

**ORDINANCE NO. 1678**

**AN ORDINANCE AUTHORIZING THE INTERIM CITY ADMINISTRATOR TO EXECUTE AN EXTENSION OF THE CONTRACT WITH SUMMIT STAFFING**

**WHEREAS**, on October 3, 2025, the City of Canby executed a personal services agreement with Summit Staffing Solutions, Inc., for the staffing services for the City's Swim Center with a total price not to exceed \$25,000.00 and with a term expiring September 30, 2026;

**WHEREAS**, on December 9, 2025, the City conducted an intermediate procurement for Swim Center staffing services by informally soliciting three price proposals from three companies, including Summit Staffing, in accordance with the City's Contracting and Procurement Policy;

**WHEREAS**, the City determined that Summit Staffing's proposal best served the City's interests, selected Summit Staffing, and executed an amendment to the personal services agreement with Summit Staffing on December 9, 2025, to increase the total price to not to exceed \$31,500.00;

**WHEREAS**, on January 7, 2026, the City authorized a second amendment to the personal services agreement to increase the total price to not to exceed \$250,000.00 to continue receiving Swim Center staffing services;

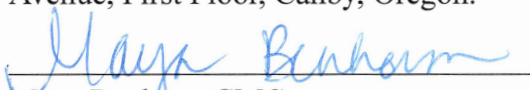
**WHEREAS**, the City wishes to continue receiving Swim Center staffing services from Summit Staffing and, for that reason, wishes to amend the personal services agreement a third time to increase the total price to not to exceed \$312,500.00 and to extend the term to September 30, 2027.

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

**Section 1.** The Interim City Administrator is hereby authorized execute the Third Amendment to the Personal Services Agreement with Summit Staffing Solutions, Inc., in substantially the same form as attached to this Ordinance as Exhibit A.

**Section 2.** This Ordinance shall be effective upon the thirtieth day following its enactment.

**SUBMITTED** to the Canby City Council and read the first time at a regular meeting thereof on Wednesday, August 19, 2026, order posted as required by the Canby City Charter; and scheduled for a second reading on September 2, 2026, commencing at the hour of 7:00 p.m. in the Council Chambers located at 222 NE 2<sup>nd</sup> Avenue, First Floor, Canby, Oregon.

  
Maya Benham, CMC  
City Recorder

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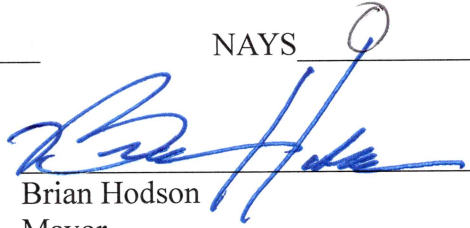
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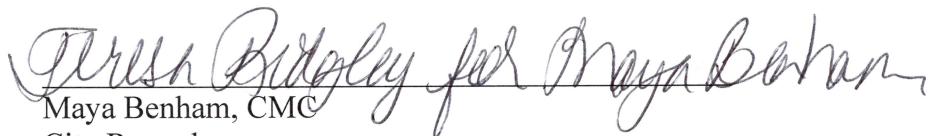
Maya Benham, CMC  
City Recorder

**PASSED** on the second and final reading by the Canby City Council at a regular meeting thereof on 2<sup>nd</sup> day of September, 2026, by the following vote:

YEAS 5 NAYS 0

  
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Brian Hodson  
Mayor

ATTEST:

  
\_\_\_\_\_  
Maya Benham, CMC  
City Recorder