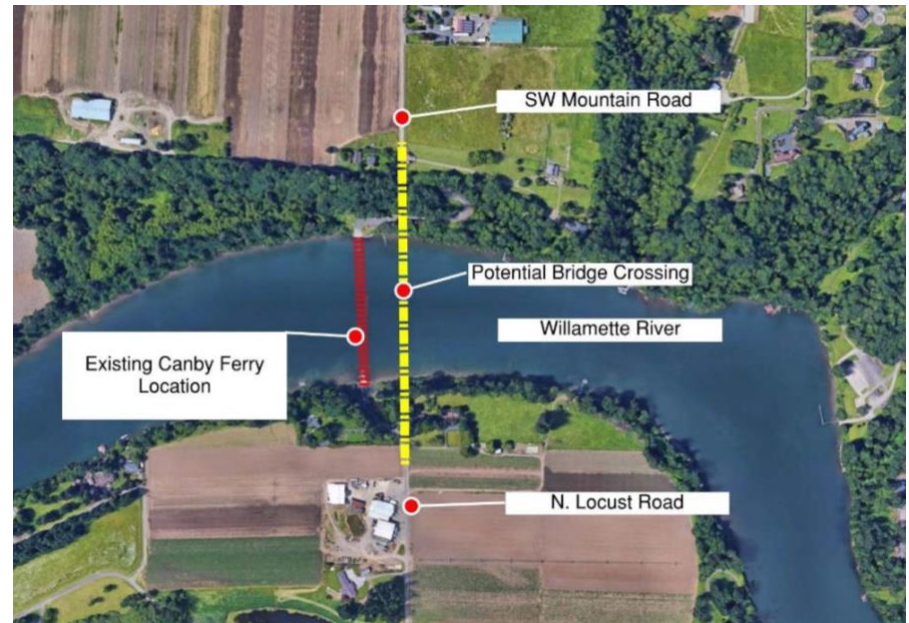
<b>Total cost</b>	<b>-\$1,860,000</b>
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## Alternative #2: Total Costs, 2025-49

# Alternative #3: Build Bridge Adjacent to Ferry Location

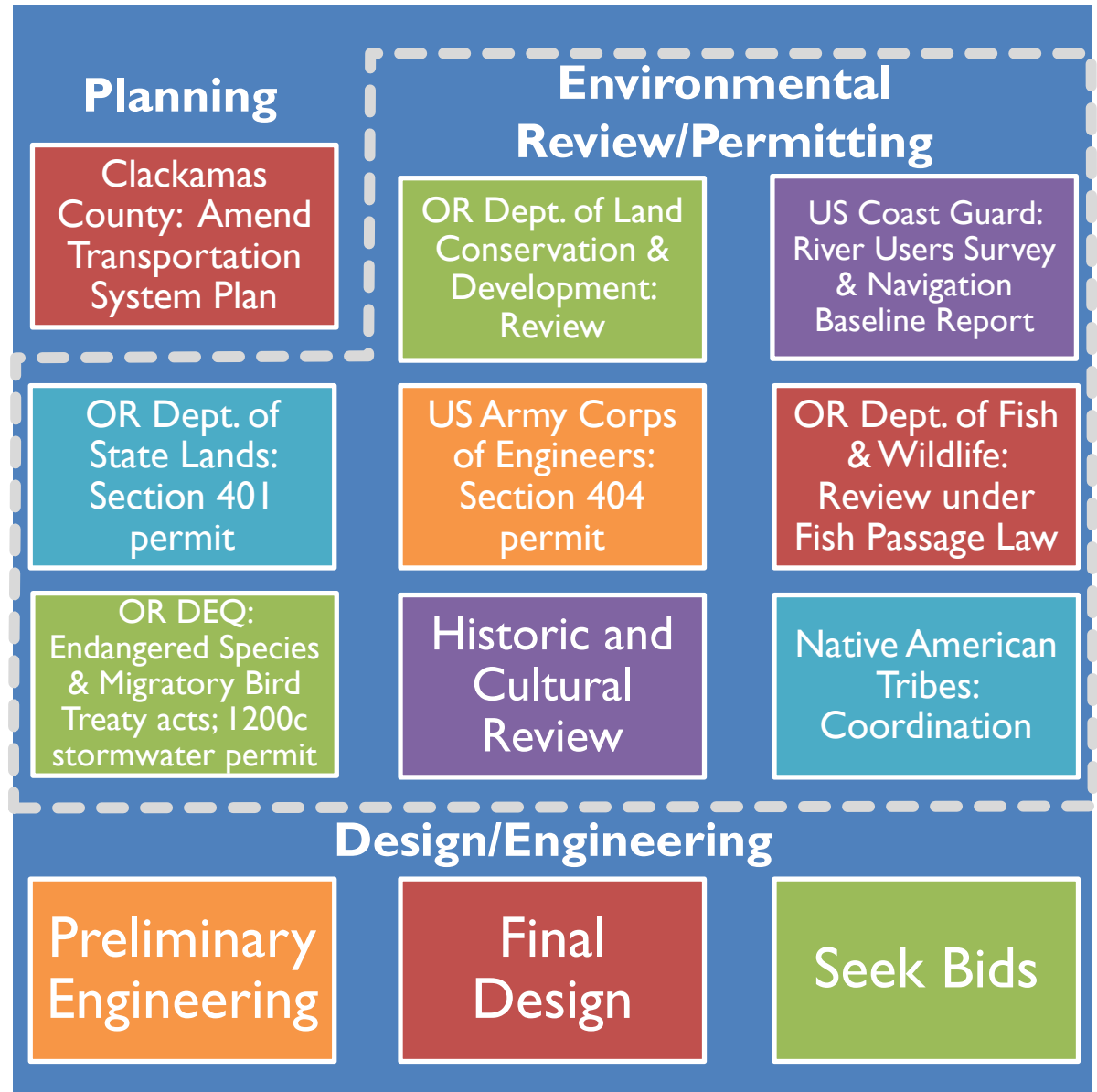
## Bridge Concept:

- 2 traffic lanes, 2 shoulder/ bike lanes, 1 sidewalk
- Length: 1,350 foot span from bluff top to bluff top
- Height: 70 - 100 feet above river
- 1 - 2 supporting piers in river
- Built to withstand major earthquake
- Combined total of 1,200 feet of improvement to Locust St & Mountain Rd at bridge landing points





# Steps required before a bridge could be built



# Estimated 25-year Costs for Bridge

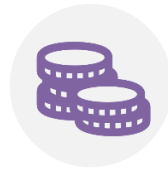
Environmental Analysis, Permits, Design	\$6,840,000
Right-of-Way	\$1,542,000
Construction	\$30,207,500
Road and Intersection Improvements	\$2,160,056
Contingency (30%) on construction & right-of-way	<u>\$10,472,867</u>
<b>Total Design &amp; Construction</b>	<b>\$51,222,423</b>
Maintenance (25 years)	<u>\$5,250,000</u>
<b>GRAND TOTAL</b>	<b>\$56,472,423</b>



# Bridge Funding Options



**Grants or Special Funds** – No grants are available for a project this size



**Road Fund** – Majority of County road fund used to maintain 1,400 miles of road.



**Bonding & Tolls** – Toll revenue used to pay bonds. Only motorists using the bridge would pay.

# Alternative #4: Toll Bridge



*Sample toll transponder*

- Two major benefits
  - **Revenue:** Tolling can raise revenue to pay for bridge construction and maintenance
  - **Traffic management:** Drivers are sensitive to tolling, so tolling reduces traffic
- Project funded with bonding. Toll revenue used to pay off bonds, and maintain bridge and toll collection system

# Bonding

## What it is:

A form of long-term borrowing used by governments, similar to buying a home or business with a mortgage

## What we did:

Analyzed 12 bonding scenarios to find the lowest annual cost approach

## Optimum Alternative

- Full Faith and Credit
- Term = 25 years
- No capitalized interest
- Principal = \$52.7 million
- Interest rate = 5.68%\*
- Debt service (principal and interest) = \$106.8 million

\*2% above current rate as contingency

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# Toll Collection Options

## All Cash (“traditional”)

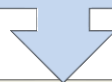
- Typical method of toll collection until about 20 years ago
- Motorists drive to staffed toll booth, stop & pay cash
- Cost: \$1.06/transaction

## Electronic Toll Collection + License Plate Recognition

- Motorist with transponder in vehicle drives through reader. User account charged based on vehicle category.
- Cost: \$0.18/transaction
- License plate recognition used for enforcement

# Toll Analysis Principles

People don't like tolls and avoid tolls.



Traffic decreases on a tolled road.

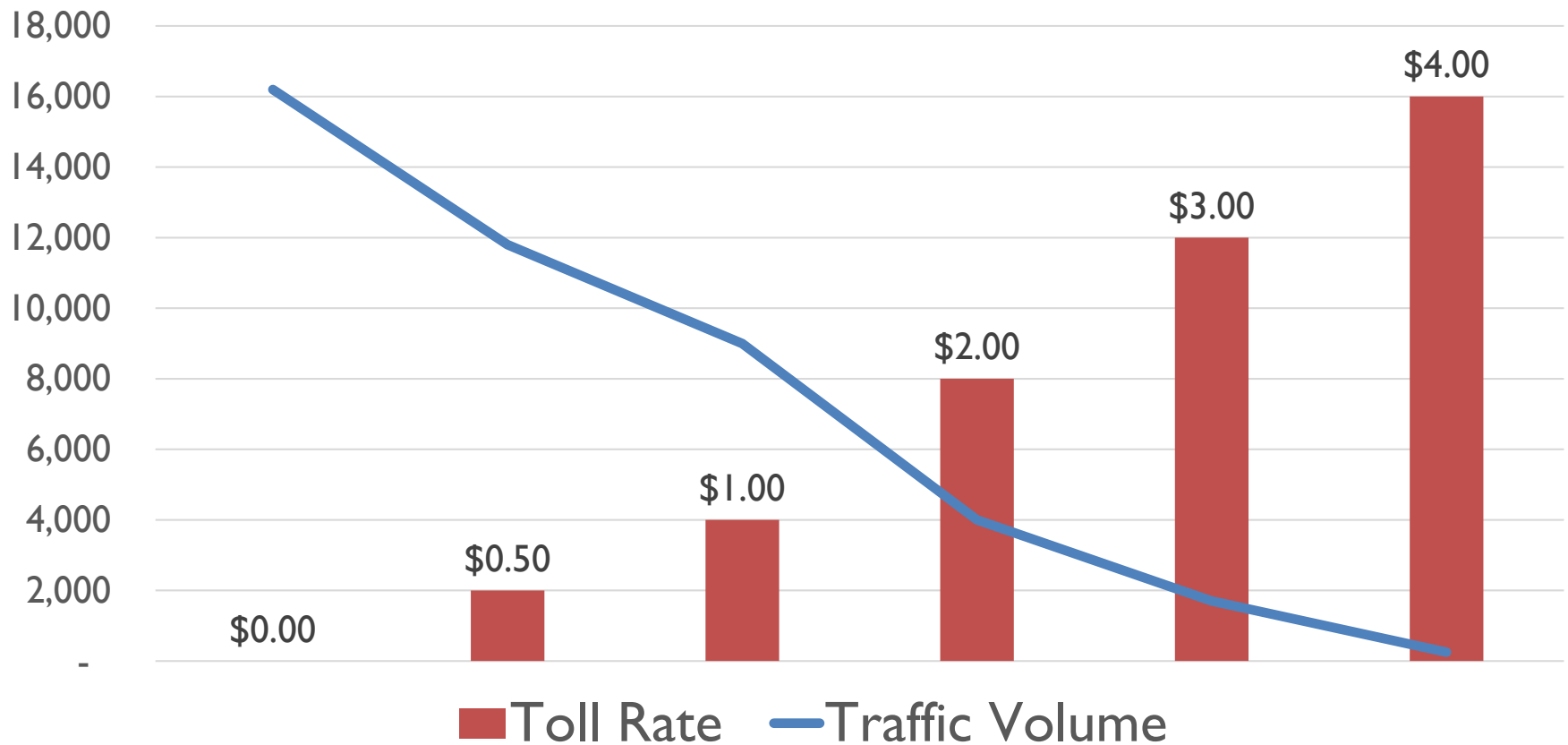


But - if there is a distinct time savings, motorists use tolled roads/bridges.



When there is less congestion, many motorists revert to roads without tolls.

# Effect of Toll Rate on Traffic



# Toll / Traffic Scenarios

## Goals:

- Keep traffic levels low (to lessen impact on adjacent roads) and...
- Have enough toll revenue to pay to build and maintain bridge

## Analyzed Traffic and Revenue

Scenario	Traffic (# of vehicles)	Toll Range
Low Traffic	2,000/day; max of 200/hour	\$1.50 – \$3.50 based on time of day
Moderate Traffic	3,000/day; max of 300/hour	\$1.25 – \$3 based on time of day
High Traffic	6,000/day; max of 600/hour	\$1.25 – \$2 based on time of day

# Effect of Toll Rates on Annual Revenue

- Tolls can vary by time of day and/or day of week
- Different rates result in different traffic levels

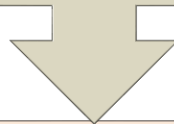
<b>Scenario</b> (vehicles/day)	<b>Peak Hours</b> (7 - 9 am, 3 - 6 pm)	<b>Mid-day</b> (9 am – 3 pm)	<b>Evening / Overnight</b> (6 pm – 7 am)	<b>Annual Revenue</b> <b>(2027)</b>	<b>Annual Revenue</b> <b>(2049)*</b>
Low (2,000)	\$3.50	\$2.50	\$1.50	\$3.6 million	\$5.4 million
Moderate (3,000)	\$3.00	\$2.00	\$1.25	\$4.1 million	\$6.2 million
High (6,000)	\$2.00	\$1.25	\$1.25	\$4.9 million	\$7.4 million

\* Tolls increased for inflation to keep traffic levels at or below maximum

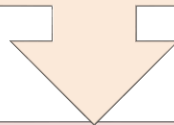


# Traffic Analysis Principles

People follow the shortest travel time route.



When a road connection is added, motorists shift routes to find the route with the shortest travel time.



Motorists use toll roads when it saves time. When there is no time savings or travel time is not important, motorists avoid toll roads.

# Models Used for Traffic/Toll Analysis

## Metro Travel Demand Model

- Determines level of congestion for every road and expected travel speed
- Assigns trips to shortest travel time route based on congestion at that hour of the day
- We worked with Metro to improve accuracy in the Canby area

## ECONorthwest Toll Model – Behavioral Model

- Used by Wash. Dept. of Transportation for toll projects
- Uses data on driver choices to estimate number of motorists who would switch to a toll road based on expected reduction in travel time
- Estimated traffic and toll revenue at 7 toll rates from \$0 to \$4

# Traffic Analysis

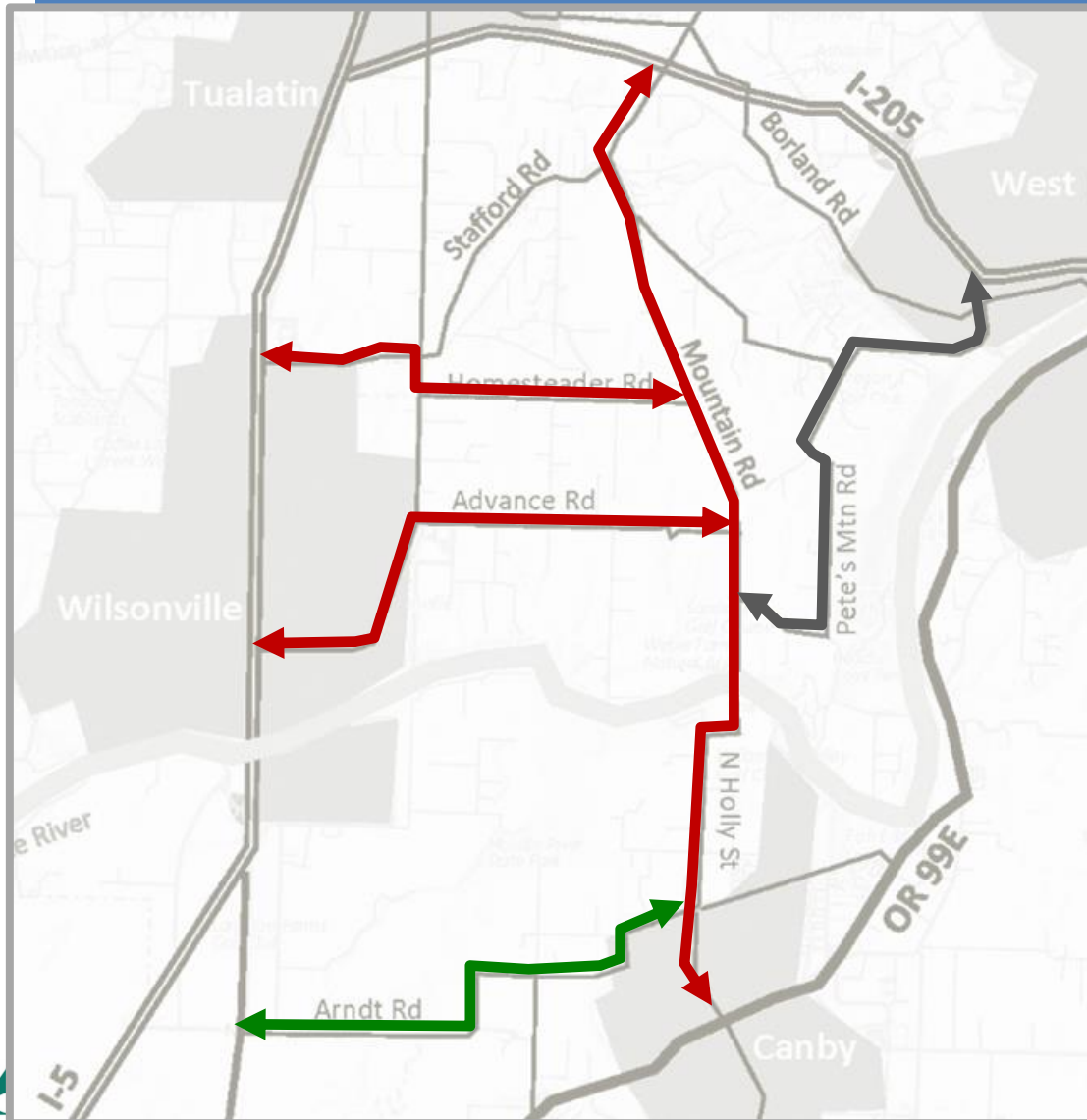
Used the models to analyze the following:

1. Traffic changes on area roads
2. Travel from Canby to other places
3. Cut-through traffic from I-5 or I-205 using Canby Bridge
4. Change in traffic using Canby Bridge due to an incident on I-5 or I-205

# I. Traffic Changes on Area Roads

- 1. Analyzed traffic in the busiest hour of the afternoon (5-6 pm) with a \$3 toll**
- 2. What we learned:**
  - Some travelers change routes to take advantage of shorter travel time on another route
  - These changes result in traffic decreases in some locations and traffic increases in other locations

# I. Traffic Changes on Area Roads



**Low Traffic Scenario:**  
Maximum daily traffic  
from 5 - 6 pm

- ↔ Increase of 50 - 200 vehicles/hour from 2018
- ↔ Decrease of 100 - 200 vehicles/hour from 2018
- ↔ No change over 2018

# Traffic Changes on Area Roads

# of Cars/Hour at  
Busiest Time of Day  
(5 to 6 pm)

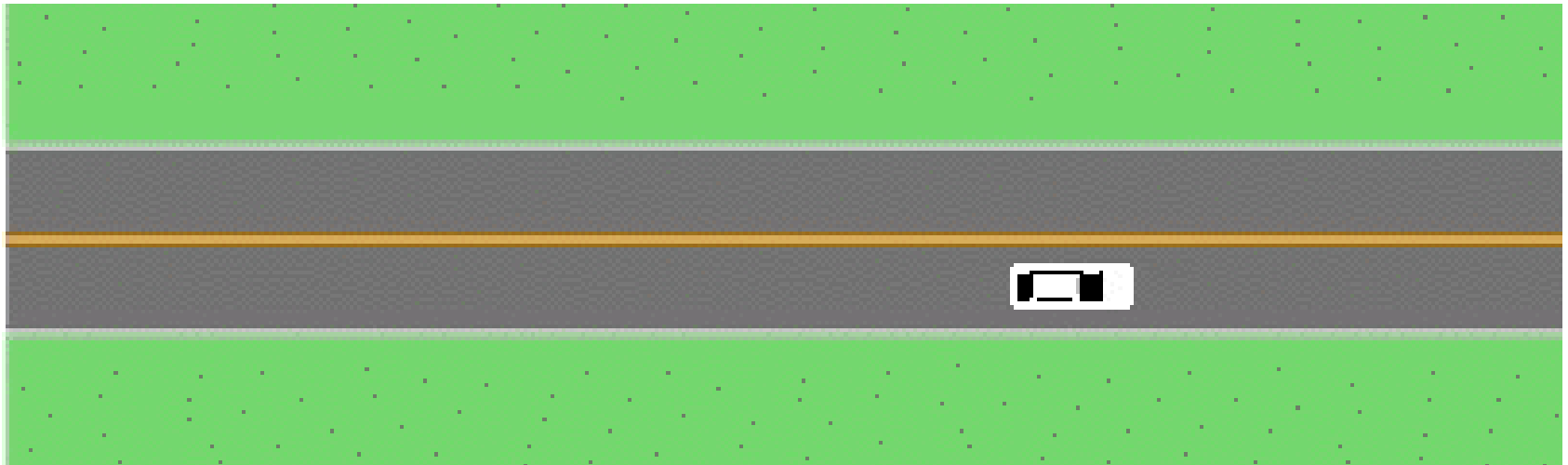
Road Segment	Current Traffic	Change with Bridge		
		Low Traffic	Moderate Traffic	High Traffic
Canby Bridge		+200	+300	+650
Holly St N of Territorial	50	+200	+300	+650
Holly St S of Territorial	475	+150	+250	+550
Territorial E of Holly St	575	0	0	+100
Mtn Rd S of Hoffman	25	+200	+300	+650
Mtn Rd N of Hoffman	150	+200	+300	+650
Advance Rd	75	+50	+100	+150
Pete's Mountain Rd	125	0	+25	+25
Stafford Rd S of I-205	1,450	+100	+200	+250
Willamette Falls Dr	600	0	0	0
Knight's Bridge Rd	650	-100	-200	-350
Arndt Rd	1,350	-150	-300	-375
Barlow Rd	750	-150	-200	-175

# Simulation of Holly, Locust & Mountain south of Hoffman: Maximum Traffic

2018 traffic = 50 cars/hour

Increase in traffic due bridge = 200 cars/hour

**Traffic at busiest time of day = 250 cars/hour**  
(5 to 6 pm)



# Weekday Traffic on Bridge by Hour

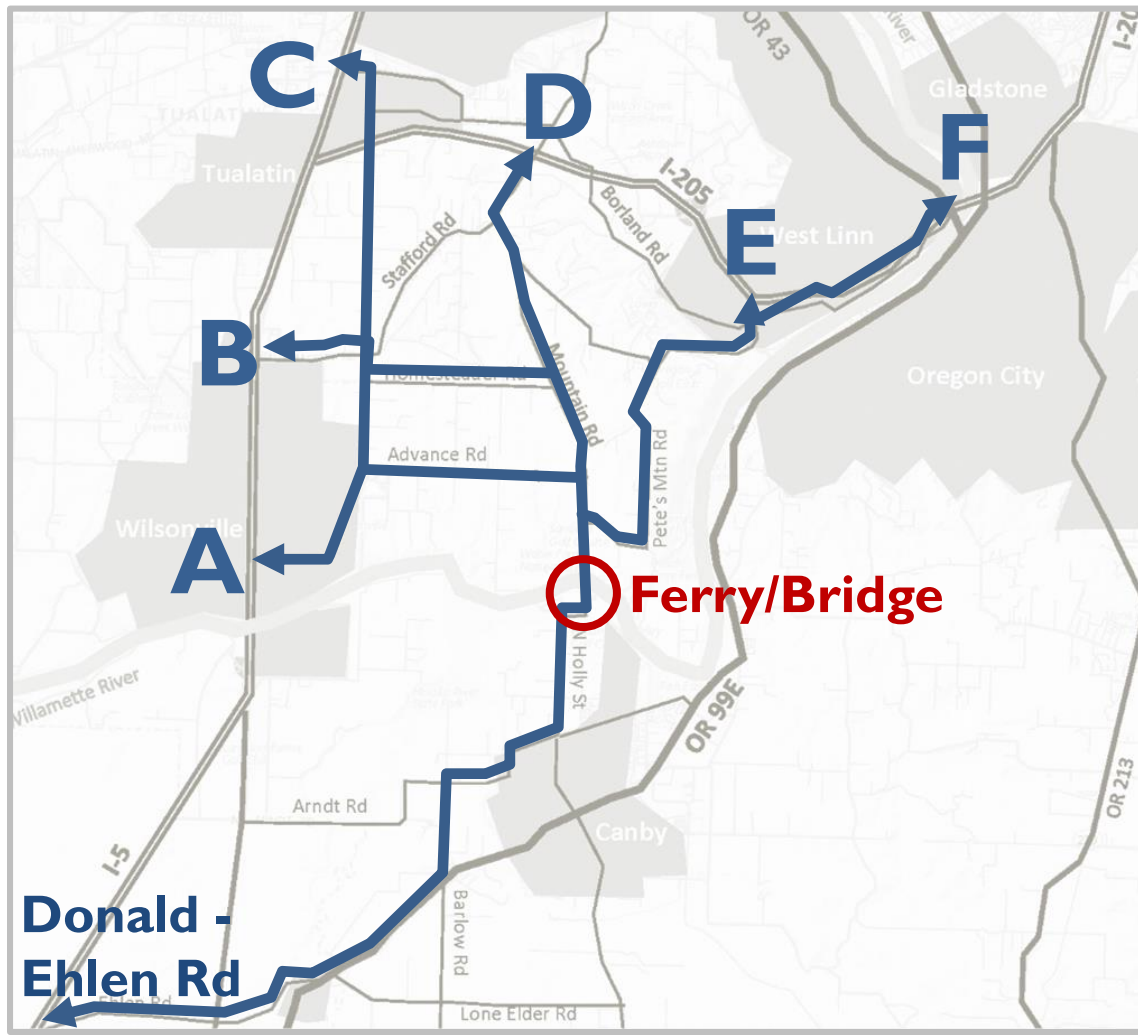
Time (AM)	Toll Rate	Vehicles/ Hour	Time (PM)	Toll Rate	Vehicles/ Hour
Midnight	\$1.50	36	Noon	\$1.50	172
1	\$1.50	30	1	\$1.50	180
2	\$1.50	27	2	\$1.50	166
3	\$1.50	18	3	\$3.00	189
4	\$1.50	78	4	\$3.50	209
5	\$1.50	113	5	\$3.50	243
6	\$3.50	108	6	\$2.50	163
7	\$3.50	197	7	\$1.50	144
8	\$3.50	231	8	\$1.50	140
9	\$2.50	194	9	\$1.50	125
10	\$2.50	131	10	\$1.50	103
11	\$1.50	161	11	\$1.50	73



## 2. Travel from Canby to Other Places

1. Using the bridge **increases** travel time by **5+ minutes** when going to:
  - Oregon City, West Linn, Gladstone or Happy Valley
  - OR 99E continues to be the route with the shortest travel time
2. Using the bridge **decreases** travel time up to **2 minutes** when traveling to Wilsonville
3. Using the bridge **decreases** travel time more than **10 minutes** when going:
  - North of Wilsonville along I-5,
  - E.g., to Tualatin, Tigard, Beaverton, Hillsboro

### 3. I-5/I-205 Cut-through Routes



#### Analyzed 6 routes:

- Connecting from I-5 Donald Rd / Ehlen Rd
- Across Canby Bridge
- To I-5 or I-205

### 3. Cut-through Traffic from I-5 or I-205

#### What we learned:

- **Canby Bridge would not save time for travelers cutting through to avoid I-5 or I-205**
  - Analyzed 5 to 6 pm traffic (when traffic is slowest) on the interstates
  - All cut-through routes must go around or through Canby and Aurora to connect to I-5 at the Donald / Ehlen Rd interchange
  - There is a lot of traffic delay on the route between Canby and I-5 at the Donald / Ehlen Rd interchange

## 4. Incident on I-5 / I-205

**Goal: Identify traffic diversion after a major incident on I-5/I-205 in heaviest afternoon traffic**

- 15-mph speed on:
  - I-5 (Donald/Ehlen Rd to I-5/I-205 interchange)
  - I-205 (10<sup>th</sup> St to I-5/I-205 interchange)
- \$3 toll rate

### **What We Learned:**

- Travel time higher for all routes
- For interstate travelers, staying on the interstate remains the fastest option by about 10 minutes
- Only travelers to and from Canby save time by using the Canby Bridge

# Financial Summary of Alternatives: Costs and Revenues over 25 Years

<b>Alternative</b>		<b>Cost</b> (millions)	<b>Revenue</b> (millions)	<b>Net Revenue</b> (millions)
<b>1</b>	<i>Continue operating ferry</i>	\$11.50	\$4.95	(\$6.55)*
<b>2</b>	<i>Stop operating ferry</i>	\$1.86	\$0	(\$1.86)
<b>3</b>	<i>Publicly-funded bridge</i>	\$56.47	\$0	(\$56.47)
<b>4</b>	<i>A. Low Traffic Toll Bridge</i>	\$125.15	\$125.25	\$0.10
	<i>B. Moderate Traffic Toll Bridge</i>	\$127.90	\$141.80	\$13.90
	<i>C. High Traffic Toll Bridge</i>	\$135.00	\$171.90	\$36.90

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\*Corrected number – Jan. 16, 2019

# Next Steps

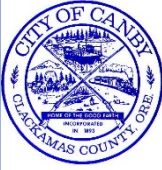
- The Board of Commissioners will receive this information on **Wednesday, Jan. 30 at 9:30 am** in the Board Hearing Room, 2015 Kaen Road, Oregon City, 4<sup>th</sup> floor. The public is welcome to attend to observe.
- The Board of Commissioners will hold a listening session on **Tuesday, Feb. 19 at 6 p.m.** at the Canby Foursquare Church
- The final report, including public input received throughout the process, will be presented to the Board in **early March**



# Thank You for Your Time!

## QUESTIONS?

There will be time for more questions and discussion after this session; staff will be at the information tables to share additional details and answer questions until 8:30 pm.



# City of Canby

PO Box 930 Phone: 503.266.4021  
222 NE 2nd Ave Fax: 503.266.7961  
Canby, OR 97013 www.canbyoregon.gov

## *M E M O R A N D U M*

**TO:** *Mayor Brian Hodson and Members of the City Council*  
**FROM:** *Rick Robinson*  
**DATE:** *February 20, 2019*

### Issue:

Due to unanticipated and unbudgeted extraordinary employee-related expenses, the Canby Library must either reduce staffing and hours of operation for the balance of the fiscal year or mitigate the expected \$15,000 shortfall with other financing sources. The Council is being asked to provide interim funding from the City's General Fund to allow the Library to maintain current levels of service through June 30, 2019. The Library Board and Staff are working to identify a long term budget solution.

### Synopsis:

The Canby Library has incurred expenses during the current fiscal year that could not have reasonably been anticipated. The Library Operating budget includes no reserves. Available options to address the shortfall include either reducing staffing and hours of operation for the balance of the fiscal year, or mitigating the expected \$15,000 shortfall with other financing sources. The Council is being asked to provide interim funding from the City's General Fund to allow the Library to maintain current levels of service through June 30, 2019, while the Library Board and Staff work to identify a long term budget solution. If the Staff recommendation to approve the transfer of funds from the City's General Fund is approved, the transfer would be brought to the Council prior to the end of the fiscal year, and after staff can better estimate the actual shortfall.

### Recommendation:

*Staff recommends the Council approve the transfer of funds of up to \$15,000 from the City's General Fund to the Library Budget to address the 2018-19 Library Budget shortfall. The actual transfer would be made at a later date when staff can more closely estimate the true shortfall.*

### Motion:

***"I move to authorize the transfer of funds of up to \$15,000 from the City's General Fund to the Library Budget to address the 2018-19 Library Budget shortfall, with the actual transfer to be brought back to Council at a later date."***



# Canby Public Library Board

Honorable Mayor Brian Hodson  
Canby City Council Members

January 25, 2019

Re: Canby Public Library Financial Short-fall FY 2018-2019

Dear Mayor and Council Members:

At our special meeting of the Library Board last evening, City Administrator Rick Robinson and City Finance Director Julie Blums shared information concerning the financial situation facing Canby Public Library. The board members present appreciated meeting with Rick and Julie and learning what financial information is available at this time and what the library is looking at in terms of a shortfall. After discussing the situation, a motion was made and unanimously approved to request the City fund the FY 2018-2019 shortfall out the City's General Fund.

The Canby Public Library Board respectfully recommends that the Canby City Council approve this funding solution.

Thank you.

Sincerely,

The Canby Public Library Board  
Kathleen Myron, Chair  
Linda Warwick, Vice-Chair  
Roger Reif  
Cameron Jones  
Carol Palmer

Cc: Irene Green, Director, Canby Public Library  
Rick Robinson, City Administrator, City of Canby  
Kim Scheafer, City Recorder  
Shawn Varwig, City Councilor and Library Liaison