



AGENDA - Revised Packet
CANBY CITY COUNCIL
EXECUTIVE SESSION – 6:00 PM
REGULAR MEETING – 7:00 PM

September 20, 2023

Hybrid/Virtual Meeting/Council Chambers
Council Chambers - 222 NE 2nd Avenue, 1st Floor

Register here to attend the meetings virtually:
https://us06web.zoom.us/webinar/register/WN_r9bPjYZKRU2tSL6IHAObEg

The meetings can be viewed on YouTube:
<https://www.youtube.com/channel/UCn8dRr3QzZYXoPUEF4OTP-A>

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

Mayor Brian Hodson

Councilor Christopher Bangs
Councilor James Davis
Council President Traci Hensley

Councilor Herman Maldonado
Councilor Jason Padden
Councilor Daniel Stearns

EXECUTIVE SESSION – 6:00 PM

EXECUTIVE SESSIONS ARE CLOSED TO THE PUBLIC. Representatives of the news media and designated staff may attend Executive Sessions. Representatives of the news media are specifically directed not to report on any of the deliberations during the Executive Session, except to state the general subject of the session as previously announced. No Executive Session may be held for the purpose of taking final action or making any final decision.

- 1. CALL TO ORDER**
- 2. EXECUTIVE SESSION:** Pursuant to ORS 192.660 (2) (f) to consider information or records that are exempt by law from public inspection.
- 3. ADJOURN**

REGULAR MEETING – 7:00 PM

- 1. CALL TO ORDER**
 - a. Invocation
 - b. Pledge of Allegiance

- 2. CITIZEN INPUT & COMMUNITY ANNOUNCEMENTS:** This is an opportunity for audience members to address the City Council on items not on the agenda. If you are attending in person, please complete a testimony/comment card prior to speaking and hand it to the City Recorder. ***If you would like to speak virtually, please email or call the Deputy City Recorder by 4:30 pm on September 20, 2023 with your name, the topic you'd like to speak on and contact information: lasonc@canbyoregon.gov or call 503-266-0637.
- 3. CONSENT AGENDA:**
- a. Approve Meeting Minutes from the July 5, 2023 Work Session and Regular City Council Meeting. Pg. 1
 - b. Approve Meeting Minutes from the July 19, 2023 Work Session and Regular City Council Meeting. Pg. 5
- 4. ORDINANCES & RESOLUTIONS**
- a. Consider **Ordinance No. 1610**: An Ordinance Authorizing the Interim City Administrator to execute a contract with Landmark Ford in the amount of \$160,317.03 for the purchase of a new service truck. (*Second Reading*) Pg. 9
 - b. Consider **Ordinance No. 1611**: An Ordinance Adopting the Economic Opportunity Analysis as part of the City Comprehensive Plan. (*Second Reading*) Pg. 14 revised 9-15-23
 - c. Consider **Resolution No. 1395**: A Resolution of the City of Canby Making Appropriations of American Rescue Act (ARPA) Funds to Specific Capital Projects within the Canby Community. Pg. 88
- 5. OLD BUSINESS**
- a. City Administrator & City Attorney Recruitment
- 6. NEW BUSINESS**
- a. Consider Clackamas County Intergovernmental Agreement (IGA) Amendment #2 Pg. 92
- 7. MAYOR'S BUSINESS**
- 8. COUNCILOR COMMENTS & LIAISON REPORTS**
- 9. INTERIM CITY ADMINISTRATOR'S BUSINESS & STAFF REPORTS**
- a. Bi-Monthly Reports Pg. 98
- 10. CITIZEN INPUT**
- 11. ACTION REVIEW**
- 12. ADJOURN**
-

*The meeting location is accessible to persons with disabilities. A request for an interpreter for the hearing impaired or for other accommodations for persons with disabilities should be made at least 48 hours before the meeting to Christopher Lason at 503-266-0637. A copy of this Agenda can be found on the City's web page at www.canbyoregon.gov.

**CANBY CITY COUNCIL
WORK SESSION
July 5, 2023**

PRESIDING: Brian Hodson

COUNCIL PRESENT: Traci Hensley, James Davis, Jason Padden, Christopher Bangs, Herman Maldonado, and Shawn Varwig.

STAFF PRESENT: Eileen Stein, Interim City Administrator; Joseph Lindsay, City Attorney/Assistant City Administrator; Maya Benham, City Recorder and Jorge Tro, Police Chief.

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

AMERICAN RESCUE PLAN ACT (ARPA) ALLOCATIONS:

Eileen Stein, Interim City Administrator, discussed an alternate proposal for ARPA funds. She reviewed the ARPA funds that had been received, what had been spent, and what was available. She recommended reappropriating funds to the Logging Road Bridge project.

Carol Sullivan, Canby Utility General Manager, discussed the water main line looping and hydrant replacement projects that they had hoped to use ARPA funds to do. They were trying to save money for the Water Treatment Plant expansion project.

Jorge Tro, Police Chief, discussed the emergency radio project. There was an overbilling by a contractor that he thought would be refunded, and if that happened, they would not need the ARPA funds. He also discussed the body cameras project, which was to be funded through the General Fund not ARPA.

There was discussion regarding the purpose of the ARPA funds, allocations to other projects and what would be paid out of the General Fund, projects to remove from the ARPA list and which to keep on the list, using ARPA to reimburse the General Fund, and freeing up funding to use for the bridge project.

There was consensus for staff to bring back a new spreadsheet with the updated projects list for further discussion.

The Work Session was adjourned at 7:00 p.m.

**CANBY CITY COUNCIL
REGULAR MEETING MINUTES
July 5, 2023**

PRESIDING: Brian Hodson

COUNCIL PRESENT: Traci Hensley, James Davis, Christopher Bangs, Herman Maldonado, Jason Padden and Shawn Varwig.

STAFF PRESENT: Eileen Stein, Interim City Administrator; Joseph Lindsay, City Attorney/Assistant City Administrator; Maya Benham, City Recorder; Jamie Stickel, Economic Development Director; and Jorge Tro, Police Chief.

CALL TO ORDER: Mayor Hodson called the Regular Meeting to order at 7:07 p.m. in the Council Chambers followed by opening ceremonies.

CITIZEN INPUT & COMMUNITY ANNOUNCEMENTS: Don Hardy, Planning Director, read a letter from Belinda Goody, Executive Director of the Chamber of Commerce, about the Chamber's position on the Comprehensive Plan and opportunity for feedback on the Comp Plan at the Best of Canby Awards Luncheon on July 11.

PRESENTATION: Canby Recreational Complex – Patrick Sampson, CEO, COGEO, Inc, spoke about a possible sports complex project at Molalla State Park. He discussed the vision plan, stakeholder description, renderings, capital campaign, economic impact analysis, roles and responsibilities, usage calendar, and next steps.

There was discussion regarding adequate parking, maintaining the character of Molalla State Park, other potential locations, economic analysis, City's responsibility for maintenance, floodplain areas, recreational priorities of the City, getting community support, aggressive timeline, City run campground, long term funding, general public use, and staffing.

Ken Aragotti, owner of Backstop Bar & Grill, spoke about the economic benefit and growth that came from this type of facility. He was in favor of the project.

Nicole House, Canby resident, was in support of the project and thought it would be good for businesses. However, she did not think Molalla State Park was the right location.

Lonna Bollinger, Canby resident, said there were few open spaces on the north side of town and she did not think this was the right place for a sports park. It would also add a lot of congestion and noise to the neighborhood.

There was consensus to continue the conversation about the project.

CONSENT AGENDA: **Council President Hensley moved to approve the minutes of the April 25, 2023 Special City Council Meeting. Motion was seconded by Councilor Varwig and passed 6-0.

ORDINANCES:

Ordinance 1605 – ****Councilor Padden moved to approve Ordinance 1605, AN ORDINANCE AUTHORIZING THE INTERIM CITY ADMINISTRATOR TO ENTER INTO A CONTRACT WITH NATIONAL FITNESS CAMPAIGN (NFC), SAN FRANCISCO, CALIFORNIA TO PURCHASE A HIGHLY SPECIALIZED OUTDOOR FITNESS COURT INFRASTRUCTURE PRODUCT WITH AN INTEGRATED DIGITAL ECOSYSTEM AND FITNESS COURT MOBILE APP IN THE AMOUNT OF \$160,000. Motion was seconded by Councilor Varwig**

Councilor Bangs noted the \$30,000 was not a grant. He was concerned that the location would interfere with youth sports.

Staff responded it would not interfere. The \$30,000 was a discount.

Motion passed 6-0 by roll call vote.

Ordinance 1606 – ****Council President Hensley moved to pass Ordinance 1606, AN ORDINANCE AUTHORIZING THE INTERIM CITY ADMINISTRATOR TO ENTER INTO A CONTRACT BETWEEN THE CITY OF CANBY AND BEERY, ELSNER AND HAMMOND, LLP FOR INTERIM CITY ATTORNEY SERVICES UP TO \$149,999 to come up for a second reading on July 19, 2023. Motion was seconded by Councilor Maldonado and passed 6-0 on first reading.**

OLD BUSINESS: City Administrator and City Attorney Recruitment – Joe Lindsay, City Attorney/Assistant City Administrator, said they had finalized the contract with PMG.

MAYOR'S BUSINESS: Mayor Hodson thanked all the staff and volunteers for the Fourth of July event. He encouraged everyone to get involved in the Comprehensive Plan update process.

COUNCILOR COMMENTS & LIAISON REPORTS:

Councilor Padden reported on the Canby Utility Board meeting where the Water Master Plan update, Conference Room policy, budget, rate study, Knights Bridge and Wescott substation inspections, and credit card policy were discussed. He also reported on the School Board meeting where teams that went to state, Care Award, outgoing Board members, classroom visits, retiring staff, graduates, bond projects, curriculum, budget, and enrollment were discussed. He thanked everyone for the Fourth of July event. He had been appointed as a board member of the Willamette Falls and Landings Heritage Area Coalition. He was interested in setting up a Chat with a Councilor event. He asked for statistics on the camping ordinance.

Jorge Tro, Police Chief, said since the ordinance had been implemented in May they had four calls on violations. Three were found in violation and once it was explained, they complied and moved. The other one was a parking violation.

Councilor Padden was concerned about it being enforced fairly so it would not get challenged in court. He thanked Mr. Lindsay for his work since this was his last meeting.

Council President Hensley thanked everyone for the Fourth of July event and for Mr. Lindsay's service.

Councilor Varwig announced his resignation from the Council. His last meeting would be July 19.

Councilor Bangs also thanked everyone for the Fourth of July event. He attended the PRIDE event and thanked Mr. Lindsay and Councilor Varwig for their service.

Councilor Davis thanked Mr. Lindsay and Councilor Varwig as well. He also thanked everyone who worked on the Fourth of July event. He discussed Fire Chief recruitment and a recent fire on Good Lane and Hwy 170.

CITY ADMINISTRATOR'S BUSINESS & STAFF REPORTS: Ms. Stein attended the Fourth of July event and discussed HR Director recruitment.

CITIZEN INPUT: None

ACTION REVIEW:

1. Approved the Consent Agenda.
2. Adopted Ordinance 1605.
3. Passed Ordinance 1606 to a second reading on July 19, 2023.

****Council President Hensley moved to go into Executive Session pursuant to ORS 192.660(2)(d) labor negotiations. Motion was seconded by Councilor Varwig and passed 6-0.**

Mayor Hodson read the Executive Session statement and recessed the Regular Meeting at 8:39 p.m.

Mayor Hodson reconvened the Regular Meeting at 8:59 p.m. and immediately adjourned.

Maya Benham
City Recorder

Brian Hodson
Mayor

Assisted with Preparation of Minutes - Susan Wood

**CANBY CITY COUNCIL
WORK SESSION
July 19, 2023**

PRESIDING: Brian Hodson

COUNCIL PRESENT: Traci Hensley, James Davis, Jason Padden, Herman Maldonado, and Shawn Varwig.

COUNCIL ABSENT: Christopher Bangs

STAFF PRESENT: Maya Benham, City Recorder

CALL TO ORDER: Mayor Hodson called the Joint Work Session to order at 6:02 p.m. in the Council Chambers.

CITY ADMINISTRATOR RECRUITMENT PROCESS:

Bob Larson and Kate Hanson, GMP, reviewed the recruitment process schedule, profile development, need for a designated staff person, and interviews.

Mayor Hodson said the new HR Director would be the designated staff person.

The Council discussed the groups to interview for the administrator profile.

Mr. Larson explained the recruitment strategy and advertising.

There was discussion regarding the timeline, scheduling the City Attorney recruitment, creating the City Administrator profile, interview questions, availability of quality candidates, Charter requirement for residency, salary recommendation, education and experience requirements, diversity, and next steps.

The consultants would move forward with stakeholder interviews to create the profile.

CITY COUNCILOR VACANCY PROCESS:

Maya Benham, City Recorder, reviewed the dates for the City Councilor vacancy recruitment. Interviews would be held in August and the new Councilor would be sworn in on September 6.

The Work Session was adjourned at 6:43 p.m.

**CANBY CITY COUNCIL
REGULAR MEETING MINUTES
July 19, 2023**

PRESIDING: Brian Hodson

COUNCIL PRESENT: Traci Hensley, James Davis, Herman Maldonado, Jason Padden and Shawn Varwig.

COUNCIL ABSENT: Christopher Bangs

STAFF PRESENT: Eileen Stein, Interim City Administrator; David Doughman, Interim City Attorney; and Maya Benham, City Recorder.

CALL TO ORDER: Mayor Hodson called the Regular Meeting to order at 7:03 p.m. in the Council Chambers followed by opening ceremonies.

PROCLAMATION:

Mayor Hodson read the proclamation declaring July 17-21, 2023 as Wastewater Utility Appreciation Week.

CITIZEN INPUT & COMMUNITY ANNOUNCEMENTS: None

CONSENT AGENDA: ****Council President Hensley moved to approve the minutes of the May 3, 2023 Regular City Council Meeting. Motion was seconded by Councilor Varwig and passed 5-0.**

ORDINANCE:

Ordinance 1606 – ****Councilor Varwig moved to approve Ordinance 1606, AN ORDINANCE AUTHORIZING THE INTERIM CITY ADMINISTRATOR TO ENTER INTO A CONTRACT BETWEEN THE CITY OF CANBY AND BEERY, ELSNER AND HAMMOND, LLP FOR INTERIM CITY ATTORNEY SERVICES UP TO \$149,999. Motion was seconded by Councilor Padden and passed 5-0 by roll call vote.**

OLD BUSINESS: City Administrator Recruitment – Mayor Hodson discussed the timeline and next steps for stakeholder interviews to create the profile.

NEW BUSINESS: City Councilor Vacancy – Mayor Hodson said Councilor Varwig was resigning. The position would be posted on July 20, applications would be due by August 11, interviews would be held on August 16, and the candidate would be sworn in on September 6.

MAYOR'S BUSINESS: Mayor Hodson thanked the Wild Hare for Harefest. Canby's Big Night Out would be on August 25, and Canby's Big Weekend on August 26-27. Slice of Summer was underway. He presented Councilor Varwig with a plaque in recognition of his service on the City Council.

The Council thanked Councilor Varwig for his work and commitment to the City.

Councilor Varwig thanked citizens, staff, and Councilors.

COUNCILOR COMMENTS & LIAISON REPORTS:

Councilor Davis reported on the Parks and Recreation Advisory Board where Maple Street Park improvements, Auburn Farms survey, Community Park Phase 1, outdoor exercise at Legacy Park, athletic fields, Art in the Park program, and parks website were discussed. He encouraged people not to go upstream from Community Park. The Adult Center was reviewing the bids for their improvement project and Public Works had been working on the air conditioning in the building. The Fire Department received a grant to staff a substation on Hwy 170 and he discussed recent fires. He had attended the Chamber Luncheon.

Councilor Varwig was grateful for the opportunity to serve the City.

Council President Hensley also attended the Chamber Luncheon and ribbon cutting for Jarboes. The Traffic Safety Commission submitted three letters to the City Administrator regarding truck route signage on Knights Bridge and Arndt Road, intersection light on 13th and Ivy, and speed limit change on 13th and Ivy. They were requesting advocacy to the County for these changes.

Councilor Padden reported on the Canby Utility Board meeting where the Water Master Plan update, power outages, interviewing a vacancy, and tour of the Wilsonville Water Treatment Plant were discussed. He also spoke about the School Board meeting where new members were sworn in and they discussed goals and upcoming projects. He asked that when they posted notice about the City Administrator recruitment on agendas that they included the City Attorney recruitment. There would be an art event called Through the Looking Glass on Saturday. He attended the PRIDE event and Chamber Luncheon. He encouraged input on the Comprehensive Plan process. He asked about staffing for the possible sports complex project.

Mayor Hodson noted fireworks might be coming back at the high school football games.

CITY ADMINISTRATOR'S BUSINESS & STAFF REPORTS: Ms. Stein noted the staff reports that were in the Council packets and number of recruitments. She discussed the issue of bus parking on Third Court.

CITIZEN INPUT: None

ACTION REVIEW:

1. Approved the consent agenda.
2. Adopted Ordinance 1606.

There was no Executive Session.

****Councilor Varwig moved to adjourn, seconded by Council President Hensley. Motion passed unanimously.**

Mayor Hodson adjourned the Regular Meeting at 7:53 p.m.

Maya Benham
City Recorder

Brian Hodson
Mayor

Assisted with Preparation of Minutes - Susan Wood

DRAFT



City Council Staff Report

Meeting Date: 9/20/2023

To: The Honorable Mayor Hodson & City Council
Thru: Eileen Stein, Interim City Administrator
From: Jerry Nelzen, Public Works Director
Agenda Item: Consider Ordinance No. 1610: An Ordinance Authorizing the Interim City Administrator to execute a contract with Landmark Ford in the amount of \$160,317.03 for the purchase of a new service truck. (*Second Reading*)

Summary

The City of Canby, Department of Public Works (Public Works) is requesting funds to purchase a new service truck. This capital purchase was approved by City Council for the 2023-24 budget and the funds will be taken out of the Stormwater Department, in the Sewer Combined Fund.

Background

Public Works depends on functional service trucks for its day-to-day operations. The service truck in question is a 1995 F-450 that is rapidly approaching the end of its functional life.

Discussion

This service truck is used daily to maintain our sewer collection system and is used to haul tools, equipment, and parts. It is 27 years old and is at the end of its life span. A new service truck would provide productivity, reliability and along with up-to-date safety features.

Attachments

See Attachment A, Landmark Ford Quote.

Fiscal Impact

Budgeted funds are in the Sewer Combined Fund, Stormwater Program, in the amount of \$190,000 and the new service truck would cost the city \$160,317.03.

Options

1. Continue to use the current 27-years-old service truck.
2. Authorize the purchase the new service truck.

Recommendation

The City of Canby approve Ordinance No. 1610 to purchase the new service truck.

Proposed Motion

"I move to adopt Ordinance No. 1610: An Ordinance authorizing the Interim City Administrator to enter into a purchase agreement with Landmark Ford in the amount of \$160,317.03 to purchase a new service truck."

ORDINANCE NO. 1610

AN ORDINANCE AUTHORIZING THE CITY OF CANBY TO ENTER INTO A PURCHASE AGREEMENT WITH LANDMARK FORD TRUCK SALES, INC. TO BUY A NEW SERVICE TRUCK

WHEREAS, the City of Canby Department of Public Works (Public Works) requires a mobile work platform to move necessary equipment and supplies to different parts of the City of Canby (City) to perform maintenance on the City's streets, sanitary sewer system, and storm system;

WHEREAS, the City of Canby Public Works Department currently uses a 1995 Ford F-450 as a service truck;

WHEREAS, the service truck in the possession of the City of Canby Public Works Department is a mission critical vehicle and its operational life is coming to an end; and

WHEREAS, a new service truck would provide for a more efficient and safe option for performing street, sign, storm system and sewer maintenance.

THE CITY OF CANBY, OREGON, ORDAINS AS FOLLOWS:

Section 1. The City Administrator is hereby authorized on behalf of the City to enter into a purchase agreement with Landmark Ford to purchase a medium duty service truck.

SUBMITTED to the Canby City Council and read the first time at a regular meeting therefore on 6th of September ordered posted as required by the Canby City Charter; and scheduled for second reading on 20th of September at the hour of 7:00 pm in the Council Chambers located at 222 NE 2nd Avenue, 1st Floor Canby, Oregon.

Maya Benham,
City Recorder

PASSED on second and final reading by the Canby City Council at a regular meeting thereof on the Wednesday September 20, 2023, by the following vote:

YEAS _____

NAYS _____

Brian Hodson
Mayor

ATTEST:

Maya Benham,
City Recorder

==>

Dealer: F74022

2024 F-SERIES SD

Page: 1 of 1

Order No: 9999 Priority: L1 Ord FIN: QR898 Order Type: 5B Price Level: 420

Ord PEP: 660A Cust/Flt Name: CANBY

PO Number:

RETAIL

RETAIL

F5G	F550 4X2 CHAS/C	\$54020	18B	PLAT RUNNING BD	\$320
	169" WHEELBASE			18000# GVWR PKG	
Z1	OXFORD WHITE		425	50 STATE EMISS	NC
A	VNYL 40/20/40		65Z	AFT AXLE TANK	NC
S	MED DARK SLATE		872	RR CAM & PREP K	415
660A	PREF EQUIP PKG			SP DLR ACCT ADJ	
	.XL TRIM			SP FLT ACCT CR	
572	.AIR CONDITIONER	NC		FUEL CHARGE	
	.AMFM/MP3/CLK		B4A	NET INV FLT OPT	NC
99N	.7.3L DEV V8 ENG			DEST AND DELIV	1995
44G	10-SPD AUTOMATC	NC		TOTAL BASE AND OPTIONS	57335
TGM	225 TRACTION	190		TOTAL	57335
X8L	4.88 LTD SLIP	395		*THIS IS NOT AN INVOICE*	
	FLEET SPCL ADJ	NC			
	FRT LICENSE BKT	NC			

LANDMARK FORD STATE CONTRACT 1660 PRICE

\$159,308.00

\$258.09

PRIV TAX

\$589.44

CAT TAX

\$161.50

E-PLATES

\$160,317.03

TOTAL

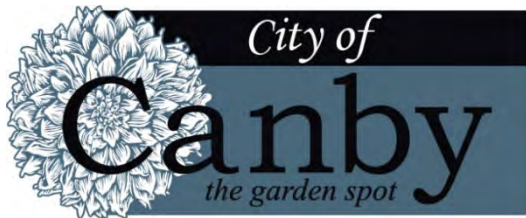
TRUCK IS \$51,618

CARCO IS \$107,690

Dominator[®] I

Mechanics Body





CITY COUNCIL STAFF REPORT

Meeting Date: 9/20/2023

To: The Honorable Mayor Hodson & City Council
Thru: Eileen Stein, Interim City Administrator
From: Don Hardy, Planning Director
Agenda Item: Consider Ordinance No. 1611: Adopting the Economic Opportunities Analysis as part of the City Comprehensive Plan (*Second Reading*)
Goal: Align Resources to Address Future Community Growth
Objective: Complete the City's Economic Needs Analysis

Summary

The Planning Commission has forwarded a recommendation of approval to City Council to adopt the Economic Opportunities Analysis (EOA) as part of the City's Comprehensive Plan. The City Council accepted the EOA during their April 19, 2023, hearing, however the Department of Land Conservation and Development requires that the EOA to be adopted as part of the Canby Comprehensive Plan. Below are the findings to incorporate the EOA into the current Canby Comprehensive Plan. Staff is recommending incorporation of the same Planning Commission August 14, 2023 recommendations forwarded to the City Council that are identified in the attached detailed staff report.

Background

Key element of the Economic Opportunities Analysis include:

- Proposed employment growth scenario
- Proposed economic development objectives
- Proposed community development vision

The Canby EOA is intended to serve as a basis for the City to explore and document new information regarding the City's buildable lands inventory (BLI), population and employment trends, and develop policies and objectives aimed at strengthening the local economy. The Canby EOA will serve as the basis for the City to document and adopt local policies and actions that help make the City a more economically viable community for residents, businesses and workers.

The EOA is being completed to accomplish the following:

- Identify the land base to accommodate forecasted jobs.
- Establish employment targets based on economic analysis to establish amount of commercial and industrial acreage needed for 20-year population growth.
- Identify the anticipated acreage for employment land that may be brought into the City's Urban Growth Boundary.
- Use the Economic Analysis as part of the Economic Chapter of the Canby Comprehensive Plan and Transportation System Plan updates.
- Use the Community Development Objectives to further consider policy development in the Comprehensive Plan update.

The major elements of the EOA adoption include 13 Community Development Objectives, the medium growth development scenario and the community development vision statement which are described below, and which received a recommendation of approval from the Planning Commission on August 14, 2023. The Planning Commission added further recommendations shown in bold italics.

Community Development Objectives:

Enhance Canby's positive business environment with adequate commercial, industrial and mixed-use sites to address future growth opportunities.

Planning Commission recommended targeting high tech industries, light manufacturing, agricultural specialty industries, higher education—community college, and satellite location for continuing education.

Plan for Industrial expansion areas east and north of Mulino Rd. Retain and attract businesses that provide quality jobs with high levels of employment per acre.

The Planning Commission requested: That council direct them to review the required employees per acre and make a code recommendation on the required employees per acre and exception criteria for projects below the designated employees per acre.

Provide incentives for targeted job creation and major private investment.

Support expansion in health services.

Planning Commission would like focus to include support services for the health industry, senior living, in addition to outpatient treatment facilities.

Support workforce training and development.

Expand opportunities for the development of workforce housing.

Expand lodging options.

Planning Commission recommended focus on hotel convention center/conference center to support activities at the Fairgrounds and other events in the city.

Fund roads and infrastructure using innovative techniques.

Planning Commission recommended using Urban Renewal funds for major infrastructure and focusing on a radius road system around city to address future road needs as the city expands.

Support arts & visitation, including Agri- and bicycle-tourism.

Planning Commission would like to encourage promoting of a convention center.

Attract downtown redevelopment with integrated mixed-use buildings.

Planning Commission would like to better connect the downtown and the industrial park.

Update design standards and provide incentives for building renovations.

Think Regional and Act Local.

The Planning Commission recommended the medium growth forecast which is noted below identifying the need for 438 acres of industrial employment and 8 acres of commercial employment expansion needed over the next 20-years. A detailed breakdown of the required employment acreage needed for each growth scenario is shown in the following table:

Canby UGB Employment Land Needs (gross buildable unconstrained acres)

Comp. Plan Designation	Land Supply*	Land Need (Demand)**			Land Need (Shortfall)		
		Low	Medium	High	Low	Medium	High
Commercial (RC, DC, HC)	16.4	20.5	24.7	33.9	(4.1)	(8.3)	(17.5)
Industrial/Other Emp. (CM, LI, HI)*	163.0	244.4	601.5	637.8	(81.4)	(438.5)	(474.8)
Total Buildable Land (gross acres)	179.4	264.9	626.2	671.6	(85.5)	(446.8)	(492.2)

* Includes projects in the development pipeline that have no building permit issued as of Jan. 1, 2023.

** Excludes potential public land needs for new parks and schools.

The Planning Commission also supported the Community Development Vision Statement.

Community Development Vision Statement

Canby shall retain and enhance its unique sense of community and livable neighborhoods. Canby continues to be a great location for businesses to thrive and expand. Canby's downtown is inviting and safe, with innovative businesses that meet the community's needs. Canby's employment centers attract a diverse mix of businesses that offer quality jobs and benefits. The Highway 99E Corridor is designed as a safe and attractive gateway that invites visitors to explore Canby. The City of Canby proactively plans for and invests wisely in infrastructure and services that enable the community to manage growth in a sustainable manner.

Discussion

A PowerPoint presentation will be provided for the City Council hearing.

Attachments

- Planning Department Staff Report
- Draft City of Canby Economic Opportunities Analysis, March 17, 2023
- August 28, 2023, Planning Commission Economic Opportunities Analysis Final Findings
- City Council Ordinance
- DLCD PAPA Notice

Fiscal Impact

None

Options

Approve, modify or deny the economic opportunities analysis

Recommendation

Approval of economic opportunities analysis and adopt an ordinance

Proposed Motion

"I move to adopt Ordinance 1611: An Ordinance Adopting the Economic Opportunity Analysis as part of the City Comprehensive Plan."

ORDINANCE NO. 1611

AN ORDINANCE ADOPTING THE ECONOMIC OPPORTUNITY ANALYSIS AS PART OF THE CITY OF CANBY COMPREHENSIVE PLAN

WHEREAS, the City Council accepted the Economic Opportunity Analysis (EOA) on April 19, 2023 which needs to be formally adopted into the Canby Comprehensive Plan;

WHEREAS, there is a state requirement that the EOA be adopted as part of the City's comprehensive plan;

WHEREAS, the planning commission recommended approval of the EOA on August 14, 2023; and

WHEREAS, a staff report with appropriate findings have been prepared showing consistency of the EOA comprehensive plan text amendment with the City Municipal Code and statewide planning goals.

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

Section 1. They City of Canby City Council hereby adopts the EOA as a text amendment to the Canby Comprehensive Plan as Exhibit A.

SUBMITTED to the Canby City Council and read the first time at a regular meeting therefore on Wednesday, September 6, 2023 ordered posted as required by the Canby City Charter; and scheduled for second reading on Wednesday, September 20, 2023 commencing at the hour of 7:00 PM in the Council Chambers located at 222 NE 2nd Avenue, 1st Floor Canby, Oregon.

Maya Benham
City Recorder

PASSED on second and final reading by the Canby City Council at a regular meeting thereof on the 20th day of September, 2023, by the following vote:

YEAS _____

NAYS _____

Brian Hodson
Mayor

ATTEST:

Maya Benham
City Recorder



City of Canby

Planning & Development Services

222 NE 2nd Ave / PO Box 930 / Canby, OR 97013

Phone: 503.266.7001

www.canbyoregon.gov

Request:

The City proposes updates to the Comprehensive Plan, including an updated Economic Opportunities Analysis (EOA). City Council accepted the EOA during their April 19, 2023, hearing, however the Department of Land Conservation and Development requires that the EOA to be adopted as part of the Canby Comprehensive Plan. Below are the findings to incorporate the EOA into the current Canby Comprehensive Plan. Staff is recommending incorporation of the same Planning Commission August 14, 2023 recommendations forwarded to the city council that include:

Support of the medium employment growth scenario:

Canby UGB Employment Land Needs (gross buildable unconstrained acres)

Comp. Plan Designation	Land Supply*	Land Need (Demand)**			Land Need (Shortfall)		
		Low	Medium	High	Low	Medium	High
Commercial (RC, DC, HC)	16.4	20.5	24.7	33.9	(4.1)	(8.3)	(17.5)
Industrial/Other Emp. (CM, LI, HI)*	163.0	244.4	601.5	637.8	(81.4)	(438.5)	(474.8)
Total Buildable Land (gross acres)	179.4	264.9	626.2	671.6	(85.5)	(446.8)	(492.2)

* Includes projects in the development pipeline that have no building permit issued as of Jan. 1, 2023.

** Excludes potential public land needs for new parks and schools.

The Community Development Vision:

Community Development Vision Statement

Canby shall retain and enhance its unique sense of community and livable neighborhoods. Canby continues to be a great location for businesses to thrive and expand. Canby's downtown is inviting and safe, with innovative businesses that meet the community's needs. Canby's employment centers attract a diverse mix of businesses that offer quality jobs and benefits. The Highway 99E Corridor is designed as a safe and attractive gateway that invites visitors to explore Canby. The City of Canby proactively plans for and invests wisely in infrastructure and services that enable the community to manage growth in a sustainable manner.

And, including the following community development objectives:

Community Development Objectives:

1. Enhance Canby's positive business environment with adequate commercial, industrial and mixed-use sites to address future growth opportunities.

Planning Commission recommended targeting high tech industries, light manufacturing, agricultural specialty industries, higher education—community college, and satellite location for continuing education.

2. Plan for Industrial expansion areas east and north of Mulino Rd.
3. Retain and attract businesses that provide quality jobs with high levels of employment per acre.
Planning Commission requested: that City Council direct them to review the required employees per acre and make a code recommendation on the required employees per acre and exception criteria for projects below the designated employees per acre.
4. Provide incentives for targeted job creation and major private investment.
5. Support expansion in health services.
6. Support workforce training and development.
7. Expand opportunities for the development of workforce housing.
8. Expand lodging options.

Planning Commission recommended focus on hotel convention center/conference center to support activities at the Fairgrounds and other events in the city.

9. Fund roads and infrastructure using innovative techniques.
Planning Commission recommended using urban renewal funds for major infrastructure and focusing on a radius road system around city to address future road needs as the city expands.
10. Support arts & visitation, including agri- and bicycle-tourism.
Planning Commission would like to encourage promoting of a convention center.

11. Attract downtown redevelopment with integrated mixed-use buildings.
Planning Commission would like to better connect the downtown and the industrial park.

12. Update design standards and provide incentives for building renovations.
13. Think Regional and Act Local.

SUMMARY CONCLUSIONS

This report includes findings regarding each applicable current Comprehensive Plan and Zoning Code criterion. The proposal is consistent with the Comprehensive Plan and Zoning Code criteria for a Zoning Code Text Amendment.

PROPOSAL

The City proposes an amendment to the recently accepted EOA which included the medium growth

scenario and 13 community development objectives. The Portland State University Population Research Center released a new, official population forecast on June 30, 2020 for the City of Canby Urban Growth Boundary that supersedes the 2017 population forecast. The City Council seeks a new EOA that pursues its Economic Vision as allowed by Oregon Planning Goal 9 which is consistent with the official June 30, 2020 population forecast.

COMPLIANCE WITH CITY OF CANBY MUNICIPAL CODE

The Canby Municipal Code defines the requirements for Comprehensive Plan amendment as follows:

Canby Title 16.88.180 Comprehensive Plan Amendments

- A. Authorization to Initiate Amendments.** An amendment to the Comprehensive Plan may be initiated by the City Council, by the Planning Commission, or by the application of a property owner or his authorized agent. The Planning Commission shall, within forty days after closing the hearing, recommend to the City Council approval, disapproval, or modification of the proposed amendment.
- B. Application.** Application procedures shall be as described in Chapter 16.89.
- C. Legislative Plan Amendment Standards and Criteria.** In judging whether or not a legislative plan amendment shall be approved, the Planning Commission and City Council shall consider:
 - 1. The remainder of the Comprehensive Plan of the city, and the plans and policies of the county, state, and local districts, in order to preserve functions and local aspects of land conservation and development;
 - 2. A public need for the change;
 - 3. Whether the proposed change will serve the public need better than any other change which might be expected to be made;
 - 4. Whether the change will preserve and protect the health, safety and general welfare of the residents in the community;
 - 5. Statewide planning goals.
- D. Quasi-judicial Plan Amendment Standards and Criteria.** In judging whether a quasi-judicial plan amendment shall be approved, the Planning Commission and City Council shall consider:
 - 1. The remainder of the Comprehensive Plan of the city, as well as the plans and policies of the county, state, or any local school or service districts which may be affected by the amendments;
 - 2. Whether all required public facilities and services exist or will be provided concurrent with the anticipated development of the area.

3. For proposed Comprehensive Plan amendments, which must consider the long-term adequacy of the transportation system for TPR 660-10-060 compliance, ODOT must be consulted to determine whether a highway project is “reasonably likely to be funded” based on funding projections at that time. (Ord. 740 section 10.8.80, 1984; Ord. 981 section 16, 1997; Ord. 1080, 2001; Ord. 1340, 2011; Ord. 1514, 2019)

16.88.190 Conformance with Transportation System Plan and Transportation Planning Rule

- A. A proposed Comprehensive Plan amendment, zone change or land use regulation change, whether initiated by the city or by a private interest, shall be reviewed to determine whether it significantly affects a transportation facility, in accordance with the Transportation Planning Rule (OAR 660-012-0060). A plan or land use regulation amendment significantly affects a transportation facility if it:
 1. Changes the functional classification of an existing or planned transportation facility;
 2. Changes standards implementing a functional classification system;
 3. As measured at the end of the planning period identified in the adopted plan:
 - a. Allows types or levels of land use that would result in levels of travel or access that are inconsistent with the functional classification of a transportation facility; or
 - b. Would reduce the performance of the facility below the minimum acceptable performance standard identified in the Transportation System Plan;
 - c. Would worsen the performance of a facility that is otherwise projected to perform below the minimum acceptable performance standard identified in the Transportation System Plan.
- B. Amendments to the Comprehensive Plan and land use regulations which significantly affect a transportation facility shall assure that allowed land uses are consistent with the function, capacity, and performance standards (e.g., level of service, volume to capacity ratio, etc.) of the facility identified in the Transportation System Plan. This shall be accomplished by one of the following:
 1. Adopting measures that demonstrate allowed land uses are consistent with the planned function, capacity, and performance standards of the transportation facility.
 2. Amending the TSP or Comprehensive Plan to provide transportation facilities, improvements or services adequate to support the proposed land uses consistent with the requirements of Section – 0060 of the TPR. Such amendments shall include a funding plan or other mechanism so that the facility, improvement or service will be provided by the end of the planning period.
 3. Altering land use designations, densities, or design requirements to reduce demand for vehicle travel and meet travel needs through other modes of transportation.
 4. Amending the TSP to modify the planned function, capacity or performance standards of the transportation facility.
 5. Providing other measures as a condition of development, including transportation system management measures, demand management or minor transportation improvements.

- C. A Traffic Impact Study may be required by the City in accordance with Section 16.08.150. (Ord. 1043, section 3, 2000; Ord. 1237, 2007; Ord. 1340, 2011)

Finding: *The adoption of an Economic Opportunities Analysis and corresponding Comprehensive Plan text revision is a necessary factual basis for the City to craft Economic Policy for the City. The proposed text amendments do not affect the traffic generation and circulation patterns, level of park and recreation facilities, demand for public facilities and services, protection and use of natural resources or compliance with special purpose plans or programs; however, they do provide more opportunities for the City to meet the demand for economic development.*

The proposed text amendments represent a logical implementation of the Comprehensive Plan. The adoption of an Amended Economic Opportunities Analysis provides the City with a factual basis on which to rely when creating economic goals and policies. Goals and policies will be further developed as part of the on-going Comprehensive Plan update process. The current Comprehensive Plan Economic Element Policy 3 identifies that Canby shall encourage economic programs and projects which will lead to an increase in local employment opportunities. The EOA update was deemed by the City Council to be desirable and appropriate during the April 19, 2023, hearing, where it was accepted but not adopted as part of the Canby Comprehensive Plan. The Economic Opportunities Analysis is consistent with the Canby Comprehensive Plan and Transportation System Plan, meets community needs and has been vetted through an in-depth public process that included evaluating alternatives and was vetted with the Oregon State Department of Land Conservation and Development.

The proposed text amendment does not include changes to the Transportation System Plan or significantly affect a transportation facility. The proposed text amendment is in compliance with the Transportation Planning Rule. This standard is met.

(2) The proposed amendment complies with all applicable Statewide Planning Goals and administrative rule requirements.

Finding: *Oregon's 19 Statewide Planning Goals are addressed below. Though several of the goals are not applicable to the proposed Comprehensive Plan text amendments, those that are applicable are responded to in detail.*

Goal 1 Citizen Involvement

The proposed EOA and Comprehensive Plan text amendment do not specifically address citizen involvement.

This land use application is subject to a City of Canby Type IV land use review, which includes a significant citizen involvement component. This process has been established by the city and determined to be consistent with this goal. The mandatory public notice of the action and decision, and the hearings on this case before the Planning Commission and City Council are all avenues of citizen participation.

Goal 2 Land Use Planning

This statewide goal requires that land use decisions 1) have an adequate factual base, 2) that alternatives have been considered, and 3) that implementation measures are consistent with and adequate to carry out Comprehensive Plan.

The process identified above was utilized in the drafting of this proposed EOA and Comprehensive Plan Text Amendment. Alternatives have been considered throughout the drafting of the updates. The proposed changes are consistent with and adequate to carry out the Comprehensive Plan.

Goal 3 Agricultural Lands

This goal does not apply because the City does not include areas designated for agricultural use.

Goal 4 Forest Lands

This goal does not apply because the City does not include areas designated for forest use.

Goal 5 Open Spaces, Scenic and Historic Areas, and Natural Resources

There are no proposed changes to text or policy regarding Goal 5 open spaces, scenic and historic areas and natural resources. Therefore, the intent of this goal remains satisfied by the policies of the Comprehensive Plan and implementation in the Zoning Ordinance.

Goal 6 Air, Water and Land Resources Quality

There are no proposed changes to text regarding air, water, or land resources. Therefore, the intent of this goal remains satisfied by the policies of the Comprehensive Plan and implementation in the Zoning Ordinance.

Goal 7 Areas Subject to Natural Hazards

There are no proposed changes to text regarding areas subject to natural hazards. Therefore, the intent of this goal remains satisfied by the policies of the Comprehensive Plan and implementation in the Zoning Ordinance.

Goal 8 Recreational Needs

There are no proposed changes to text regarding recreational needs. Therefore, the intent of this goal remains satisfied by the policies of the Comprehensive Plan and implementation in the Zoning Ordinance.

Goal 9 Economic Development

The intent of the Economic Opportunities Analysis is to provide the City a factual basis on which to make economic policy decisions. The adoption of the EOA and Comprehensive Plan Text Amendments allows the City to continue to comply with Goal 9 and prepares the City for development in the city in the near term and in the 20-year planning horizon. Therefore, the intent of the Economic Development goal is supported and satisfied with this proposed Amended EOA.

Goal 10 Housing

There are no proposed changes to text regarding housing. Therefore, the intent of this goal remains satisfied by the policies of the Comprehensive Plan and implementation in the Zoning Ordinance.

Goal 11 Public Facilities and Services

There are no proposed changes to text regarding public facilities and services. Therefore, the intent of this goal remains satisfied by the policies of the Comprehensive Plan and implementation in the Zoning Ordinance.

Goal 12 Transportation

The Transportation Planning Rule (TPR), OAR 600-012.0060, requires that, where an amendment to a Comprehensive Plan or zoning regulation would significantly affect an existing or planned transportation facility, the local government shall put in place measures that assure that allowed land uses are consistent with the function, capacity, and performance standards of the facility. The proposed Amended EOA does not, in and of itself, propose any changes to an existing or planned transportation facility. However, the amount of employment land need projected in the Amended EOA has the potential to affect transportation facilities throughout the city. The employment land need identified in the Amended EOA will be used to inform the city's UGB expansion process, in which transportation facility analysis is addressed. In addition, any annexations into the city limits of employment lands identified in the EOA will require TPR analysis. Any impact to the transportation network will be addressed prior to expansion of the city and as such, the proposed zoning code text amendment does not affect the transportation system of the City.

Goal 13 Energy Conservation

There are no identifiable energy consequences of this land use action. The proposed text amendments will not result in any appreciable difference in waste production or recycling compared with development under the existing zoning.

Goal 14 Urbanization

The adoption of this EOA and Comp Plan Text Amendments prepares the City for the expansion of the Urban Growth Boundary, an on-going effort by the City to provide for the employment and housing needs of the City for the next 20 years. Approval of these updates will support the City's on-going compliance with Goal 14.

Goal 15 Willamette River Greenway

The Willamette Greenway does include the southern shoreline of the Willamette River on the north side of the city. However, the greenway does not extend into the Urban Growth Boundary and, therefore, encroachment of potential urban uses should not be a problem. Furthermore, most, if not all, of the greenway is in the floodplain; therefore, development will be restricted to comply with Federal Flood Insurance requirements.

Goal 16 Estuarine Resources

Goal 17 Coastal Shorelands

Goal 18 Beaches and Dunes

Goal 19 Ocean Resources

The city does not have any estuarine resources, and is not on the Oregon Coast, so goals 16 through 19 do not apply.

Conditions

The hearing body (City Council) shall issue a final written order containing findings and conclusions recommending that the City Council approve, approve with conditions or deny the application for the Comprehensive Plan amendment.

Finding: *Staff does not find it necessary to subject this decision to any conditions of approval.*

CONCLUSION

The Planning Commission at their August 14, 2023 hearing forwarded a recommendation of approval to City Council to the EOA as part of the city Comprehensive Plan. The Planning Commission identified that they did not want to forward a recommendation on the required number of employees per acre (applicable to portions of the City's industrial park) but requested that the City Council direct them to review the required employees per acre and make a recommendation on the required employees per acre and exception criteria for projects below the designated employees per acre. Otherwise, the Planning Commission adopted the findings and conclusions contained in the August 4, 2023 Staff Report and reflected in this staff report.

Staff recommends the City Council adopt the Economic Opportunities Analysis at their regularly scheduled meeting on September 6, 2023.

Canby, Oregon

Economic Opportunities Analysis

Report

March 17, 2023
(Revised May 18, 2023)

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Oregon Department of Land Conservation and
Development

ACKNOWLEDGEMENTS

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Traci Hensley (Council President)
Christopher Bangs (Councilor)
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Jason Padden (Councilor)
Jim Davis (Councilor)
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*“The best way to enjoy your job is to imagine
yourself without one.” - Oscar Wilde*

Section I. INTRODUCTION

The Canby Economic Opportunities Analysis (EOA) is intended to serve as a basis for the City to explore and document new information regarding the City's buildable land inventory (BLI), population and employment trends, and development policies and objectives aimed at strengthening the local economy. The Canby EOA will serve as a basis for the City to document and adopt local policies and actions that help make the City a more economically viable community for residents, businesses and workers.

I.A. OREGON REGULATORY REQUIREMENTS

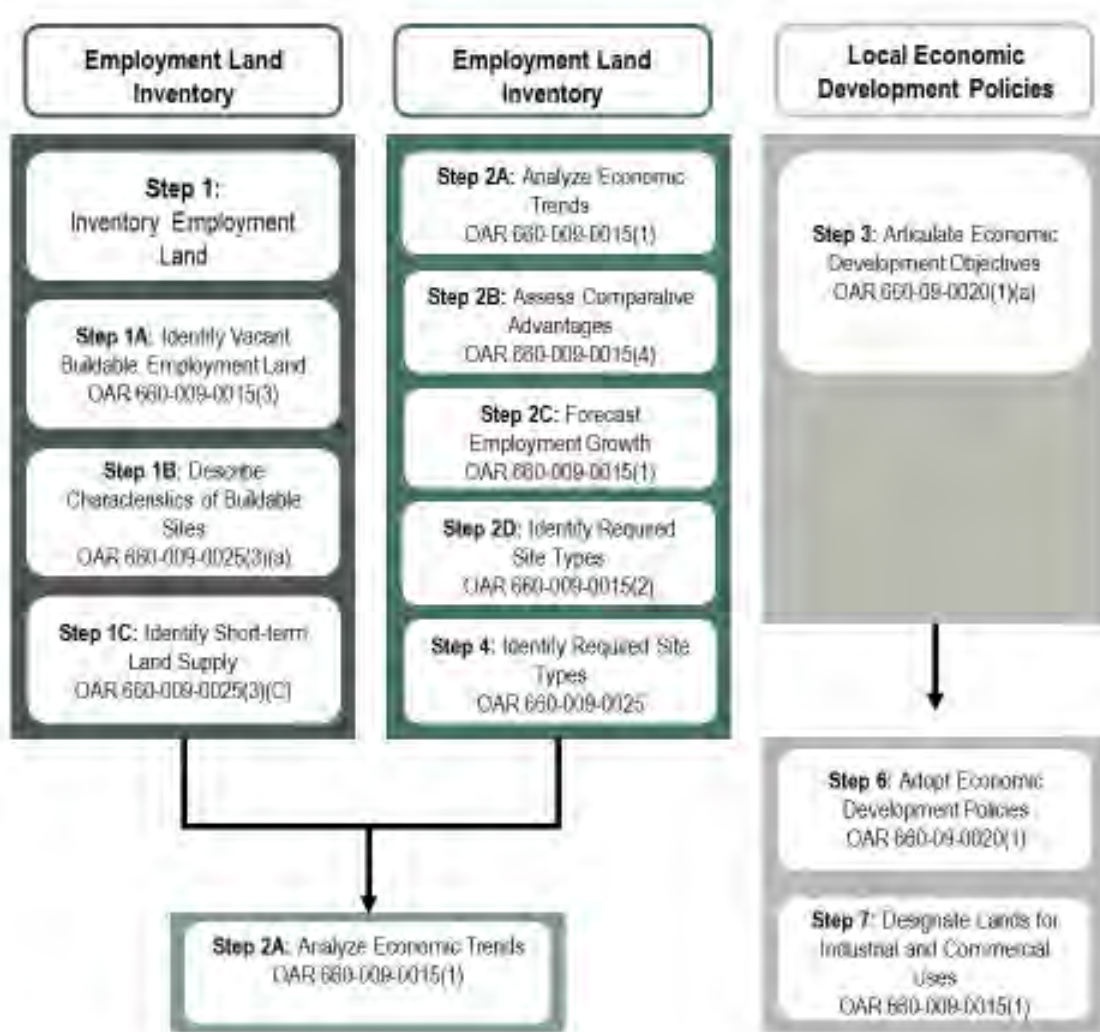
Canby is undergoing a review of its Comprehensive Plan per Oregon requirements. As part of the Comprehensive Plan update, the City must address the requirements of Goal 9 (Economic Development, OAR 660-009). Among other requirements listed in **Appendix A**, Goal 9 requires cities to periodically review and update the following:

- Local vision for strengthening local economies through the adoption of local economic policies that include community economic development objectives;
- Local urban growth requirements (land needs) for providing adequate land needed to accommodate 20-year employment growth forecasts. Land needs are to be based upon:
 - Current analysis of vacant and part-vacant buildable lands that are zoned or planned to accommodate job growth.
 - Forecast land needs based on an Economic Opportunities Analysis that considers global, national and local trends, and is generally consistent with regional growth forecasts or coordinated population growth forecasts.

I.B. METHODOLOGY AND APPROACH

The technical and political approach used for the Canby EOA and related steps are illustrated in **Exhibit 1**. This approach is consistent with the DLCD Goal 9 administrative rule, the supporting OAR 660 guidance, as well as other supporting guidance provided per the DLCD Industrial & Other Employment Lands Analysis Guidebook (2005) and the Economic Development and Employment Land Planning Guidebook (July 2010).

Exhibit 1: Canby EOA Methodology and Approach



Section II. EMERGING TRENDS

This section includes an analysis of economic trends and local competitive advantages according to prepared employment growth forecasts in accordance with OAR 660-009-0015(1-4). The analysis considers local economic development visions, goals, and objectives to inform the growth forecast.

II.A. ECONOMIC OVERVIEW

FCS GROUP conducted an economic overview and market evaluation for office, commercial, industrial, and civic development for the Canby Urban Growth Boundary (UGB). The analysis focused on the expected level of demand for new development related to job growth over the next 20 years.

The United States (U.S.) economy has experienced an economic recovery since the Coronavirus-related economic downturn occurred during early 2019 through 2020. More recently, unemployment rates have declined to near record lows while the national economy has been hampered by persistently high inflation. Current trends reflect positive growth in the U.S. gross domestic product (GDP), which is a measure of the value of goods and services produced. According to Wells Fargo, U.S. GDP is expected to realize a 2.8% year-over-year GDP growth rate in 2022, but little or no real inflation adjusted growth in 2023 and 2024 (**Exhibit 2**).

As shown in **Exhibit 2**, the U.S. Consumer Price Index (CPI), which is a measure of inflation, is estimated to have increased at a rate of 8% in 2022 with anticipated increases of 3.8% in 2023 and 2.5% in 2024.

Exhibit 2: Global GDP and CPI Growth Projections

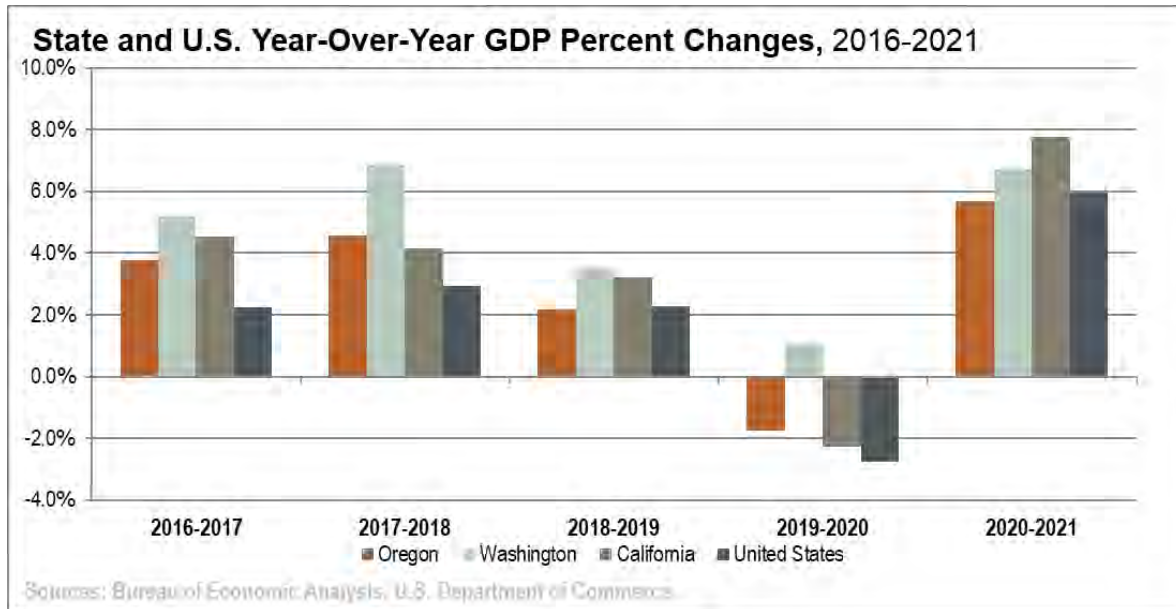
	GDP				CPI			
	2021	2022 Est.	2023 Proj.	2024 Proj.	2021	2022 Est.	2023 Proj.	2024 Proj.
Advanced Economies	5.2%	2.8%	0.2%	1.3%	3.1%	8.0%	5.0%	2.3%
United States	5.9%	2.0%	0.2%	0.0%	4.7%	8.0%	3.8%	2.5%
Eurozone	5.2%	3.2%	-0.7%	2.0%	2.6%	8.5%	6.2%	2.1%
United Kingdom	7.4%	4.4%	-1.5%	1.7%	2.6%	9.2%	8.9%	2.5%
Japan	1.7%	1.4%	1.2%	1.5%	-0.2%	2.4%	1.8%	0.8%
Australia	4.9%	3.8%	1.7%	2.4%	2.8%	6.4%	4.3%	2.9%
Canada	4.5%	3.5%	0.4%	2.4%	3.4%	6.8%	3.4%	1.9%
Developing Economies	6.6%	2.1%	2.8%	3.5%	5.9%	6.6%	5.2%	4.6%
China	8.1%	3.0%	4.9%	4.9%	0.9%	2.1%	2.3%	2.0%
India	8.7%	6.7%	5.8%	6.3%	5.5%	6.8%	4.5%	5.0%
Mexico	4.8%	3.1%	0.7%	1.8%	5.7%	7.9%	5.4%	3.6%
Brazil	4.6%	3.1%	0.4%	1.9%	8.3%	9.0%	5.0%	4.0%

Source: Wells Fargo, forecast as of December 8, 2022.

Abbreviations: GDP = gross domestic product; CPI = consumer price index

Within the U.S., Oregon tends to exceed the national GDP growth rate. According to the U.S. Bureau of Economic Analysis, Oregon had the 8th fastest growing economy in the U.S., increasing at 2.9% per year from 2016-2021 (**Exhibit 3**).

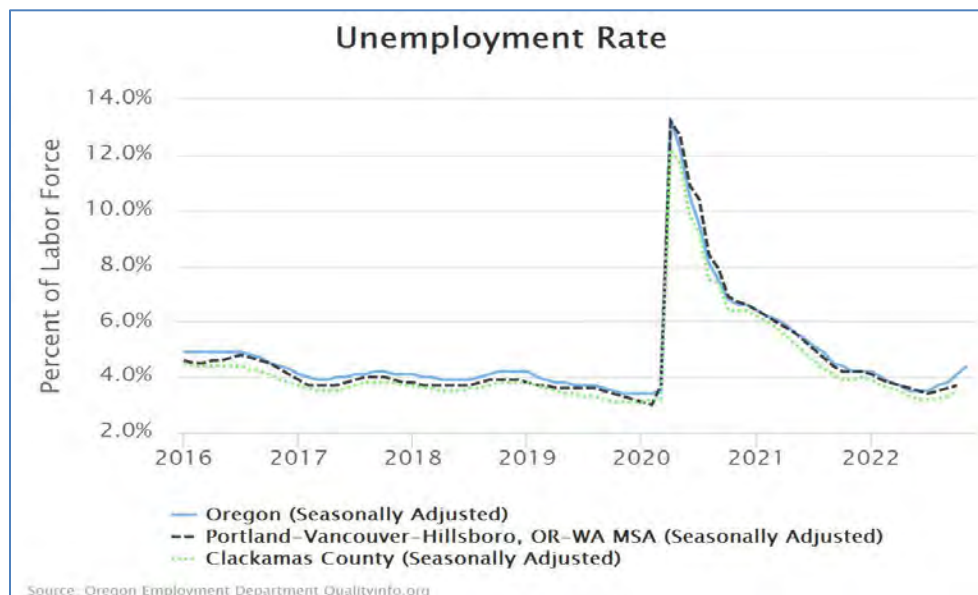
Exhibit 3: GDP Growth in Oregon, the United States, and Selected States



Statewide unemployment rates peaked at a seasonally adjusted rate of 13.3% in April 2020 before falling below 3.5% in July 2022 then ticking up slightly to 4.4% by November 2022 (**Exhibit 4**).

Clackamas County has recorded lower unemployment levels than the state as whole according to the Oregon Employment Department (OED). In October 2022, Clackamas County had an overall unemployment rate of 3.5% with a total employment of 222,549 workers.

Exhibit 4: Unemployment Rates, Clackamas County, Portland MSA, Oregon, 2016-2022



Because the unemployment rate is a measure of the percentage of workers between ages 15 and 64 that are actively looking for a job, it does not reflect factors regarding labor participation rates and underemployment (workers that have accepted low paying jobs since other jobs are not available).

locally). In 2021, labor participation rates (the share of civilian population that is employed or unemployed) were slightly higher in Clackamas County (63.9%) compared with the state (62.6%).

II.B. DEMOGRAPHIC TRENDS

Population has been steadily increasing in Canby, Clackamas County, and Oregon as a whole for the past 20 years. Canby's population increased by 42% from 2000 to 2021, from 12,790 residents in 2000 to 18,171 in 2021 and 18,979 in 2022. Canby's average annual growth rate (AGR) in population consistently outpaced the growth rates recorded in Clackamas County and Oregon during the past 21 years (**Exhibit 5**).

Exhibit 5: Population Trends, 2000-2021

	2000	2010	2020	2021	Avg. Growth Rate 2000-2010 2010-2021	
Oregon	3,421,399	3,761,925	4,176,346	4,207,177	0.95%	1.02%
Clackamas County	338,391	375,992	422,185	425,316	1.06%	1.13%
City of Canby	12,790	15,829	17,210	18,171	2.15%	1.26%

Sources : U.S. Census, PSU Population Research Center

The long-term population forecasts prepared by Portland State University (PSU) anticipate a continuation of positive growth for Clackamas County. The county is projected to attain a 0.9% AGR between 2020 and 2040. The Canby Urban Growth Boundary (UGB) is projected to grow more quickly than the county, at a rate of 1.3% per year (**Exhibit 6**).

Exhibit 6: Population Projections, 2020-2043

	2020	2022	2025	2030	2035	2040	2043	AGR (2020- 2040)
Clackamas	421,401	429,149	437,222	460,401	483,349	505,622	519,632	0.9%
Canby UGB	18,171	18,655	19,468	20,796	22,234	23,635	24,586	1.3%

Source: Population Research Center, Portland State University, June 30, 2020

In 2020, 87% of Canby's population 25 years and over had graduated from high school, which was a smaller percentage than that of the State (91%), and the County (94%) as shown in **Exhibit 7**. Additionally, 26% of Canby's population 25 years and over had obtained a bachelor's degree and 10% of the city's population had achieved a graduate degree.

Exhibit 7: Educational Attainment of Population 25 years and over, 2020

	Oregon	Clackamas County	Canby
Less than high school	9%	6%	13%
High school	48%	46%	51%
College	30%	34%	26%
Graduate School	13%	13%	10%
Total	100%	100%	100%

Source: U.S. Census Bureau, American Community Survey 5-Year Estimates (Tables B15003)

Canby workers are far more likely to be employed in manufacturing occupations as compared with Clackamas County and the State. In 2019, nearly 22% of Canby's jobs were in manufacturing,

compared with 11% in Clackamas County and 10% in Oregon. Construction (15%) Retail trade (11%), educational services (8%), accommodation and food service (8%), and health care (8%) also represent significant shares of jobs in Canby (**Exhibit 8**).

Exhibit 8: Occupations for the Employed Population 16 years and over, 2016

	Canby	Clackamas County	Oregon
Agriculture, Forestry, Fishing and Hunting	0.9%	2.7%	2.6%
Utilities	0.5%	0.3%	0.5%
Construction	15.2%	8.8%	6.0%
Manufacturing	21.7%	11.2%	10.1%
Wholesale Trade	6.5%	6.4%	3.9%
Retail Trade	10.9%	11.6%	10.5%
Transportation and Warehousing	2.6%	2.4%	3.6%
Information	2.6%	1.4%	2.0%
Finance and Insurance	2.0%	3.4%	3.0%
Real Estate and Rental and Leasing	0.9%	1.4%	1.5%
Professional, Scientific, and Technical Services	2.5%	6.2%	5.4%
Management of Companies and Enterprises	0.0%	1.5%	2.7%
Admin. & Support, Waste Mgmt.	1.7%	5.0%	5.5%
Educational Services	8.4%	6.5%	8.2%
Health Care and Social Assistance	8.3%	13.8%	14.8%
Arts, Entertainment, and Recreation	1.5%	1.6%	1.7%
Accommodation and Food Services	8.4%	8.1%	9.3%
Other Services (excluding Public Administration)	4.0%	4.6%	4.4%
Public Administration	1.4%	2.9%	4.2%
Total	100%	100%	100%

35)

II.C. INCOME AND EMPLOYMENT TRENDS

Income levels for Canby's residents tend to be below those of Clackamas County but well above the state as a whole. Between 2010 and 2020, median household and family incomes for residents of Canby increased measurably but were outpaced slightly by growth rates observed statewide and in Clackamas County (**Exhibit 9**).

In 2020, the median household income within Canby was much higher for owner-occupied households (\$91,523) than for renter households (\$49,677).

Exhibit 9: Income Trends, 2010-2020

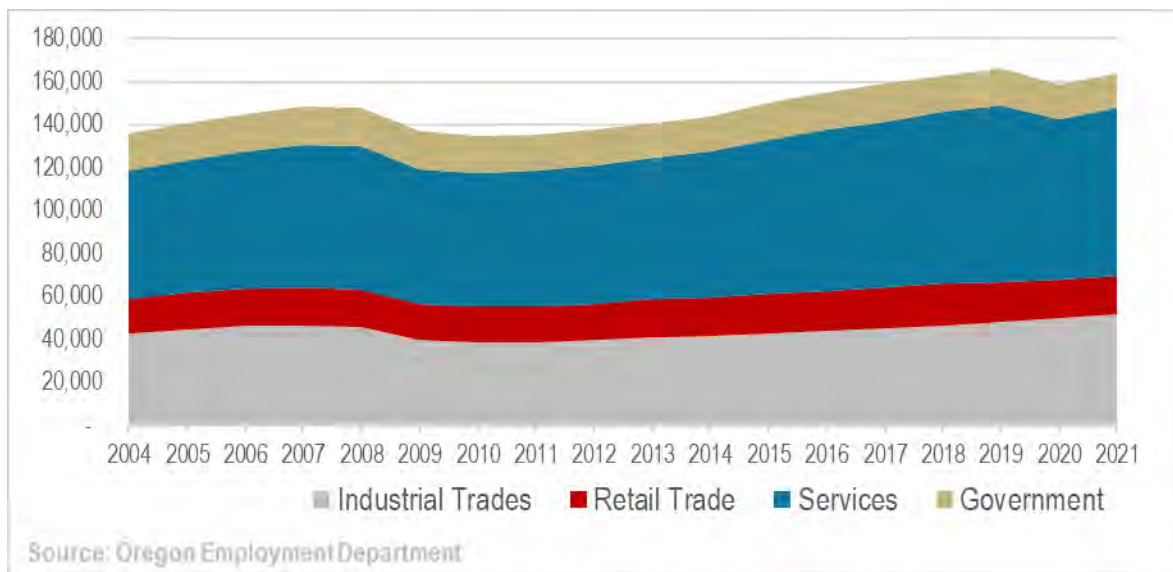
Median Household Income			
	2010	2020	AGR
Canby	\$57,427	\$74,825	2.7%
Clackamas County	\$62,007	\$82,911	2.9%
Oregon	\$49,260	\$65,667	2.9%
Median Family Income Trends			
	2010	2020	AGR
Canby	\$67,370	\$87,173	2.6%
Clackamas County	\$74,905	\$100,172	2.9%
Oregon	\$60,402	\$80,630	2.9%

Source: U.S. Census Bureau, American Community Survey 5-Year Estimates (Table B201301 and Table B10113).

AGR: average annual growth rate.

In 2021, the total at-place-of-work employment within Clackamas County recorded 164,593 workers (nonfarm workers). Within Clackamas County, the services sector (professional business services, leisure and hospitality and financial activities) accounts for 48% of the employment. Industrial trades and retail trades are next with 31% and 11% of the jobs, and the government sector accounted for 10% of the employment base (**Exhibit 10**).

Exhibit 10: Employment Trends by Sector in Clackamas County, 2004-2021*

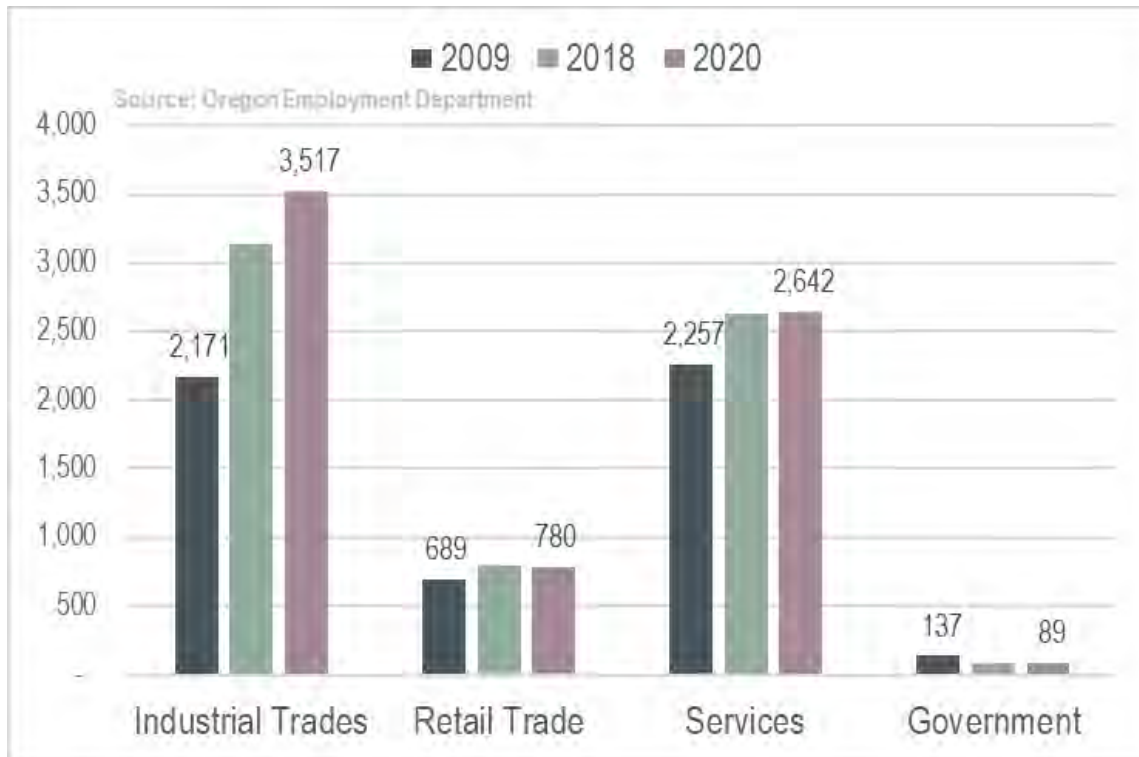


**Note, the job estimates shown above may tend to understate the total number of employees that work in Clackamas County since Oregon Employment Data only includes nonfarm workers that are covered by unemployment insurance. Hence, the OED estimates tend to exclude smaller home-based businesses and part-time workers that do not pay workers compensation insurance.*

Employment in Canby has increased significantly in recent years. According to the Oregon Employment Department, the total number of jobs covered by unemployment insurance increased to

7,028 jobs up from 6,718 in 2018. Half of Canby's employment is in the strong and growing industrial sector which added 1,348 jobs between 2014 and 2020. The services sector accounts for 38% of employment in the city, followed by the retail trade sector which accounted for 11% of all jobs in 2020 (**Exhibit 11**).

Exhibit 11: Employment Trends by Sector in Canby, 2009-2020



Canby's top private employers include a wide range of business types, as shown in **Exhibit 12**. In 2020 there were 11 private employers in Canby that each employed between 100 and 350 workers. These local businesses generated an estimated \$274 to \$316 million in annual GDP.

Exhibit 12: Canby's Top Private Employers, 2020

Description		Annual GDP (\$M)	Emp. Range
Larusso Concrete Inc.	Masonry Contractors	\$ 13.6 to \$ 17.0	100-125
Marquis Companies I Inc.	Assisted Living Facilities for the Elderly	\$ 11.8 to \$ 14.1	125-150
Wilson Construction Co.	Power and Communication Line Construction	\$ 17.0 to \$ 20.4	125-150
Shimadzu USA Manufacturing Inc.	Analytical Laboratory Instrument Manufacturing	\$ 24.7 to \$ 28.2	175-200
Kendal Floral Supply LLC	Flower, Nursery Stock, and Florists' Supplies	\$ 22.8 to \$ 26.0	175-200
MEC Northwest	Printed Circuit Assembly Manufacturing	\$ 24.7 to \$ 28.2	175-200
JMJ Construction LLC	New Single-Family Housing Construction	\$ 27.1 to \$ 30.5	200-225
Johnson Controls Battery Group Inc.	Storage Battery Manufacturing	\$ 28.2 to \$ 31.7	200-225
Fred Meyer	Warehouse Clubs and Supercenters	\$ 21.3 to \$ 23.4	250-275
Colima Construction LLC	Drywall, Plaster Work & Building Insulation	\$ 40.7 to \$ 47.5	300-350
Columbia Distributing	Beverage Merchant Wholesalers	\$ 40.7 to \$ 47.5	300-350

Source: Clackamas County Economic Landscape analysis by FCS GROUP, 2022.

Note: Data represents employment in 2020

Canby has been successful at adding employers of all sizes. Between 2009 and 2020 the number of employer establishments in Canby increased from 481 to 616 (over 12 per year on average). Significant growth has occurred in small, medium and very large business categories, as shown in **Exhibit 13**.

Exhibit 13: **Canby's Employers by Number of Workers per Establishment, 2009-2020**

Employee Count per Establishment	Number of Establishments				
	2009	2020	2009 Dist.	2020 Dist.	% Change
0-1	166	227	35%	37%	37%
2-10	209	256	43%	42%	22%
11-25	63	76	13%	12%	21%
26-49	18	28	4%	5%	56%
50-100	17	17	4%	3%	0%
101+	8	12	2%	2%	50%
Total	481	616	100%	100%	28%

Source: Oregon Employment Department.

II.D. TARGET BUSINESS CLUSTERS

Location quotient (LQ) analysis is a method of determining which business sectors are clustered in the City of Canby in comparison to the Oregon state average. LQ analysis reveals what makes the local economy “unique” in comparison to a broader geography. The LQ analysis indicates existing and potential emerging business clusters present in Canby based on their size (as measured by employment) and projected growth potential. The data used for the cluster analyses were derived from the Oregon Employment Department 2020 wage and salary employment statistics and the Clackamas, Multnomah, and Washington County job growth projections described previously applied to City of Canby current employment estimates.

Business clusters in Canby with high LQs include arts, entertainment and recreation, wholesale trade, manufacturing, construction, utilities, information, retail trade and other services.

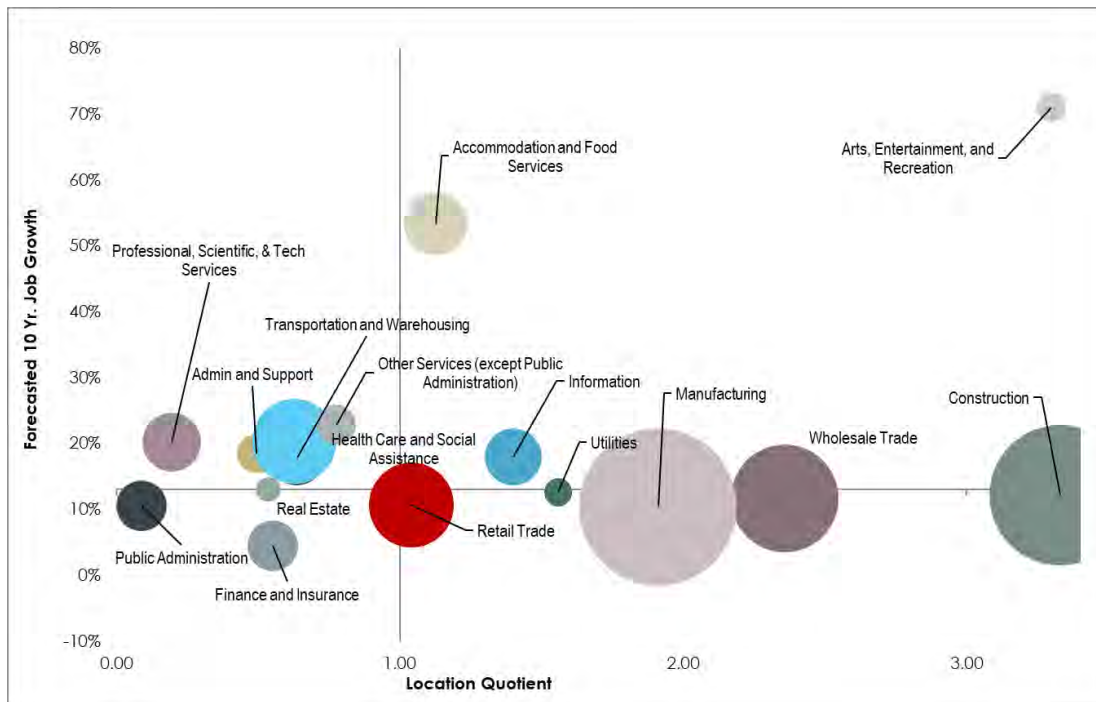
For example, the wholesale trade sector, a cluster which includes Kendal Floral Supply and American Metals, has an LQ of 2.65 which signifies that this business cluster is more than twice as concentrated in Canby than the statewide average (**Exhibit 14**).

Clusters with less than 1.0 LQ may represent a business cluster with either a competitive disadvantage (e.g., from lack of access to key markets) or business clusters with pent-up demand. Clusters with pent-up demand may represent “emerging” opportunities if the job growth rate is projected to be higher than average. For example, the health care cluster has a 0.62 LQ and a high job growth forecast (20% projected growth between 2020 and 2030) so it may now be in position to expand if local employment sites and workforce training opportunities are provided locally.

The preliminary list of target industries for Canby includes several existing and emerging clusters including:

- Advanced Manufacturing: metals and machinery
- High tech Manufacturing & Testing: electrical components, battery storage, etc.
- Construction trades
- Wholesale trade
- Health services

Exhibit I4: Industry Cluster Location Quotients and Forecasted Growth, Canby Area



Compiled by FCS Group based on Oregon Employment Department data from 2020.

During the EOA planning process, FCS conducted meetings with the project advisory committee, and the public, and interviewed local business stakeholders to ascertain local business expansion plans and relative market advantages Canby has for attracting and retaining various types of businesses. The input from those meetings combined with the analysis of growth trends suggests that Canby could have a high degree of success in attracting specific clusters of industries to its commercial and industrial lands, as summarized in **Exhibit 15**.

In addition to the target industries listed in Exhibit 15, feedback from stakeholder interviews and public surveys indicated that Canby should also aim to attract additional commercial retail, professional and business services, entertainment/recreation, hotels, and business-to-business supply chains in flexible light industrial buildings. Mixed support was voiced for additional warehousing

and distribution operations in the City given relatively low employment density and wages offered by that sector.

Exhibit I5: Potential Target Industries for Canby

Target Industry Category	Market Potential	Relative Wage Rates	Potential Job Creation	Target Industry	Example Businesses
Advanced Manufacturing	●	●	●	<input checked="" type="checkbox"/>	
Energy Systems	●	●	●	<input checked="" type="checkbox"/>	Johnson Controls
Electronic Component Manufacturing	●	●	●	<input checked="" type="checkbox"/>	MEC Northwest
Fabricated Metal Product Manufacturing	●	●	●	<input checked="" type="checkbox"/>	JV Northwest
Navigational, Measuring, Electromedical, and Control Instruments	●	●	●	<input checked="" type="checkbox"/>	Shimadzu USA, FLIR
Composit Materials and Product Manufacturing	●	●	●	<input type="checkbox"/>	Larusso Concrete
Construction related	●	●	●	<input type="checkbox"/>	Colima Construction, JMJ Construction, Wilson
Food/Beverage Processing	●	●	●	<input checked="" type="checkbox"/>	Puddin' River Chocolates, Cutsforth's
Transportation and Distribution	●	●	●	<input type="checkbox"/>	Kendal Floral, Amazon
Health Care	●	●	●	<input checked="" type="checkbox"/>	Providence
Legend: Good: ● Fair: ● Poor: ○					

Source: FCS GROUP.

II.E. REGIONAL EMPLOYMENT GROWTH FORECAST

The Oregon Employment Department prepares employment forecasts for “regions” throughout Oregon. Canby’s region includes Clackamas, Multnomah and Washington counties. As shown in **Exhibit 16**, the tri-county region is projected to experience positive growth over the next 10 years across all job sectors. The sectors that are projected to add the most net new jobs include: transportation and warehousing, professional, scientific & tech services, health care and social assistance, construction and educational services.

Exhibit 16: Projected Job Growth s by Industry for Clackamas, Multnomah and Washington Counties 2020-2030

Sector	2020	2030	Change in Jobs	% Change	AAGR Trend
Industrial Trades	254,400	285,100	30,700	12%	1.15%
Retail Trade	87,700	97,100	9,400	11%	1.02%
Services	542,400	663,900	121,500	22%	2.04%
Government	112,000	123,800	11,800	11%	1.01%
Total	996,500	1,169,900	173,400	17%	1.62%

Source: Oregon Employment Department. Includes Clackamas, Multnomah & Washington counties.

Section III. OPPORTUNITIES AND CONSTRAINTS ANALYSIS

Current market trends regarding visitation, business openings & closures, and perceived market considerations are important factors to consider when evaluating the ability for Canby to retain or attract economic development. A summary of these considerations follows.

III.A. BUSINESS OPENINGS/CLOSURES

Canby has witnessed several notable business openings and expansions over the past four years. **Exhibit 17** summarizes the most significant openings and expansions in the area, ranging from the opening of a manufacturing facility by Caldera International (medical products) to numerous food and beverage establishments.

Exhibit 17: Canby Business Openings and Closures May 2013-2018

Name	Industry	Date
Openings/Expansions		
Siren Song	Leisure and hospitality	9/9/2021
Art-O-Maddic	Retail trade	6/18/2021
B's Bake Shoppe	Leisure and hospitality	8/5/2020
Caldera International	Manufacturing	8/26/2019
Coffee Doodle Doo	Leisure and hospitality	8/9/2019
Wayward Sandwiches	Leisure and hospitality	5/9/2019
Columbia Distributing	Transportation, warehousing and utilities	5/2/2019
Neurotherapeutic Pediatric Therapies	Health care and social assistance	4/24/2019
Baker's Prairie Bakery	Leisure and hospitality	12/12/2018
TMK Creamery	Manufacturing	2/29/2018
HealthMarkets Insurance Agency	Financial activities	2/28/2018
Closures		
Dave's Prescription Shop	Retail trade	5/7/2019
Secret Garden Floral	Retail trade	2/11/2019

Source: Oregon Employment Department.

III.B. INDUSTRIAL LEADS

Over the years, Canby has recorded numerous business leads that have or are currently expressing interest in industrial property in Canby. Selected business leads are listed below.

- Oregon Liquor Control Commission distribution warehouse
- Amazon distribution center which would employ 500

III.C. RETAIL TRADE

FCS GROUP conducted an analysis of retail sales data to identify existing retail trade flows within the Canby market area. The analysis examines the consumer retail demand and existing estimated sales within a 15, 30- and 45-minute drive time of Canby (to/from downtown).

The retail trade flow analysis measures the difference between local buying power from resident demand within the footprint of the analysis area and the actual sales in the same area. The retail trade analysis summary shown in **Exhibit 18** indicates that Canby retail and food service establishments attract a significant amount of retail inflow (local sales are far greater than local buying power).

Based on the analysis of individual store groups there is also a retail outflow which means most Canby's residents currently travel outside the area to make purchases in the following store group categories:

- Building Materials, Garden Equipment & Supply Stores
- Electronics and Appliance Stores
- Motor vehicle sales, auto parts and supply stores

Exhibit 18: Canby Retail Market Trade Area Profile, 2020

	15 Minutes	30 Minutes	45 Minutes
Population	82,389	683,585	1,435,758
Households	31,525	263,114	569,834
Aggregate Income	\$3,233,438,694	\$28,456,276,380	\$56,534,407,008
Total Demand and Sales (Supply) within Trade Area			
Demand	\$1,070,657,334	\$9,677,982,953	\$18,957,694,917
Supply	\$1,286,857,770	\$10,621,285,989	\$19,600,993,128
Retail Trade Outflow/(Inflow)	\$216,200,436	\$943,303,036	\$643,298,211
Food and Drink Demand and Sales (Supply) within Trade Area			
Demand	\$115,970,767	\$1,064,867,750	\$2,111,201,777
Supply	\$101,291,611	\$1,030,244,223	\$2,480,737,818
Retail Trade Outflow/(Inflow)	(\$14,679,156)	(\$34,623,527)	\$369,536,041

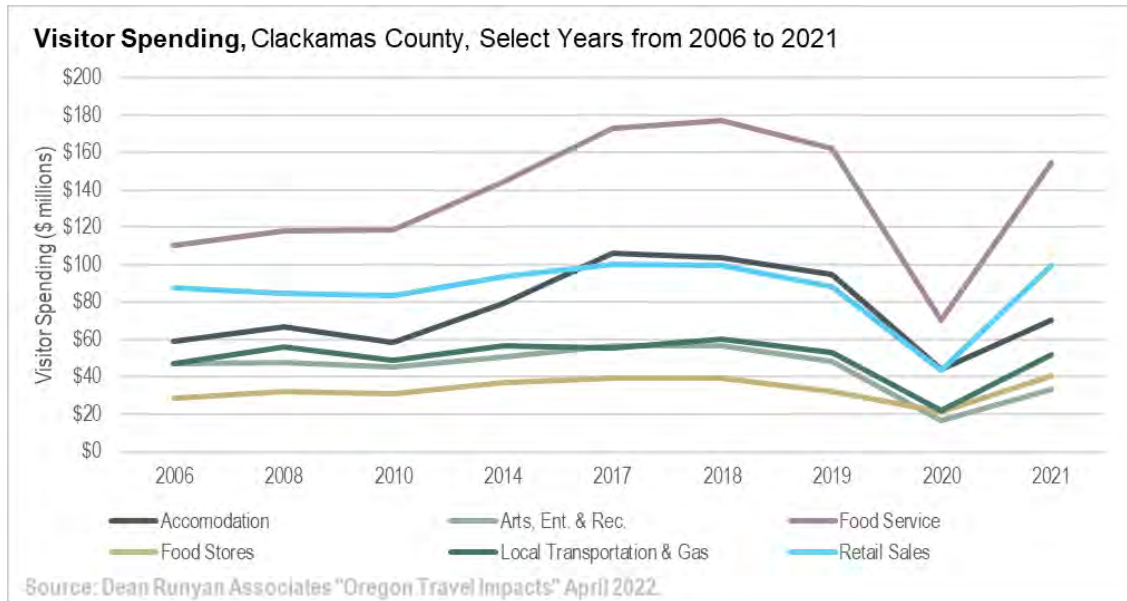
Source: ESRI Business Analyst Online

III.D. VISITATION

The recreation and visitation industry has long been a bright spot within Clackamas County. County residents and visitors enjoy access to abundant recreational opportunities afforded by the Clackamas River, Mount Hood National Forest, wineries, breweries, skiing on Mount Hood, agritourism and other activities.

Exhibit 19 depicts trends in visitor spending within Clackamas County between 2006 and 2021. Visitor spending reached a record level in 2018 at \$537 million, a total which declined measurably during the pandemic in 2020 before recovering in 2021 to \$451 million. In 2021 the leading sector for visitor spending was food service establishments followed by accommodation, retail spending, local transportation and gas, arts, entertainment and recreation and food stores.

Exhibit 19: Visitor Spending in Millions (2012-2021)



Section IV. EMPLOYMENT GROWTH AND LAND INVENTORY & NEEDS

In light of the trends and opportunities identified above, the Canby EOA Advisory Committee evaluated three alternative employment growth forecasts for the Canby UGB (see **Exhibit 20**).

Low Growth Forecast Scenario: this scenario assumes Canby's overall employment growth reflects a *Safe Harbor* assumption ties the overall average annual job growth rate (1.79%) to be generally consistent with the projected housing growth rate over the next 20 years. Overall job growth in Canby would increase by 3,270 jobs from 7,665 jobs (2023 est.) to 10,935 jobs in 20 years.

Medium Growth Forecast Scenario: this scenario reflects the level of job growth anticipated based on actual historic job growth rates for major sectors including industrial, retail, services and government. Historic growth rates were derived from 2009-2020 trends in covered employment within the City of Canby using Oregon Employment Department estimates for the industrial, retail and service sectors. Government sector growth rates are assumed to reflect the long-term population growth rate for the Canby UGB. This scenario would result in an average annual employment growth rate of 3.2%. Overall job growth in Canby would increase by 6,778 jobs from 7,665 jobs currently to 14,443 in 20 years.

High Growth Forecast Scenario: this scenario is consistent with the medium growth forecast but includes the local aspirational objective to attract additional living wage jobs into Canby. This scenario assumes that there are adequate sites to accommodate the addition of 300 industrial jobs and 460 service sector jobs over and above the assumptions shown in the medium scenario. The rationale for the additional service job growth assumes that the City's annual rate of growth in this sector (2.04%) equates to the long-range forecast for the Region (includes Clackamas, Multnomah and Washington Counties) per Oregon Employment Department's long range job growth forecast. This scenario would result in an overall average annual employment growth rate of 3.5%. Overall job growth in Canby would increase by 7,576 jobs from 7,665 jobs currently to 15,241 in 20 years.

Exhibit 20: Employment Growth Forecast, Canby UGB

Sector				Annual Growth Rates		Proj. Canby Growth Rate			20-Year Job Growth Forecast		
	2009	2020	2023 Est.	Canby Trend	Regional Forecast	Low	Medium	High	Low	Medium	High
Industrial Trades	2,171	3,517	4,012	4.48%	1.15%	2.24%	4.48%	4.64%	2,238	5,632	5,932
Retail Trade	689	780	807	1.13%	1.02%	1.02%	1.13%	1.32%	182	204	243
Services	2,257	2,642	2,758	1.44%	2.04%	1.32%	1.44%	2.04%	829	914	1,374
Government	137	89	89	-3.85%	1.01%	1.01%	1.32%	1.32%	20	27	27
Total	5,254	7,028	7,665	2.68%	1.62%	1.79%	3.22%	3.50%	3,270	6,778	7,576

Source: Oregon Employment Department (historic trend and regional forecast) and stated assumptions.

Employment Land Needs Assessment

The employment land need for the Canby UGB is calculated using the following steps:

1. Allocating the growth forecasts into building types based on each sector's typical space needs for office, general government, retail/service, general industrial, flex/business park and warehousing/distribution.
2. Applying an average job density (floor area square feet per job) based on the building types listed above;
3. Applying a work-at-home assumption for the various building types
4. Allocating building absorption among two categories: refill/redevelopment demand (jobs added into existing buildings); and vacant land demand (jobs requiring building expansions or new buildings on vacant or part-vacant lands).
5. Applying a net-to-gross land area factor of 1.25 to account for public roadways and utilities required to serve new development on vacant and part-vacant lands.

Employment density assumptions for forecasting land needs are illustrated in **Exhibit 21** and detailed calculations are provided in **Appendix D**.

Refill/Redevelopment and Work at Home Assumptions

To keep employment land needs forecasts conservative, the vacant land need factors out work-at-home assumptions and includes separate calculations for building refill/redevelopment assumptions. People that work at home and jobs added within existing buildings through infill/redevelopment would not require any vacant land.

This analysis assumes that the amount of building refill that is expected to occur in existing buildings reduces net new development requirements by 15,000 to 24,000 SF of floor area for commercial buildings; and 3,000 to 4,000 SF for government buildings (detailed calculations shown in **Appendix D**).

Mixed Use Development Assumptions

The analysis of employment land needs assumes that all buildable mixed use land zoned land in Canby is developed with 1 ground floor level of commercial and housing above. In other words, this analysis assumes that each vacant or part-vacant tax lot that is zoned for commercial or service

related employment growth (e.g., future retail or office uses) will be developed as mixed use with commercial on the ground level and upper-level housing.

As such, the Canby buildable land inventory includes the vacant and part-vacant mixed-use zoned tax lots in both the employment land and residential land inventory counts.

Exhibit 21: Employment Land Needs Forecast, Canby UGB

	Office	Government	Flex/Bus. Park	Gen. Industrial	Warehouse/ Dist.	Retail/ Service
Refill Job Allocation ¹	5%	20%	0%	0%	0%	5%
Jobs Needing Vacant Land Allocation ²	83%	80%	90%	95%	100%	95%
Building SF Per Job ²	250	750	550	1,000	1,500	500
Floor-Area-Ratio ²	0.35	0.20	0.25	0.25	0.20	0.35
Public Facility Net:Gross Adjustment ³	1.25	1.25	1.25	1.25	1.25	1.25
Work at Home Adjustment ⁴	12%	0%	10%	5%	0%	0%

* assumptions are intended to reflect a long-term average and current local observations.

1/ Adjusts for building refill & vacancy allowances.

2/ Building density consistent with local observations.

3/ Allowances take into account land dedicated to public/utility easements.

4/ Allowance based on local business license data; and is generally consistent with statistics by Oregon Emp. Dept.

Source: assumptions reflect local observations.

The assumptions used for estimating higher utilization of jobs within existing buildings (refill) and work-at-home allowances, which result in an adjusted (lower) number of total jobs that are projected to require vacant land than would otherwise occur. As shown in **Exhibit 22**, the Canby EOA assumes that approximately 12% of future jobs would not require development of vacant land as a result of potential building refill and work-at-home assumptions, and planned occupancy of new buildings that were currently under construction as of January 1, 2023.

The forecasted number of jobs that would require vacant land ranges from: 2,852 (low growth scenario; 5,963 (medium growth scenario); and 6,640 (high growth scenario).

Exhibit 22: Canby Jobs Requiring Vacant Land

	Low	Medium	High
Industrial	2,238	5,632	5,932
Retail	182	204	243
Services	829	914	1,374
Government & Education	20	27	27
Total Job Growth	3,270	6,778	7,576
Proj. Jobs not requiring vacant land*	418	815	936
Proj. Jobs on Vacant Land	2,852	5,963	6,640

* reflects jobs accommodated through refill in existing buildings and home-based workers.

Vacant Land Needs

The resulting employment land needs for the Canby UGB range from 265 acres (low growth scenario), 626 acres (medium growth scenario), and 672 acres (high growth scenario) of gross buildable (unconstrained land area). As shown in **Exhibit 23**, the employment land needs by general

land use type range from 244 to 638 acres for industrial (includes land zoned CM, LI or HI); 20.5 to 33.9 acres for commercial (land zoned CD, HC or Mixed Use). These land demand forecasts assume 2 acres of land will be required for civic uses such as police and fire stations (excludes parks and schools).

Exhibit 23: Employment Land Needs Forecast, Canby UGB

Land Use Classification	Land Need (Demand)*		
	Low	Medium	High
Commercial (DC, HC)	20.5	24.7	33.9
Industrial/Other Emp. (CM, LI, HI)*	244.4	601.5	637.8
Total Buildable Land (gross acres)	264.9	626.2	671.6

* excludes potential public land needs for new parks and schools.

Excluding public/education, the current overall employment density within Canby is estimated at 14.3 jobs per net buildable acre on developed land zoned for employment uses.

Based on the employment job growth and related land need forecast, the overall employment density within Canby will increase over time. Again, after excluding public/education, the future level of employment density for net new job growth over the next 20 years is estimated to range from 14.4 to 15 jobs per net buildable acre in the medium to higher growth scenarios.¹

¹ Analysis of existing conditions assumes 7,576 private jobs on 527 developed acres zoned for commercial and industrial development in Canby (equates to 14.3 jobs per net acre). Future growth estimates for medium and high growth scenarios assume 6,751 to 7,522 private jobs are added over the next 20 years, requiring 468 to 503 net buildable acres (excludes public facilities) which equates to 14.4 to 15.0 jobs per net acre.

Section V. BUILDABLE LAND INVENTORY & SITE SUITABILITY ANALYSIS

The BLI findings for the Canby UGB were documented by 3J Consulting and updated as of October 21, 2022. The BLI findings reflect all vacant and part-vacant land within the Canby UGB that has not yet been developed nor has been issued a building permit as of January 1, 2023.

The BLI findings reflect current zoning categories that allow employment uses. This includes land that is with Comprehensive Plan designations as follows: Downtown Commercial, Commercial/Manufacturing, Highway Commercial, Heavy Industrial and Light Industrial. As shown in **Exhibit 24** (with supporting BLI methodology provided in **Appendix E**), the total remaining BLI includes 179 acres of unconstrained land area within vacant, part vacant and redevelopment lots. The light and heavy industrial land is spread over 48 separate tax lots, and commercial land is spread over 24 separate tax lots.

Exhibit 24: Vacant, Part Vacant and Redevelopable Employment Land, Canby UGB

Comprehensive Plan Category	Developed Land	Permitted	Pipeline	Buildable*	Constrained**	Total
DC - Downtown Commercial	35	0	0	1	0	36
CM - Commercial/Manufacturing	67	0	1	7	0	76
HC - Highway Commercial	67	0	0	12	2	82
HI - Heavy Industrial	67	0	0	26	1	94
LI - Light Industrial	282	14	80	51	1	428
Total	519	14	82	97	5	716

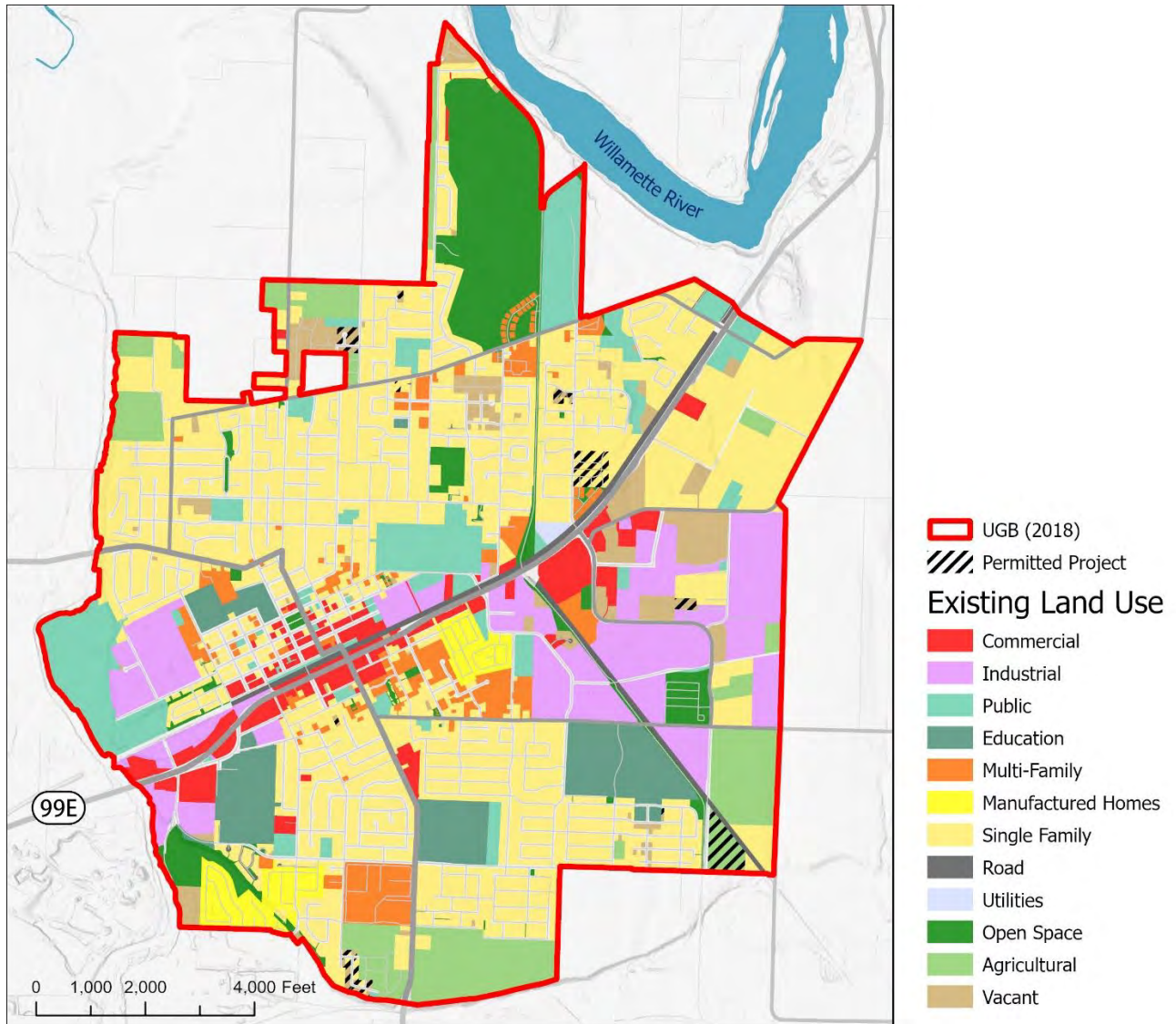
Comprehensive Plan Category	Developed Land*	Buildable Vacant	Constrained Vacant	Buildable Part Vacant	Redevelopment	Total Buildable
RC - Residential Commercial	14	0	0	5	0	6
DC - Downtown Commercial	35	1	0	0	0	1
CM - Commercial/Manufacturing	67	6	0	3	0	8
HC - Highway Commercial	67	10	2	0	2	9
HI - Heavy Industrial	67	16	1	9	0	24
LI - Light Industrial	296	96	1	26	9	131
Total	547	129	5	43	12	179

Source: Canby Buildable Land Inventory; 3J Consulting, March 2023.

As shown in **Exhibits 25 and 26**, most of the remaining vacant commercial tax lots are located along Highway 99E and in downtown.

The majority of the remaining commercial land supply is concentrated in tax lots that have less than 5 acres of unconstrained land area. The commercial inventory includes 5 tax lots with 1-5 acres each, and 19 tax lots within less than 1 acre of buildable land area. Approximately 83% of the commercial land area is classified as vacant and the remainder is classified as redevelopable.

Exhibit 25: Canby UGB Existing Land Use



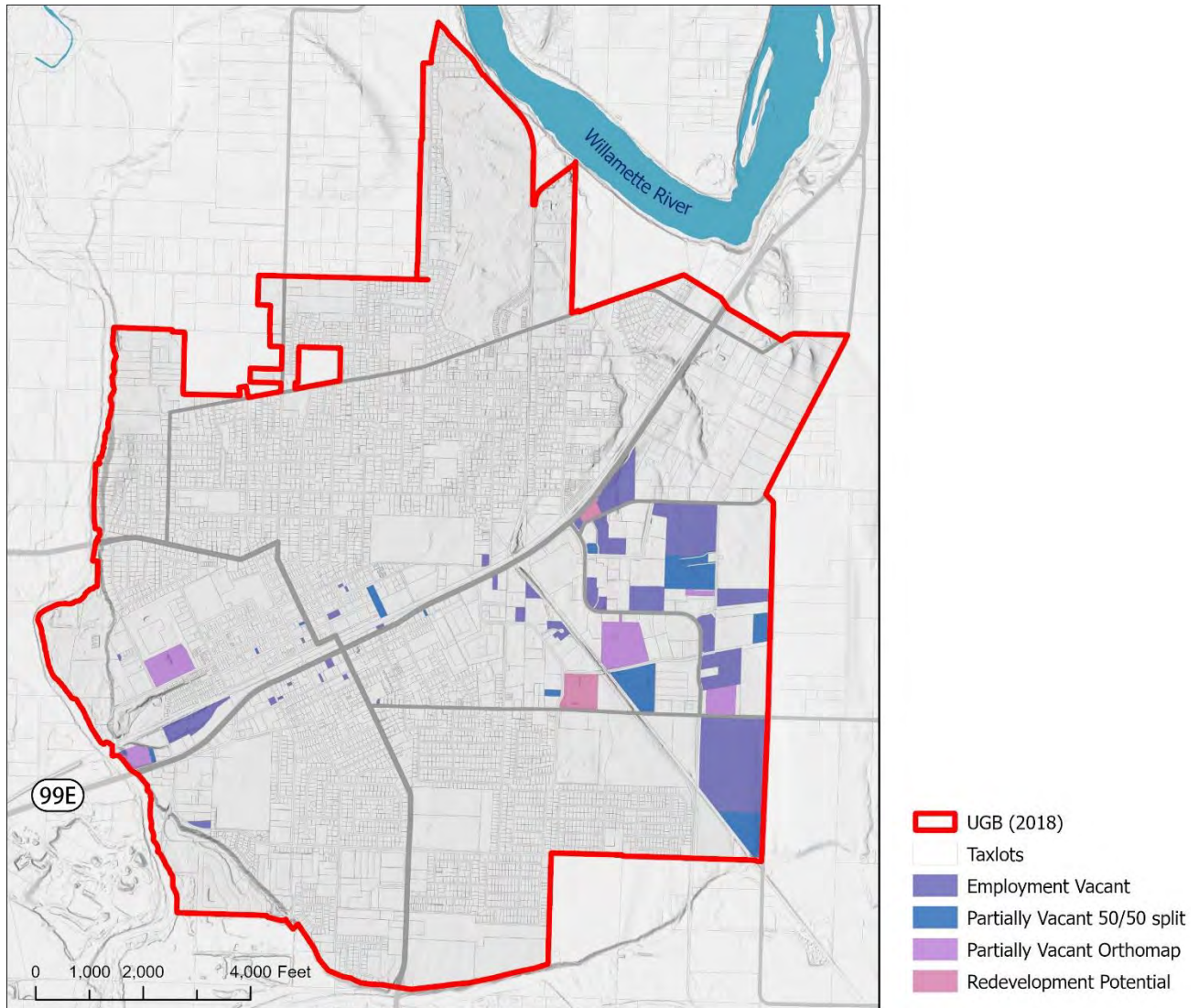
Source: Canby GIS analysis by 3J Consulting, April 2023.

Most of the remaining industrial land inventory is concentrated in the Pioneer Business Park. There are also a few vacant industrial tax lots located north of Highway 99E.

At present there are three (3) remaining vacant industrial tax lot with over 10 acres each of unconstrained land area; and eight (8) tax lots each with between 5 and 10 acres of land area. There are an additional 11 tax lots each with 1 to 5 acres of land area; and 26 tax lots with under 1 acre of land area.

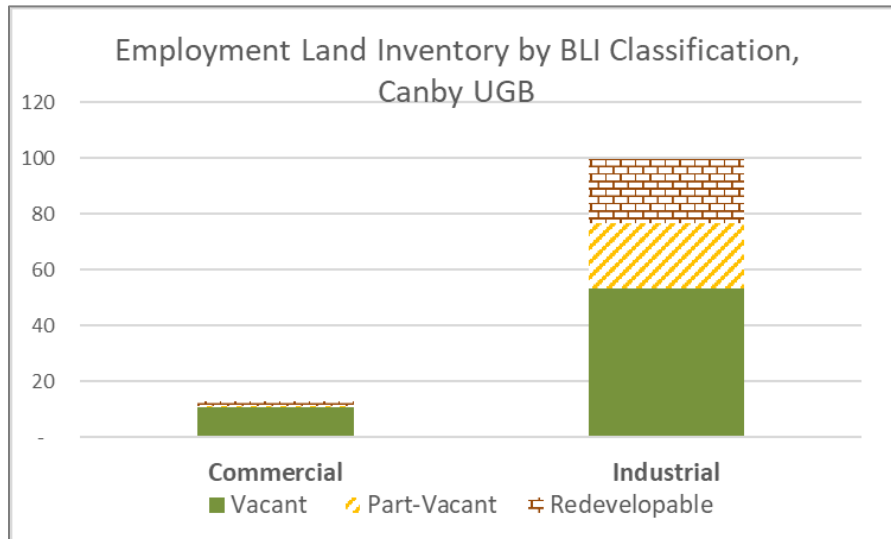
Approximately half of the remaining industrial land inventory is classified as vacant and unconstrained; 25% is classified as part-vacant; and 25% is classified as redevelopable (see **Exhibit 26**).

Exhibit 26: Canby UGB Buildable Employment Land Inventory



Source: Canby GIS analysis by 3J Consulting, April 2023.

Exhibit 27: Buildable Land by Classification



SITE SUITABILITY ANALYSIS

The site suitability analysis compares the remaining buildable land inventory to the projected employment land needs based on market factors detailed above.

As part of the EOA update, it has been determined that all remaining buildable employment lands within the Canby UGB can reasonably be served by planned investments in public and private facilities and services, such as roads, water, sewer, storm, power and telecommunications.

The commercial land use demand is derived from retail, service and office jobs that require new floor area on buildable land zoned CD or HC. The industrial land use demand forecast will be derived from jobs in manufacturing, construction, wholesale trade, transportation, distribution and utilities sectors on land zoned CM, LI or HI).

Exhibit 28: Canby Employment Land Need Forecast

Canby UGB Employment Land Needs (gross buildable unconstrained acres)

Comp. Plan Designation	Land Supply*	Land Need (Demand)**			Land Need (Shortfall)		
		Low	Medium	High	Low	Medium	High
Commercial (RC, DC, HC)	16.4	20.5	24.7	33.9	(4.1)	(8.3)	(17.5)
Industrial/Other Emp. (CM, LI, HI)*	163.0	244.4	601.5	637.8	(81.4)	(438.5)	(474.8)
Total Buildable Land (gross acres)	179.4	264.9	626.2	671.6	(85.5)	(446.8)	(492.2)

* Includes projects in the development pipeline that have no building permit issued as of Jan. 1, 2023.

** Excludes potential public land needs for new parks and schools.

Site location, size and infrastructure requirements are important factors to consider when addressing the employment land needs. **Exhibit 29** identifies most likely site requirements under the middle and high employment growth scenarios.

Exhibit 29: Employment Site Requirements, Middle and High Growth Scenarios

	Very Small Users	Small Users	Medium Users	Large Users	Total
<i>Assumed Jobs On Site (annual average)</i>	<i>Less than 9</i>	<i>10 to 25</i>	<i>26 to 99</i>	<i>100 to 200+</i>	
<i>Proj. Avg. Jobs per Establishment</i>	<i>7 jobs</i>	<i>15 jobs</i>	<i>80 jobs</i>	<i>185 jobs</i>	
<i>Proj. Distribution of Job Growth Capture</i>	<i>24%</i>	<i>21%</i>	<i>27%</i>	<i>28%</i>	<i>100%</i>
<i>Proj. Jobs on Vacant Land: Middle Scenario</i>	<i>1,431 jobs</i>	<i>1,252 jobs</i>	<i>1,610 jobs</i>	<i>1,670 jobs</i>	<i>5,963 jobs</i>
<i>Proj. Jobs on Vacant Land: High Scenario</i>	<i>1,594 jobs</i>	<i>1,394 jobs</i>	<i>1,793 jobs</i>	<i>1,859 jobs</i>	<i>6,640 jobs</i>
<i>Avg. Site Size per Estab. (net acres)</i>	<i>0.25</i>	<i>1.75</i>	<i>8</i>	<i>15</i>	
<i>Proj. Vacant Land: Middle Scenario (acres)</i>	<i>51.1</i>	<i>146.1</i>	<i>161.0</i>	<i>135.4</i>	<i>494</i>
<i>Proj. Vacant Land: High Scenario</i>	<i>56.9</i>	<i>162.7</i>	<i>179.3</i>	<i>150.7</i>	<i>550</i>
<i>Proj. Distribution of Land Needs</i>	<i>20%</i>	<i>20%</i>	<i>35%</i>	<i>25%</i>	<i>100%</i>
<i>Total Sites Needed: Middle Scenario (sites)</i>	<i>204</i>	<i>83</i>	<i>20</i>	<i>9</i>	<i>317</i>
<i>Total Sites Needed: High Scenario (sites)</i>	<i>228</i>	<i>93</i>	<i>22</i>	<i>10</i>	<i>353</i>
<i>Industrial Capture (sites)</i>	<i>10%</i>	<i>90%</i>	<i>95%</i>	<i>95%</i>	
<i>Industrial Sites Needed: Middle Scenario</i>	<i>20</i>	<i>75</i>	<i>19</i>	<i>9</i>	<i>123</i>
<i>Industrial Sites Needed: High Scenario</i>	<i>23</i>	<i>84</i>	<i>21</i>	<i>10</i>	<i>137</i>
<i>Commercial Capture (sites)</i>	<i>90%</i>	<i>10%</i>	<i>5%</i>	<i>5%</i>	
<i>Commercial Sites Needed: Middle Scenario</i>	<i>184</i>	<i>8</i>	<i>1</i>	<i>0</i>	<i>194</i>
<i>Commercial Sites Needed: High Scenario</i>	<i>205</i>	<i>9</i>	<i>1</i>	<i>1</i>	<i>216</i>

Commercial and Office Land Need Requirements

With a long-term land demand forecast of 22 to 35 acres for commercial retail and office land needs (middle and high growth scenarios) and with a buildable land supply of 17 acres of commercial zoned land inside the existing UGB, Canby should explore new strategies to plan and annex appropriate locations for office and retail development.

Canby's short-term buildable land supply should be adequate in meeting market demand over the next 12 months. However, over the long-term, the City may need approximately 5 to 18 acres of additional land area for commercial and office development.

Possible long-term strategies include completing master planning on adjacent planning areas, such as the Area J planning area for a combination of office, commercial and housing development. A portion of the Area J planning area will be needed to address Canby's long-term employment land need.

In light of the fact that the remaining land supply within the City is primarily comprised of smaller tax lots (only 5 vacant commercial tax lots exist with over 1 acre in size), the City should explore strategies that support "special site" preferences for strategic uses, such as a new neighborhood shopping center, lifestyle center, hotel(s), and a medical/health campus that typically require sites ranging from 4-8 acres in size.

A forecast of site needs for commercial-zoned land in Canby is provided in **Exhibit 30**.

Exhibit 30: Commercial Site Requirements, Middle and High Growth Scenarios

Commercial	Very Small Users	Small Users	Medium Users	Large Users	Total
<i>Jobs on Site (average)</i>	<i>7 jobs</i>	<i>15 jobs</i>	<i>80 jobs</i>	<i>185 jobs</i>	
<i>Range in Site Size (net buildable acres)</i>	<i>Less than 1.0</i>	<i>1 to 3</i>	<i>3 to 10</i>	<i>11 to 20</i>	
<i>Avg. Site Size (net buildable acres)</i>	<i>0.25</i>	<i>1.75</i>	<i>8</i>	<i>15</i>	
Land Supply (Sites or Tax Lots)	19	5	0	0	24
Total Land Demand (Sites or Tax Lots)					
Middle Growth Forecast Scenario	184	8	1	0	194
High Growth Forecast Scenario	205	9	1	1	216
Difference: Site Surplus or (Shortfall)*					
Middle Growth Forecast Scenario (sites/tax lots)	(179)	(3)	(1)	(0)	
High Growth Forecast Scenario (sites/tax lots)	(200)	(4)	(1)	(1)	
Total Building Floor Area Needed					
Middle Growth Forecast Scenario	- 451,000 SF	- 44,000 SF	- 28,000 SF	- 29,000 SF	- 552,000 SF
High Growth Forecast Scenario	- 502,000 SF	- 49,000 SF	- 31,000 SF	- 33,000 SF	- 615,000 SF

* Number of sites reflects 20-year demand by individual establishments or tenants.

Industrial and Other Land Need Requirements

The Canby EOA indicates that the total long-term demand for industrial and other employment uses is expected to range from 265 to 672 acres of gross buildable land area. While the City appears to have an adequate short-term industrial/other land supply to meet demand, the long-term needs under all growth forecast scenarios would require the City to consider designating some land within the current UGB for employment and/or evaluating additional reserves for UGB expansion.

It is recommended that the EOA policies consider whether special site requirements are needed over the long-term that would require additional land area to be annexed in locations to accommodate large industrial uses that cannot be located on existing or planned industrial areas. A forecast of site needs for commercial-zoned land in Canby is provided in **Exhibit 31**.

Exhibit 31: Industrial Site Requirements, Middle and High Growth Scenarios

Industrial	Very Small Users	Small Users	Medium Users	Large Users	Total
<i>Jobs on Site (average)</i>	<i>7 jobs</i>	<i>15 jobs</i>	<i>80 jobs</i>	<i>185 jobs</i>	
<i>Range in Site Size (buildable acres)</i>	<i>Less than 1.0</i>	<i>1 to 3</i>	<i>3 to 10</i>	<i>11 to 20</i>	
<i>Avg. Site Size (net buildable acres)</i>	<i>0.25</i>	<i>1.75</i>	<i>8</i>	<i>15</i>	
Land Supply (Sites or Tax Lots)	26	11	8	3	48
Land Demand (Sites or Tax Lots)					
Middle Growth Forecast Scenario	20	75	19	9	123
High Growth Forecast Scenario	23	84	21	10	137
Difference: Site Surplus or (Shortfall)*					
Middle Growth Forecast Scenario (sites/tax lots)	6	(64)	(11)	(6)	
High Growth Forecast Scenario (sites/tax lots)	3	(73)	(13)	(7)	

* Number of sites reflects 20-year demand by individual establishments or tenants.

Section VI. COMMUNITY

ECONOMIC DEVELOPMENT OBJECTIVES

As part of this EOA planning process, the City and consultant team conducted a communitywide survey, community and business stakeholder interviews and public meetings and a City Council work session. Three separate meetings were conducted with the Canby EOA project advisory committee to obtain input and feedback on interim work products. This outreach resulted in input from a wide range of perspectives—community residents, local businesses, workforce training specialists, and policy officials.

A summary of community feedback is included in **Appendix B**.

Going forward it is recommended that a new Economic Development Mission be adopted along with current aspirations to build a stronger local economy for all residents, employers, and employees. The following statements will be subject to community review and refinement during the EOA adoption process, and subsequently incorporated into a new Comprehensive Plan for Canby during 2023.

Community Development Mission Statement

Canby shall retain and enhance its unique sense of community and livable neighborhoods. Canby continues to be a great location for businesses to thrive and expand. Canby's downtown is inviting and safe, with innovative businesses that meet the community's needs. Canby's employment centers attract a diverse mix of businesses that offer quality jobs and benefits.² The Highway 99E Corridor is designed as a safe and attractive gateway that invites visitors to explore Canby. The City of Canby proactively plans for and invests wisely in infrastructure and services that enable the community to manage growth in a sustainable manner.

² Quality jobs are hereby defined to include businesses that pay annual wages that are above the Clackamas County average with health benefits provided to their workers.

Community Development Objectives

1. **Enhance Canby's positive business environment with adequate commercial, industrial and mixed-use sites to address future growth opportunities.**
 - Develop local plans to support the “medium growth scenario” as described in the Canby EOA.
 - Foster a positive business environment and permitting process.
2. Plan for Industrial expansion areas east and north of Mulino Rd.
 - Plan for Industrial Expansion Areas adjacent to the industrial park. Adjust UGB and modify boundary of the Pioneer Business Park as part of a UGB expansion alternatives analysis.
 - Identify and construct transportation and infrastructure improvements that serve Business Park expansion.
3. Retain and attract businesses that provide quality jobs with high levels of employment per acre
 - Consider methods to advance public financing and funding for off-site infrastructure improvements needed to support business expansion for businesses that provide at least 8 jobs per acre.
4. Provide incentives for targeted job creation and major private investment
 - Support reasonable business incentive programs, offered by Business Oregon such as the Strategic Investment Program that provides limited tax abatement for major private investments.
 - Sponsor annual business summit meetings and events held by the Canby Chamber of Commerce.
5. Support expansion in health services
 - Work with local and regional health care providers to ensure that additional outpatient treatment facilities are available as the local population expands.
6. Support workforce training and development
 - Work with the Clackamas Workforce Partnership to connect workforce training opportunities and programs with local community residents and businesses.
7. Expand opportunities for the development of workforce housing
 - Update Canby's Housing Needs Analysis and conduct a Housing Production Strategy during 2023.

- Evaluate and implement code amendments that lower the barrier to the development of middle housing types, such as plexes, courtyard apartments and accessory dwelling units.

8. Expand lodging options

- Identify potential locations for a future hotel along Highway 99W.
- Help facilitate partnerships between landowners and hotel operators.

9. Fund roads and infrastructure using innovative techniques

- Update local system development charges to fully fund capacity expansion projects.
- Implement equitable transportation utility revenue generation that fully captures the impacts created by various business and industrial types and their impacts on local streets and related maintenance costs.
- Explore and create special assessments, such as local improvements districts to recapture the value created by major public or private investments in infrastructure.

10. Support arts & visitation, including agri- and bicycle-tourism

- Implement master plan projects that include trails, pathways, parks, river access, and camping/RV facilities.
- Work with community partners, such as the Canby Parks and Recreation Advisory Board and the Canby School District and other organizations to explore feasibility for a new sports complex.
- Evaluate feasibility for a new amphitheater.
- Expand funding resources and attract state grants.

11. Attract downtown redevelopment with integrated mixed-use buildings

- Ensure downtown Canby remains visually and functionally attractive.
- Evaluate opportunities to incentivize vertical mixed-use developments using techniques such as public parking, advance financing of off-site infrastructure and limited multifamily tax abatement.

12. Update design standards and provide incentives for building renovations

- Implement effective design standards in core area and along Highway 99W.
- Create development codes which promote attractive highway commercial development servicing the needs of the community.
- Use the anticipated comprehensive plan and transportation system plan to establish goals to be used in creating future development code standards that will promote business consistent with design standards.

13. Think Regional and Act Local

- Support, monitor and participate in local and regional economic development organization activities that help Canby define its role within the larger region. Examples include Canby Chamber of Commerce, Clackamas County Economic Development Commission, and Greater Portland Inc.
- Play an active role in regional and state-sponsored economic planning processes to ensure that local business expansion needs are fully understood and can be addressed within the broader market area, if not within the Canby UGB.

APPENDIX A: GOAL 9 OREGON ADMINISTRATIVE RULES

(OAR 660-009-000)

660-009-0000

Intent and Purpose

The intent of the Land Conservation and Development Commission is to provide an adequate land supply for economic development and employment growth in Oregon. The intent of this division is to link planning for an adequate land supply to infrastructure planning, community involvement and coordination among local governments and the state. The purpose of this division is to implement Goal 9, Economy of the State (OAR 660-015-0000(9)), and ORS 197.712(2)(a) to (d). This division responds to legislative direction to assure that comprehensive plans and land use regulations are updated to provide adequate opportunities for a variety of economic activities throughout the state (ORS 197.712(1)) and to assure that comprehensive plans are based on information about state and national economic trends (ORS 197.717(2)).

Statutory/Other Authority: ORS 183 & 197

Statutes/Other Implemented: ORS 197.712

History:

LCDD 7-2005, f. 12-13-05, cert. ef. 1-1-07

LCDC 4-1986, f. & ef. 10-10-86

660-009-0005

Definitions

For purposes of this division, the definitions in ORS chapter 197 and the statewide planning goals apply, unless the context requires otherwise. In addition, the following definitions apply:

- (1) "Developed Land" means non-vacant land that is likely to be redeveloped during the planning period.
- (2) "Development Constraints" means factors that temporarily or permanently limit or prevent the use of land for economic development. Development constraints include, but are not limited to, wetlands, environmentally sensitive areas such as habitat, environmental contamination, slope, topography, cultural and archeological resources, infrastructure deficiencies, parcel fragmentation, or natural hazard areas.
- (3) "Industrial Use" means employment activities generating income from the production, handling or distribution of goods. Industrial uses include, but are not limited to: manufacturing; assembly; fabrication; processing; storage; logistics; warehousing; importation; distribution and transshipment; and research and development. Industrial uses may have unique land, infrastructure, energy, and transportation requirements. Industrial uses may have external impacts on surrounding uses and may cluster in traditional or new industrial areas where they are segregated from other non-industrial activities.
- (4) "Locational Factors" means market factors that affect where a particular type of industrial or other employment use will locate. Locational factors include, but are not limited to, proximity to raw materials, supplies, labor, services, markets, or educational institutions; access to transportation and freight facilities such as rail, marine ports and airports, multimodal freight or transshipment facilities, and major transportation routes; and workforce factors (e.g., skill level, education, age distribution).
- (5) "Metropolitan Planning Organization (MPO)" means an organization designated by the Governor to coordinate transportation planning on urban land of the state including such designations made subsequent to the adoption of this division. The Longview-Kelso-Rainier MPO is not considered an MPO for the purposes of this division. Cities with less than 2,500 population are not considered part of an MPO for purposes of this division.

(6) “Other Employment Use” means all non-industrial employment activities including the widest range of retail, wholesale, service, non-profit, business headquarters, administrative and governmental employment activities that are accommodated in retail, office and flexible building types. Other employment uses also include employment activities of an entity or organization that serves the medical, educational, social service, recreation and security needs of the community typically in large buildings or multi-building campuses.

(7) “Planning Area” means the area within an existing or proposed urban growth boundary. Cities and counties with urban growth management agreements must address the urban land governed by their respective plans as specified in the urban growth management agreement for the affected area.

(8) “Prime Industrial Land” means land suited for traded-sector industries as well as other industrial uses providing support to traded-sector industries. Prime industrial lands possess site characteristics that are difficult or impossible to replicate in the planning area or region. Prime industrial lands have necessary access to transportation and freight infrastructure, including, but not limited to, rail, marine ports and airports, multimodal freight or transshipment facilities, and major transportation routes. Traded-sector has the meaning provided in ORS 285B.280.

(9) “Serviceable” means the city or county has determined that public facilities and transportation facilities, as defined by OAR 660, divisions 011 and 012, currently have adequate capacity for development planned in the service area where the site is located or can be upgraded to have adequate capacity within the 20-year planning period.

(10) “Short-term Supply of Land” means suitable land that is ready for construction within one year of an application for a building permit or request for service extension. Engineering feasibility is sufficient to qualify land for the short-term supply of land. Funding availability is not required. “Competitive Short-term Supply” means the short-term supply of land provides a range of site sizes and locations to accommodate the market needs of a variety of industrial and other employment uses.

(11) “Site Characteristics” means the attributes of a site necessary for a particular industrial or other employment use to operate. Site characteristics include, but are not limited to, a minimum acreage or site configuration including shape and topography, visibility, specific types or levels of public facilities, services or energy infrastructure, or proximity to a particular transportation or freight facility such as rail, marine ports and airports, multimodal freight or transshipment facilities, and major transportation routes.

(12) “Suitable” means serviceable land designated for industrial or other employment use that provides, or can be expected to provide the appropriate site characteristics for the proposed use.

(13) “Total Land Supply” means the supply of land estimated to be adequate to accommodate industrial and other employment uses for a 20-year planning period. Total land supply includes the short-term supply of land as well as the remaining supply of lands considered suitable and serviceable for the industrial or other employment uses identified in a comprehensive plan. Total land supply includes both vacant and developed land.

(14) “Vacant Land” means a lot or parcel:

(a) Equal to or larger than one half-acre not currently containing permanent buildings or improvements; or

(b) Equal to or larger than five acres where less than one half-acre is occupied by permanent buildings or improvements.

Statutory/Other Authority: ORS 183 & 197

Statutes/Other Implemented: ORS 197.712

History:

LCDD 7-2005, f. 12-13-05, cert. ef. 1-1-07

LCDC 4-1986, f. & ef. 10-10-86

660-009-0010

Application

(1) This division applies to comprehensive plans for areas within urban growth boundaries. This division does not require or restrict planning for industrial and other employment uses outside urban growth boundaries. Cities and counties subject to this division must adopt plan and ordinance amendments necessary to comply with this division.

(2) Comprehensive plans and land use regulations must be reviewed and amended as necessary to comply with this division as amended at the time of each periodic review of the plan pursuant to ORS 197.712(3).

Jurisdictions that have received a periodic review notice from the Department (pursuant to OAR 660-025-0050) prior to the effective date of amendments to this division must comply with such amendments at their next periodic review unless otherwise directed by the Commission.

(3) Cities and counties may rely on their existing plans to meet the requirements of this division if they conclude:

(a) There are not significant changes in economic development opportunities (e.g., a need for sites not presently provided for in the plan) based on a review of new information about national, state, regional, county and local trends; and

(b) That existing inventories, policies, and implementing measures meet the requirements in OAR 660-009-0015 to 660-009-0030.

(4) For a post-acknowledgement plan amendment under OAR chapter 660, division 18, that changes the plan designation of land in excess of two acres within an existing urban growth boundary from an industrial use designation to a non-industrial use designation, or an other employment use designation to any other use designation, a city or county must address all applicable planning requirements, and:

(a) Demonstrate that the proposed amendment is consistent with its most recent economic opportunities analysis and the parts of its acknowledged comprehensive plan which address the requirements of this division; or

(b) Amend its comprehensive plan to incorporate the proposed amendment, consistent with the requirements of this division; or

(c) Adopt a combination of the above, consistent with the requirements of this division.

(5) The effort necessary to comply with OAR 660-009-0015 through 660-009-0030 will vary depending upon the size of the jurisdiction, the detail of previous economic development planning efforts, and the extent of new information on national, state, regional, county, and local economic trends. A jurisdiction's planning effort is adequate if it uses the best available or readily collectable information to respond to the requirements of this division.

(6) The amendments to this division are effective January 1, 2007. A city or county may voluntarily follow adopted amendments to this division prior to the effective date of the adopted amendments.

Statutory/Other Authority: ORS 183 & 197

Statutes/Other Implemented: ORS 197.712

History:

LCDD 7-2005, f. 12-13-05, cert. ef. 1-1-07

LCDD 4-2001, f. & cert. ef. 10-2-01

LCDC 4-1986, f. & ef. 10-10-86

660-009-0015

Economic Opportunities Analysis

Cities and counties must review and, as necessary, amend their comprehensive plans to provide economic opportunities analyses containing the information described in sections (1) to (4) of this rule. This analysis will compare the demand for land for industrial and other employment uses to the existing supply of such land.

(1) Review of National, State, Regional, County and Local Trends. The economic opportunities analysis must identify the major categories of industrial or other employment uses that could reasonably be expected to locate or expand in the planning area based on information about national, state, regional, county or local trends. This review of trends is the principal basis for estimating future industrial and other employment uses as described in section (4) of this rule. A use or category of use could reasonably be expected to expand or locate in the planning area if the area possesses the appropriate locational factors for the use or category of use. Cities and counties are strongly encouraged to analyze trends and establish employment projections in a geographic area larger than the planning area and to determine the percentage of employment growth reasonably expected to be captured for the planning area based on the assessment of community economic development potential pursuant to section (4) of this rule.

(2) Identification of Required Site Types. The economic opportunities analysis must identify the number of sites by type reasonably expected to be needed to accommodate the expected employment growth based on the site characteristics typical of expected uses. Cities and counties are encouraged to examine existing firms in the planning area to identify the types of sites that may be needed for expansion. Industrial or other employment uses with compatible site characteristics may be grouped together into common site categories.

(3) Inventory of Industrial and Other Employment Lands. Comprehensive plans for all areas within urban growth boundaries must include an inventory of vacant and developed lands within the planning area designated for industrial or other employment use.

(a) For sites inventoried under this section, plans must provide the following information:

(A) The description, including site characteristics, of vacant or developed sites within each plan or zoning district;

(B) A description of any development constraints or infrastructure needs that affect the buildable area of sites in the inventory; and

(C) For cities and counties within a Metropolitan Planning Organization, the inventory must also include the approximate total acreage and percentage of sites within each plan or zoning district that comprise the short-term supply of land.

(b) When comparing current land supply to the projected demand, cities and counties may inventory contiguous lots or parcels together that are within a discrete plan or zoning district.

(c) Cities and counties that adopt objectives or policies providing for prime industrial land pursuant to OAR 660-009-0020(6) and 660-009-0025(8) must identify and inventory any vacant or developed prime industrial land according to section (3)(a) of this rule.

(4) Assessment of Community Economic Development Potential. The economic opportunities analysis must estimate the types and amounts of industrial and other employment uses likely to occur in the planning area. The estimate must be based on information generated in response to sections (1) to (3) of this rule and must consider the planning area's economic advantages and disadvantages. Relevant economic advantages and disadvantages to be considered may include but are not limited to:

(a) Location, size and buying power of markets;

(b) Availability of transportation facilities for access and freight mobility;

(c) Public facilities and public services;

(d) Labor market factors;

- (e) Access to suppliers and utilities;
- (f) Necessary support services;
- (g) Limits on development due to federal and state environmental protection laws; and
- (h) Educational and technical training programs.

(5) Cities and counties are strongly encouraged to assess community economic development potential through a visioning or some other public input based process in conjunction with state agencies. Cities and counties are strongly encouraged to use the assessment of community economic development potential to form the community economic development objectives pursuant to OAR 660-009-0020(1)(a).

Statutory/Other Authority: ORS 183 & 197

Statutes/Other Implemented: ORS 197.712

History:

LCDD 7-2005, f. 12-13-05, cert. ef. 1-1-07

LCDC 4-1986, f. & ef. 10-10-86

[660-009-0020](#)

Industrial and Other Employment Development Policies

(1) Comprehensive plans subject to this division must include policies stating the economic development objectives for the planning area. These policies must be based on the community economic opportunities analysis prepared pursuant to OAR 660-009-0015 and must provide the following:

(a) Community Economic Development Objectives. The plan must state the overall objectives for economic development in the planning area and identify categories or particular types of industrial and other employment uses desired by the community. Policy objectives may identify the level of short-term supply of land the planning area needs. Cities and counties are strongly encouraged to select a competitive short-term supply of land as a policy objective.

(b) Commitment to Provide a Competitive Short-Term Supply. Cities and counties within a Metropolitan Planning Organization must adopt a policy stating that a competitive short-term supply of land as a community economic development objective for the industrial and other employment uses selected through the economic opportunities analysis pursuant to OAR 660-009-0015.

(c) Commitment to Provide Adequate Sites and Facilities. The plan must include policies committing the city or county to designate an adequate number of sites of suitable sizes, types and locations. The plan must also include policies, through public facilities planning and transportation system planning, to provide necessary public facilities and transportation facilities for the planning area.

(2) Plans for cities and counties within a Metropolitan Planning Organization or that adopt policies relating to the short-term supply of land, must include detailed strategies for preparing the total land supply for development and for replacing the short-term supply of land as it is developed. These policies must describe dates, events or both, that trigger local review of the short-term supply of land.

(3) Plans may include policies to maintain existing categories or levels of industrial and other employment uses including maintaining downtowns or central business districts.

(4) Plan policies may emphasize the expansion of and increased productivity from existing industries and firms as a means to facilitate local economic development.

(5) Cities and counties are strongly encouraged to adopt plan policies that include brownfield redevelopment strategies for retaining land in industrial use and for qualifying them as part of the local short-term supply of land.

(6) Cities and counties are strongly encouraged to adopt plan policies pertaining to prime industrial land pursuant to OAR 660-009-0025(8).

(7) Cities and counties are strongly encouraged to adopt plan policies that include additional approaches to implement this division including, but not limited to:

- (a) Tax incentives and disincentives;
- (b) Land use controls and ordinances;
- (c) Preferential tax assessments;
- (d) Capital improvement programming;
- (e) Property acquisition techniques;
- (f) Public/private partnerships; and
- (g) Intergovernmental agreements.

Statutory/Other Authority: ORS 183 & 197

Statutes/Other Implemented: ORS 197.712

History:

LCDD 7-2005, f. 12-13-05, cert. ef. 1-1-07

LCDC 4-1986, f. & ef. 10-10-86

[660-009-0025](#)

Designation of Lands for Industrial and Other Employment Uses

Cities and counties must adopt measures adequate to implement policies adopted pursuant to OAR 660-009-0020. Appropriate implementing measures include amendments to plan and zone map designations, land use regulations, public facility plans, and transportation system plans.

(1) Identification of Needed Sites. The plan must identify the approximate number, acreage and site characteristics of sites needed to accommodate industrial and other employment uses to implement plan policies. Plans do not need to provide a different type of site for each industrial or other employment use. Compatible uses with similar site characteristics may be combined into broad site categories. Several broad site categories will provide for industrial and other employment uses likely to occur in most planning areas. Cities and counties may also designate mixed-use zones to meet multiple needs in a given location.

(2) Total Land Supply. Plans must designate serviceable land suitable to meet the site needs identified in section (1) of this rule. Except as provided for in section (5) of this rule, the total acreage of land designated must at least equal the total projected land needs for each industrial or other employment use category identified in the plan during the 20-year planning period.

(3) Short-Term Supply of Land. Plans for cities and counties within a Metropolitan Planning Organization or cities and counties that adopt policies relating to the short-term supply of land must designate suitable land to respond to economic development opportunities as they arise. Cities and counties may maintain the short-term supply of land according to the strategies adopted pursuant to OAR 660-009-0020(2).

(a) Except as provided for in subsections (b) and (c), cities and counties subject to this section must provide at least 25 percent of the total land supply within the urban growth boundary designated for industrial and other employment uses as short-term supply.

(b) Affected cities and counties that are unable to achieve the target in subsection (a) above may set an alternative target based on their economic opportunities analysis.

(c) A planning area with 10 percent or more of the total land supply enrolled in Oregon's industrial site certification program pursuant to ORS 284.565 satisfies the requirements of this section.

(4) If cities and counties are required to prepare a public facility plan or transportation system plan by OAR chapter 660, division 011 or division 012, the city or county must complete subsections (a) to (c) of this section at the time of periodic review. Requirements of this rule apply only to city and county decisions made at the time of periodic review. Subsequent implementation of or amendments to the comprehensive plan or the public facility plan that change the supply of serviceable land are not subject to the requirements of this section. Cities and counties must:

(a) Identify serviceable industrial and other employment sites. The affected city or county in consultation with the local service provider, if applicable, must make decisions about whether a site is serviceable. Cities and counties are encouraged to develop specific criteria for deciding whether or not a site is serviceable. Cities and counties are strongly encouraged to also consider whether or not extension of facilities is reasonably likely to occur considering the size and type of uses likely to occur and the cost or distance of facility extension;

(b) Estimate the amount of serviceable industrial and other employment land likely to be needed during the planning period for the public facilities plan. Appropriate techniques for estimating land needs include but are not limited to the following:

(A) Projections or forecasts based on development trends in the area over previous years; and

(B) Deriving a proportionate share of the anticipated 20-year need specified in the comprehensive plan.

(c) Review and, if necessary, amend the comprehensive plan and the public facilities plan to maintain a short-term supply of land. Amendments to implement this requirement include but are not limited to the following:

(A) Changes to the public facilities plan to add or reschedule projects to make more land serviceable;

(B) Amendments to the comprehensive plan that redesignate additional serviceable land for industrial or other employment use; and

(C) Reconsideration of the planning area's economic development objectives and amendment of plan objectives and policies based on public facility limitations.

(d) If a city or county is unable to meet the requirements of this section, it must identify the specific steps needed to provide expanded public facilities at the earliest possible time.

(5) Institutional Uses. Cities and counties are not required to designate institutional uses on privately owned land when implementing section (2) of this rule. Cities and counties may designate land in an industrial or other employment land category to compensate for any institutional land demand that is not designated under this section.

(6) Compatibility. Cities and counties are strongly encouraged to manage encroachment and intrusion of uses incompatible with industrial and other employment uses. Strategies for managing encroachment and intrusion of incompatible uses include, but are not limited to, transition areas around uses having negative impacts on surrounding areas, design criteria, district designation, and limiting non-essential uses within districts.

(7) Availability. Cities and counties may consider land availability when designating the short-term supply of land. Available land is vacant or developed land likely to be on the market for sale or lease at prices consistent with the local real estate market. Methods for determining lack of availability include, but are not limited to:

(a) Bona fide offers for purchase or purchase options in excess of real market value have been rejected in the last 24 months;

(b) A site is listed for sale at more than 150 percent of real market values;

(c) An owner has not made timely response to inquiries from local or state economic development officials; or

(d) Sites in an industrial or other employment land category lack diversity of ownership within a planning area when a single owner or entity controls more than 51 percent of those sites.

(8) Uses with Special Siting Characteristics. Cities and counties that adopt objectives or policies providing for uses with special site needs must adopt policies and land use regulations providing for those special site needs. Special site needs include, but are not limited to large acreage sites, special site configurations, direct access to transportation facilities, prime industrial lands, sensitivity to adjacent land uses, or coastal shoreland sites designated as suited for water-dependent use under Goal 17. Policies and land use regulations for these uses must:

(a) Identify sites suitable for the proposed use;

(b) Protect sites suitable for the proposed use by limiting land divisions and permissible uses and activities that interfere with development of the site for the intended use; and

(c) Where necessary, protect a site for the intended use by including measures that either prevent or appropriately restrict incompatible uses on adjacent and nearby lands.

Statutory/Other Authority: ORS 183 & 197

Statutes/Other Implemented: ORS 197.712

History:

LCDD 7-2005, f. 12-13-05, cert. ef. 1-1-07

LCDC 4-1986, f. & ef. 10-10-86

[660-009-0030](#)

Multi-Jurisdiction Coordination

(1) Cities and counties are strongly encouraged to coordinate when implementing OAR 660-009-0015 to 660-009-0025.

(2) Jurisdictions that coordinate under this rule may:

(a) Conduct a single coordinated economic opportunities analysis; and

(b) Designate lands among the coordinating jurisdictions in a mutually agreed proportion.

APPENDIX B: COMMUNITY OUTREACH SUMMARY

The City of Canby has initiated a process to update its economic data and policies and identify tools to help encourage job growth.

The community outreach process entailed the following techniques:

- **EOA Advisory Committee Meetings:** three separate meetings were held between April 2022 and October 2022 to discuss key issues and opportunities; and to review interim findings and recommendations. The advisory committee included:
 - Kelly Reid and Leigh McIlvaine, Oregon Dept. of Land Conservation and Development
 - Cindy Moore, Economic Development Coordinator
 - Amy Oakley, Clackamas Workforce Partnership
 - Briana Correa, Todos Juntos, Inc.
 - Susan Myers, Developer Representative
 - Teresa Sasse, Puddin'River Chocolates
 - Brian Hodson, Canby Mayor
 - Jason Padden, Canby City Council

Input provided by the advisory committee served to address diverse local perspectives.

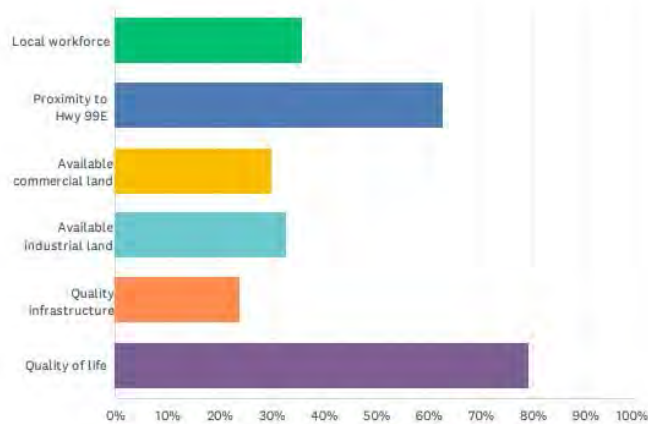
- **Joint City Council/Planning Commission Meeting.** This meeting was held in November 2022 to review and discuss draft findings and recommendations.
- **Stakeholder Interviews.** From April through October 2022, the consultant team interviewed key stakeholders such as local business owners, employers, and developers. Findings included:
 - Desire to provide additional light industrial and flex buildings.
 - Support for continued downtown development with adequate parking.
 - Support for a wide mix of employment sites for small, medium and large businesses.
 - Maintaining a positive business friendly environment with streamlined permitting for new business development.
 - Acknowledgement of the importance of adding attainable housing for people that work in Canby.
- **Community Survey.** An online survey was conducted during the Summer/Fall 2022. There were 70 responses to that survey, with responses summarized below.

Businesses Like...

Q6 What are the top three advantages to doing business in Canby?

Answered: 57 Skipped: 7

1. Quality of Life
2. Hwy 99E
3. Local workforce
4. Available sites

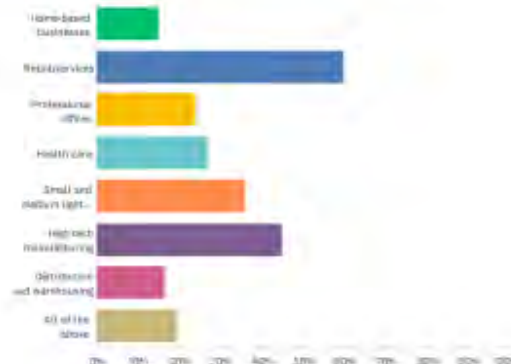


Types of businesses or jobs needed...

Q7 What are the top three business and jobs you think Canby needs the most?

Answered: 27 Skipped: 1

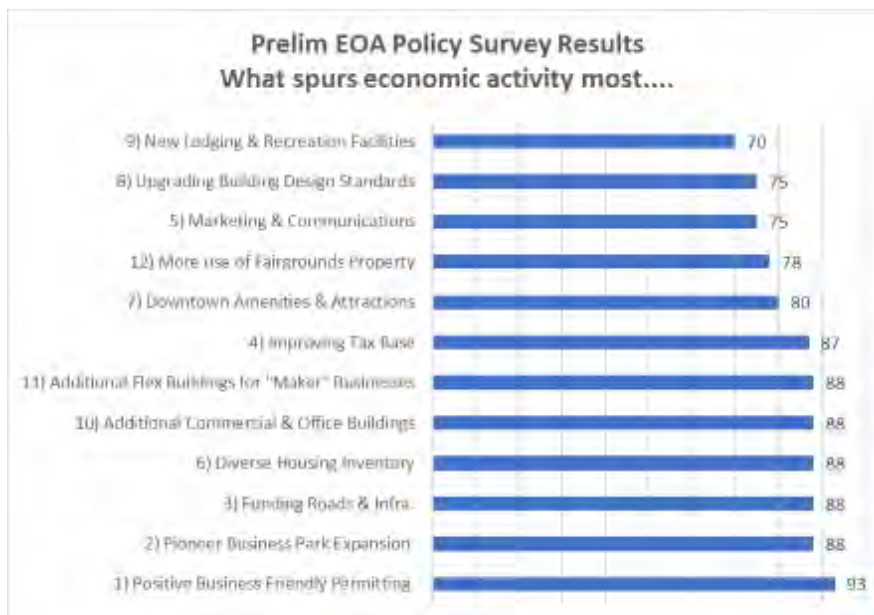
1. Retail/services
2. High tech jobs
3. Small & medium light industrial (flexible buildings)
4. Health services
5. Prof. Offices
6. Lodging
7. Recreational amenities



Community dislikes...

1. Traffic congestion and anything that degrades quality of life
2. Lack of sidewalks & traffic control systems
3. Lack of attainable housing supply for workers
4. Lack of coordinated long term community master plan
5. Lack of quality design & landscaping standards
6. Warehousing & distribution businesses that pay low wages
7. Sprawl (low density development that is not pedestrian friendly)

EOA Advisory Committee Priorities



*Objectives
that will help
promote local
economic
development*

The input received during the EOA planning process was considered by the EOA Advisory Committee, City staff and City Council and utilized to help develop the recommended EOA goals, objectives, policies and actions identified in this document.

Appendix C. Regional Employment Growth Forecast

	2020	2030	Change	% Change
Total employment	996,500	1,169,900	173,400	17%
Total payroll employment	937,000	1,105,400	168,400	18%
Total private	825,000	981,600	156,600	19%
Natural resources and mining	10,200	10,900	700	7%
Mining and logging	600	600	0	0%
Construction	55,100	61,800	6,700	12%
Construction of buildings	15,800	17,700	1,900	12%
Residential building construction	8,200	9,500	1,300	16%
Nonresidential building construction	7,600	8,200	600	8%
Heavy and civil engineering construction	3,800	4,200	400	11%
Specialty trade contractors	35,500	39,900	4,400	12%
Manufacturing	99,100	109,400	10,300	10%
Durable goods	75,000	82,700	7,700	10%
Wood product manufacturing	2,100	2,100	0	0%
Primary metal manufacturing	4,500	5,100	600	13%
Fabricated metal product manufacturing	10,000	11,400	1,400	14%
Machinery manufacturing	7,900	9,000	1,100	14%
Computer and electronic product manufacturing	33,900	35,900	2,000	6%
Semiconductor and electronic component mfg.	28,000	29,700	1,700	6%
Electronic instrument manufacturing	4,200	4,700	500	12%
Transportation equipment manufacturing	5,800	6,900	1,100	19%
Nondurable goods	24,000	26,700	2,700	11%
Food manufacturing	10,800	12,300	1,500	14%
Paper manufacturing	1,700	1,700	0	0%
Trade, transportation, and utilities	177,700	200,100	22,400	13%
Wholesale trade	46,200	51,600	5,400	12%
Merchant wholesalers, durable goods	24,500	26,600	2,100	9%
Merchant wholesalers, nondurable goods	17,400	20,200	2,800	16%
Electronic markets and agents and brokers	4,300	4,800	500	12%
Retail trade	87,700	97,100	9,400	11%
Motor vehicle and parts dealers	10,600	12,400	1,800	17%
Building material and garden supply stores	6,900	7,400	500	7%
Food and beverage stores	19,000	20,700	1,700	9%
Clothing and clothing accessories stores	7,200	9,000	1,800	25%
Sporting goods, hobby, book and music stores	4,100	4,500	400	10%
General merchandise stores	16,900	17,500	600	4%
Transportation, warehousing, and utilities	43,700	51,400	7,700	18%
Transportation and warehousing	41,500	48,900	7,400	18%
Truck transportation	8,600	9,300	700	8%
Couriers and messengers	9,000	10,900	1,900	21%
Warehousing and storage	12,500	14,900	2,400	19%

Source: Oregon Employment Department, Workforce and Economics Research Division.

Contact: Amy Vander Vliet, Regional Economist, Amy.S.Vandervliet@employ.oregon.gov, (971) 804-2099

Oregon Employment Department, Workforce and Economic Research Division

	2020	2030	Change	% Change
Total employment	996,500	1,169,900	173,400	17%
Total payroll employment	937,000	1,105,400	168,400	18%
Total private	825,000	981,600	156,600	19%
Information	21,100	24,900	3,800	18%
Publishing industries, except Internet	10,100	11,500	1,400	14%
Software publishers	9,000	10,600	1,600	18%
Telecommunications	2,500	1,800	-700	-28%
Financial activities	61,600	66,700	5,100	8%
Finance and insurance	35,900	37,500	1,600	4%
Credit intermediation and related activities	15,300	15,900	600	4%
Insurance carriers and related activities	16,600	16,900	300	2%
Real estate and rental and leasing	25,700	29,200	3,500	14%
Real estate	23,000	26,000	3,000	13%
Professional and business services	155,400	186,300	30,900	20%
Professional and technical services	65,600	78,900	13,300	20%
Legal services	7,400	7,400	0	0%
Architectural and engineering services	12,600	14,700	2,100	17%
Computer systems design and related services	12,900	16,400	3,500	27%
Management of companies and enterprises	37,300	45,100	7,800	21%
Administrative and waste services	52,500	62,400	9,900	19%
Administrative and support services	49,800	59,000	9,200	18%
Employment services	21,700	26,900	5,200	24%
Business support services	5,500	5,200	-300	-5%
Services to buildings and dwellings	12,400	14,500	2,100	17%
Private educational and health services	140,000	168,600	28,600	20%
Private educational services	19,500	23,600	4,100	21%
Health care and social assistance	120,500	145,000	24,500	20%
Ambulatory health care services	43,700	54,200	10,500	24%
Hospitals	25,000	27,000	2,000	8%
Nursing and residential care facilities	22,700	27,000	4,300	19%
Social assistance	29,100	36,800	7,700	26%
Leisure and hospitality	72,400	113,100	40,700	56%
Arts, entertainment, and recreation	10,000	17,100	7,100	71%
Amusement, gambling, and recreation	6,800	12,000	5,200	76%
Accommodation and food services	62,500	95,900	33,400	53%
Accommodation	5,400	10,200	4,800	89%
Food services and drinking places	57,100	85,800	28,700	50%
Restaurants and other eating places	51,100	74,400	23,300	46%
Other services	32,400	39,800	7,400	23%
Membership associations and organizations	13,100	14,900	1,800	14%
Government	112,000	123,800	11,800	11%
Federal government	14,500	14,600	100	1%
Federal government post office	3,500	3,600	100	3%
State government	8,200	8,800	600	7%
Local government	89,300	100,400	11,100	12%
Local education	45,600	50,800	5,200	11%
Self-employment	59,500	64,500	5,000	8%

Source: Oregon Employment Department, Workforce and Economics Research Division.

Contact: Amy Vander Vliet, Regional Economist, Amy.S.Vandervliet@employ.oregon.gov, (971) 804-2099

Oregon Employment Department, Workforce and Economic Research Division

Appendix D. Employment Land Needs Assumptions

Canby UGB Net New Employment Forecast: 2023-2043*

	Low	Medium	High
Industrial	2,238	5,632	5,932
Retail	182	204	216
Services	737	914	1,374
Government & Education	20	24	24
Total Job Growth	3,178	6,775	7,546
Proj. Jobs not requiring vacant land*	403	815	934
Proj. Jobs on Vacant Land	2,775	5,960	6,611

* reflects jobs accommodated through refill in existing buildings and home-based workers.

Canby UGB Job Growth Capture Rates: 2023-2043

	Scenario A	Scenario B	Scenario C
Industrial	100%	100%	100%
Retail	100%	100%	100%
Services	100%	100%	100%
Government & Education	100%	100%	100%

Canby UGB Job Growth Forecast: 2023-2043

	Low	Medium	High
Industrial	2,238	5,632	5,932
Retail	182	204	216
Services	737	914	1,374
Government & Education	20	24	24
Total	3,178	6,775	7,546

Source: Derived from prior tables

Employment Sectors to Building Type Assignment Assumptions

	Building Types						
Employment Sectors	Office	Government	Flex/Bus. Park	Gen. Industrial	Warehouse	Retail	Total
Retail	0%		10%	0%	0%	90%	100%
Services	50%		20%	0%	0%	30%	100%
Industrial			30%	55%	15%	0%	100%
Government/Education/Other Public		100%		0%	0%		100%

Source: reflects local assumptions by FCS GROUP.

Net New Employment Forecast by Building Type, Scenario A Forecast

Employment Sectors	Office	Government	Flex/Bus. Park	Gen. Industrial	Warehouse	Retail	Total
Retail	-	-	18	-	-	164	182
Services	369	-	147	-	-	221	737
Industrial	-	-	671	1,231	336	-	2,238
Government/Other Public	-	20	-	-	-	-	20
Total	369	20	837	1,231	336	385	3,178

Net New Employment Forecast by Building Type, Scenario B Forecast

Employment Sectors	Office	Government	Flex/Bus. Park	Gen. Industrial	Warehouse	Retail	Total
Retail Trades	-	-	20	-	-	184	204
Services	457	-	183	-	-	274	914
Industrial	-	-	1,690	3,098	845	-	5,632
Government/Other Public	-	24	-	-	-	-	24
Total	457	24	1,893	3,098	845	458	6,775

Source: FCS GROUP based on local market assumptions.

Net New Employment Forecast by Building Type, Scenario C Forecast

Employment Sectors	Office	Government	Flex/Bus. Park	Gen. Industrial	Warehouse	Retail	Total
Retail Trades	-	-	22	-	-	194	216
Services	687	-	275	-	-	412	1,374
Industrial	-	-	1,780	3,263	890	-	5,932
Government/Other Public	-	24	-	-	-	-	24
Total	687	24	2,076	3,263	890	606	7,546

Source: FCS GROUP based on local market assumptions.

Building Type to Land Needs Assumptions*

	Office	Government	Flex/Bus. Park	Gen. Industrial	Warehouse/ Dist.	Retail/ Service
Refill Job Allocation ¹	5%	20%	0%	0%	0%	5%
Jobs Needing Vacant Land Allocation ²	83%	80%	90%	95%	100%	95%
Building SF Per Job ²	250	750	550	1,000	1,500	500
Floor-Area-Ratio ²	0.35	0.20	0.25	0.25	0.20	0.35
Public Facility Net:Gross Adjustment ³	1.25	1.25	1.25	1.25	1.25	1.25
Work at Home Adjustment ⁴	12%	0%	10%	5%	0%	0%

* assumptions are intended to reflect a long-term average and current local observations.

1/ Adjusts for building refill & vacancy allowances.

2/ Building density consistent with local observations.

3/ Allowances take into account land dedicated to public/utility easements.

4/ Allowance based on local business license data; and is generally consistent with statistics by Oregon Emp. Dept.

Source: assumptions reflect local observations.

Net New Refill Building Space Requirements (Floor Area Sq.Ft.)

	Office	Government	Flex/Bus. Park	Gen. Industrial	Warehouse	Retail	Total
Low	4,000	3,000	-	-	-	10,000	17,000
Medium	5,000	4,000	-	-	-	11,000	20,000
High	8,000	4,000	-	-	-	15,000	27,000

Net New Building Floor Area Development on Vacant Lands (Floor Area) - 20 Year Forecast

	Office	Government	Flex/Bus. Park	Gen. Industrial	Warehouse	Retail	Total
Low	67,000	12,000	373,000	1,111,000	504,000	183,000	2,250,000
Medium	83,000	14,000	843,000	2,796,000	1,267,000	218,000	5,221,000
High	125,000	14,000	925,000	2,945,000	1,335,000	288,000	5,632,000

Vacant Land Need (gross buildable acres) - 20 Year Forecast

	Office	Government	Flex/Bus. Park	Gen. Industrial	Warehouse	Retail	Total
Low	5.5	1.7	42.8	127.5	72.3	15.0	264.9
Medium	6.8	2.0	96.8	320.9	181.8	17.9	626.2
High	10.2	2.0	106.2	338.0	191.5	23.6	671.6

Building to Land Use Assignment Assumptions

Land Use Classification	Office	Government	Flex/Bus. Park	Gen. Industrial	Warehouse	Retail
Commercial (retail, office, lodging)	100%	0%	0%	0%	0%	100%
Mixed Use	0%	0%	0%	0%	0%	0%
Public	0%	100%	0%	0%	0%	0%
General Industrial & Flex	0%	0%	100%	100%	100%	0%
Total	100%	100%	100%	100%	100%	100%

Assumptions by FCS GROUP and City staff based on local observations.

Vacant Land Needs Forecast by Zoning Classification, Scenario A Forecast

Land Use Classification	Office	Government	Flex/Bus. Park	Gen. Industrial	Warehouse	Retail	Total
Commercial (retail, office, lodging)	5.5	-	-	-	-	15.0	20.5
Mixed Use	-	-	-	-	-	-	-
Public	-	1.7	-	-	-	-	1.7
General Industrial & Flex	-	-	42.8	127.5	72.3	-	242.7
Total	5.5	1.7	42.8	127.5	72.3	15.0	264.9

Vacant Land Needs Forecast by Zoning Classification, Scenario B Forecast

Land Use Classification	Office	Government	Flex/Bus. Park	Gen. Industrial	Warehouse	Retail	Total
Commercial (retail, office, lodging)	6.8	-	-	-	-	17.9	24.7
Mixed Use	-	-	-	-	-	-	-
Public	-	2.0	-	-	-	-	2.0
General Industrial & Flex	-	-	96.8	320.9	181.8	-	599.5
Total	6.8	2.0	96.8	320.9	181.8	17.9	626.2

Vacant Land Needs Forecast by Zoning Classification, Scenario C Forecast

Land Use Classification	Office	Government	Flex/Bus. Park	Gen. Industrial	Warehouse	Retail	Total
Commercial (retail, office, lodging)	10.2	-	-	-	-	23.6	33.9
Mixed Use	-	-	-	-	-	-	-
Public	-	2.0	-	-	-	-	2.0
General Industrial & Flex	-	-	106.2	338.0	191.5	-	635.8
Total	10.2	2.0	106.2	338.0	191.5	23.6	671.6

Canby UGB Land Needs for Employment (gross buildable acres)

General Land Use	Low	Medium	High
Commercial (CD, HC)	20	25	34
Industrial (CM, LI, HI)	243	599	636
Public & Education (excl. schools & parks)	2	2	2
Total Land Need (unconstrained acres)	265	626	672

Source: findings based on preceding assumptions.

Appendix E: Buildable Land Inventory Methodology

In accordance with OAR 660-008-0005 (2) and OAR 660-009-0015 (3), an estimate of buildable land inventory (BLI) within Canby's Urban Growth Boundary (UGB) has been created to determine the amount of land available to meet housing and employment needs. The BLI analysis uses the most current Geographic Information Systems (GIS) data provided available for the Canby UGB.

The objective of the BLI is to determine the amount of developable land available for future residential housing and economic development within the UGB. The steps taken to perform this analysis are as follows:

1. Calculate gross acres by plan designation, including classifications for fully vacant and partially-vacant parcels. This step entails "clipping" all of the tax lots that are bisected by the current UGB to eliminate land outside current UGB from consideration for development at this time. City staff input was provided to provide a level of quality assurance to review output is consistent with OAR 660-008-0005(2) and OAR 660-009-0015 (3).
2. Calculate gross buildable acres by plan designation by subtracting land that is constrained from future development, such as such as existing public right-of-way, parks and open space, steep slopes, and floodplains. Canby's Comprehensive Plan call for an additional reduction for wetlands from the buildable land.
3. Calculate net buildable acres by plan designation, by subtracting future public facilities such as roads, schools and parks from gross buildable acres.
4. Determine total net buildable acres by plan designation by taking into account potential redevelopment locations and mixed-use development opportunity areas.

The detailed steps used to create the land inventory are described below.

Economic Land Base for Employment Lands

The economic land base reflects current Canby Comprehensive Plan land use designations. Properties that are within the economic land base include the following base zone classifications:

Comprehensive Land Use Classifications

- Private Recreation (PR)
- Residential Commercial (RC)
- Light Industrial (LI)
- Heavy Industrial (HI)
- Commercial/Manufacturing (CM)
- Highway Commercial (HC)
- Downtown Commercial (DC)

Zoning Categories

- Residential Commercial (CR)
- Light Industrial M1I)
- Heavy Industrial (M2)

- Commercial/Manufacturing (CM)
- Highway Commercial (C2)
- Downtown Commercial (C1)

These classifications have been kept consistent throughout the analysis.

Canby Buildable Land Categories EOA

Vacant land: Properties with no structures or have buildings with very little value. For purpose of the BLI, employment lands with improvement value less than \$5,000 are considered vacant and the improvement value is 5% or less than the land value. These lands were also subjected to review using satellite imagery via Google Earth; and if the land is in a committed use such as a parking lot, an assessment has been made to determine if it is to be classified as vacant, part vacant or developed.

Partially vacant land: Properties that are occupied by a use (e.g., a home or building structure with value over \$5,000) but have enough land to be subdivided without the need for rezoning. This determination is made using tax assessor records and satellite imagery. For lots with structures that are in value 40% below their land value, it is assumed that half the lot is developed and the other half is vacant. Commercial inventory for partially-vacant land includes lots of at least one acre in size and one half-acre of unimproved land. The partially-vacant industrial land inventory includes lots that have at least five acres of unimproved land.

Redevelopment Potential: Occupied properties with a higher land value than the on-site structure. Properties must be at least 20,000sqft to be considered of interest for redevelopment. Commercial inventory for redevelopment land includes lots of at least one acre in size and one half-acre of unimproved land. The redevelopable industrial land inventory includes lots that have at least five acres of unimproved land

Developed: Properties unlikely to yield additional employment opportunities for one of two reasons: they possess existing structures that are unlikely to redevelop over the planning period; or they include parcels with Comprehensive Land Use Plan designations that do not permit commercial or industrial development.

Other: Properties which are regarded as unlikely to be developed because they are restricted by existing uses such as: public parks, schools, ballfields, roads and public right-of-way (ROW); common areas held by Homeowners Associations, cemeteries, power substations, and constrained by more than 85% of its area.

These tax lot classifications were validated using satellite imagery, street view, building permit data, and assessor records. Preliminary results were refined based on City staff and public input received during the Housing Needs Analysis (HNA) planning process.

Development Constraints

The BLI methodology for identifying and removing development constraints is consistent with state guidance on buildable land inventories per OAR 660-008-0005(2) and OAR 660-009-0015 (3), as well as 660-038-0070 and 660-038-0130. By definition, the BLI is intended to include land that is “suitable, available, and necessary for residential and economic uses.” “Buildable Land” includes residential and economic designated land within the UGB, including vacant, part vacant and land that is likely to be redeveloped; and suitable, available and necessary for residential and economic uses. Public-owned land is generally not considered to be available for new growth unless the underlying zoning permits it. It should be noted that “available” in this context does not mean that the land is

presently on the market. It is assumed in this analysis that such land is expected to come on the market within the 20-year timeframe of this study.

Land is considered to be “suitable for new development” unless it is:

- Is severely constrained by natural hazards as determined by the Statewide Planning Goal 7;
- Is subject to natural resource protection measures determined under Statewide Planning Goals 5, 6, 15, 16, 17 or 18;
- Has slopes over 25 percent;
- Is within the 100-year flood plain; or
- Cannot be provided or served with public facilities

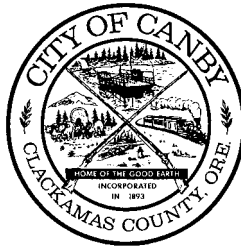
Based on state guidelines and data provided by the City, the following constraints have been deducted from the residential lands inventory.

- Open water of at least one-half acre in size.
- Land within the 100-year floodplains. This includes lands in flood-hazard areas as identified by the Flood Prone classification of Canby’s Comprehensive Plan.
- Wetlands identified by the City and identified in the Comprehensive Plan as a barrier for future development.
- Land identified as parks, open space, outdoor recreation or conservation. This includes school land, parks, natural areas, cemeteries, homeowner association-owned land used for common space, trail parcels, golf courses, utility easements, etc.
- Land in public ownership with no development potential.
- Land with slopes greater than 25%.

Economic land is slightly differently treated by state guidelines.

The following constraints have been used for the economic lands inventory.

- Open water of at least one-half acre in size.
- Wetlands identified by the City and identified in the Comprehensive Plan as a barrier for future development.
- Land designated for parks, open space, outdoor recreation or conservation. This includes school land, parks, natural areas, cemeteries, homeowner association-owned land used for common space, trail parcels, golf courses, utility easements, etc.
- Land in public ownership with no development potential (such as the County’s fairgrounds).
- Lands in flood-hazard areas as identified by the Flood Prone classification of Canby’s Comprehensive Plan.
- Land within floodways is 100% constrained.
- Economic land within the 100-year floodplain is reduced by 50%.
- Industrial Land with slopes greater than 10% and all other commercial land with slopes greater than 25%.



BEFORE THE PLANNING COMMISSION OF THE CITY OF CANBY

A LEGISLATIVE AMENDMENT TO THE
ADOPTED CITY OF CANBY
COMPREHENSIVE PLAN

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)

FINDINGS, CONCLUSION & FINAL ORDER
CPA 23-02
Economic Opportunities Analysis

NATURE OF THE APPLICATION

Planning Staff initiated a legislative amendment to the City of Canby Comprehensive Plan consisting of an update to the City's Economic Opportunities Analysis (EOA). The technical information in the EOA will inform and guide later stages of the City's Comprehensive Plan Update, which is underway.

HEARINGS

The Planning Commission considered application **CPA 23-02** at the duly noticed hearing on August 14, 2023. The purpose of this hearing was for Planning Staff to receive a recommendation from Planning Commission to forward on to City Council.

CRITERIA AND STANDARDS

In judging whether to recommend approval of the proposed Comprehensive Plan amendment, the Planning Commission determines whether criteria from the Land Development and Planning Ordinance are met. Applicable criteria and standards were reviewed in the Staff Report dated August 4, 2023 and presented at the August 14, 2023 meeting of the Canby Planning Commission.

FINDINGS AND REASONS

The Staff Report was presented and oral testimony from Planning Staff was received at the public hearing. Planning Staff recommended adoption of the proposed Comprehensive Plan Amendment (**CPA 23-02**). No conditions of approval were identified or recommended by Planning Staff.

At the public hearing, the Planning Commission concurred with the findings of EOA in its entirety, including the following:

- Community Vision
- Economic Development Objectives
- Medium Growth Scenario

By its concurrence with the findings in the Staff Report, the Planning Commission found that the EOA document and associated Comprehensive Plan Amendment were consistent with the following provisions of the Land Development and Planning Ordinance:

- **Section 16.88.180, Comprehensive Plan Amendments, and**
- **Section 16.88.190, Conformance with Transportation System Plan and Transportation Rule**

Finding: The adoption of an EOA and corresponding Comprehensive Plan text revision is a necessary factual basis for the City to craft Economic Policy for the City. The proposed text amendments do not affect the traffic generation and circulation patterns, level of park and recreation facilities, demand for public facilities and services, protection and use of natural resources or compliance with special purpose plans or programs; however, they do provide more opportunities for the City to meet the demand for economic development.

The proposed text amendments represent a logical implementation of the Comprehensive Plan. The adoption of an Amended Economic Opportunities Analysis provides the City with a factual basis on which to rely when creating economic goals and policies. Goals and policies will be further developed as part of the on-going Comprehensive Plan update process. The current Comprehensive Plan Economic Element Policy 3 identifies that Canby shall encourage economic programs and projects which will lead to an increase in local employment opportunities. The EOA update was deemed by the City Council to be desirable and appropriate during the April 19, 2023, hearing, where it was accepted but not adopted as part of the Canby Comprehensive Plan. The Economic Opportunities Analysis is consistent with the Canby Comprehensive Plan and Transportation System Plan, meets community needs and has been vetted through an in-depth public process that included evaluating alternatives and was vetted with the Oregon State Department of Land Conservation and Development.

The proposed text amendment does not include changes to the Transportation System Plan or significantly affect a transportation facility. The proposed text amendment is in compliance with the Transportation Planning Rule. This standard is met.

The Planning Commission also concurred with the findings in the Staff Report related to the Comprehensive Plan Amendment's compliance with applicable **Statewide Planning Goals** and administrative rule requirements:

- **Goal 1, Citizen Involvement**

Finding: The proposed EOA and Comprehensive Plan text amendment do not specifically address citizen involvement. This land use application is subject to a City of Canby Type IV land use review, which includes a significant citizen involvement component. This process has been established by the city and determined to be consistent with this goal. The mandatory public notice of the action and decision, and the hearings on this case

before the Planning Commission and City Council are all avenues of citizen participation.

- **Goal 2, Land Use Planning**

Finding: This statewide goal requires that land use decisions 1) have an adequate factual base, 2) that alternatives have been considered, and 3) that implementation measures are consistent with and adequate to carry out Comprehensive Plan. The process identified above was utilized in the drafting of this proposed EOA and Comprehensive Plan Text Amendment. Alternatives have been considered throughout the drafting of the updates. The proposed changes are consistent with and adequate to carry out the Comprehensive Plan.

- **Goal 3, Agricultural Lands**

Finding: This goal does not apply because the City does not include areas designated for agricultural use.

- **Goal 4, Forest Lands**

Finding: This goal does not apply because the City does not include areas designated for forest use.

- **Goal 5, Open Spaces, Scenic and Historic Areas, and Natural Resources**

Finding: There are no proposed changes to text or policy regarding Goal 5 open spaces, scenic and historic areas and natural resources. Therefore, the intent of this goal remains satisfied by the policies of the Comprehensive Plan and implementation in the Zoning Ordinance.

- **Goal 6, Air, Water and Land Resources Quality**

Finding: There are no proposed changes to text regarding air, water, or land resources. Therefore, the intent of this goal remains satisfied by the policies of the Comprehensive Plan and implementation in the Zoning Ordinance.

- **Goal 7, Areas Subject to Natural Hazards**

Finding: There are no proposed changes to text regarding areas subject to natural hazards. Therefore, the intent of this goal remains satisfied by the policies of the Comprehensive Plan and implementation in the Zoning Ordinance.

- **Goal 8, Recreational Needs**

Finding: There are no proposed changes to text regarding recreational needs. Therefore, the intent of this goal remains satisfied by the policies of the Comprehensive Plan and implementation in the Zoning Ordinance.

- **Goal 9, Economic Development**

Finding: The intent of the Economic Opportunities Analysis is to provide the City a factual basis on which to make economic policy decisions. The adoption of the EOA and Comprehensive Plan Text Amendments allows the City to continue to comply with Goal 9

and prepares the City for development in the city in the near term and in the 20-year planning horizon. Therefore, the intent of the Economic Development goal is supported and satisfied with this proposed Amended EOA.

- **Goal 10, Housing**

Finding: There are no proposed changes to text regarding housing. Therefore, the intent of this goal remains satisfied by the policies of the Comprehensive Plan and implementation in the Zoning Ordinance.

- **Goal 11, Public Facilities and Services**

Finding: There are no proposed changes to text regarding public facilities and services. Therefore, the intent of this goal remains satisfied by the policies of the Comprehensive Plan and implementation in the Zoning Ordinance.

- **Goal 12, Transportation**

Finding: The Transportation Planning Rule (TPR), OAR 600-012.0060, requires that, where an amendment to a Comprehensive Plan or zoning regulation would significantly affect an existing or planned transportation facility, the local government shall put in place measures that assure that allowed land uses are consistent with the function, capacity, and performance standards of the facility. The proposed Amended EOA does not, in and of itself, propose any changes to an existing or planned transportation facility. However, the amount of employment land need projected in the Amended EOA has the potential to affect transportation facilities throughout the city. The employment land need identified in the Amended EOA will be used to inform the city's UGB expansion process, in which transportation facility analysis is addressed. In addition, any annexations into the city limits of employment lands identified in the EOA will require TPR analysis. Any impact to the transportation network will be addressed prior to expansion of the city and as such, the proposed zoning code text amendment does not affect the transportation system of the City.

- **Goal 13, Energy Conservation**

Finding: There are no identifiable energy consequences of this land use action. The proposed text amendments will not result in any appreciable difference in waste production or recycling compared with development under the existing zoning.

- **Goal 14, Urbanization**

Finding: The adoption of this EOA and Comp Plan Text Amendments prepares the City for the expansion of the Urban Growth Boundary, an on-going effort by the City to provide for the employment and housing needs of the City for the next 20 years. Approval of these updates will support the City's on-going compliance with Goal 14.

- **Goal 15, Willamette River Greenway**

Finding: The Willamette Greenway does include the southern shoreline of the Willamette River on the north side of the City. However, the greenway does not extend into the Urban

Growth Boundary and, therefore, encroachment of potential urban uses should not be a problem. Furthermore, most, if not all, of the greenway is in the floodplain; therefore, development will be restricted to comply with Federal Flood Insurance requirements. The City does not have any estuarine resources, and is not on the Oregon Coast, so goals 15 through 19 do not apply.

The Planning Commission identified that they did not want to forward a recommendation on the required number of employees per acre (applicable to portions of the City's industrial park) but requested that the City Council direct them to review the required employees per acre and make a recommendation on the required employees per acre and exception criteria for projects below the designated employees per acre. Otherwise, the Planning Commission adopted the findings and conclusions contained in the August 4, 2023 Staff Report.

CONCLUSION

In summary, the Planning Commission adopted the analysis and conclusions contained in the Staff Report, concluding that the proposed Comprehensive Plan Amendment met all applicable approval criteria and recommending that City Council adopt the **Economic Opportunities Analysis (CPA 23-02)** as articulated in the written order below.

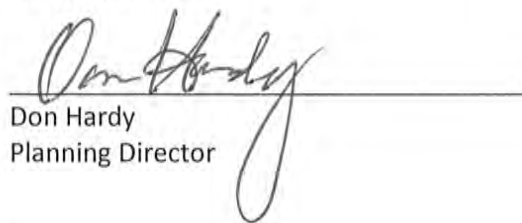
ORDER

THE PLANNING COMMISSION of the City of Canby recommends that the City Council **approve** Comprehensive Plan Amendment **CPA 23-02**.

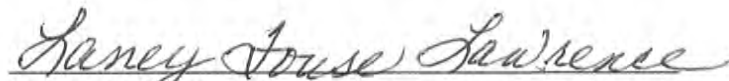
I CERTIFY THAT THIS ORDER, CPA 23-02, Economic Opportunities Analysis, was presented to and APPROVED by the Planning Commission of the City of Canby on the 14th of August 2023.



Matt Ellison
Planning Commission Chair



Don Hardy
Planning Director



Laney Fouse Lawrence, Attest
Recording Secretary

ORAL DECISION: August 14, 2023

Name	Aye	No	Abstain	Absent
Matt Ellison, Chair	x			
Dan Ewert, Vice-Chair	x			
Michael Hutchinson				x
Jennifer Driskill	x			
Judi Jarosh	x			
Hannah Ellison				x
Craig Lewelling	x			

WRITTEN DECISION: August 28, 2023

Name	Aye	No	Abstain	Absent
Matt Ellison, Chair				
Dan Ewert, Vice-Chair				
Michael Hutchinson				
Jennifer Driskill				
Judi Jarosh				
Hannah Ellison				
Craig Lewelling				

From: [DLCD Plan Amendments](#)
To: [Laney Fouse Lawrence](#)
Subject: Confirmation of PAPA Online submittal to DLCD
Date: Monday, July 10, 2023 4:18:45 PM

Canby

Your notice of a proposed change to a comprehensive plan or land use regulation has been received by the Oregon Department of Land Conservation and Development.

Local File #: TA 23-02

DLCD File #: [004-23](#)

Proposal Received: 7/10/2023

First Evidentiary Hearing: 8/14/2023

Final Hearing Date: 9/6/2023

Submitted by: fousel

If you have any questions about this notice, please reply or send an email to plan.amendments@dlcd.oregon.gov.



CITY COUNCIL STAFF REPORT

Meeting Date: 9/20/2023

To: The Honorable Mayor Hodson & City Council
From: Eileen Stein, Interim City Administrator
Agenda Item: Consider Resolution No. 1395: A Resolution of the City of Canby Making Appropriations of American Rescue Act (ARPA) Funds to Specific Capital Projects within the Canby Community.
Goal: Promote Financial Stability
Objective: Use ARPA Funds to recover loss and build for the future

Summary

Make final decisions on the allocation of American Rescue Plan Act (ARPA) dollars for City and community projects through the adoption of Resolution No. 1395.

Background

H.R. 1319 known as the American Rescue Plan Act, or “ARPA”, was signed into law on March 11, 2021. This \$1.9 trillion federal bill was passed to support recovery efforts in response to the ongoing COVID-19 pandemic. Of this total funding package, \$362 billion was provided to help states, territories, counties, cities, and tribal governments cover increased expenditures, replenish lost revenue, and to mitigate economic impacts from the COVID-19 pandemic. All cities, including Canby, received direct funding allocations through this legislation. Canby received a total allocation of \$3,982,965.

Earlier U.S. Department of Treasury guidance for use of these funds was fairly restrictive and limited to very specific uses. However, updated guidance now allows for broader categories of use, giving the City of Canby greater opportunity to allocate these funds toward various needs. Two key timelines/deadlines for use of these funds:

1. December 2024 – All funds must be obligated (allocated/committed).
2. December 2026 – All funding and projects concluded must be spent.

Discussion

Council previously discussed and allocated the use of a relatively small portion of its available ARPA funds. However, a substantial amount of Canby’s allocation remains available for various uses and must be obligated by December 2024 and spent by December 2026. Of the \$3,982,965 received, \$130,382 has been reported for items such as ADA doors at public restrooms, personal protective equipment, glass shields at customer counters, and a small amount of initial funding for the behavioral health specialist. A total of \$225,000 was committed for the behavioral health specialist (\$125,000) and an emergency management plan (\$100,000). This leaves \$3,627,583 available for appropriation to projects.

On July 5, 2023, the Council met to review the preliminary list of allocations. Staff presented a list showing the Original Proposed Allocation and a list of Possible Re-Appropriations based on several factors including project overages, a desire to fund components of the logging trail bridge project, a review of the need for the project or item, new information about projects, and/or alternative funding sources for them. During that meeting, the Council

also considered requests from Canby Fire and Canby Utility for appropriations. On August 2, the City received an additional request from the Clackamas County Event Center for \$1 million for its new Multipurpose Building. The Council decided to support \$250,000 for this community project.

Staff seek Council direction for use of the City of Canby's remaining balance of ARPA funding allocation as presented in Resolution No. 1395.

Fiscal Impact

The City's appropriation of ARPA dollars is in the City's General Fund Reserve. This resolution identifies intended designations of the funds for certain projects. As projects are initiated, there will be the need to move money into the budget through the supplemental budget process.

Options

1. Adopt Resolution No. 1395
2. Do not adopt Resolution No. 1395
3. Amend Resolution No. 1395

Recommendation

Staff recommends Option 1.

Proposed Motion

"I move to adopt Resolution No. 1395: A Resolution of the City of Canby Making Appropriations of American Rescue Act (ARPA) Funds to Specific Capital Projects within the Canby Community."

Attachments

- Resolution No. 1395

RESOLUTION NO. 1395

A RESOLUTION OF THE CITY OF CANBY MAKING APPROPRIATIONS OF AMERICAN RESCUE PLAN ACT (ARPA) DOLLARS TO SPECIFIC CAPITAL PROJECTS WITHIN THE CANBY COMMUNITY

WHEREAS, on March 11, 2021, Congress enacted the American Rescue Plan Act of 2021 (ARPA), to respond to the economic effects of the Coronavirus pandemic on the nation's economy;

WHEREAS, ARPA further established the Coronavirus Local Recovery Fund, designed to direct allocate to local governments across the nation proceeds for fiscal response and recovery: to respond to the public health emergency and its negative economic impacts; to provide premium pay to essential workers; to provide government services to the extent of eligible government's revenue losses; and to make necessary water, sewer and broadband infrastructure investments;

WHEREAS, the City of Canby received \$3,982,965 in two tranches in 2021 and 2022;

WHEREAS, the use of ARPA funds was later relaxed to be used for general operational costs with fewer restrictions;

WHEREAS, the City has already reported \$130,382 and committed another \$225,000 of these proceeds, leaving \$3,627,583 in unallocated funds,

WHEREAS, the Council desires to allocate the remaining balance to projects in the Canby community, and

WHEREAS, ARPA dollars must be encumbered by December 31, 2024, and expended by December 31, 2026.

NOW THEREFORE, BE IT RESOLVED by the City Council of the City of Canby as follows:

1. The allocation of the remaining \$3,627,583 ARPA dollars shall be in accordance with the following schedule in Attachment A, all of which are expected to be encumbered by December 31, 2024 and completed by December 31, 2026.

This Resolution will take effect immediately upon adoption by the City Council.

ADOPTED this 20th day of September, 2023 by the City of Canby City Council.

Brian Hodson
Mayor

ATTEST:

Maya Benham
City Recorder

Attachment A - Recommended ARPA Allocations

<u>Dept</u>	<u>Item</u>	<u>Cost</u>	<u>Amount in FY2024 Budget</u>	<u>Not in the FY2024 Budget</u>
Police	C800 Contribution	58,000	-	58,000
Police	Car Cameras	207,632	207,632	-
Police	Body Cameras	185,715	185,715	-
Econ Dev	Business Support	150,000		150,000
Admin	Contribution to Canby Adult Center	500,000	-	500,000
URA	Community Park Overage	342,805	-	-
Public Works	Solar Charging Stations (2)	6,000	-	6,000
Parks	Logging Trail Improvements	1,867,792	-	1,930,896
Admin	Contribution to Multiuse Bldg	250,000	-	250,000
Fire District 62	C800 Contribution	93,000	-	93,000
Fire District 62	Water Line	36,340	-	36,340
CUB	(9X) hydrants	90,000	-	80,000
CUB	Main Line on Township	130,000	-	130,000
			<u>393,347</u>	<u>3,234,236</u>
In FY2024 Budget				393,347
ARPA Allocation Recomm				<u>3,234,236</u>
Total Recomm				3,627,583
Available ARPA Funding				3,627,583
Difference				-



CITY COUNCIL STAFF REPORT

Meeting Date: 9/20/2023

To: The Honorable Mayor Hodson & City Council
From: Eileen Stein, Interim City Administrator
Agenda Item: Consider Clackamas County Intergovernmental Agreement (IGA) Amendment #2
Goal: Align Resources to Address Future Community Growth
Objective: N/A

Summary

Clackamas County has need to amend the Intergovernmental Agreement (IGA) with the City of Canby. The Department of Housing and Urban Development (HUD) contacted County staff about new language requirements for its CDBG Program agreement. The purpose of this item is to seek approval to sign the amendment.

Background

In 1993, the City of Canby entered into a three-year IGA with Clackamas County. This agreement was amended in 2017 (Amendment #1), and has allowed the County, in partnership with its cities, to apply for and receive federal CDBG funds using county wide population data. The agreement contains an automatic renewal clause, however, HUD requires the County to offer cities the opportunity to “opt out” of the program every three years. New to this year is the requirement that the County amend its agreements to include new language regarding compliance with Affirmatively Furthering Fair Housing and any other HUD requirements that may be required of the County and City to receive these grant funds. The attached Amendment #2 contains the required language.

Discussion

Clackamas County’s Housing and Community Development Division staff request the City of Canby to sign and return the included Amendment #2. By signing Amendment #2, the City of Canby is acknowledging that the agreement will automatically renew unless the city chooses to terminate the agreement in writing. If the city chooses to terminate the agreement, it must notify the County and HUD in writing by September 30, 2023, that it elects not to continue participating with the County during the FY 2024-2026 qualification period which begins July 1, 2024. An election for exclusion will be effective for the entire three-year period.

Fiscal Impact

This amendment will enable the City to continue participating in the County’s Community Development Block Grant program, enable the County to continue to include the City of Canby’s population in its count, and to take advantage of grant opportunities administered by the County through these federal funds.

Options

1. Authorize the City Administrator to sign Amendment #2 with Clackamas County, Department of Health, Housing and Human Services, Housing and Community Development Division for the Use of Community Development Block Grants

2. Do not authorize the City Administrator to sign Amendment #2 with Clackamas County, Department of Health, Housing and Human Services, Housing and Community Development Division for the Use of Community Development Block Grants

Recommendation

Staff recommends Option 1, that the City of Canby continue participating with the County, thus making this funding source available for city projects.

Proposed Motion

"I move to authorize the City Administrator to sign Amendment #2 with Clackamas County, Department of Health, Housing and Human Services, Housing and Community Development Division for the Use of Community Development Block Grants."

Attachment(s)

Amendment #2 to the Intergovernmental Agreement Between Clackamas County and the City of Canby

August 16, 2023

Scott Archer, City Manager
City of Canby
PO Box 930
Canby, OR 97013

Scott:

This is a second letter on this CDBG Program Intergovernmental Agreement (IGA) this year. After I sent you the April 24th letter, the Department of Housing and Urban Development (HUD) contacted me regarding these new language requirements for our CDBG Program agreement.

In 1993, the City of Canby entered into a three year IGA with Clackamas County. This agreement as amended in 2017, has allowed the County, in partnership with its cities, to apply for and receive federal CDBG funds using county wide population data. The agreement contains an automatic renewal clause, however, HUD requires the County to offer cities the opportunity to “opt out” of the program every three years.

New this year is the requirement that we amend our agreements to include new language regarding compliance with Affirmatively Furthering Fair Housing and any other HUD requirements that may be required of the County and City to receive these grant funds. The attached Amendment # 2 contains the required language. **We request that you sign and return the included Amendment #2.** By signing Amendment #2, you are acknowledging that the agreement will automatically renew unless your city chooses to terminate the agreement in writing.

If the city chooses to terminate the agreement, it must notify the County and HUD in writing by September 30, 2023, that it elects not to continue participating with the County during the FY 2024-2026 qualification period which begins July 1, 2024. An election for exclusion will be effective for the entire three-year period. Thank you for your continued participation in this important program.

If you have any questions about the agreement or the CDBG Program, please do not hesitate to contact me at (503) 351-7240 or marksir@clackamas.us.

Sincerely,



Mark Sirois, Manager
Housing and Community Development Division

AMENDMENT TO
INTERGOVERNMENTAL AGREEMENT
BETWEEN
CLACKAMAS COUNTY
DEPARTMENT OF HEALTH, HOUSING AND HUMAN SERVICES
HOUSING AND COMMUNITY DEVELOPMENT DIVISION
COMMUNITY DEVELOPMENT BLOCK GRANT PROGRAM
AND
THE CITY OF CANBY

Amendment Requested by: Clackamas County

Changes: ☐ Scope of Work ☐ Contract Budget
 ☐ Contract Time ☒ Other

Justification for Amendment No.2:

An agreement was signed in 1993 between Clackamas County (COUNTY) and the City of Canby (CITY) for the cooperation of units of local government under the authority of ORS 190.010 for the purpose of establishing an urban county to qualify for federal Community Development Block Grant (CDBG) and HOME low-income housing grant funds (Agreement).

The Department of Housing and Urban Development has added to the minimum provisions which must be included within any intergovernmental agreement into which local governments enter to qualify for urban county eligibility.

The 1993 Agreement is automatically renewed every 3 years and has a provision for amendments. The underlined text listed below is added to the Agreement.

No County General funds are involved in this Agreement.

The 1993 Agreement is amended to add new Sections 15 and 16 which read:

15. The parties agree to take all actions necessary to assure compliance with the urban county's certification required by Section 104 (b) of Title I of the Housing and Community Development Act of 1974, conducted and administered in accordance with Title VI of the Civil Rights Act of 1964 and the implementing regulations at 24 CFR part 1, the Fair Housing Act and the implementing regulations at 24 CFR part 100, and will affirmatively further fair housing. See 24 CFR 91.225(a) and Affirmatively Furthering Fair Housing Definitions and Certifications (86 FR 30779, June 10, 2021), to be codified at 24 CFR 5.151 and 5.152, available at <https://www.federalregister.gov/documents/2021/06/10/2021-12114/restoring-affirmatively-furthering-fair-housing-definitions-and-certifications>.

The parties further agree to take all actions necessary to comply with section 109 of Title I of the Housing and Community Development Act of 1974 and the implementing regulations at 24 CFR part 6, which incorporates Section 504 of the Rehabilitation Act of 1973, and the implementing regulations at 24 CFR part 8, Title II of the Americans with Disabilities Act, and the implementing regulations at 28 CFR part 35, the Age Discrimination Act of 1975, and the implementing regulation at 24 CFR part 146, and Section 3 of the Housing and Urban Development Act of 1968; and other applicable laws. The parties further agree that no urban funding shall be provided to City under this agreement for any activities in or in support of City if City does not affirmatively further fair housing within its own jurisdiction or if City's activities impede the County's actions to comply with the County's fair housing certification.

16. City shall further comply with any and all terms, conditions, and other obligations as may be required by the U.S. Department of Housing and Urban Development ("HUD"), which is providing funding for performance under this Agreement. City agrees to take all necessary steps, and execute and deliver any and all necessary written instruments, to perform under this Agreement including, but not limited to, executing all additional documentation necessary for County to comply with applicable HUD funding requirements. This Agreement is subject to the additional terms and conditions required by federal law for participation in the CDBG Program. All terms and conditions required under applicable federal law for the CDGB Program are hereby incorporated by this reference herein.

CERTIFICATION

The parties by the signatures below certify that the governing body of each party has authorized entry into this Amendment.

CITY OF CANBY

CLACKAMAS COUNTY

Commissioner Tootie Smith, Chair
Commissioner Paul Savas
Commissioner Martha Schrader
Commissioner Mark Shull
Commissioner Ben West

Signing on Behalf of the Board.

City Manager/Administrator

Tootie Smith, Chair

Date

Date

In our opinion, the terms and provisions of this Intergovernmental Agreement are fully authorized under State and local law, and the agreement provides full legal authority for the COUNTY.

Reviewed as to Form:

County Counsel

Date



City of Canby Bi-Monthly Report
Department: Administration
For Months of: July & August 2023

To: The Honorable Mayor Hodson & City Council
From: Maya Benham, City Recorder
Prepared by: Same as above
Through: Eileen Stein, Interim City Administrator
Date: 9/20/2023

Board and Commissions - Current Vacancies

Board/ Commission/ Committee	Vacancy	Applications Received	Status
Bike & Pedestrian Committee	1		Term ends 6/30/2026
Library Advisory Board (inside city limits)	1		Term ends 6/30/2027
Transit Advisory Committee	3	1	1 Term ends 3/31/2026; 1 Term ends 3/31/2025; 1 Term ends 3/31/2024
Heritage & Landmark Commission	4		1 Term ends 6/30/2025, 2 Terms end 6/30/2026, & 1 Student Term ends upon graduation

Liquor Licenses/ Noise Variance Application

No new licenses at this time.

Public Records Requests

Processed 5 public records requests.

Recruitments/ New Hires

- Lifeguard
- HR Director
- Deputy City Recorder
- Finance Director
- City Administrator



City of Canby Bi-Monthly Report
Department: Municipal Court
For Months of: July and August 2023

To: The Honorable Mayor Hodson & City Council
 From: Jessica Roberts, Municipal Court Supervisor
 Prepared by: Same as above
 Through: Eileen Stein, Interim City Administrator
 Date: 9/20/2023

Canby Municipal Court has jurisdiction over all city and state traffic offenses and City Code violations committed within city limits.

Monthly Statistics	July	August
Misdemeanors		
Warrants Issued	7	8
Misdemeanor Case Detail		
Diversion/Deferred Sentence	0	0
Offenses Dismissed	6	6
Offenses Sentenced	9	5
Traffic & Other Violations		
Offenses Filed	222	198
Cases/Citations Filed	150	140
Parking Citations Filed	4	9
Traffic & Other Violations Case Detail		
Diversion (Good Driver Class/MIP)	28	28
Dismissal (Fix It Tickets)	28	15
Dismissed by Judge	4	8
Sentenced by Judge	44	29
Handled by Violations Bureau	100	77
Guilty by Default	59	57
Traffic and Criminal Trials		
Court Trial (Misdemeanor)	0	0
Jury	0	0
Traffic Trial	5	8
Defendant Accounts referred to Collections	\$56,156.25	\$34,108.75
Fines & Surcharges Collected	\$51,014.02	\$50,853.29

Explanation of terms:

1. Difference between Offenses Filed vs. Cases Filed
 - Multiple offenses (charges) can be filed on any one defendant from a single traffic stop.
 - Offenses filed reflects this number. Cases filed (also called docket numbers) refers to a single defendant's matter before the court.
2. Guilty by Default. When a defendant does not appear or contact the court on their scheduled court date a defaulted conviction is entered against them on the following Thursday. A court clerk processes the default convictions.
3. The court's Violations Bureau Order allows court clerks to accept pleas, offer a deferred sentence program (if qualified) and set a payment plan, under the Judge's authority.

If a defendant qualifies, the clerks can offer an option to participate in an informative driving education course for a fee to the court. If there are no convictions during the following two months, the case will be dismissed.

Current programs and to qualify:

- Good Drivers Program (no prior traffic convictions in the last five years and no further convictions for 60 days)
 - 1st Offender - Minor in Possession of Alcohol/Marijuana citation
4. The court offers a Fix It program, which allows the defendant to have a citation dismissed if an issue with their vehicle, registration or license is fixed. There is a \$50 dismissal fee owed for each fixed violation.
 5. As of July 1, 2022, the Canby Municipal Court no longer processes misdemeanor offenses committed within city limits. The Municipal Court continues to process criminal matters cited into the court before July 1, 2022. The Misdemeanor Case Details provided in this report refer to those matters.



City of Canby Bi-Monthly Report
Department: Economic Development
For Months of: July & August 2023

To: The Honorable Mayor Hodson & City Council
From: Jamie Stickel, Economic Development Director
Prepared by: Same as above
Through: Eileen Stein, Interim City Administrator
Date: 9/20/2023

Economic Development Director Updates

Oregon Main Street Revitalization Grant: The City of Canby was awarded a \$200,000 Oregon Main Street Revitalization Grant in 2019 for the former Canby Public Library Building, 292 N Holly Street. At the time of the application and approval, the City owned the former library building and had plans to create an indoor public market to serve as an incubator space. Early cost estimates proved the project would be cost prohibitive for the City of Canby to proceed, and additional interest regarding potential sale or lease of the building peaked. Over the course of 2020, the City of Canby opened a Request for Expressions of Interest and negotiated with Oregon City Brewing Company for their concept of the Canby Beer Library.

The purchase and sale of the building included utilizing the Oregon Main Street Revitalization Grant for façade improvements on the building. The grant closed on June 30th, 2023, and Economic Development staff and Oregon City Brewing worked together to fulfill the final requirements of the grant, which included matching funds provided by Oregon City Brewing, invoices of the work completed, and photos to show progress. Oregon City Brewing Company will continue to work through the process of updating the building for their indoor/outdoor space which they hope to bring 8 food carts and an indoor taproom to downtown Canby. Oregon Parks & Recreation Department reviewed and approved the final grant report and issued a check for \$200,000 to the City of Canby. On August 16th, City staff brought forward Ordinance 1609, an ordinance approving the Interim City Administrator to authorize an expenditure of \$200,000, which is over the signing authority. The ordinance will go through a second reading at the September 6th City Council meeting and then there is a 30 day waiting period before the City can issue the check to Oregon City Brewing Company.



Oregon Economic Development Association Workforce Summit: The City's Economic Development Director attended the Oregon Economic Development Association (OEDA) Workforce Summit in Salem on Monday, August 7th. OEDA offers trainings, and best practices on a variety of topics prevalent in Economic Development. The workforce training brought together presentations and panel discussions on workforce development from around the state. Discussions took place on specific strategies; recruitment of traded-sector businesses; and student engagement.

Arts In The Parks: The City of Canby's Parks and Recreation Advisory Board continued its Arts in the Parks programming. The Arts in the Parks program was created to encourage residents to explore the City of Canby parks system and the program is an effort led by the City of Canby's Parks & Recreation Advisory Board. Each month, members of the board hide a piece of art in a City of Canby park. Clues are released on the first of the month and then once a week subsequently until the artwork is discovered. The artwork has been donated by Art-O-Maddic, an art gallery located in downtown Canby at 181 N Grant Street #107. The July Arts in the Parks artwork was by Ann Cavanaugh and was hidden along the Logging Road Trail; August's artwork was by Jac Genovese and hidden in the Art Park.



Capital Improvement Project Team: Canby continues to grow and, with that, the need transpired to develop an internal, city staff team to discuss upcoming projects, potential funding sources, and overall coordination efforts. The first meeting was held on Thursday, August 17th and began to lay the groundwork for further conversations on the projects that are proposed for the next several years. Team members include city staff from administration, finance, planning, public works, and economic development.

Canby Comprehensive Plan PAC: The Comprehensive Plan Project Advisory Committee (PAC) met for a second time on Thursday, August 17th at City Hall. The PAC includes community members, city staff, and consultants to review and plan for Canby future. The Comprehensive Plan guides the community's growth for the next twenty years and reviews the buildable land inventory, regional initiatives, and opportunities for growth in specific business sectors. The PAC provides insight and guidance throughout the comprehensive plan update. At the meeting, the group discussed the first Community Summit, which is scheduled for Thursday, September 14th at the Canby Police Department at 6:00p.

Canby Hotel Development: The Canby Hotel Development Analysis was completed in December 2022 by Johnson Economics. The analysis considered the growth of businesses and residents in Canby over the last several years, effects of the COVID-19 pandemic, and area-wide demand. In a 2019 Hotel Study, the results of the study showed the demand for a hotel in Canby was high; however, the COVID-19 pandemic brought considerable changes to business, development, and travel. The updated analysis considered growth in the Canby Pioneer Industrial Park, continued residential development, and the return of events throughout the year. The 2022 Canby Hotel Development Analysis indicated the demand for a hotel in Canby remains high. City staff has continued to meet and discuss with a potential hotel developer and provided contacts and support as they consider developing in Canby. During the last meeting on August 29th, City staff fielded questions about planning and development costs and timelines.

Promotion

- **Canby Independence Day Celebration**– The Canby community came out in masses for the Canby Independence Day Celebration! The Parade kicked off the fun festivities in Downtown Canby at 10am with a record number of participants! There were a ton of fun activities within the event including; street fair, bouncy houses, face painting, game truck, Canby Fire obstacle course, beer garden and much more! Wait Park welcomed in Return Flight playing at the Gazebo for the afternoon. The Junebugs and the Big Bad Beats rocked it out in the beer garden. Great times were had, and many lasting memories created. A special thank you to Public Works, Parks, and Canby Police departments for all the assistance with the Canby Independence Day Celebration.



- **Canby's Big Weekend** – Vanby's Big Weekend started with the Big Night Out Street Dance, Friday, August 25th. Over 15 local Canby businesses were part of the incredible evening. Friends, families and neighbors enjoyed many activities such as; bouncy houses, mechanical bull, photo booth, corn hole competition, and tremendous entertainment to dance along to. Return Flight opened up the evening and the Nate Botsford headlined the event. This was a remarkable event to commence all the fun to be had throughout Canby's Big Weekend.



The Swan Island Dahlia Festival welcomed visitors all weekend to the 15,000 plus dahlias and over 375 varieties planted. Hosting a Dahlia care lecture, Sunday Market and so much more over the weekend. The Swan Island Dahlia Festival will continue on through September 30th.

Cutsforth's Cruise-In took place on Saturday, August 26th, and once again had a record number of participating cars with over 750 cars in Downtown Canby! The event saw thousands in attendance visiting Canby's businesses and supporting many non-profits that were in Wait Park.

The Flower Farmer held its annual Basil + Art Festival on Saturday, August 26th and Sunday, August 27th. This festival consisted of wine tasting, art demonstrations, train rides, fresh produce, 'A Taste of Art' gallery show and many more fun activities!

- **First Thursday Night Market** – The First Thursday Night Market has continuously increased attendance and helped attendees become aware of local businesses. July and August tied into other Canby events. July had an Independence Day theme and August’s theme was all about established events held in Canby throughout August. This included the Clackamas County Fair & Rodeo, and the events during Canby’s Big Weekend. Swan Island Dahlia partnered with us and supplied cut Dahlias for visitors to find in participating businesses downtown.

During our regular monthly planning meeting for the First Thursday Night Market, local businesses gathered at Backstop Bar & Grill to discuss the future of this community event. At this meeting a mission and goals of First Thursday.

- *Mission: The First Thursday Night Market seeks to promote downtown Canby as a destination for residents and visitors to explore local businesses while providing an opportunity to shop, dine, and play monthly.*
- *Goal 1: Offer a fun evening that captures visitors/residents to experience Canby businesses/organizations.*
- *Goal 2: Develop a new customer base for local businesses who continually return and shop locally.*
- *Goal 3: Provide an opportunity for Business-to-Business cross promotion of goods and services.*

The market occurs monthly on the first Thursday from 5:00 – 8:00p. The event encourages businesses to stay open late and invites visitors and the local community to come downtown. We look forward to seeing you at the next First Thursday Night Market.

- **City of Canby Business Promotional Video-** In May of 2023, The City of Canby partnered with Mt. Hood Territories and Oregon Live to film and create a destination video of Canby. The video was showcased in a 6-week campaign from June to July on YouTube, Social Media, newsletter and QR code in the Oregonian. The campaign has been completed and results are in!

The destination video reached over 48,000 people, 102,000 impressions and over 550 clicks. It is clear this has had a positive impact on visitors to Canby. You can find the video on our website under Tourism or through this link here

<https://www.canbyoregon.gov/tourism>. This was such a great success that the Canby Economic team is working on more videos with Here Is Oregon.



Organization

- **Canby Heritage & Landmark Commission** – The Canby Heritage and Landmark Commission met on March 6, 2023, where they discussed a pause on the committee through the summer. The commission will resume in October and continue their great work in heritage preservation in Canby!

Economic Vitality

- **Clario's Celebrates 50th Anniversary**– On August 18th, the City of Canby Economic Development was invited to the 50th Anniversary Celebration for Clario's. This local factory is a leading expert in producing batteries. Their mission is to create the world's best batteries, essential for the evolving future of transportation. They develop insightful ideas and turn them into impactful realities. They anticipate the needs of customers and the markets we serve and deliver solutions with agility and flexibility. It was great to hear all the milestones and successes Clarios has accomplished from each of the presenters, Igor Rusetski (Clarios, Plant Manager), Jim Davis (Canby Fire District Chief), Belinda Goody (Canby Area Chamber, Executive Director), Geraldo Aleu Gonzalez (President of US & Canada Clarios), Corey Graven (VP of Operations, Clarios), Beth Powers (Chief Human Resources, Clarios).

Design

- **Façade Improvement Program** – The City of Canby Economic Development team has received interest from local businesses about the Façade Improvement Program. Information about the program has been delivered and we are eager for what transpires from those meetings.



City of Canby Bi-Monthly Report
Department: Finance
For Months of: July & August 2023

To: The Honorable Mayor Hodson & City Council
From: Eric Kytola, Finance Director
Prepared by: Same as above
Through: Eileen Stein, Interim City Administrator
Date: 9/20/2023

The Finance team worked on the following projects and tasks over the last few months:

- The FY2023 interim audit work was completed in July. Finance had to wait for August to conclude before the next phase of audit work could be started. Finance has started working on audit sections now that it is September. The next phase of audit field work will begin the week of October 30.
- Utility Billing has contracted with a new mailing service that should perform the mailing service for the utility bills more reliably and on time.
- Finance is posting for a position that has been recently vacated. This is a front desk, customer focused position. The Finance staff has prepared an exhaustive training manual for the new person. This also finally frees up the Finance Tech position to alleviate pressure on other staff members. A primary purpose of the Finance Tech position was to allow for cross training between staff, which can now begin. Payroll is the main priority, we will be training a back up to the critical payroll functions.
- Finance has presented capital project planning data along with a proposed outline on a team approach to capital project planning to the leadership team. This approach would review all funding streams, prioritize projects, receive project status by project managers, and monitor financial performance (budget to actual).
- The Finance Director was able to, for the first time since August 2021, work on some forecasting scenarios. The initial forecasting work has been presented to the leadership team. This data in conjunction with the capital project team's work, should allow for comprehensive financial planning.
- Transit had a budget of \$1,917,000 in Payroll Tax for FY2023. After Finance accrued the final quarter of tax collection, Transit in reality realized \$2,015,444 in Payroll Tax.

CITY OF CANBY
REVENUES WITH COMPARISON TO BUDGET
FOR THE 1 MONTHS ENDING JULY 31, 2023

GENERAL FUND

	PERIOD ACTUAL	YTD ENCUM	YTD ACTUAL	BUDGET	UNEARNED	PCNT
<u>GENERAL REVENUES</u>						
100-000-311-0010	PROPERTY TAX CURRENT	52,037.80	.00	52,037.80	6,435,970.00	6,383,932.20 .8
100-000-311-0020	PROPERTY TAX PRIOR	33,943.72	.00	33,943.72	64,000.00	30,056.28 53.0
100-000-320-0010	CABLE FRANCHISE FEE	.00	.00	.00	58,000.00	58,000.00 .0
100-000-320-0020	TELEPHONE FRANCHISE FEE	9,575.77	.00	9,575.77	35,000.00	25,424.23 27.4
100-000-320-0030	SOLID WASTE FRANCHISE FEE	.00	.00	.00	195,000.00	195,000.00 .0
100-000-320-0040	NATURAL GAS FRANCHISE FEE	.00	.00	.00	200,000.00	200,000.00 .0
100-000-320-0050	CITY SEWER FRANCHISE FEE	25,966.05	.00	25,966.05	295,000.00	269,033.95 8.8
100-000-330-0600	CIGARETTE TAX	1,218.41	.00	1,218.41	13,000.00	11,781.59 9.4
100-000-330-0700	LIQUOR REVENUE	43,148.19	.00	43,148.19	350,000.00	306,851.81 12.3
100-000-330-0800	STATE REVENUE SHARING	.00	.00	.00	240,000.00	240,000.00 .0
100-000-339-0001	CU IN LIEU OF TAXES	79,989.40	.00	79,989.40	890,000.00	810,010.60 9.0
100-000-340-0001	BUSINESS LICENSES	5,210.00	.00	5,210.00	72,000.00	66,790.00 7.2
100-000-340-0002	LIQUOR LICENSES	.00	.00	.00	2,400.00	2,400.00 .0
100-000-340-0003	MISCELLANEOUS FEES	.00	.00	.00	340.00	340.00 .0
100-000-340-0100	TITLE LIEN SEARCH FEES	840.00	.00	840.00	9,200.00	8,360.00 9.1
100-000-345-0200	PEG ACCESS FEES	.00	.00	.00	12,000.00	12,000.00 .0
100-000-360-0001	MISCELLANEOUS-INCOME	.00	.00	.00	5,000.00	5,000.00 .0
100-000-360-0200	LEASE RECEIPTS (ADULT CENTER)	500.00	.00	500.00	6,000.00	5,500.00 8.3
100-000-361-0001	INTEREST REVENUES	27,467.94	.00	27,467.94	235,000.00	207,532.06 11.7
100-000-363-0700	RETIREMENT/SEPARATION RESERVE	.00	.00	.00	30,953.00	30,953.00 .0
100-000-399-0002	CASH CARRYOVER	.00	.00	.00	7,851,701.00	7,851,701.00 .0
TOTAL GENERAL REVENUES		279,897.28	.00	279,897.28	17,000,564.00	16,720,666.72 1.7
<u>COURT REVENUES</u>						
100-002-340-0001	COURT FINES AND FEES	38,635.95	.00	38,635.95	368,000.00	329,364.05 10.5
100-002-340-0003	MISCELLANEOUS FEES	120.00	.00	120.00	800.00	680.00 15.0
100-002-340-0020	FINES / JUSTICE COURT	1,742.00	.00	1,742.00	30,000.00	28,258.00 5.8
100-002-360-0002	COURT COLLECTIONS INTEREST	4,233.67	.00	4,233.67	44,000.00	39,766.33 9.6
100-002-360-0100	ATTORNEY REIMBURSEMENTS	.00	.00	.00	5,500.00	5,500.00 .0
TOTAL COURT REVENUES		44,731.62	.00	44,731.62	448,300.00	403,568.38 10.0
<u>PLANNING REVENUES</u>						
100-003-330-0100	CONSTRUCTION EXCISE TAX	19,325.00	.00	19,325.00	310,000.00	290,675.00 6.2
100-003-340-0001	LAND USE APPLICATIONS	8,100.00	.00	8,100.00	82,000.00	73,900.00 9.9
100-003-340-0003	MISCELLANEOUS FEES	.00	.00	.00	1,000.00	1,000.00 .0
100-003-340-0200	TRAFFIC STUDIES	20,902.50	.00	20,902.50	42,500.00	21,597.50 49.2
100-003-340-0300	PLAN REVIEWS	8,525.00	.00	8,525.00	54,400.00	45,875.00 15.7
100-003-340-0360	ENGINEERING PLAN REVIEW FEES	3,483.75	.00	3,483.75	5,000.00	1,516.25 69.7
100-003-360-0001	PLANNING MISCELLANEOUS-INCOME	.00	.00	.00	1,000.00	1,000.00 .0
TOTAL PLANNING REVENUES		60,336.25	.00	60,336.25	495,900.00	435,563.75 12.2

CITY OF CANBY
REVENUES WITH COMPARISON TO BUDGET
FOR THE 1 MONTHS ENDING JULY 31, 2023

GENERAL FUND

		PERIOD ACTUAL	YTD ENCUM	YTD ACTUAL	BUDGET	UNEARNED	PCNT
	<u>PARKS REVENUE</u>						
100-006-340-0001	PARK RENTALS	.00	.00	.00	500.00	500.00	.0
100-006-340-0003	MISCELLANEOUS FEES	17.25	.00	17.25	.00	(17.25)	.0
100-006-340-0100	PARK MAINTENANCE FEE	40,944.35	.00	40,944.35	480,000.00	439,055.65	8.5
100-006-360-0001	PARKS MISCELLANEOUS-INCOME	352.00	.00	352.00	.00	(352.00)	.0
100-006-392-0210	TRANSFER FROM SDC FUND	.00	.00	.00	3,570,000.00	3,570,000.00	.0
	TOTAL PARKS REVENUE	41,313.60	.00	41,313.60	4,050,500.00	4,009,186.40	1.0
	<u>BUILDING REVENUES</u>						
100-007-340-0001	BUILDING PERMITS	3,695.43	.00	3,695.43	55,000.00	51,304.57	6.7
	TOTAL BUILDING REVENUES	3,695.43	.00	3,695.43	55,000.00	51,304.57	6.7
	<u>POLICE REVENUES</u>						
100-008-334-0300	GRANTS - DUII	1,622.09	.00	1,622.09	15,000.00	13,377.91	10.8
100-008-334-0305	GRANTS - DISTRACTED DRIVING	890.76	.00	890.76	15,000.00	14,109.24	5.9
100-008-334-0320	GRANT - SEATBELT	4,515.91	.00	4,515.91	7,500.00	2,984.09	60.2
100-008-334-0325	GRANTS - SPEED ENFORCEMENT	128.16	.00	128.16	3,000.00	2,871.84	4.3
100-008-334-0330	GRANT - PEDESTIAN SAFETY	.00	.00	.00	5,000.00	5,000.00	.0
100-008-334-0350	GRANTS - HIDTA	.00	.00	.00	20,000.00	20,000.00	.0
100-008-334-0408	GRANT - OJP VEST PROGRAM	.00	.00	.00	5,000.00	5,000.00	.0
100-008-334-0409	GRANT - ODOT CONSTRUCTION	.00	.00	.00	25,000.00	25,000.00	.0
100-008-340-0001	VEHICLE RELEASE/TOW FEES	900.00	.00	900.00	17,000.00	16,100.00	5.3
100-008-340-0003	MISCELLANEOUS FEES	114.00	.00	114.00	200.00	86.00	57.0
100-008-340-0100	ALARM PERMIT FEES	334.39	.00	334.39	5,000.00	4,665.61	6.7
100-008-340-0120	TEMPORARY LIQUOR PERMIT	70.00	.00	70.00	450.00	380.00	15.6
100-008-340-0130	SUBPOENA FEES	10.00	.00	10.00	35.00	25.00	28.6
100-008-340-0150	FINGER PRINTING FEES	.00	.00	.00	500.00	500.00	.0
100-008-340-0200	REPORTS REVENUE	190.00	.00	190.00	2,000.00	1,810.00	9.5
100-008-360-0001	POLICE MISCELLANEOUS-INCOME	15,000.00	.00	15,000.00	2,000.00	(13,000.00)	750.0
100-008-360-0500	CSD-SHARED SRO REIMBURSEMT	.00	.00	.00	80,293.00	80,293.00	.0
100-008-364-0001	DONATIONS-POLICE	.00	.00	.00	500.00	500.00	.0
	TOTAL POLICE REVENUES	23,775.31	.00	23,775.31	203,478.00	179,702.69	11.7

CITY OF CANBY
REVENUES WITH COMPARISON TO BUDGET
FOR THE 1 MONTHS ENDING JULY 31, 2023

GENERAL FUND

		PERIOD ACTUAL	YTD ENCUM	YTD ACTUAL	BUDGET	UNEARNED	PCNT
<u>CEMETERY REVENUES</u>							
100-009-340-0001	GRAVE SALES	2,400.00	.00	2,400.00	20,000.00	17,600.00	12.0
100-009-340-0003	MISCELLANEOUS FEES	950.00	.00	950.00	2,000.00	1,050.00	47.5
100-009-340-0050	GRAVE OPEN & CLOSE	1,700.00	.00	1,700.00	6,500.00	4,800.00	26.2
100-009-340-0100	MAUSOLEUM NAME BARS	2,300.00	.00	2,300.00	4,000.00	1,700.00	57.5
100-009-340-0200	MAUSOLEUM SALES	630.00	.00	630.00	11,000.00	10,370.00	5.7
100-009-340-0220	MAUSOLEUM OPEN & CLOSE	.00	.00	.00	4,000.00	4,000.00	.0
100-009-364-0001	DONATIONS-CEMETERY	.00	.00	.00	100.00	100.00	.0
TOTAL CEMETERY REVENUES		7,980.00	.00	7,980.00	47,600.00	39,620.00	16.8
<u>FINANCE REVENUES</u>							
100-010-391-0107	O/H FROM BUILDING	1,853.04	.00	1,853.04	20,074.00	18,220.96	9.2
100-010-391-0111	O/H FROM ECONOMIC DEV	5,647.96	.00	5,647.96	71,472.00	65,824.04	7.9
100-010-391-0201	O/H FROM LIBRARY FUND	17,081.69	.00	17,081.69	193,407.00	176,325.31	8.8
100-010-391-0202	O/H FROM STREET	15,592.09	.00	15,592.09	193,333.00	177,740.91	8.1
100-010-391-0240	O/H FROM TRANSIT	21,836.35	.00	21,836.35	260,890.00	239,053.65	8.4
100-010-391-0275	O/H FROM SWIM LEVY	16,908.66	.00	16,908.66	158,308.00	141,399.34	10.7
100-010-391-0306	O/H FROM WWTP	19,171.43	.00	19,171.43	218,185.00	199,013.57	8.8
100-010-391-0311	O/H FROM COLLECTIONS	7,147.09	.00	7,147.09	94,871.00	87,723.91	7.5
100-010-391-0312	O/H FROM STORMWATER	4,222.77	.00	4,222.77	48,074.00	43,851.23	8.8
TOTAL FINANCE REVENUES		109,461.08	.00	109,461.08	1,258,614.00	1,149,152.92	8.7
<u>ECONOMIC DEVELOPMENT REVENUE</u>							
100-011-334-0100	ECON DEV CITY GRANT REVENUE	200,000.00	.00	200,000.00	2,000.00	(198,000.00)	10000.
100-011-340-0300	EVENT REVENUE	4,800.00	.00	4,800.00	6,000.00	1,200.00	80.0
100-011-340-0310	INDEPENDENCE DAY REVENUE	5,054.80	.00	5,054.80	3,000.00	(2,054.80)	168.5
100-011-391-0280	TRANSFER FROM UR	33,087.77	.00	33,087.77	425,000.00	391,912.23	7.8
TOTAL ECONOMIC DEVELOPMENT R		242,942.57	.00	242,942.57	436,000.00	193,057.43	55.7
TOTAL FUND REVENUE		814,133.14	.00	814,133.14	23,995,956.00	23,181,822.86	3.4

CITY OF CANBY
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 1 MONTHS ENDING JULY 31, 2023

ADMINISTRATION DEPT

	PERIOD ACTUAL	YTD ENCUM	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>ADMINISTRATION DEPT</u>						
PERSONAL SERVICES:						
100-101-410-1000	REGULAR SALARIES AND WAGES	73,192.55	.00	73,192.55	464,083.00	390,890.45 15.8
100-101-410-1300	OVERTIME	121.08	.00	121.08	.00 (121.08)	.0
100-101-410-2100	INSURANCE BENEFITS	7,385.29	.00	7,385.29	102,969.00	95,583.71 7.2
100-101-410-2200	TAXES/OTHER	6,526.96	.00	6,526.96	38,165.00	31,638.04 17.1
100-101-410-2300	PERS CONTRIBUTIONS	7,961.72	.00	7,961.72	106,389.00	98,427.28 7.5
TOTAL PERSONAL SERVICES		95,187.60	.00	95,187.60	711,606.00	616,418.40 13.4
MATERIALS & SERVICES:						
100-101-410-3120	ELECTION	.00	.00	.00	1,250.00	1,250.00 .0
100-101-410-3200	PROF/TECH SERVICES	370.20	4,072.20	370.20	58,500.00	58,129.80 .6
100-101-410-3315	CTV5 PROFESSIONAL SERVICES	.00	.00	.00	43,430.00	43,430.00 .0
100-101-410-3330	CODIFICATION	.00	.00	.00	5,495.00	5,495.00 .0
100-101-410-4300	COPIER LEASE & MAINT	245.14	729.94	245.14	5,000.00	4,754.86 4.9
100-101-410-5500	PRINTING & BINDING	.00	.00	.00	500.00	500.00 .0
100-101-410-5600	MAYOR & CITY COUNCIL	.00	.00	.00	17,370.00	17,370.00 .0
100-101-410-5601	MAYOR & CC TRAVEL & TRAINING	.00	.00	.00	8,525.00	8,525.00 .0
100-101-410-5602	MAYOR & CC MEMBERSHIP DUES	.00	.00	.00	1,189.00	1,189.00 .0
100-101-410-5800	ADMIN STAFF TRAVEL & TRAINING	.00	.00	.00	7,660.00	7,660.00 .0
100-101-410-5803	ATTORNEY TRAVEL & TRAINING	.00	.00	.00	1,500.00	1,500.00 .0
100-101-410-5820	ADMIN MEMBERSHIP DUES & FEES	4,188.00	.00	4,188.00	27,961.00	23,773.00 15.0
100-101-410-5901	INTERNAL CHARGE-FLEET	123.83	.00	123.83	.00 (123.83)	.0
100-101-410-5902	INTERNAL CHARGE-FACILITIES	1,313.26	.00	1,313.26	14,443.00	13,129.74 9.1
100-101-410-5903	INTERNAL CHARGE-TECH SERVICES	4,461.52	.00	4,461.52	32,925.00	28,463.48 13.6
100-101-410-6100	SUPPLIES & SERVICES	703.87	.00	703.87	42,075.00	41,371.13 1.7
100-101-410-6510	EMPLOYEE RECOGNITION	.00	.00	.00	5,525.00	5,525.00 .0
MATERIALS & SERVICES		11,405.82	4,802.14	11,405.82	273,348.00	261,942.18 4.2
TOTAL ADMINISTRATION DEPT		106,593.42	4,802.14	106,593.42	984,954.00	878,360.58 10.8

CITY OF CANBY
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 1 MONTHS ENDING JULY 31, 2023

COURT DEPT

		PERIOD ACTUAL	YTD ENCUM	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
	<u>COURT DEPT</u>						
	PERSONAL SERVICES:						
100-102-412-1000	REGULAR SALARIES AND WAGES	14,240.59	.00	14,240.59	185,295.00	171,054.41	7.7
100-102-412-2100	INSURANCE BENEFITS	2,161.11	.00	2,161.11	28,933.00	26,771.89	7.5
100-102-412-2200	TAXES/OTHER	1,299.99	.00	1,299.99	15,779.00	14,479.01	8.2
100-102-412-2300	PERS CONTRIBUTIONS	2,547.77	.00	2,547.77	32,475.00	29,927.23	7.9
	TOTAL PERSONAL SERVICES	20,249.46	.00	20,249.46	262,482.00	242,232.54	7.7
	MATERIALS & SERVICES:						
100-102-412-3341	INTERPRETER	450.00	.00	450.00	7,000.00	6,550.00	6.4
100-102-412-3343	ATTORNEY SERVICES	6,600.00	33,000.00	6,600.00	79,202.00	72,602.00	8.3
100-102-412-4450	COPIER LEASE & MAINT	.00	1,680.12	.00	1,750.00	1,750.00	.0
100-102-412-5800	TRAINING/CONF/TRAVEL	.00	.00	.00	1,805.00	1,805.00	.0
100-102-412-5820	MEMBERSHIP FEES & DUES	.00	.00	.00	250.00	250.00	.0
100-102-412-5821	JURY FEES	.00	.00	.00	120.00	120.00	.0
100-102-412-5822	WITNESS FEES	.00	.00	.00	250.00	250.00	.0
100-102-412-5902	INTERNAL CHARGE-FACILITIES	569.79	.00	569.79	6,266.00	5,696.21	9.1
100-102-412-5903	INTERNAL CHARGE-TECH SERVICES	3,594.41	.00	3,594.41	26,526.00	22,931.59	13.6
100-102-412-6100	SUPPLIES & SERVICES	45.20	.00	45.20	6,100.00	6,054.80	.7
100-102-412-6101	DISCOVERY EXPENSE	.00	.00	.00	100.00	100.00	.0
100-102-412-6102	BANK CHARGES	677.32	.00	677.32	5,000.00	4,322.68	13.6
100-102-412-6103	COURT COLLECTION COSTS	.00	.00	.00	55,000.00	55,000.00	.0
	MATERIALS & SERVICES	11,936.72	34,680.12	11,936.72	189,369.00	177,432.28	6.3
	TOTAL COURT DEPT	32,186.18	34,680.12	32,186.18	451,851.00	419,664.82	7.1

CITY OF CANBY
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 1 MONTHS ENDING JULY 31, 2023

PLANNING DEPT

		PERIOD ACTUAL	YTD ENCUM	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>PLANNING DEPT</u>							
PERSONAL SERVICES:							
100-103-419-1000	REGULAR SALARIES AND WAGES	22,996.70	.00	22,996.70	295,031.00	272,034.30	7.8
100-103-419-2000	EMPLOYEE BENEFITS	20.92	.00	20.92	.00	(20.92)	.0
100-103-419-2100	INSURANCE BENEFITS	2,688.48	.00	2,688.48	34,405.00	31,716.52	7.8
100-103-419-2200	TAXES/OTHER	2,155.55	.00	2,155.55	25,279.00	23,123.45	8.5
100-103-419-2300	PERS CONTRIBUTIONS	5,349.48	.00	5,349.48	64,467.00	59,117.52	8.3
TOTAL PERSONAL SERVICES		33,211.13	.00	33,211.13	419,182.00	385,970.87	7.9
MATERIALS & SERVICES:							
100-103-419-3200	PROF/TECH SERVICES	713.31	.00	713.31	590,318.00	589,604.69	.1
100-103-419-4450	COPIER LEASE & MAINT	221.00	1,618.00	221.00	4,000.00	3,779.00	5.5
100-103-419-5300	COMMUNICATIONS	.00	.00	.00	500.00	500.00	.0
100-103-419-5510	MAPPING	.00	.00	.00	1,500.00	1,500.00	.0
100-103-419-5620	PLANNING COMMISS. EXPENSES	.00	.00	.00	1,500.00	1,500.00	.0
100-103-419-5800	TRAVEL & TRAINING	.00	.00	.00	3,500.00	3,500.00	.0
100-103-419-5820	FEES & DUES	.00	.00	.00	2,500.00	2,500.00	.0
100-103-419-5902	INTERNAL CHARGE-FACILITIES	485.61	.00	485.61	5,341.00	4,855.39	9.1
100-103-419-5903	INTERNAL CHARGE-TECH SERVICES	4,528.43	.00	4,528.43	33,418.00	28,889.57	13.6
100-103-419-6100	SUPPLIES & SERVICES	32.89	.00	32.89	7,000.00	6,967.11	.5
100-103-419-6910	TRAFFIC STUDY	.00	.00	.00	125,000.00	125,000.00	.0
MATERIALS & SERVICES		5,981.24	1,618.00	5,981.24	774,577.00	768,595.76	.8
TOTAL PLANNING DEPT		39,192.37	1,618.00	39,192.37	1,193,759.00	1,154,566.63	3.3

CITY OF CANBY
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 1 MONTHS ENDING JULY 31, 2023

PARKS DEPT

	PERIOD ACTUAL	YTD ENCUM	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>PARKS DEPT</u>						
PERSONAL SERVICES:						
100-106-452-1000 REGULAR SALARIES AND WAGES	35,398.13	.00	35,398.13	448,786.00	413,387.87	7.9
100-106-452-1250 SEASONAL/TAPE WAGES	999.00	.00	999.00	20,456.00	19,457.00	4.9
100-106-452-1300 OVERTIME	2,132.09	.00	2,132.09	7,500.00	5,367.91	28.4
100-106-452-2100 INSURANCE BENEFITS	7,412.89	.00	7,412.89	174,688.00	167,275.11	4.2
100-106-452-2200 TAXES/OTHER	3,930.39	.00	3,930.39	60,713.00	56,782.61	6.5
100-106-452-2300 PERS CONTRIBUTIONS	9,363.30	.00	9,363.30	93,293.00	83,929.70	10.0
100-106-452-2911 CLOTHING ALLOWANCE	.00	.00	.00	3,600.00	3,600.00	.0
TOTAL PERSONAL SERVICES	59,235.80	.00	59,235.80	809,036.00	749,800.20	7.3
MATERIALS & SERVICES:						
100-106-452-3200 CONTRACT SERVICES	.00	.00	.00	13,000.00	13,000.00	.0
100-106-452-3250 SURVEYS & MASTER PLANS- SDC	.00	99,851.30	.00	100,000.00	100,000.00	.0
100-106-452-4310 PARKS GROUND MAINTENANCE	.00	.00	.00	12,000.00	12,000.00	.0
100-106-452-4320 PARK BLDG MAINTENANCE	.00	.00	.00	17,300.00	17,300.00	.0
100-106-452-4340 STREETScape LANDSCAPING	.00	.00	.00	25,000.00	25,000.00	.0
100-106-452-4360 VANDALISM REPAIR	.00	.00	.00	3,000.00	3,000.00	.0
100-106-452-4450 COPIER LEASE & MAINT	59.95	299.75	59.95	1,100.00	1,040.05	5.5
100-106-452-4500 PARKS MAINT FEE BILLING	1,425.81	.00	1,425.81	32,500.00	31,074.19	4.4
100-106-452-5300 COMMUNICATIONS	.00	.00	.00	2,300.00	2,300.00	.0
100-106-452-5850 TRAINING/CONF/TRAVEL	.00	.00	.00	2,400.00	2,400.00	.0
100-106-452-5901 INTERNAL CHARGE-FLEET	6,155.25	.00	6,155.25	63,434.00	57,278.75	9.7
100-106-452-5902 INTERNAL CHARGE-FACILITIES	3,271.33	.00	3,271.33	35,977.00	32,705.67	9.1
100-106-452-5903 INTERNAL CHARGE-TECH SERVICES	510.28	.00	510.28	3,766.00	3,255.72	13.6
100-106-452-6100 SUPPLIES & SERVICES	388.00	4,656.00	388.00	30,000.00	29,612.00	1.3
100-106-452-6120 PARK EQUIPMENT	.00	.00	.00	12,000.00	12,000.00	.0
100-106-452-6200 UTILITIES	.00	.00	.00	30,000.00	30,000.00	.0
MATERIALS & SERVICES	11,810.62	104,807.05	11,810.62	383,777.00	371,966.38	3.1
CAPITAL:						
100-106-452-7634 MASTER PLAN PARKS PROJECTS	.00	70,950.00	.00	.00	.00	.0
100-106-452-7636 LEGACY PARK FITNESS COURT	.00	.00	.00	220,000.00	220,000.00	.0
100-106-452-7637 MAPLE PARK RENOVATION	.00	.00	.00	1,600,000.00	1,600,000.00	.0
100-106-452-7638 SIMNITT DODD PARK	.00	.00	.00	1,500,000.00	1,500,000.00	.0
100-106-452-7640 FUEL STATION	.00	.00	.00	200,000.00	200,000.00	.0
TOTAL CAPITAL	.00	70,950.00	.00	3,520,000.00	3,520,000.00	.0
TOTAL PARKS DEPT	71,046.42	175,757.05	71,046.42	4,712,813.00	4,641,766.58	1.5

CITY OF CANBY
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 1 MONTHS ENDING JULY 31, 2023

BUILDING DEPT

		PERIOD ACTUAL	YTD ENCUM	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
	<u>BUILDING DEPT</u>						
	PERSONAL SERVICES:						
100-107-422-1000	REGULAR SALARIES AND WAGES	7,004.55	.00	7,004.55	92,951.00	85,946.45	7.5
100-107-422-2100	INSURANCE BENEFITS	760.27	.00	760.27	10,258.00	9,497.73	7.4
100-107-422-2200	TAXES/OTHER	652.96	.00	652.96	7,800.00	7,147.04	8.4
100-107-422-2300	PERS CONTRIBUTIONS	1,609.73	.00	1,609.73	19,990.00	18,380.27	8.1
	TOTAL PERSONAL SERVICES	10,027.51	.00	10,027.51	130,999.00	120,971.49	7.7
	MATERIALS & SERVICES:						
100-107-422-5300	COMMUNICATIONS	.00	.00	.00	100.00	100.00	.0
100-107-422-5902	INTERNAL CHARGE-FACILITIES	57.13	.00	57.13	628.00	570.87	9.1
100-107-422-6100	SUPPLIES & SERVICE	.00	.00	.00	50.00	50.00	.0
	MATERIALS & SERVICES	57.13	.00	57.13	778.00	720.87	7.3
	TRANSFERS:						
100-107-491-0110	O/H TRANSFER TO GENERAL FUND	1,853.04	.00	1,853.04	20,074.00	18,220.96	9.2
	TOTAL TRANSFERS	1,853.04	.00	1,853.04	20,074.00	18,220.96	9.2
	TOTAL BUILDING DEPT	11,937.68	.00	11,937.68	151,851.00	139,913.32	7.9

CITY OF CANBY
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 1 MONTHS ENDING JULY 31, 2023

POLICE DEPT

	PERIOD ACTUAL	YTD ENCUM	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>POLICE DEPT</u>						
PERSONAL SERVICES:						
100-108-421-1000 REGULAR SALARIES AND WAGES	252,547.33	.00	252,547.33	3,849,964.00	3,597,416.67	6.6
100-108-421-1300 OVERTIME	6,815.57	.00	6,815.57	100,000.00	93,184.43	6.8
100-108-421-1310 COURT OVERTIME	2,518.46	.00	2,518.46	54,000.00	51,481.54	4.7
100-108-421-1330 HOLIDAY OVERTIME	2,673.52	.00	2,673.52	63,000.00	60,326.48	4.2
100-108-421-1340 SIU OVERTIME	807.14	.00	807.14	34,000.00	33,192.86	2.4
100-108-421-1345 TRAINING OVERTIME	1,402.61	.00	1,402.61	44,000.00	42,597.39	3.2
100-108-421-1350 SPECIAL EVENTS OVERTIME	756.43	.00	756.43	6,000.00	5,243.57	12.6
100-108-421-1351 TACTICAL/SWAT OVERTIME	430.20	.00	430.20	27,000.00	26,569.80	1.6
100-108-421-1361 SUPERVISION OVERTIME	.00	.00	.00	10,500.00	10,500.00	.0
100-108-421-1523 GRANT - DUII WAGES EXP	2,342.69	.00	2,342.69	15,000.00	12,657.31	15.6
100-108-421-1524 GRANT - SEATBELT WAGES EXP	.00	.00	.00	5,000.00	5,000.00	.0
100-108-421-1525 GRANT - PEDESTRIAN/WAGES EXP	.00	.00	.00	5,000.00	5,000.00	.0
100-108-421-1529 GRANT - HIDTA OT	1,689.52	.00	1,689.52	20,708.00	19,018.48	8.2
100-108-421-1531 GRANT - OCDETF OT	.00	.00	.00	5,000.00	5,000.00	.0
100-108-421-1533 GRANT - DISTRACTED DRIVING	.00	.00	.00	7,500.00	7,500.00	.0
100-108-421-1534 GRANT - SPEED ENFORCEMENT	56.27	.00	56.27	3,000.00	2,943.73	1.9
100-108-421-1535 GRANT - ODOT WRK ZN	9,222.51	.00	9,222.51	25,000.00	15,777.49	36.9
100-108-421-2000 EMPLOYEE BENEFITS	1,987.21	.00	1,987.21	.00	(1,987.21)	.0
100-108-421-2100 INSURANCE BENEFITS	56,938.82	.00	56,938.82	857,354.00	800,415.18	6.6
100-108-421-2200 TAXES/OTHER	28,869.15	.00	28,869.15	465,155.00	436,285.85	6.2
100-108-421-2300 PERS CONTRIBUTIONS	82,617.28	.00	82,617.28	994,938.00	912,320.72	8.3
100-108-421-2910 UNIFORM CLEANING ALLOWANCE	1,150.00	.00	1,150.00	18,000.00	16,850.00	6.4
100-108-421-2911 CLOTHING ALLOWANCE	200.00	.00	200.00	3,100.00	2,900.00	6.5
100-108-421-2912 FOOTWEAR ALLOWANCE	6,000.00	.00	6,000.00	7,850.00	1,850.00	76.4
TOTAL PERSONAL SERVICES	459,024.71	.00	459,024.71	6,621,069.00	6,162,044.29	6.9

CITY OF CANBY
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 1 MONTHS ENDING JULY 31, 2023

POLICE DEPT

	PERIOD ACTUAL	YTD ENCUM	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
MATERIALS & SERVICES:						
100-108-421-3200 PROFESSIONAL SERVICES	.00	.00	.00	5,000.00	5,000.00	.0
100-108-421-4450 COPIER LEASE & MAINT	.00	7,421.04	.00	7,080.00	7,080.00	.0
100-108-421-5140 INVESTIGATION & INFO	.00	.00	.00	3,500.00	3,500.00	.0
100-108-421-5141 PRISONERS BOARD & MEDICAL	.00	.00	.00	6,000.00	6,000.00	.0
100-108-421-5142 CRIME PREVENTION	.00	.00	.00	2,000.00	2,000.00	.0
100-108-421-5300 COMMUNICATIONS	.00	.00	.00	36,000.00	36,000.00	.0
100-108-421-5310 COUNTY DISPATCH FEES	.00	248,508.96	.00	256,709.00	256,709.00	.0
100-108-421-5500 JUVENILE DIVERSION SERVICES	.00	.00	.00	2,500.00	2,500.00	.0
100-108-421-5800 TRAINING & TRAVEL	3,181.50	.00	3,181.50	45,000.00	41,818.50	7.1
100-108-421-5801 FIREARMS & LESS LETHAL EQUIP	18.97	8,867.50	18.97	50,000.00	49,981.03	.0
100-108-421-5803 TACTICAL ENTRY TEAM EQUIPMENT	.00	3,767.50	.00	15,000.00	15,000.00	.0
100-108-421-5804 VESTS	.00	.00	.00	7,000.00	7,000.00	.0
100-108-421-5805 E.O.C.	.00	.00	.00	1,500.00	1,500.00	.0
100-108-421-5807 DETECTIVE EQUIPMENT	.00	.00	.00	21,500.00	21,500.00	.0
100-108-421-5820 MEMBERSHIP FEES & DUES	180.00	.00	180.00	3,200.00	3,020.00	5.6
100-108-421-5840 INFORMATION SYSTEM SERVICES	1,330.00	900.00	1,330.00	63,000.00	61,670.00	2.1
100-108-421-5901 INTERNAL CHARGE-FLEET	19,644.08	.00	19,644.08	202,867.00	183,222.92	9.7
100-108-421-5902 INTERNAL CHARGE-FACILITIES	9,085.38	.00	9,085.38	99,919.00	90,833.62	9.1
100-108-421-5903 INTERNAL CHARGE-TECH SERVICES	21,670.10	.00	21,670.10	159,918.00	138,247.90	13.6
100-108-421-6100 SUPPLIES & SERVICES	123.95	869.25	123.95	44,000.00	43,876.05	.3
100-108-421-6130 UNIFORMS & PATROL EQUIPMENT	.00	3,849.64	.00	37,000.00	37,000.00	.0
100-108-421-6151 RADIO REPAIR	.00	.00	.00	6,000.00	6,000.00	.0
100-108-421-6152 800 RADIO OPERATING FEE	.00	.00	.00	40,383.00	40,383.00	.0
100-108-421-6160 CANINE EXPENSES	.00	.00	.00	2,500.00	2,500.00	.0
100-108-421-6180 TRAFFIC SAFETY EQUIPMENT	.00	.00	.00	24,000.00	24,000.00	.0
100-108-421-6820 DONATIONS-POLICE	.00	.00	.00	500.00	500.00	.0
100-108-421-6910 ACCREDITATION	2,975.00	.00	2,975.00	3,525.00	550.00	84.4
MATERIALS & SERVICES	58,208.98	274,183.89	58,208.98	1,145,601.00	1,087,392.02	5.1
CAPITAL:						
100-108-421-7470 CAPITAL EQUIP - VEHICLES	.00	.00	.00	145,000.00	145,000.00	.0
100-108-421-7471 EQUIP - COMPUTER/SOFTWARE	.00	.00	.00	421,347.00	421,347.00	.0
TOTAL CAPITAL	.00	.00	.00	566,347.00	566,347.00	.0
TOTAL POLICE DEPT	517,233.69	274,183.89	517,233.69	8,333,017.00	7,815,783.31	6.2

CITY OF CANBY
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 1 MONTHS ENDING JULY 31, 2023

CEMETERY DEPT

	PERIOD ACTUAL	YTD ENCUM	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>CEMETERY DEPT</u>						
PERSONAL SERVICES:						
100-109-450-1000	REGULAR SALARIES AND WAGES	9,013.21	.00	9,013.21	119,328.00	110,314.79 7.6
100-109-450-1250	SEASONAL/TEMP WAGES	.00	.00	.00	20,456.00	20,456.00 .0
100-109-450-1300	OVERTIME	.00	.00	.00	2,000.00	2,000.00 .0
100-109-450-2100	INSURANCE BENEFITS	1,684.72	.00	1,684.72	29,511.00	27,826.28 5.7
100-109-450-2200	TAXES/OTHER	968.66	.00	968.66	18,255.00	17,286.34 5.3
100-109-450-2300	PERS CONTRIBUTIONS	1,768.63	.00	1,768.63	27,962.00	26,193.37 6.3
TOTAL PERSONAL SERVICES		13,435.22	.00	13,435.22	217,512.00	204,076.78 6.2
MATERIALS & SERVICES:						
100-109-450-4300	GROUNDS MAINTENANCE	.00	.00	.00	4,000.00	4,000.00 .0
100-109-450-4320	BUILDING MAINTENANCE	.00	.00	.00	4,200.00	4,200.00 .0
100-109-450-4450	COPIER LEASE & MAINT	10.74	53.70	10.74	200.00	189.26 5.4
100-109-450-4620	REFUNDS	.00	.00	.00	2,000.00	2,000.00 .0
100-109-450-5903	INTERNAL CHARGE-TECH SERVICES	106.55	.00	106.55	786.00	679.45 13.6
100-109-450-6100	SUPPLIES - RECORDS	.00	.00	.00	1,350.00	1,350.00 .0
100-109-450-6120	TOOLS & EQUIPMENT	.00	.00	.00	9,000.00	9,000.00 .0
100-109-450-6200	UTILITIES	101.03	.00	101.03	2,700.00	2,598.97 3.7
100-109-450-6350	NAME BARS	.00	.00	.00	4,500.00	4,500.00 .0
MATERIALS & SERVICES		218.32	53.70	218.32	28,736.00	28,517.68 .8
TOTAL CEMETERY DEPT		13,653.54	53.70	13,653.54	246,248.00	232,594.46 5.5

CITY OF CANBY
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 1 MONTHS ENDING JULY 31, 2023

FINANCE DEPT

	PERIOD ACTUAL	YTD ENCUM	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>FINANCE DEPT</u>						
PERSONAL SERVICES:						
100-110-415-1000 REGULAR SALARIES AND WAGES	30,207.67	.00	30,207.67	430,648.00	400,440.33	7.0
100-110-415-1300 OVERTIME	785.61	.00	785.61	.00	(785.61)	.0
100-110-415-2100 INSURANCE BENEFITS	7,792.62	.00	7,792.62	126,497.00	118,704.38	6.2
100-110-415-2200 TAXES/OTHER	2,816.55	.00	2,816.55	36,485.00	33,668.45	7.7
100-110-415-2300 PERS CONTRIBUTIONS	7,110.02	.00	7,110.02	93,451.00	86,340.98	7.6
TOTAL PERSONAL SERVICES	48,712.47	.00	48,712.47	687,081.00	638,368.53	7.1
MATERIALS & SERVICES:						
100-110-415-3200 PROF/TECH SERVICE	.00	.00	.00	33,000.00	33,000.00	.0
100-110-415-3220 PROF SRVTITLE LIEN SEARCH COST	.00	.00	.00	6,500.00	6,500.00	.0
100-110-415-3310 AUDITING	.00	80,200.00	.00	65,000.00	65,000.00	.0
100-110-415-3440 SOFTWARE MAINTENANCE	33,117.00	.00	33,117.00	38,000.00	4,883.00	87.2
100-110-415-4450 COPIER LEASE & MAINT	356.86	.00	356.86	4,500.00	4,143.14	7.9
100-110-415-5500 PRINTING & BINDING	569.50	.00	569.50	2,500.00	1,930.50	22.8
100-110-415-5800 TRAINING/CONF/TRAVEL	.00	.00	.00	9,000.00	9,000.00	.0
100-110-415-5820 MEMBERSHIP DUES & FEES	.00	.00	.00	2,300.00	2,300.00	.0
100-110-415-5902 INTERNAL CHARGE-FACILITIES	622.73	.00	622.73	6,849.00	6,226.27	9.1
100-110-415-5903 INTERNAL CHARGE-TECH SERVICES	4,718.48	.00	4,718.48	34,821.00	30,102.52	13.6
100-110-415-6100 SUPPLIES & SERVICE	169.98	.00	169.98	6,000.00	5,830.02	2.8
100-110-415-6101 BANK CHARGES	715.94	.00	715.94	11,500.00	10,784.06	6.2
100-110-415-6102 CASH OVER & SHORT	3.00	.00	3.00	.00	(3.00)	.0
100-110-415-6103 CITYWIDE PENDING VISA CHARGES	(14.99)	.00	(14.99)	.00	14.99	.0
100-110-415-6120 MISC OFFICE EQUIPMENT	.00	.00	.00	5,000.00	5,000.00	.0
MATERIALS & SERVICES	40,258.50	80,200.00	40,258.50	224,970.00	184,711.50	17.9
TOTAL FINANCE DEPT	88,970.97	80,200.00	88,970.97	912,051.00	823,080.03	9.8

CITY OF CANBY
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 1 MONTHS ENDING JULY 31, 2023

ECONOMIC DEVELOPMENT DEPT

	PERIOD ACTUAL	YTD ENCUM	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>ECONOMIC DEVELOPMENT DEPT</u>						
PERSONAL SERVICES:						
100-111-465-1000	REGULAR SALARIES AND WAGES	19,890.43	.00	19,890.43	288,928.00	269,037.57 6.9
100-111-465-1300	OVERTIME	21.37	.00	21.37	.00 (21.37)	.0
100-111-465-2100	INSURANCE BENEFITS	3,541.48	.00	3,541.48	47,823.00	44,281.52 7.4
100-111-465-2200	TAXES/OTHER	1,750.44	.00	1,750.44	23,708.00	21,957.56 7.4
100-111-465-2300	PERS CONTRIBUTIONS	4,778.65	.00	4,778.65	65,401.00	60,622.35 7.3
TOTAL PERSONAL SERVICES		29,982.37	.00	29,982.37	425,860.00	395,877.63 7.0
MATERIALS & SERVICES:						
100-111-465-4450	COPIER LEASE & MAINT	110.50	808.96	110.50	1,500.00	1,389.50 7.4
100-111-465-5902	INTERNAL CHARGE-FACILITIES	501.99	.00	501.99	5,521.00	5,019.01 9.1
100-111-465-5903	INTERNAL CHARGE-TECH SERVICES	1,332.21	.00	1,332.21	9,831.00	8,498.79 13.6
100-111-465-6100	SUPPLIES & SERVICES	.00	.00	.00	38,400.00	38,400.00 .0
100-111-465-6115	MAIN STREET (GENERAL FUND)	3,950.00	.00	3,950.00	39,219.00	35,269.00 10.1
100-111-465-6116	INDEPENDENCE DAY EXPENSES	6,573.00	.00	6,573.00	20,011.00	13,438.00 32.9
100-111-465-6117	FLOWER PROGRAM	.00	.00	.00	6,500.00	6,500.00 .0
100-111-465-6120	COMMUNITY SMALL GRANTS	.00	.00	.00	50,000.00	50,000.00 .0
100-111-465-6121	BUSINESS SMALL GRANTS	.00	.00	.00	50,000.00	50,000.00 .0
100-111-465-6165	MAIN STREET (UR ALLOWABLE)	.00	.00	.00	27,450.00	27,450.00 .0
100-111-465-6600	ECONDEV CITY GRANT EXPENDED	.00	.00	.00	5,700.00	5,700.00 .0
MATERIALS & SERVICES		12,467.70	808.96	12,467.70	254,132.00	241,664.30 4.9
TRANSFERS:						
100-111-491-0110	O/H TRANSFER TO GENERAL FUND	5,647.96	.00	5,647.96	71,472.00	65,824.04 7.9
TOTAL TRANSFERS		5,647.96	.00	5,647.96	71,472.00	65,824.04 7.9
TOTAL ECONOMIC DEVELOPMENT D		48,098.03	808.96	48,098.03	751,464.00	703,365.97 6.4

CITY OF CANBY
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 1 MONTHS ENDING JULY 31, 2023

HUMAN RESOURCES/RISK MGMT DEPT

		PERIOD ACTUAL	YTD ENCUM	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
	HUMAN RESOURCES/RISK MGMT DE						
	PERSONAL SERVICES:						
100-112-414-1000	REGULAR SALARIES AND WAGES	9,828.24	.00	9,828.24	177,838.00	168,009.76	5.5
100-112-414-2100	INSURANCE BENEFITS	358.06	.00	358.06	44,310.00	43,951.94	.8
100-112-414-2200	TAXES/OTHER	869.42	.00	869.42	15,063.00	14,193.58	5.8
100-112-414-2300	PERS CONTRIBUTIONS	634.89	.00	634.89	38,591.00	37,956.11	1.7
	TOTAL PERSONAL SERVICES	11,690.61	.00	11,690.61	275,802.00	264,111.39	4.2
	MATERIALS & SERVICES:						
100-112-414-3200	PROFESSIONAL SERVICES	.00	.00	.00	115,500.00	115,500.00	.0
100-112-414-3320	LEGAL/LABOR NEGOTIATIONS	.00	.00	.00	20,000.00	20,000.00	.0
100-112-414-3325	RECRUITMENT/EMPLOYEE TESTING	.00	.00	.00	10,483.00	10,483.00	.0
100-112-414-3440	SOFTWARE MAINTENANCE	.00	.00	.00	14,531.00	14,531.00	.0
100-112-414-5200	LIABILITY INSURANCE	464,927.58	.00	464,927.58	500,000.00	35,072.42	93.0
100-112-414-5201	NON-INSURANCE CLAIMS	.00	.00	.00	15,000.00	15,000.00	.0
100-112-414-5202	LIAB INS DEDUCTIBLE ACCRUED	.00	.00	.00	25,000.00	25,000.00	.0
100-112-414-5800	TRAINING & TRAVEL	.00	.00	.00	8,000.00	8,000.00	.0
100-112-414-5820	MEMBERSHIP FEES & DUES	.00	.00	.00	920.00	920.00	.0
100-112-414-5902	INTERNAL CHARGE-FACILITIES	409.06	.00	409.06	4,499.00	4,089.94	9.1
100-112-414-5903	INTERNAL CHARGE-TECH SERVICES	3,209.70	.00	3,209.70	23,687.00	20,477.30	13.6
100-112-414-6100	SUPPLIES & SERVICES	86.25	.00	86.25	7,600.00	7,513.75	1.1
100-112-414-6530	RISK MGMT/SAFETY COMMITTEE	.00	.00	.00	3,050.00	3,050.00	.0
	MATERIALS & SERVICES	468,632.59	.00	468,632.59	748,270.00	279,637.41	62.6
	TOTAL HUMAN RESOURCES/RISK MG	480,323.20	.00	480,323.20	1,024,072.00	543,748.80	46.9

CITY OF CANBY
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 1 MONTHS ENDING JULY 31, 2023

UNALLOCATED

		PERIOD ACTUAL	YTD ENCUM	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
	UNALLOCATED						
	PERSONAL SERVICES:						
100-115-413-1900	RETIREMENT & SEPARATION PAYOUT	.00	.00	.00	88,513.00	88,513.00	.0
	TOTAL PERSONAL SERVICES	.00	.00	.00	88,513.00	88,513.00	.0
	MATERIALS & SERVICES:						
100-115-413-4410	GROUND LEASE (ADULT CENTER)	500.00	5,500.00	500.00	6,000.00	5,500.00	8.3
100-115-413-5902	INTERNAL CHARGE-FACILITES	5,454.12	.00	5,454.12	59,983.00	54,528.88	9.1
100-115-413-6120	EQUIPMENT	.00	77,019.66	.00	200,000.00	200,000.00	.0
	MATERIALS & SERVICES	5,954.12	82,519.66	5,954.12	265,983.00	260,028.88	2.2
	TRANSFERS:						
100-115-491-0201	TRANSFER TO LIBRARY	.00	.00	.00	375,000.00	375,000.00	.0
100-115-498-0001	SPECIAL PAYMENTS-PEG ACCESS	.00	345.42	.00	20,000.00	20,000.00	.0
	TOTAL TRANSFERS	.00	345.42	.00	395,000.00	395,000.00	.0
	TOTAL UNALLOCATED	5,954.12	82,865.08	5,954.12	749,496.00	743,541.88	.8
	TOTAL FUND EXPENDITURES	1,415,189.62	654,968.94	1,415,189.62	19,511,576.00	18,096,386.38	7.3
	NET REVENUE OVER EXPENDITURES	(601,056.48)	(654,968.94)	(601,056.48)	4,484,380.00	5,085,436.48	(13.4)

CITY OF CANBY
BALANCE SHEET
JULY 31, 2023

LIBRARY FUND

<u>ASSETS</u>			
201-000-1000000	CASH - COMBINED FUND	446,963.39	
	TOTAL ASSETS		446,963.39
<u>LIABILITIES AND EQUITY</u>			
<u>FUND EQUITY</u>			
201-000-2970001	RESTRICTED FB - LIBRARY	43,350.62	
	UNAPPROPRIATED FUND BALANCE: REVENUE OVER EXPENDITURES - YTD	403,612.77	
	BALANCE - CURRENT DATE	403,612.77	
	TOTAL FUND EQUITY		446,963.39
	TOTAL LIABILITIES AND EQUITY		446,963.39

CITY OF CANBY
REVENUES WITH COMPARISON TO BUDGET
FOR THE 1 MONTHS ENDING JULY 31, 2023

LIBRARY FUND

	PERIOD ACTUAL	YTD ENCUM	YTD ACTUAL	BUDGET	UNEARNED	PCNT
<u>PROGRAM REVENUE</u>						
201-000-311-0030 CC LIBRARY DISTRICT	.00	.00	.00	1,104,700.00	1,104,700.00	.0
201-000-334-0001 GRANTS-LIBRARY	.00	.00	.00	4,159.00	4,159.00	.0
201-000-340-0003 LIBRARY FINES & FEES	1,808.76	.00	1,808.76	10,000.00	8,191.24	18.1
201-000-345-0001 FOL PASS THRU REVENUE	1,169.00	.00	1,169.00	12,000.00	10,831.00	9.7
201-000-361-0001 INTEREST REVENUES	1,516.76	.00	1,516.76	100.00	(1,416.76)	1516.8
201-000-364-0001 DONATIONS-LIBRARY	2.10	.00	2.10	100.00	97.90	2.1
201-000-364-0120 DONATIONS-FOL (PROGRAMMING)	.00	.00	.00	23,050.00	23,050.00	.0
201-000-391-0100 TRANSFER FROM GENERAL FUND	.00	.00	.00	375,000.00	375,000.00	.0
201-000-394-0223 INTERFUND LOAN FROM CPC	500,000.00	.00	500,000.00	500,000.00	.00	100.0
201-000-399-0001 CASH CARRYOVER	.00	.00	.00	1,779.00	1,779.00	.0
TOTAL PROGRAM REVENUE	504,496.62	.00	504,496.62	2,030,888.00	1,526,391.38	24.8
TOTAL FUND REVENUE	504,496.62	.00	504,496.62	2,030,888.00	1,526,391.38	24.8

CITY OF CANBY
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 1 MONTHS ENDING JULY 31, 2023

LIBRARY EXPENDITURES

		PERIOD ACTUAL	YTD ENCUM	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>LIBRARY EXPENDITURES</u>							
PERSONAL SERVICES:							
201-201-455-1000	REGULAR SALARIES AND WAGES	42,503.02	.00	42,503.02	581,023.00	538,519.98	7.3
201-201-455-1200	ON CALL	3,229.07	.00	3,229.07	49,006.00	45,776.93	6.6
201-201-455-2100	INSURANCE BENEFITS	8,497.86	.00	8,497.86	142,762.00	134,264.14	6.0
201-201-455-2200	TAXES/OTHER	4,157.76	.00	4,157.76	52,995.00	48,837.24	7.9
201-201-455-2300	PERS CONTRIBUTIONS	10,065.41	.00	10,065.41	123,400.00	113,334.59	8.2
TOTAL PERSONAL SERVICES		68,453.12	.00	68,453.12	949,186.00	880,732.88	7.2
MATERIALS & SERVICES:							
201-201-455-3150	COMPUTER HARDWARE/SOFTWARE	.00	.00	.00	1,500.00	1,500.00	.0
201-201-455-3170	LINCC CONSORTIUM	.00	.00	.00	38,191.00	38,191.00	.0
201-201-455-4450	COPIER LEASE & MAINT	661.50	7,276.50	661.50	7,700.00	7,038.50	8.6
201-201-455-5800	TRAVEL & TRAINING	45.33	.00	45.33	5,100.00	5,054.67	.9
201-201-455-5902	INTERNAL CHARGE-FACILITIES	7,617.49	.00	7,617.49	83,774.00	76,156.51	9.1
201-201-455-5903	INTERNAL CHARGE-TECH SERVICES	5,451.66	.00	5,451.66	40,231.00	34,779.34	13.6
201-201-455-6100	SUPPLIES & SERVICES	27.28	.00	27.28	35,900.00	35,872.72	.1
201-201-455-6102	CASH OVER & SHORT	(48.05)	.00	(48.05)	.00	48.05	.0
201-201-455-6150	LIBRARY COLLECTION	443.83	.00	443.83	80,000.00	79,556.17	.6
201-201-455-6510	VOLUNTEER RECOGNITION	.00	.00	.00	1,000.00	1,000.00	.0
201-201-455-6610	GRANTS-LIBRARY EXPENDED	975.00	.00	975.00	4,159.00	3,184.00	23.4
201-201-455-6992	DONATIONS EXPENDED FOL	175.00	.00	175.00	23,050.00	22,875.00	.8
MATERIALS & SERVICES		15,349.04	7,276.50	15,349.04	320,605.00	305,255.96	4.8
TRANSFERS:							
201-201-491-0110	O/H TO GENERAL FUND	17,081.69	.00	17,081.69	193,407.00	176,325.31	8.8
201-201-491-0223	IF LOAN PAYMENT TO CPC	.00	.00	.00	500,000.00	500,000.00	.0
TOTAL TRANSFERS		17,081.69	.00	17,081.69	693,407.00	676,325.31	2.5
TOTAL LIBRARY EXPENDITURES		100,883.85	7,276.50	100,883.85	1,963,198.00	1,862,314.15	5.1
TOTAL FUND EXPENDITURES		100,883.85	7,276.50	100,883.85	1,963,198.00	1,862,314.15	5.1
NET REVENUE OVER EXPENDITURES		403,612.77	(7,276.50)	403,612.77	67,690.00	(335,922.77)	596.3

CITY OF CANBY
BALANCE SHEET
JULY 31, 2023

STREETS FUND

<u>ASSETS</u>			
202-000-1000000	CASH - COMBINED FUND	8,142,135.74	
202-000-1160000	ACCOUNTS RECEIVABLE-UTILITY	73,820.88	
202-000-1210006	ACCOUNTS RECEIVABLE-AFD	16,588.64	
	TOTAL ASSETS		8,232,545.26
<u>LIABILITIES AND EQUITY</u>			
<u>LIABILITIES</u>			
202-000-2010000	ACCOUNTS PAYABLE-ACCRUAL	352,318.93	
202-000-2020000	RETAINAGE	115,138.12	
202-000-2220000	DEFERRED INFLOW	23,778.68	
202-000-2220006	STREET DEF INFLOW - AFD	16,588.64	
	TOTAL LIABILITIES		507,824.37
<u>FUND EQUITY</u>			
202-000-2970200	RESERVED FB - ST. MAINT. PROG.	713,641.00	
	UNAPPROPRIATED FUND BALANCE:		
	REVENUE OVER EXPENDITURES - YTD	350,769.05	
	BALANCE - CURRENT DATE	350,769.05	
	TOTAL FUND EQUITY		1,064,410.05
	TOTAL LIABILITIES AND EQUITY		1,572,234.42

CITY OF CANBY
REVENUES WITH COMPARISON TO BUDGET
FOR THE 1 MONTHS ENDING JULY 31, 2023

STREETS FUND

		PERIOD ACTUAL	YTD ENCUM	YTD ACTUAL	BUDGET	UNEARNED	PCNT
	<u>PROGRAM REVENUES</u>						
202-000-330-0001	STATE HIGHWAY FUND	140,299.80	.00	140,299.80	1,480,000.00	1,339,700.20	9.5
202-000-330-0010	LOCAL GAS TAX	36,835.82	.00	36,835.82	380,000.00	343,164.18	9.7
202-000-330-0020	COUNTY VEHICLE REGISTRATIONFE	30,413.54	.00	30,413.54	360,000.00	329,586.46	8.5
202-000-330-0050	FEDERAL FUND EXCHANGE	.00	.00	.00	100,000.00	100,000.00	.0
202-000-340-0003	MISCELLANEOUS FEES	.00	.00	.00	250.00	250.00	.0
202-000-340-0015	STREET MAINTENANCE FEE	50,943.78	.00	50,943.78	600,000.00	549,056.22	8.5
202-000-340-0120	EROSION CONTROL FEES	1,247.20	.00	1,247.20	29,000.00	27,752.80	4.3
202-000-340-0125	DRIVEWAY/CURB/SIDEWALK INSPEC	500.00	.00	500.00	10,000.00	9,500.00	5.0
202-000-340-0130	STREET EXCAVATION/OPENING FEE	250.00	.00	250.00	2,000.00	1,750.00	12.5
202-000-340-0140	URBAN FORESTRY PROGRAM REVE	25.00	.00	25.00	25,000.00	24,975.00	.1
202-000-340-0160	STREET SIGN PROGRAM REVENUE	.00	.00	.00	4,500.00	4,500.00	.0
202-000-360-0001	MISCELLANEOUS-INCOME	164,776.32	.00	164,776.32	7,000.00	(157,776.32)	2354.0
202-000-360-0002	DAMAGED PROPERTY CLAIM REVEN	.00	.00	.00	500.00	500.00	.0
202-000-361-0001	INTEREST REVENUES	27,630.23	.00	27,630.23	190,000.00	162,369.77	14.5
202-000-392-0210	TRANSFER FROM SDC FUND	.00	.00	.00	4,155,000.00	4,155,000.00	.0
202-000-399-0001	CASH CARRYOVER	.00	.00	.00	7,371,941.00	7,371,941.00	.0
	TOTAL PROGRAM REVENUES	452,921.69	.00	452,921.69	14,715,191.00	14,262,269.31	3.1
	TOTAL FUND REVENUE	452,921.69	.00	452,921.69	14,715,191.00	14,262,269.31	3.1

CITY OF CANBY
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 1 MONTHS ENDING JULY 31, 2023

STREETS EXPENDITURES

		PERIOD ACTUAL	YTD ENCUM	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
	STREETS EXPENDITURES						
	PERSONAL SERVICES:						
202-202-431-1000	REGULAR SALARIES AND WAGES	37,828.28	.00	37,828.28	610,878.00	573,049.72	6.2
202-202-431-1250	SEASONAL/TEMP WAGES	1,386.00	.00	1,386.00	10,228.00	8,842.00	13.6
202-202-431-1300	OVERTIME	2,512.01	.00	2,512.01	12,000.00	9,487.99	20.9
202-202-431-2100	INSURANCE BENEFITS	9,179.55	.00	9,179.55	142,643.00	133,463.45	6.4
202-202-431-2200	TAXES/OTHER	4,280.48	.00	4,280.48	85,064.00	80,783.52	5.0
202-202-431-2300	PERS CONTRIBUTIONS	9,897.13	.00	9,897.13	134,079.00	124,181.87	7.4
202-202-431-2911	CLOTHING ALLOWANCE	.00	.00	.00	3,200.00	3,200.00	.0
	TOTAL PERSONAL SERVICES	65,083.45	.00	65,083.45	998,092.00	933,008.55	6.5
	MATERIALS & SERVICES:						
202-202-431-3112	CONSULTANT ENGINEER	.00	.00	.00	15,000.00	15,000.00	.0
202-202-431-3200	PROFESSIONAL SERVICES	.00	.00	.00	6,000.00	6,000.00	.0
202-202-431-4320	CURB/SIDEWALK REPAIR	.00	.00	.00	20,000.00	20,000.00	.0
202-202-431-4340	STREET LIGHTING & MAINT	5,240.00	12,806.00	5,240.00	90,000.00	84,760.00	5.8
202-202-431-4345	STREET MAINTENANCE	.00	.00	.00	62,000.00	62,000.00	.0
202-202-431-4450	COPIER LEASE & MAINT	57.54	287.70	57.54	800.00	742.46	7.2
202-202-431-4500	STREET MAINT BILLING	1,425.81	.00	1,425.81	27,500.00	26,074.19	5.2
202-202-431-4660	STREET SIGNING	.00	.00	.00	20,000.00	20,000.00	.0
202-202-431-4680	STREET MARKING & STRIPING	.00	.00	.00	18,000.00	18,000.00	.0
202-202-431-4690	DAMAGED PROPERTY CLAIM EXPEN	.00	.00	.00	2,000.00	2,000.00	.0
202-202-431-5300	COMMUNICATIONS	.00	.00	.00	2,100.00	2,100.00	.0
202-202-431-5800	TRAVEL & TRAINING	.00	.00	.00	6,000.00	6,000.00	.0
202-202-431-5820	MEMBERSHIP DUES & FEES	.00	.00	.00	800.00	800.00	.0
202-202-431-5901	INTERNAL CHARGE-FLEET	8,032.83	.00	8,032.83	102,332.00	94,299.17	7.9
202-202-431-5902	INTERNAL CHARGE-FACILITIES	3,290.37	.00	3,290.37	36,186.00	32,895.63	9.1
202-202-431-5903	INTERNAL CHARGE-TECH SERVICES	3,382.27	.00	3,382.27	24,960.00	21,577.73	13.6
202-202-431-6100	SUPPLIES & SERVICES	.00	.00	.00	12,000.00	12,000.00	.0
202-202-431-6120	SMALL TOOLS	.00	.00	.00	7,000.00	7,000.00	.0
202-202-431-6180	SAFETY SUPPLIES	.00	.00	.00	1,500.00	1,500.00	.0
202-202-431-6192	URBAN FORESTRY PROGRAM	.00	.00	.00	15,000.00	15,000.00	.0
202-202-431-6200	UTILITIES	48.28	.00	48.28	5,600.00	5,551.72	.9
	MATERIALS & SERVICES	21,477.10	13,093.70	21,477.10	474,778.00	453,300.90	4.5
	CAPITAL:						
202-202-431-7410	EQUIPMENT	.00	565,447.62	.00	.00	.00	.0
202-202-431-7614	STREET MAINT FEE PROJECTS	.00	19,832.22	.00	100,000.00	100,000.00	.0
202-202-431-7627	S IVY SIDEWALK/OVERLAY PROJECT	.00	.00	.00	1,900,000.00	1,900,000.00	.0
202-202-431-7629	INDUSTRIAL PARK TO 99E	.00	.00	.00	3,000,000.00	3,000,000.00	.0
202-202-431-7630	NE 10TH AVE FROM MAPLE TO PINE	.00	.00	.00	1,900,000.00	1,900,000.00	.0
202-202-431-7632	N PINE ST REALIGNMENT	.00	.00	.00	850,000.00	850,000.00	.0
202-202-431-7635	CHARGING STATION	.00	.00	.00	150,000.00	150,000.00	.0
202-202-431-7640	FUEL STATION	.00	.00	.00	200,000.00	200,000.00	.0
	TOTAL CAPITAL	.00	585,279.84	.00	8,100,000.00	8,100,000.00	.0

CITY OF CANBY
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 1 MONTHS ENDING JULY 31, 2023

STREETS EXPENDITURES

		PERIOD ACTUAL	YTD ENCUM	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
	TRANSFERS:						
202-202-491-0110	O/H TRANSFER TO GENERAL FUND	15,592.09	.00	15,592.09	193,333.00	177,740.91	8.1
	TOTAL TRANSFERS	15,592.09	.00	15,592.09	193,333.00	177,740.91	8.1
	TOTAL STREETS EXPENDITURES	102,152.64	598,373.54	102,152.64	9,766,203.00	9,664,050.36	1.1
	TOTAL FUND EXPENDITURES	102,152.64	598,373.54	102,152.64	9,766,203.00	9,664,050.36	1.1
	NET REVENUE OVER EXPENDITURES	350,769.05	(598,373.54)	350,769.05	4,948,988.00	4,598,218.95	7.1

CITY OF CANBY
BALANCE SHEET
JULY 31, 2023

FLEET SERVICES FUND

<u>ASSETS</u>			
204-000-1000000	CASH - COMBINED FUND	127,304.28	
204-000-1150000	ACCOUNTS RECEIVABLE-MODULE	984.00	
	TOTAL ASSETS		128,288.28
<u>LIABILITIES AND EQUITY</u>			
<u>LIABILITIES</u>			
204-000-2010000	ACCOUNTS PAYABLE-ACCRUAL	1,789.82	
	TOTAL LIABILITIES		1,789.82
<u>FUND EQUITY</u>			
204-000-2980001	FUND BALANCE	98,105.76	
	UNAPPROPRIATED FUND BALANCE:		
	REVENUE OVER EXPENDITURES - YTD	28,392.70	
	BALANCE - CURRENT DATE	28,392.70	
	TOTAL FUND EQUITY		126,498.46
	TOTAL LIABILITIES AND EQUITY		128,288.28

CITY OF CANBY
REVENUES WITH COMPARISON TO BUDGET
FOR THE 1 MONTHS ENDING JULY 31, 2023

FLEET SERVICES FUND

		PERIOD ACTUAL	YTD ENCUM	YTD ACTUAL	BUDGET	UNEARNED	PCNT
	<u>PROGRAM REVENUES</u>						
204-000-360-0001	MISCELLANEOUS-INCOME	.00	.00	.00	1,000.00	1,000.00	.0
204-000-361-0001	INTEREST REVENUES	432.01	.00	432.01	1,800.00	1,367.99	24.0
204-000-399-0001	CASH CARRYOVER	.00	.00	.00	74,842.00	74,842.00	.0
	TOTAL PROGRAM REVENUES	432.01	.00	432.01	77,642.00	77,209.99	.6
	<u>OPERATIONAL REVENUE</u>						
204-001-340-0450	CANBY ADULT CENTER	707.53	.00	707.53	3,000.00	2,292.47	23.6
204-001-341-0001	INTERNAL REVENUE-FLEET	68,838.58	.00	68,838.58	828,550.00	759,711.42	8.3
	TOTAL OPERATIONAL REVENUE	69,546.11	.00	69,546.11	831,550.00	762,003.89	8.4
	TOTAL FUND REVENUE	69,978.12	.00	69,978.12	909,192.00	839,213.88	7.7

CITY OF CANBY
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 1 MONTHS ENDING JULY 31, 2023

FLEET EXPENDITURES

	PERIOD ACTUAL	YTD ENCUM	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>FLEET EXPENDITURES</u>						
PERSONAL SERVICES:						
204-204-425-1000	REGULAR SALARIES AND WAGES	13,916.25	.00	13,916.25	180,045.00	166,128.75 7.7
204-204-425-1300	OVERTIME	.00	.00	.00	2,500.00	2,500.00 .0
204-204-425-2100	INSURANCE BENEFITS	4,604.89	.00	4,604.89	59,867.00	55,262.11 7.7
204-204-425-2200	TAXES/OTHER	1,293.94	.00	1,293.94	20,786.00	19,492.06 6.2
204-204-425-2300	PERS CONTRIBUTIONS	3,200.63	.00	3,200.63	38,881.00	35,680.37 8.2
204-204-425-2911	CLOTHING ALLOWANCE	.00	.00	.00	800.00	800.00 .0
<hr/>						
	TOTAL PERSONAL SERVICES	23,015.71	.00	23,015.71	302,879.00	279,863.29 7.6
MATERIALS & SERVICES:						
204-204-425-3110	CONTRACT SERVICES-SHOP	.00	1,599.26	.00	20,000.00	20,000.00 .0
204-204-425-3115	CONTRACT SERVICES-VEHICLES	.00	.00	.00	18,000.00	18,000.00 .0
204-204-425-3150	CAT CONTRACT SERVICES	.00	.00	.00	18,000.00	18,000.00 .0
204-204-425-4450	COPIER LEASE & MAINT	18.88	94.40	18.88	400.00	381.12 4.7
204-204-425-5150	CANBY AREA TRANSIT EXPENSES	1,022.17	.00	1,022.17	34,000.00	32,977.83 3.0
204-204-425-5300	COMMUNICATIONS	.00	.00	.00	1,200.00	1,200.00 .0
204-204-425-5800	TRAVEL & TRAINING	.00	.00	.00	500.00	500.00 .0
204-204-425-5830	DEQ/DMV	.00	.00	.00	2,000.00	2,000.00 .0
204-204-425-5902	INTERNAL CHARGE-FACILITIES	4,569.73	.00	4,569.73	50,256.00	45,686.27 9.1
204-204-425-5903	INTERNAL CHARGE-TECH SERVICES	1,247.00	.00	1,247.00	9,202.00	7,955.00 13.6
204-204-425-6100	SUPPLIES & SERVICES	.00	.00	.00	40,000.00	40,000.00 .0
204-204-425-6111	TIRES	989.92	.00	989.92	12,000.00	11,010.08 8.3
204-204-425-6112	TIRES-TRANSIT	25.00	.00	25.00	8,000.00	7,975.00 .3
204-204-425-6119	MISC SHOP SUPPLIES	.00	.00	.00	4,000.00	4,000.00 .0
204-204-425-6120	TOOLS AND EQUIPMENT	.00	.00	.00	6,000.00	6,000.00 .0
204-204-425-6300	GASOLINE/FUEL	10,697.01	.00	10,697.01	320,000.00	309,302.99 3.3
204-204-425-6301	OIL-GENERAL	.00	.00	.00	3,500.00	3,500.00 .0
204-204-425-6302	OIL-TRANSIT	.00	.00	.00	3,500.00	3,500.00 .0
204-204-425-6500	SAFETY EQUIPMENT	.00	.00	.00	500.00	500.00 .0
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	MATERIALS & SERVICES	18,569.71	1,693.66	18,569.71	551,058.00	532,488.29 3.4
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	TOTAL FLEET EXPENDITURES	41,585.42	1,693.66	41,585.42	853,937.00	812,351.58 4.9

CITY OF CANBY
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 1 MONTHS ENDING JULY 31, 2023

FLEET RESERVES

	PERIOD ACTUAL	YTD ENCUM	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>FLEET RESERVES</u>						
CAPITAL:						
204-214-425-7410 EQUIPMENT	.00	.00	.00	10,000.00	10,000.00	.0
TOTAL CAPITAL	.00	.00	.00	10,000.00	10,000.00	.0
TOTAL FLEET RESERVES	.00	.00	.00	10,000.00	10,000.00	.0
TOTAL FUND EXPENDITURES	41,585.42	1,693.66	41,585.42	863,937.00	822,351.58	4.8
NET REVENUE OVER EXPENDITURES	28,392.70	(1,693.66)	28,392.70	45,255.00	16,862.30	62.7

CITY OF CANBY
BALANCE SHEET
JULY 31, 2023

SYSTEMS DEVELOPMENT FUND

<u>ASSETS</u>		
210-000-1000000	CASH - COMBINED FUND	13,887,256.38
	TOTAL ASSETS	<u>13,887,256.38</u>
 <u>LIABILITIES AND EQUITY</u>		
 <u>FUND EQUITY</u>		
210-000-2970020	RESTRICTED FOR STREET IMPROVEM	5,350,294.84
210-000-2970025	RESTRICTED FOR STREET REIMB	854,648.60
210-000-2970026	RESTRICTED FOR STREETSDC ADMIN	109,918.78
210-000-2970030	RESTRICTED FOR PARK IMPROVEME	5,173,408.19
210-000-2970036	RESTRICTED FOR PARK SDC ADMIN	48,704.18
210-000-2970040	RESTRICTED FOR SEWER IMPROVEME	120,013.57
210-000-2970045	RESTRICTED FOR SEWER REIMB	680,052.74
210-000-2970046	RESTRICTED FOR SEWER SDC ADMIN	32,220.08
210-000-2970050	RESTRICTED FOR STORM IMPROVE	165,516.60
210-000-2970055	RESTRICTED FOR STORM REIMB	30,301.67
210-000-2970056	RESTRICTED FOR STORM SDC ADMIN	5,470.24
210-000-2980001	FUND BALANCE	364,571.25
	UNAPPROPRIATED FUND BALANCE:	
	REVENUE OVER EXPENDITURES - YTD	<u>104,269.36</u>
	BALANCE - CURRENT DATE	<u>104,269.36</u>
	TOTAL FUND EQUITY	<u>13,039,390.10</u>
	TOTAL LIABILITIES AND EQUITY	<u>13,039,390.10</u>

CITY OF CANBY
REVENUES WITH COMPARISON TO BUDGET
FOR THE 1 MONTHS ENDING JULY 31, 2023

SYSTEMS DEVELOPMENT FUND

		PERIOD ACTUAL	YTD ENCUM	YTD ACTUAL	BUDGET	UNEARNED	PCNT
<u>PROGRAM REVENUES</u>							
210-000-355-0100	PARKS IMPROVEMENT SDC'S	30,078.46	.00	30,078.46	930,000.00	899,921.54	3.2
210-000-355-0175	PARKS SDC COMPLIANCE COST FEE	613.85	.00	613.85	20,000.00	19,386.15	3.1
210-000-355-0200	SEWER IMPROVEMENT SDC'S	2,625.25	.00	2,625.25	97,000.00	94,374.75	2.7
210-000-355-0250	SEWER REIMBURSEMENT SDC'S	10,915.51	.00	10,915.51	410,000.00	399,084.49	2.7
210-000-355-0275	SEWER SDC COMPLIANCE COST FEE	276.34	.00	276.34	10,000.00	9,723.66	2.8
210-000-355-0400	STORM IMPROVEMENT SDC'S	679.20	.00	679.20	45,000.00	44,320.80	1.5
210-000-355-0450	STORM REIMBURSEMENT SDC'S	144.33	.00	144.33	9,500.00	9,355.67	1.5
210-000-355-0475	STORM SDC COMPLIANCE COST FEE	25.47	.00	25.47	1,600.00	1,574.53	1.6
210-000-355-0600	STREET IMPROVEMENT SDC'S	9,663.70	.00	9,663.70	650,000.00	640,336.30	1.5
210-000-355-0650	STREET REIMBURSEMENT SDC'S	1,885.60	.00	1,885.60	125,000.00	123,114.40	1.5
210-000-355-0700	STREET SDC COMPLIANCE COST FE	235.70	.00	235.70	16,000.00	15,764.30	1.5
210-000-361-0001	INTEREST REVENUES	47,125.95	.00	47,125.95	330,000.00	282,874.05	14.3
210-000-399-0001	CASH CARRYOVER	.00	.00	.00	12,832,729.00	12,832,729.00	.0
TOTAL PROGRAM REVENUES		104,269.36	.00	104,269.36	15,476,829.00	15,372,559.64	.7
TOTAL FUND REVENUE		104,269.36	.00	104,269.36	15,476,829.00	15,372,559.64	.7

CITY OF CANBY
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 1 MONTHS ENDING JULY 31, 2023

SYSTEMS DEVELOP EXPENDITURES

		PERIOD ACTUAL	YTD ENCUM	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
	<u>SYSTEMS DEVELOP EXPENDITURES</u>						
	TRANSFERS:						
210-210-492-0106	TRANSFER TO PARKS	.00	.00	.00	3,570,000.00	3,570,000.00	.0
210-210-492-0202	TRANSFER TO STREETS	.00	.00	.00	4,155,000.00	4,155,000.00	.0
210-210-492-0306	TRANSFER TO SEWER	.00	.00	.00	716,618.00	716,618.00	.0
210-210-492-0312	TRANSFER TO STORM	.00	.00	.00	244,500.00	244,500.00	.0
	TOTAL TRANSFERS	.00	.00	.00	8,686,118.00	8,686,118.00	.0
	TOTAL SYSTEMS DEVELOP EXPENDI	.00	.00	.00	8,686,118.00	8,686,118.00	.0
	TOTAL FUND EXPENDITURES	.00	.00	.00	8,686,118.00	8,686,118.00	.0
	NET REVENUE OVER EXPENDITURES	104,269.36	.00	104,269.36	6,790,711.00	6,686,441.64	1.5

CITY OF CANBY
BALANCE SHEET
JULY 31, 2023

TRANSIENT ROOM TAX FUND

<u>ASSETS</u>			
217-000-1000000	CASH - COMBINED FUND	83,394.19	
TOTAL ASSETS			83,394.19
<u>LIABILITIES AND EQUITY</u>			
<u>FUND EQUITY</u>			
217-000-2980001	FUND BALANCE	18,424.51	
UNAPPROPRIATED FUND BALANCE:			
REVENUE OVER EXPENDITURES - YTD		6,779.51	
BALANCE - CURRENT DATE		6,779.51	
TOTAL FUND EQUITY			25,204.02
TOTAL LIABILITIES AND EQUITY			25,204.02

CITY OF CANBY
REVENUES WITH COMPARISON TO BUDGET
FOR THE 1 MONTHS ENDING JULY 31, 2023

TRANSIENT ROOM TAX FUND

		PERIOD ACTUAL	YTD ENCUM	YTD ACTUAL	BUDGET	UNEARNED	PCNT
	<u>TRANSIENT ROOM TAX FUND</u>						
217-000-399-0001	CASH CARRYOVER	.00	.00	.00	75,790.00	75,790.00	.0
	TOTAL TRANSIENT ROOM TAX FUND	.00	.00	.00	75,790.00	75,790.00	.0
	<u>TOURISM PROMO/FAC REVENUE</u>						
217-001-340-0100	ROOM TAX-RESTRICTED (70%)	5,527.56	.00	5,527.56	24,000.00	18,472.44	23.0
217-001-361-0001	INTEREST REVENUES (RESTR)	198.10	.00	198.10	1,070.00	871.90	18.5
	TOTAL TOURISM PROMO/FAC REVEN	5,725.66	.00	5,725.66	25,070.00	19,344.34	22.8
	<u>TOURISM ENHANCEMENT REVENUE</u>						
217-002-340-0100	ROOM TAX-UNRESTRICTED (30%)	2,368.95	.00	2,368.95	11,000.00	8,631.05	21.5
217-002-361-0001	INTEREST REVENUES (UNRESTR)	84.90	.00	84.90	460.00	375.10	18.5
	TOTAL TOURISM ENHANCEMENT REV	2,453.85	.00	2,453.85	11,460.00	9,006.15	21.4
	TOTAL FUND REVENUE	8,179.51	.00	8,179.51	112,320.00	104,140.49	7.3

CITY OF CANBY
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 1 MONTHS ENDING JULY 31, 2023

TOURISM PROMO/FAC (RESTRICTED)

		PERIOD ACTUAL	YTD ENCUM	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
	<u>TOURISM PROMO/FAC (RESTRICTED)</u>						
	MATERIALS & SERVICES:						
217-221-465-6100	SERVICES & SUPPLIES	1,400.00	.00	1,400.00	10,000.00	8,600.00	14.0
	MATERIALS & SERVICES	1,400.00	.00	1,400.00	10,000.00	8,600.00	14.0
	TOTAL TOURISM PROMO/FAC (RESTR	1,400.00	.00	1,400.00	10,000.00	8,600.00	14.0

CITY OF CANBY
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 1 MONTHS ENDING JULY 31, 2023

TOURISM ENHANCEMENT(UNRESTRIC)

	PERIOD ACTUAL	YTD ENCUM	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<hr/>						
TOURISM ENHANCEMENT(UNRESTRI						
<hr/>						
MATERIALS & SERVICES:						
217-222-465-6100 SERVICES & SUPPLIES	.00	.00	.00	10,000.00	10,000.00	.0
	<hr/>	<hr/>	<hr/>	<hr/>	<hr/>	<hr/>
MATERIALS & SERVICES	.00	.00	.00	10,000.00	10,000.00	.0
	<hr/>	<hr/>	<hr/>	<hr/>	<hr/>	<hr/>
TOTAL TOURISM ENHANCEMENT(UN	.00	.00	.00	10,000.00	10,000.00	.0
	<hr/>	<hr/>	<hr/>	<hr/>	<hr/>	<hr/>
TOTAL FUND EXPENDITURES	1,400.00	.00	1,400.00	20,000.00	18,600.00	7.0
	<hr/>	<hr/>	<hr/>	<hr/>	<hr/>	<hr/>
NET REVENUE OVER EXPENDITURES	6,779.51	.00	6,779.51	92,320.00	85,540.49	7.3
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CITY OF CANBY
BALANCE SHEET
JULY 31, 2023

CEMETERY PERPETUAL CARE FUND

<u>ASSETS</u>			
223-000-1000000	CASH - COMBINED FUND	720,038.61	
TOTAL ASSETS			720,038.61
<u>LIABILITIES AND EQUITY</u>			
<u>FUND EQUITY</u>			
UNAPPROPRIATED FUND BALANCE:			
	REVENUE OVER EXPENDITURES - YTD	(493,886.56)	
	BALANCE - CURRENT DATE	(493,886.56)	
TOTAL FUND EQUITY			(493,886.56)
TOTAL LIABILITIES AND EQUITY			(493,886.56)

CITY OF CANBY
REVENUES WITH COMPARISON TO BUDGET
FOR THE 1 MONTHS ENDING JULY 31, 2023

CEMETERY PERPETUAL CARE FUND

		<u>PERIOD ACTUAL</u>	<u>YTD ENCUM</u>	<u>YTD ACTUAL</u>	<u>BUDGET</u>	<u>UNEARNED</u>	<u>PCNT</u>
	<u>PROGRAM REVENUES</u>						
223-000-340-0001	PERPETUAL CARE: CURRENT SALES	3,670.00	.00	3,670.00	15,000.00	11,330.00	24.5
223-000-361-0001	INTEREST REVENUES	2,443.44	.00	2,443.44	27,000.00	24,556.56	9.1
223-000-392-0201	IF LOAN PAYMENT FROM LIBRARY	.00	.00	.00	500,000.00	500,000.00	.0
223-000-399-0001	CASH CARRYOVER	.00	.00	.00	1,194,968.00	1,194,968.00	.0
	TOTAL PROGRAM REVENUES	<u>6,113.44</u>	<u>.00</u>	<u>6,113.44</u>	<u>1,736,968.00</u>	<u>1,730,854.56</u>	<u>.4</u>
	TOTAL FUND REVENUE	<u>6,113.44</u>	<u>.00</u>	<u>6,113.44</u>	<u>1,736,968.00</u>	<u>1,730,854.56</u>	<u>.4</u>

CITY OF CANBY
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 1 MONTHS ENDING JULY 31, 2023

CEMETERY PERPETUAL CARE EXPEND

		PERIOD ACTUAL	YTD ENCUM	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
	<u>CEMETERY PERPETUAL CARE EXPE</u>						
	TRANSFERS:						
223-223-492-0201	INTERFUND LOAN TO LIBRARY	500,000.00	.00	500,000.00	500,000.00	.00	100.0
	TOTAL TRANSFERS	500,000.00	.00	500,000.00	500,000.00	.00	100.0
	TOTAL CEMETERY PERPETUAL CARE	500,000.00	.00	500,000.00	500,000.00	.00	100.0
	TOTAL FUND EXPENDITURES	500,000.00	.00	500,000.00	500,000.00	.00	100.0
	NET REVENUE OVER EXPENDITURES	(493,886.56)	.00	(493,886.56)	1,236,968.00	1,730,854.56	(39.9)

CITY OF CANBY
BALANCE SHEET
JULY 31, 2023

FACILITIES FUND

<u>ASSETS</u>			
227-000-1000000	CASH - COMBINED FUND	111,626.26	
	TOTAL ASSETS		111,626.26
<u>LIABILITIES AND EQUITY</u>			
<u>LIABILITIES</u>			
227-000-2010000	ACCOUNTS PAYABLE-ACCRUAL	9,199.53	
	TOTAL LIABILITIES		9,199.53
<u>FUND EQUITY</u>			
227-000-2980001	FUND BALANCE	79,616.04	
	UNAPPROPRIATED FUND BALANCE:		
	REVENUE OVER EXPENDITURES - YTD	22,810.69	
	BALANCE - CURRENT DATE	22,810.69	
	TOTAL FUND EQUITY		102,426.73
	TOTAL LIABILITIES AND EQUITY		111,626.26

CITY OF CANBY
REVENUES WITH COMPARISON TO BUDGET
FOR THE 1 MONTHS ENDING JULY 31, 2023

FACILITIES FUND

		PERIOD ACTUAL	YTD ENCUM	YTD ACTUAL	BUDGET	UNEARNED	PCNT
	<u>PROGRAM REVENUES</u>						
227-000-361-0001	INTEREST REVENUES	378.80	.00	378.80	1,000.00	621.20	37.9
227-000-399-0001	CASH CARRYOVER	.00	.00	.00	86,512.00	86,512.00	.0
	TOTAL PROGRAM REVENUES	378.80	.00	378.80	87,512.00	87,133.20	.4
	<u>OPERATIONAL REVENUE</u>						
227-001-340-0250	CANBY UTILITY	.00	.00	.00	500.00	500.00	.0
227-001-341-0001	INTERNAL REVENUE-FACILITIES	41,416.67	.00	41,416.67	470,000.00	428,583.33	8.8
	TOTAL OPERATIONAL REVENUE	41,416.67	.00	41,416.67	470,500.00	429,083.33	8.8
	TOTAL FUND REVENUE	41,795.47	.00	41,795.47	558,012.00	516,216.53	7.5

CITY OF CANBY
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 1 MONTHS ENDING JULY 31, 2023

FACILITIES EXPENDITURES

	PERIOD ACTUAL	YTD ENCUM	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>FACILITIES EXPENDITURES</u>						
PERSONAL SERVICES:						
227-227-480-1000	REGULAR SALARIES AND WAGES	7,245.47	.00	7,245.47	122,367.00	115,121.53 5.9
227-227-480-1300	OVERTIME	714.61	.00	714.61	4,000.00	3,285.39 17.9
227-227-480-2100	INSURANCE BENEFITS	881.78	.00	881.78	16,459.00	15,577.22 5.4
227-227-480-2200	TAXES/OTHER	823.20	.00	823.20	16,313.00	15,489.80 5.1
227-227-480-2300	PERS CONTRIBUTIONS	1,874.62	.00	1,874.62	25,207.00	23,332.38 7.4
227-227-480-2911	CLOTHING ALLOWANCE	.00	.00	.00	400.00	400.00 .0
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	TOTAL PERSONAL SERVICES	11,539.68	.00	11,539.68	184,746.00	173,206.32 6.3
MATERIALS & SERVICES:						
227-227-480-3200	CONTRACT SERVICES	3,743.02	24,924.72	3,743.02	50,000.00	46,256.98 7.5
227-227-480-4200	JANITORIAL SERVICES & SUPPLIES	2,295.00	52,860.00	2,295.00	150,000.00	147,705.00 1.5
227-227-480-4300	BUILDING REPAIRS & MAINTENANCE	508.92	.00	508.92	50,000.00	49,491.08 1.0
227-227-480-4450	COPIER LEASE & MAINT	11.10	55.50	11.10	250.00	238.90 4.4
227-227-480-5800	TRAVEL & TRAINING	.00	.00	.00	2,000.00	2,000.00 .0
227-227-480-5901	INTERNAL CHARGE-FLEET	612.17	.00	612.17	10,500.00	9,887.83 5.8
227-227-480-6100	SUPPLIES AND SMALL TOOLS	.00	.00	.00	6,000.00	6,000.00 .0
227-227-480-6200	UTILITIES	274.89	.00	274.89	75,000.00	74,725.11 .4
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	MATERIALS & SERVICES	7,445.10	77,840.22	7,445.10	343,750.00	336,304.90 2.2
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	TOTAL FACILITIES EXPENDITURES	18,984.78	77,840.22	18,984.78	528,496.00	509,511.22 3.6
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	TOTAL FUND EXPENDITURES	18,984.78	77,840.22	18,984.78	528,496.00	509,511.22 3.6
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	NET REVENUE OVER EXPENDITURES	22,810.69	(77,840.22)	22,810.69	29,516.00	6,705.31 77.3

CITY OF CANBY
BALANCE SHEET
JULY 31, 2023

FORFEITURE FUND

ASSETS

229-000-1000000	CASH - COMBINED FUND	21,236.57	
	TOTAL ASSETS		21,236.57

LIABILITIES AND EQUITY

FUND EQUITY

229-000-2970100	RESERVED FB - FED FORFEITURE	14,838.53	
229-000-2970200	RESTRICTED FB - CIVIL FORFEIT.	4,646.69	
229-000-2980001	FUND BALANCE	1,679.15	
	UNAPPROPRIATED FUND BALANCE:		
	REVENUE OVER EXPENDITURES - YTD	72.20	
	BALANCE - CURRENT DATE	72.20	
	TOTAL FUND EQUITY		21,236.57
	TOTAL LIABILITIES AND EQUITY		21,236.57

CITY OF CANBY
REVENUES WITH COMPARISON TO BUDGET
FOR THE 1 MONTHS ENDING JULY 31, 2023

FORFEITURE FUND

		PERIOD ACTUAL	YTD ENCUM	YTD ACTUAL	BUDGET	UNEARNED	PCNT
	<u>PROGRAM REVENUES</u>						
229-000-360-0100	FORFEITURE FUNDS-FEDERAL	.00	.00	.00	5,000.00	5,000.00	.0
229-000-360-0200	FORFEITURE FUNDS-CIVIL	.00	.00	.00	5,000.00	5,000.00	.0
229-000-361-0001	INTEREST EARNED-FEDERAL	11.24	.00	11.24	55.00	43.76	20.4
229-000-361-0010	INTEREST EARNED-CIVIL	60.96	.00	60.96	435.00	374.04	14.0
229-000-399-0001	CASH CARRYOVER	.00	.00	.00	19,976.00	19,976.00	.0
	TOTAL PROGRAM REVENUES	72.20	.00	72.20	30,466.00	30,393.80	.2
	TOTAL FUND REVENUE	72.20	.00	72.20	30,466.00	30,393.80	.2

CITY OF CANBY
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 1 MONTHS ENDING JULY 31, 2023

FORFEITURE EXPENDITURES

	PERIOD ACTUAL	YTD ENCUM	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>FORFEITURE EXPENDITURES</u>						
MATERIALS & SERVICES:						
229-229-421-6100 SUPPLIES & SERVICES-FEDERAL	.00	.00	.00	5,000.00	5,000.00	.0
229-229-421-6110 SUPPLIES & SERVICE-CIVIL	.00	.00	.00	5,185.00	5,185.00	.0
MATERIALS & SERVICES	.00	.00	.00	10,185.00	10,185.00	.0
TOTAL FORFEITURE EXPENDITURES	.00	.00	.00	10,185.00	10,185.00	.0
TOTAL FUND EXPENDITURES	.00	.00	.00	10,185.00	10,185.00	.0
NET REVENUE OVER EXPENDITURES	72.20	.00	72.20	20,281.00	20,208.80	.4

CITY OF CANBY
BALANCE SHEET
JULY 31, 2023

IT FUND

<u>ASSETS</u>			
231-000-1000000	CASH - COMBINED FUND	225,064.54	
	TOTAL ASSETS		225,064.54
<u>LIABILITIES AND EQUITY</u>			
<u>LIABILITIES</u>			
231-000-2010000	ACCOUNTS PAYABLE-ACCRUAL	53,700.75	
	TOTAL LIABILITIES		53,700.75
<u>FUND EQUITY</u>			
231-000-2980001	FUND BALANCE	127,088.49	
	UNAPPROPRIATED FUND BALANCE:		
	REVENUE OVER EXPENDITURES - YTD	44,275.30	
	BALANCE - CURRENT DATE	44,275.30	
	TOTAL FUND EQUITY		171,363.79
	TOTAL LIABILITIES AND EQUITY		225,064.54

CITY OF CANBY
REVENUES WITH COMPARISON TO BUDGET
FOR THE 1 MONTHS ENDING JULY 31, 2023

IT FUND

		PERIOD ACTUAL	YTD ENCUM	YTD ACTUAL	BUDGET	UNEARNED	PCNT
	<u>PROGRAM REVENUES</u>						
231-000-361-0001	INTEREST REVENUES	763.75	.00	763.75	2,500.00	1,736.25	30.6
231-000-399-0001	CASH CARRYOVER	.00	.00	.00	173,935.00	173,935.00	.0
	TOTAL PROGRAM REVENUES	763.75	.00	763.75	176,435.00	175,671.25	.4
	<u>OPERATIONAL REVENUE</u>						
231-001-341-0001	INTERNAL REVENUE-TECH SERVICE	62,333.34	.00	62,333.34	460,000.00	397,666.66	13.6
	TOTAL OPERATIONAL REVENUE	62,333.34	.00	62,333.34	460,000.00	397,666.66	13.6
	TOTAL FUND REVENUE	63,097.09	.00	63,097.09	636,435.00	573,337.91	9.9

CITY OF CANBY
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 1 MONTHS ENDING JULY 31, 2023

TECH SERVICE EXPENDITURES

		PERIOD ACTUAL	YTD ENCUM	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
	<u>TECH SERVICE EXPENDITURES</u>						
	PERSONAL SERVICES:						
231-231-457-1000	REGULAR SALARIES AND WAGES	.00	.00	.00	204,005.00	204,005.00	.0
231-231-457-2100	INSURANCE BENEFITS	1.58	.00	1.58	44,527.00	44,525.42	.0
231-231-457-2200	TAXES/OTHER	.00	.00	.00	17,224.00	17,224.00	.0
231-231-457-2300	PERS CONTRIBUTIONS	.00	.00	.00	44,145.00	44,145.00	.0
	TOTAL PERSONAL SERVICES	1.58	.00	1.58	309,901.00	309,899.42	.0
	MATERIALS & SERVICES:						
231-231-457-3410	TECHNICAL CONSULTANT	.00	.00	.00	30,000.00	30,000.00	.0
231-231-457-4450	COPIER LEASE & MAINT	49.10	359.48	49.10	2,100.00	2,050.90	2.3
231-231-457-5300	COMMUNICATIONS	5,693.32	.00	5,693.32	74,283.00	68,589.68	7.7
231-231-457-5320	WEB PAGE	.00	.00	.00	7,500.00	7,500.00	.0
231-231-457-5800	TRAVEL & TRAINING	.00	.00	.00	6,000.00	6,000.00	.0
231-231-457-5820	FEES & DUES	.00	610.66	.00	80,112.00	80,112.00	.0
231-231-457-5902	INTERNAL CHARGE-FACILITIES	342.79	.00	342.79	3,770.00	3,427.21	9.1
231-231-457-5903	INTERNAL CHARGE-FLEET	.00	.00	.00	6,154.00	6,154.00	.0
231-231-457-6100	SUPPLIES & SERVICES	12,735.00	93,200.00	12,735.00	10,950.00	(1,785.00)	116.3
231-231-457-6120	COMPUTER EQUIPMENT	.00	.00	.00	24,000.00	24,000.00	.0
	MATERIALS & SERVICES	18,820.21	94,170.14	18,820.21	244,869.00	226,048.79	7.7
	TOTAL TECH SERVICE EXPENDITURE	18,821.79	94,170.14	18,821.79	554,770.00	535,948.21	3.4

CITY OF CANBY
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 1 MONTHS ENDING JULY 31, 2023

TECH RESERVE

	PERIOD ACTUAL	YTD ENCUM	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>TECH RESERVE</u>						
CAPITAL:						
231-232-457-7450 COMPUTER EQUIPMENT >\$5000	.00	33,267.02	.00	50,000.00	50,000.00	.0
TOTAL CAPITAL	.00	33,267.02	.00	50,000.00	50,000.00	.0
TOTAL TECH RESERVE	.00	33,267.02	.00	50,000.00	50,000.00	.0
TOTAL FUND EXPENDITURES	18,821.79	127,437.16	18,821.79	604,770.00	585,948.21	3.1
NET REVENUE OVER EXPENDITURES	44,275.30	(127,437.16)	44,275.30	31,665.00	(12,610.30)	139.8

CITY OF CANBY
BALANCE SHEET
JULY 31, 2023

TRANSIT FUND

ASSETS

240-000-1000000	CASH- COMBINED FUND	3,426,366.60	
240-000-1100000	ACCOUNTS RECEIVABLE-TAX	60,817.08	
240-000-1120000	ALLOW FOR DOUBTFUL ACCTS-TAX	(43,180.13)	
240-000-1150000	ACCOUNTS RECEIVABLE-MODULE	161,711.00	
	TOTAL ASSETS		3,605,714.55

LIABILITIES AND EQUITY

LIABILITIES

240-000-2010000	ACCOUNTS PAYABLE-ACCRUAL	68,302.85	
240-000-2220050	DEFERRED INFLOW TRANSIT TAX	17,636.95	
240-000-2220100	TRANSIT TAX UNAPPLIED PAYMENTS	2,025.84	
	TOTAL LIABILITIES		87,965.64

FUND EQUITY

240-000-2970200	RESTRICTED FB - STIF	569,784.08	
	UNAPPROPRIATED FUND BALANCE:		
	REVENUE OVER EXPENDITURES - YTD	254,571.84	
	BALANCE - CURRENT DATE	254,571.84	
	TOTAL FUND EQUITY		824,355.92
	TOTAL LIABILITIES AND EQUITY		912,321.56

CITY OF CANBY
REVENUES WITH COMPARISON TO BUDGET
FOR THE 1 MONTHS ENDING JULY 31, 2023

TRANSIT FUND

		PERIOD ACTUAL	YTD ENCUM	YTD ACTUAL	BUDGET	UNEARNED	PCNT
	<u>PROGRAM REVENUES</u>						
240-000-334-0111	GRANT - 5311	.00	.00	.00	333,864.00	333,864.00	.0
240-000-334-0122	GRANT - CAPITAL	65,560.00	.00	65,560.00	94,407.00	28,847.00	69.4
240-000-334-0124	GRANT - OPERATING	.00	.00	.00	90,161.00	90,161.00	.0
240-000-334-0126	STIF FORMULA FUNDS	.00	.00	.00	722,665.00	722,665.00	.0
240-000-340-0010	TRANSIT ER PAYROLL TAX	264,952.00	.00	264,952.00	2,065,325.00	1,800,373.00	12.8
240-000-340-0020	PAYROLL TAX PENALTIES & INT	2,044.06	.00	2,044.06	8,000.00	5,955.94	25.6
240-000-340-0070	FARES	160.00	.00	160.00	60,000.00	59,840.00	.3
240-000-360-0001	MISCELLANEOUS-INCOME	425.53	.00	425.53	2,000.00	1,574.47	21.3
240-000-361-0001	INTEREST REVENUES	10,340.27	.00	10,340.27	69,000.00	58,659.73	15.0
240-000-361-0002	STIF INTEREST	1,287.06	.00	1,287.06	8,000.00	6,712.94	16.1
240-000-399-0001	CASH CARRYOVER	.00	.00	.00	3,591,417.00	3,591,417.00	.0
	TOTAL PROGRAM REVENUES	344,768.92	.00	344,768.92	7,044,839.00	6,700,070.08	4.9
	TOTAL FUND REVENUE	344,768.92	.00	344,768.92	7,044,839.00	6,700,070.08	4.9

CITY OF CANBY
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 1 MONTHS ENDING JULY 31, 2023

TRANSIT EXPENDITURES

	PERIOD ACTUAL	YTD ENCUM	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>TRANSIT EXPENDITURES</u>						
PERSONAL SERVICES:						
240-240-466-1000	REGULAR SALARIES AND WAGES	17,491.26	.00	17,491.26	245,959.00	228,467.74 7.1
240-240-466-1300	OVERTIME	910.75	.00	910.75	4,000.00	3,089.25 22.8
240-240-466-2100	INSURANCE BENEFITS	2,837.72	.00	2,837.72	77,079.00	74,241.28 3.7
240-240-466-2200	TAXES/OTHER	1,699.37	.00	1,699.37	21,113.00	19,413.63 8.1
240-240-466-2300	PERS CONTRIBUTIONS	4,223.18	.00	4,223.18	53,712.00	49,488.82 7.9
TOTAL PERSONAL SERVICES		27,162.28	.00	27,162.28	401,863.00	374,700.72 6.8
MATERIALS & SERVICES:						
240-240-466-3200	PROF/TECH SERVICES	.00	.00	.00	260,000.00	260,000.00 .0
240-240-466-3300	CONTRACT SERVICES	.00	133,489.60	.00	1,751,520.00	1,751,520.00 .0
240-240-466-4330	TRANSIT FACILITIES MAINTENANCE	.00	.00	.00	12,600.00	12,600.00 .0
240-240-466-4332	SPACE LEASE	3,605.50	39,660.50	3,605.50	55,928.00	52,322.50 6.5
240-240-466-4342	VEHICLE MAINTENANCE	.00	.00	.00	1,500.00	1,500.00 .0
240-240-466-4450	COPIER LEASE & MAINT	397.81	840.75	397.81	7,000.00	6,602.19 5.7
240-240-466-5300	COMMUNICATIONS	352.00	3,968.00	352.00	11,172.00	10,820.00 3.2
240-240-466-5400	MARKETING	94.50	.00	94.50	11,100.00	11,005.50 .9
240-240-466-5500	PRINTING	.00	.00	.00	6,200.00	6,200.00 .0
240-240-466-5800	TRAVEL & TRAINING	.00	.00	.00	5,500.00	5,500.00 .0
240-240-466-5820	MEMBERSHIP DUES & FEES	515.00	.00	515.00	29,467.00	28,952.00 1.8
240-240-466-5901	INTERNAL CHARGE-FLEET	30,762.92	.00	30,762.92	381,760.00	350,997.08 8.1
240-240-466-5902	INTERNAL CHARGE-FACILITIES	761.75	.00	761.75	8,377.00	7,615.25 9.1
240-240-466-5903	INTERNAL CHARGE-TECH SERVICES	4,182.11	.00	4,182.11	30,863.00	26,680.89 13.6
240-240-466-6100	SUPPLIES & SERVICES	.00	.00	.00	12,600.00	12,600.00 .0
240-240-466-6105	TAX COLLECTION SERVICES & SUPP	526.86	.00	526.86	3,200.00	2,673.14 16.5
MATERIALS & SERVICES		41,198.45	177,958.85	41,198.45	2,588,787.00	2,547,588.55 1.6
CAPITAL:						
240-240-466-7300	TRANSIT PROJECTS	.00	2,459.60	.00	130,000.00	130,000.00 .0
240-240-466-7430	BUS SHELTERS	.00	.00	.00	132,000.00	132,000.00 .0
240-240-466-7431	NEW TRANSIT OFFICE	.00	.00	.00	1,500,000.00	1,500,000.00 .0
TOTAL CAPITAL		.00	2,459.60	.00	1,762,000.00	1,762,000.00 .0
TRANSFERS:						
240-240-491-0110	O/H TO GENERAL FUND	21,836.35	.00	21,836.35	260,890.00	239,053.65 8.4
TOTAL TRANSFERS		21,836.35	.00	21,836.35	260,890.00	239,053.65 8.4
TOTAL TRANSIT EXPENDITURES		90,197.08	180,418.45	90,197.08	5,013,540.00	4,923,342.92 1.8
TOTAL FUND EXPENDITURES		90,197.08	180,418.45	90,197.08	5,013,540.00	4,923,342.92 1.8
NET REVENUE OVER EXPENDITURES		254,571.84	(180,418.45)	254,571.84	2,031,299.00	1,776,727.16 12.5

CITY OF CANBY
BALANCE SHEET
JULY 31, 2023

SWIM CENTER LEVY

<u>ASSETS</u>			
275-000-1000000	CASH - COMBINED FUND	1,787,958.37	
275-000-1040000	CASH WITH COUNTY TREASURER	2,167.47	
275-000-1070000	PROPERTY TAX RECEIVABLES	31,285.21	
	TOTAL ASSETS		1,821,411.05
<u>LIABILITIES AND EQUITY</u>			
<u>LIABILITIES</u>			
275-000-2010000	ACCOUNTS PAYABLE-ACCRUAL	24,005.85	
275-000-2220000	DEFERRED INFLOW	29,787.66	
	TOTAL LIABILITIES		53,793.51
<u>FUND EQUITY</u>			
275-000-2970001	RESTRICTED FB - SWIM CENTER	1,834,290.92	
	UNAPPROPRIATED FUND BALANCE:		
	REVENUE OVER EXPENDITURES - YTD	(66,673.38)	
	BALANCE - CURRENT DATE	(66,673.38)	
	TOTAL FUND EQUITY		1,767,617.54
	TOTAL LIABILITIES AND EQUITY		1,821,411.05

CITY OF CANBY
REVENUES WITH COMPARISON TO BUDGET
FOR THE 1 MONTHS ENDING JULY 31, 2023

SWIM CENTER LEVY

		PERIOD ACTUAL	YTD ENCUM	YTD ACTUAL	BUDGET	UNEARNED	PCNT
	<u>PROGRAM REVENUE</u>						
275-000-311-0030	PROPERTY TAX LEVY	8,093.44	.00	8,093.44	1,018,008.00	1,009,914.56	.8
275-000-311-0040	PROPERTY TAX - PRIOR	5,312.65	.00	5,312.65	10,000.00	4,687.35	53.1
275-000-340-0001	POOL REVENUE	7,443.96	.00	7,443.96	150,000.00	142,556.04	5.0
275-000-361-0001	INTEREST REVENUES	6,114.12	.00	6,114.12	50,000.00	43,885.88	12.2
275-000-399-0001	CASH CARRYOVER	.00	.00	.00	1,765,200.00	1,765,200.00	.0
	TOTAL PROGRAM REVENUE	26,964.17	.00	26,964.17	2,993,208.00	2,966,243.83	.9
	TOTAL FUND REVENUE	26,964.17	.00	26,964.17	2,993,208.00	2,966,243.83	.9

CITY OF CANBY
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 1 MONTHS ENDING JULY 31, 2023

SWIM CENTER EXPENDITURES

	PERIOD ACTUAL	YTD ENCUM	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>SWIM CENTER EXPENDITURES</u>						
PERSONAL SERVICES:						
275-275-455-1000	REGULAR SALARIES AND WAGES	47,930.33	.00	47,930.33	468,945.00	421,014.67 10.2
275-275-455-1151	SWIM PROGRAM COORDINATOR	887.53	.00	887.53	.00 (887.53)	.0
275-275-455-1221	GUARDS & INSTRUCTORS	1,917.61	.00	1,917.61	.00 (1,917.61)	.0
275-275-455-1300	OVERTIME	414.72	.00	414.72	10,000.00	9,585.28 4.2
275-275-455-2100	INSURANCE BENEFITS	5,529.91	.00	5,529.91	102,179.00	96,649.09 5.4
275-275-455-2200	TAXES/OTHER	5,366.61	.00	5,366.61	56,230.00	50,863.39 9.5
275-275-455-2300	PERS CONTRIBUTIONS	6,750.64	.00	6,750.64	80,106.00	73,355.36 8.4
	TOTAL PERSONAL SERVICES	68,797.35	.00	68,797.35	717,460.00	648,662.65 9.6
MATERIALS & SERVICES:						
275-275-455-4300	BLDG MAINTENANCE	.00	37,407.70	.00	51,000.00	51,000.00 .0
275-275-455-4410	GROUND LEASE	1,166.67	12,833.33	1,166.67	14,000.00	12,833.33 8.3
275-275-455-4450	COPIER LEASE & MAINT	.00	.00	.00	350.00	350.00 .0
275-275-455-5400	ADVERTISING & MARKETING	.00	.00	.00	5,000.00	5,000.00 .0
275-275-455-5800	TRAINING & TRAVEL	.00	.00	.00	5,000.00	5,000.00 .0
275-275-455-5903	INTERNAL CHARGE-TECH SERVICES	1,455.56	.00	1,455.56	10,742.00	9,286.44 13.6
275-275-455-6100	SUPPLIES & SERVICES	89.85	269.55	89.85	23,000.00	22,910.15 .4
275-275-455-6101	BANK CHARGES	612.84	.00	612.84	6,500.00	5,887.16 9.4
275-275-455-6110	POOL CHEMICALS	.00	.00	.00	14,000.00	14,000.00 .0
275-275-455-6120	JANITORIAL SUPPLIES	.00	.00	.00	6,000.00	6,000.00 .0
275-275-455-6130	POOL CONCESSION PURCHASES	.00	.00	.00	3,000.00	3,000.00 .0
275-275-455-6200	UTILITY - GAS	1,906.62	.00	1,906.62	35,000.00	33,093.38 5.5
275-275-455-6210	UTILITY - WATER	.00	.00	.00	5,000.00	5,000.00 .0
275-275-455-6220	UTILITY - ELECTRIC	.00	.00	.00	12,000.00	12,000.00 .0
	MATERIALS & SERVICES	5,231.54	50,510.58	5,231.54	190,592.00	185,360.46 2.7
CAPITAL:						
275-275-455-7200	BLDG IMPROVEMENTS >\$5K	2,700.00	7,254.00	2,700.00	12,000.00	9,300.00 22.5
	TOTAL CAPITAL	2,700.00	7,254.00	2,700.00	12,000.00	9,300.00 22.5
TRANSFERS:						
275-275-491-0110	O/H TO GENERAL FUND	16,908.66	.00	16,908.66	158,308.00	141,399.34 10.7
	TOTAL TRANSFERS	16,908.66	.00	16,908.66	158,308.00	141,399.34 10.7
	TOTAL SWIM CENTER EXPENDITURE	93,637.55	57,764.58	93,637.55	1,078,360.00	984,722.45 8.7
	TOTAL FUND EXPENDITURES	93,637.55	57,764.58	93,637.55	1,078,360.00	984,722.45 8.7
	NET REVENUE OVER EXPENDITURES	(66,673.38)	(57,764.58)	(66,673.38)	1,914,848.00	1,981,521.38 (3.5)

CITY OF CANBY
BALANCE SHEET
JULY 31, 2023

URBAN RENEWAL GENERAL FUND

<u>ASSETS</u>			
280-000-1000000	CASH-COMBINED FUND	50,922.94	
	TOTAL ASSETS		50,922.94
<u>LIABILITIES AND EQUITY</u>			
<u>LIABILITIES</u>			
280-000-2010000	ACCOUNTS PAYABLE-ACCRUAL	827,196.41	
280-000-2020000	RETAINAGE	14,694.36	
	TOTAL LIABILITIES		841,890.77
<u>FUND EQUITY</u>			
280-000-2980001	FUND BALANCE	(791,140.64)	
	UNAPPROPRIATED FUND BALANCE:		
	REVENUE OVER EXPENDITURES - YTD	172.81	
	BALANCE - CURRENT DATE	172.81	
	TOTAL FUND EQUITY		(790,967.83)
	TOTAL LIABILITIES AND EQUITY		50,922.94

CITY OF CANBY
REVENUES WITH COMPARISON TO BUDGET
FOR THE 1 MONTHS ENDING JULY 31, 2023

URBAN RENEWAL GENERAL FUND

		PERIOD ACTUAL	YTD ENCUM	YTD ACTUAL	BUDGET	UNEARNED	PCNT
	<u>URD PROGRAM REVENUE</u>						
280-000-361-0001	INTEREST REVENUE	386.63	.00	386.63	1,750.00	1,363.37	22.1
280-000-391-0283	OP TRANSFER IN FROM UR DEBT	33,545.73	.00	33,545.73	700,000.00	666,454.27	4.8
	TOTAL URD PROGRAM REVENUE	33,932.36	.00	33,932.36	701,750.00	667,817.64	4.8
	TOTAL FUND REVENUE	33,932.36	.00	33,932.36	701,750.00	667,817.64	4.8

CITY OF CANBY
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 1 MONTHS ENDING JULY 31, 2023

URD EXPENDITURES

	PERIOD ACTUAL	YTD ENCUM	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>URD EXPENDITURES</u>						
MATERIALS & SERVICES:						
280-280-463-3250 MAT & SVC CONTRACT	671.78	1,939.06	671.78	10,000.00	9,328.22	6.7
280-280-463-3270 DUE TO ECONOMIC DEVELOPMENT	33,087.77	.00	33,087.77	425,000.00	391,912.23	7.8
280-280-463-6372 BEAUTIFICATION & MARKETING	.00	.00	.00	25,000.00	25,000.00	.0
280-280-463-6373 FACADE IMPROVEMENT PROGRAM	.00	.00	.00	75,000.00	75,000.00	.0
MATERIALS & SERVICES	33,759.55	1,939.06	33,759.55	535,000.00	501,240.45	6.3
CAPITAL:						
280-280-463-7506 GRANT ST ARCH	.00	28,579.62	.00	.00	.00	.0
280-280-463-7612 WAIT AND COMMUNITY PARK	.00	947,835.10	.00	100,000.00	100,000.00	.0
280-280-463-7615 MURAL PROGRAM	.00	.00	.00	50,000.00	50,000.00	.0
280-280-463-7616 HWY 99 LOGGING BRIDGE	.00	645,248.00	.00	.00	.00	.0
TOTAL CAPITAL	.00	1,621,662.72	.00	150,000.00	150,000.00	.0
TOTAL URD EXPENDITURES	33,759.55	1,623,601.78	33,759.55	685,000.00	651,240.45	4.9
TOTAL FUND EXPENDITURES	33,759.55	1,623,601.78	33,759.55	685,000.00	651,240.45	4.9
NET REVENUE OVER EXPENDITURES	172.81	(1,623,601.78)	172.81	16,750.00	16,577.19	1.0

CITY OF CANBY
BALANCE SHEET
JULY 31, 2023

URBAN RENEWAL DEBT SVC. FUND

<u>ASSETS</u>			
283-000-1000000	CASH-COMBINED FUND	1,078,617.11	
283-000-1040000	CASH WITH COUNTY TREASURER	10,190.76	
283-000-1070000	PROPERTY TAX RECEIVABLES	146,680.63	
283-000-1210008	ASSESSMENT RECEIVABLE-LID 8	(9,793.12)	
	TOTAL ASSETS		1,225,695.38
<u>LIABILITIES AND EQUITY</u>			
<u>LIABILITIES</u>			
283-000-2220000	DEFERRED INFLOW	139,679.08	
283-000-2220008	DEFERRED INFLOW LID 8	7,332.55	
	TOTAL LIABILITIES		147,011.63
<u>FUND EQUITY</u>			
283-000-2970350	FUND BALANCE	1,046,288.14	
	UNAPPROPRIATED FUND BALANCE:		
	REVENUE OVER EXPENDITURES - YTD	32,395.61	
	BALANCE - CURRENT DATE	32,395.61	
	TOTAL FUND EQUITY		1,078,683.75
	TOTAL LIABILITIES AND EQUITY		1,225,695.38

CITY OF CANBY
REVENUES WITH COMPARISON TO BUDGET
FOR THE 1 MONTHS ENDING JULY 31, 2023

URBAN RENEWAL DEBT SVC. FUND

		PERIOD ACTUAL	YTD ENCUM	YTD ACTUAL	BUDGET	UNEARNED	PCNT
	<u>URD DEBT SERVICE REVENUE</u>						
283-000-311-0100	TAX INCREMENT	37,366.22	.00	37,366.22	4,752,538.00	4,715,171.78	.8
283-000-311-0200	TAX INCREMENT - PRIOR	24,914.85	.00	24,914.85	45,000.00	20,085.15	55.4
283-000-361-0001	INTEREST REVENUES	3,660.27	.00	3,660.27	100,000.00	96,339.73	3.7
283-000-399-0001	CASH CARRYOVER	.00	.00	.00	170,027.00	170,027.00	.0
	TOTAL URD DEBT SERVICE REVENUE	65,941.34	.00	65,941.34	5,067,565.00	5,001,623.66	1.3
	TOTAL FUND REVENUE	65,941.34	.00	65,941.34	5,067,565.00	5,001,623.66	1.3

CITY OF CANBY
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 1 MONTHS ENDING JULY 31, 2023

URBAN RENEWAL DEBT EXPENDITURE

		PERIOD ACTUAL	YTD ENCUM	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>URBAN RENEWAL DEBT EXPENDITUR</u>							
DEBT SERVICE:							
283-283-470-9763	DEBT PAY-2021 BOND PRINCIPAL	.00	.00	.00	3,740,000.00	3,740,000.00	.0
283-283-470-9779	DEBT PAY-2021 BOND INT	.00	.00	.00	277,149.00	277,149.00	.0
	TOTAL DEBT SERVICE	.00	.00	.00	4,017,149.00	4,017,149.00	.0
TRANSFERS:							
283-283-491-0280	OP TRANSFER TO UR GENERAL	33,545.73	.00	33,545.73	700,000.00	666,454.27	4.8
	TOTAL TRANSFERS	33,545.73	.00	33,545.73	700,000.00	666,454.27	4.8
	TOTAL URBAN RENEWAL DEBT EXPE	33,545.73	.00	33,545.73	4,717,149.00	4,683,603.27	.7
	TOTAL FUND EXPENDITURES	33,545.73	.00	33,545.73	4,717,149.00	4,683,603.27	.7
	NET REVENUE OVER EXPENDITURES	32,395.61	.00	32,395.61	350,416.00	318,020.39	9.2

CITY OF CANBY
BALANCE SHEET
JULY 31, 2023

SEWER COMBINED FUND

<u>ASSETS</u>		
306-000-1000000	CASH - COMBINED FUND	10,386,982.69
306-000-1040000	CASH WITH COUNTY TREASURER	97.05
306-000-1150000	ACCOUNTS RECEIVABLE-MODULE	180.00
306-000-1160000	ACCOUNTS RECEIVABLE-UTILITY	477,056.53
306-000-1180000	ACCTS REC-CERTIFIED UTILITY	(63,210.83)
306-000-1210006	ASSESSMENT RECEIVABLE-AFD	273,891.33
		<hr/>
	TOTAL ASSETS	11,074,996.77
		<hr/> <hr/>
<u>LIABILITIES AND EQUITY</u>		
<u>LIABILITIES</u>		
306-000-2010000	ACCOUNTS PAYABLE-ACCRUAL	1,389,556.84
306-000-2020000	RETAINAGE	95,514.56
306-000-2220001	DEFERRED INFLOW	44,297.89
306-000-2220006	DEFERRED REVENUE- AFD	273,891.33
		<hr/>
	TOTAL LIABILITIES	1,803,260.62
<u>FUND EQUITY</u>		
306-000-2980001	FUND BALANCE	9,715,124.88
	UNAPPROPRIATED FUND BALANCE:	
	REVENUE OVER EXPENDITURES - YTD	233,723.82
		<hr/>
	BALANCE - CURRENT DATE	233,723.82
		<hr/>
	TOTAL FUND EQUITY	9,948,848.70
		<hr/>
	TOTAL LIABILITIES AND EQUITY	11,752,109.32
		<hr/> <hr/>

CITY OF CANBY
REVENUES WITH COMPARISON TO BUDGET
FOR THE 1 MONTHS ENDING JULY 31, 2023

SEWER COMBINED FUND

		PERIOD ACTUAL	YTD ENCUM	YTD ACTUAL	BUDGET	UNEARNED	PCNT
	<u>PROGRAM REVENUES</u>						
306-000-360-0001	MISCELLANEOUS-INCOME	180.00	.00	180.00	10,000.00	9,820.00	1.8
306-000-361-0001	INTEREST REVENUES	35,250.21	.00	35,250.21	200,000.00	164,749.79	17.6
306-000-399-0001	CASH CARRYOVER	.00	.00	.00	10,049,031.00	10,049,031.00	.0
	TOTAL PROGRAM REVENUES	35,430.21	.00	35,430.21	10,259,031.00	10,223,600.79	.4
	<u>OPERATIONS REVENUE</u>						
306-001-340-0004	SEWER TAP FEES	500.00	.00	500.00	17,000.00	16,500.00	2.9
306-001-340-0500	UTILITY CHARGES FOR SERVICE	370,943.53	.00	370,943.53	4,500,000.00	4,129,056.47	8.2
	TOTAL OPERATIONS REVENUE	371,443.53	.00	371,443.53	4,517,000.00	4,145,556.47	8.2
	<u>RESERVES REVENUE</u>						
306-004-392-0210	TRANSFER FROM SDC FUND	.00	.00	.00	961,118.00	961,118.00	.0
	TOTAL RESERVES REVENUE	.00	.00	.00	961,118.00	961,118.00	.0
	TOTAL FUND REVENUE	406,873.74	.00	406,873.74	15,737,149.00	15,330,275.26	2.6

CITY OF CANBY
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 1 MONTHS ENDING JULY 31, 2023

SEWER/WWTP EXPENDITURES

		PERIOD ACTUAL	YTD ENCUM	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
	SEWER/WWTP EXPENDITURES						
	PERSONAL SERVICES:						
306-306-432-1000	REGULAR SALARIES AND WAGES	37,317.64	.00	37,317.64	607,440.00	570,122.36	6.1
306-306-432-1300	OVERTIME	2,015.29	.00	2,015.29	40,000.00	37,984.71	5.0
306-306-432-2100	INSURANCE BENEFITS	9,946.37	.00	9,946.37	125,055.00	115,108.63	8.0
306-306-432-2200	TAXES/OTHER	3,867.19	.00	3,867.19	76,192.00	72,324.81	5.1
306-306-432-2300	PERS CONTRIBUTIONS	9,527.02	.00	9,527.02	146,717.00	137,189.98	6.5
306-306-432-2911	CLOTHING ALLOWANCE	.00	.00	.00	3,200.00	3,200.00	.0
	TOTAL PERSONAL SERVICES	62,673.51	.00	62,673.51	998,604.00	935,930.49	6.3
	MATERIALS & SERVICES:						
306-306-432-3112	PROFESSIONAL SERVICES	.00	36,000.00	.00	15,000.00	15,000.00	.0
306-306-432-4210	DISPOSAL SERVICES	.00	.00	.00	180,000.00	180,000.00	.0
306-306-432-4360	MAINTENANCE OPERATIONS	.00	.00	.00	42,000.00	42,000.00	.0
306-306-432-4365	PUMP AND MOTOR REPAIR	.00	.00	.00	20,000.00	20,000.00	.0
306-306-432-4370	GROUPS MAINT	.00	.00	.00	2,200.00	2,200.00	.0
306-306-432-4450	COPIER LEASE & MAINT	8.95	44.75	8.95	600.00	591.05	1.5
306-306-432-5116	EFFLUENT TESTING	.00	.00	.00	28,000.00	28,000.00	.0
306-306-432-5117	SLUDGE TESTING	.00	.00	.00	3,100.00	3,100.00	.0
306-306-432-5119	PRETREATMENT TESTING	.00	.00	.00	7,500.00	7,500.00	.0
306-306-432-5300	COMMUNICATIONS	.00	.00	.00	1,000.00	1,000.00	.0
306-306-432-5800	TRAVEL & TRAINING	.00	.00	.00	3,500.00	3,500.00	.0
306-306-432-5820	MEMBERSHIP DUES & FEES	.00	.00	.00	3,000.00	3,000.00	.0
306-306-432-5825	NPDES PERMIT FEES	.00	.00	.00	28,000.00	28,000.00	.0
306-306-432-5901	INTERNAL CHARGE-FLEET	1,008.00	.00	1,008.00	21,652.00	20,644.00	4.7
306-306-432-5902	INTERNAL CHARGE-FACILITIES	156.54	.00	156.54	16,235.00	16,078.46	1.0
306-306-432-5903	INTERNAL CHARGE-TECH SERVICES	2,107.25	.00	2,107.25	15,551.00	13,443.75	13.6
306-306-432-6100	SUPPLIES & SERVICES	119.85	596.85	119.85	6,500.00	6,380.15	1.8
306-306-432-6110	SAFETY SUPPLIES	.00	.00	.00	1,500.00	1,500.00	.0
306-306-432-6120	TOOLS & EQUIPMENT	.00	.00	.00	700.00	700.00	.0
306-306-432-6125	COMPUTER SUPPLIES	1,400.00	.00	1,400.00	51,500.00	50,100.00	2.7
306-306-432-6172	LAB EQUIPMENT & CHEMICALS	.00	.00	.00	13,000.00	13,000.00	.0
306-306-432-6174	BULK CHEMICALS	.00	.00	.00	13,500.00	13,500.00	.0
306-306-432-6175	LIME	.00	.00	.00	60,000.00	60,000.00	.0
306-306-432-6176	BIOSOLIDS - POLYMER	.00	.00	.00	12,500.00	12,500.00	.0
306-306-432-6200	UTILITIES	.00	.00	.00	98,000.00	98,000.00	.0
	MATERIALS & SERVICES	4,800.59	36,641.60	4,800.59	644,538.00	639,737.41	.7
	CAPITAL:						
306-306-432-7200	BUILDING	.00	.00	.00	311,000.00	311,000.00	.0
306-306-432-7410	VEHICLES & EQUIPMENT	.00	.00	.00	120,000.00	120,000.00	.0
306-306-432-7600	IMPROVEMENTS	.00	1,333,976.00	.00	1,375,000.00	1,375,000.00	.0
306-306-432-7640	FUEL STATION	.00	.00	.00	200,000.00	200,000.00	.0
	TOTAL CAPITAL	.00	1,333,976.00	.00	2,006,000.00	2,006,000.00	.0
	TRANSFERS:						
306-306-491-0110	O/H TRANSFER TO GENERAL FUND	19,171.43	.00	19,171.43	218,185.00	199,013.57	8.8
	TOTAL TRANSFERS	19,171.43	.00	19,171.43	218,185.00	199,013.57	8.8

CITY OF CANBY
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 1 MONTHS ENDING JULY 31, 2023

SEWER/WWTP EXPENDITURES						
	PERIOD ACTUAL	YTD ENCUM	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
TOTAL SEWER/WWTP EXPENDITURE	86,645.53	1,370,617.60	86,645.53	3,867,327.00	3,780,681.47	2.2

CITY OF CANBY
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 1 MONTHS ENDING JULY 31, 2023

SEWER COLLECTIONS EXPENDITURES

	PERIOD ACTUAL	YTD ENCUM	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>SEWER COLLECTIONS EXPENDITUR</u>						
PERSONAL SERVICES:						
306-311-433-1000	REGULAR SALARIES AND WAGES	16,861.46	.00	16,861.46	328,911.00	312,049.54 5.1
306-311-433-1300	OVERTIME	468.44	.00	468.44	3,000.00	2,531.56 15.6
306-311-433-2100	INSURANCE BENEFITS	2,527.66	.00	2,527.66	81,161.00	78,633.34 3.1
306-311-433-2200	TAXES/OTHER	1,760.41	.00	1,760.41	47,701.00	45,940.59 3.7
306-311-433-2300	PERS CONTRIBUTIONS	4,117.66	.00	4,117.66	71,041.00	66,923.34 5.8
306-311-433-2911	CLOTHING ALLOWANCE	.00	.00	.00	1,600.00	1,600.00 .0
TOTAL PERSONAL SERVICES		25,735.63	.00	25,735.63	533,414.00	507,678.37 4.8
MATERIALS & SERVICES:						
306-311-433-3112	CONSULTANT ENGINEER	.00	.00	.00	12,000.00	12,000.00 .0
306-311-433-4345	LATERAL REPAIR	.00	.00	.00	12,000.00	12,000.00 .0
306-311-433-4350	LIFT STATION MAINT	.00	.00	.00	10,000.00	10,000.00 .0
306-311-433-4360	LIFT STATION TELEMTRY	.00	.00	.00	5,500.00	5,500.00 .0
306-311-433-4380	COLLECTION SYSTEM MAINT	.00	.00	.00	30,000.00	30,000.00 .0
306-311-433-4450	COPIER LEASE & MAINT	24.79	123.95	24.79	1,800.00	1,775.21 1.4
306-311-433-5300	COMMUNICATIONS	.00	.00	.00	1,200.00	1,200.00 .0
306-311-433-5800	TRAVEL & TRAINING	.00	.00	.00	6,000.00	6,000.00 .0
306-311-433-5820	MEMBERSHIP DUES & FEES	.00	.00	.00	800.00	800.00 .0
306-311-433-5901	INTERNAL CHARGE-FLEET	2,499.50	.00	2,499.50	39,851.00	37,351.50 6.3
306-311-433-5902	INTERNAL CHARGE-FACILITIES	1,453.80	.00	1,453.80	15,988.00	14,534.20 9.1
306-311-433-5903	INTERNAL CHARGE-TECH SERVICES	375.81	.00	375.81	2,773.00	2,397.19 13.6
306-311-433-6100	SUPPLIES & SERVICES	.00	.00	.00	7,500.00	7,500.00 .0
306-311-433-6125	SMALL TOOLS	.00	.00	.00	10,000.00	10,000.00 .0
306-311-433-6180	SAFETY SUPPLIES	.00	.00	.00	1,500.00	1,500.00 .0
306-311-433-6201	UTILITIES-LIFT STATIONS	94.35	.00	94.35	8,200.00	8,105.65 1.2
MATERIALS & SERVICES		4,448.25	123.95	4,448.25	165,112.00	160,663.75 2.7
CAPITAL:						
306-311-433-7410	VEHICLES & EQUIPMENT	.00	119,762.50	.00	.00	.00 .0
306-311-433-7627	SAFEWAY PUMP STATION REMOVAL	.00	1,131,927.22	.00	.00	.00 .0
306-311-433-7631	N NW 10TH & BIRCH SEWER EXT	.00	111,554.20	.00	.00	.00 .0
306-311-433-7640	FUEL STATION	.00	.00	.00	200,000.00	200,000.00 .0
TOTAL CAPITAL		.00	1,363,243.92	.00	200,000.00	200,000.00 .0
TRANSFERS:						
306-311-491-0110	O/H TRANSFER TO GENERAL FUND	7,147.09	.00	7,147.09	94,871.00	87,723.91 7.5
TOTAL TRANSFERS		7,147.09	.00	7,147.09	94,871.00	87,723.91 7.5
TOTAL SEWER COLLECTIONS EXPEN		37,330.97	1,363,367.87	37,330.97	993,397.00	956,066.03 3.8

CITY OF CANBY
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 1 MONTHS ENDING JULY 31, 2023

STORMWATER EXPENDITURES

	PERIOD ACTUAL	YTD ENCUM	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>STORMWATER EXPENDITURES</u>						
PERSONAL SERVICES:						
306-312-431-1000 REGULAR SALARIES AND WAGES	7,633.13	.00	7,633.13	170,116.00	162,482.87	4.5
306-312-431-1300 OVERTIME	24.20	.00	24.20	500.00	475.80	4.8
306-312-431-2100 INSURANCE BENEFITS	1,419.56	.00	1,419.56	42,171.00	40,751.44	3.4
306-312-431-2200 TAXES/OTHER	735.19	.00	735.19	22,235.00	21,499.81	3.3
306-312-431-2300 PERS CONTRIBUTIONS	1,840.73	.00	1,840.73	37,966.00	36,125.27	4.9
306-312-431-2911 CLOTHING ALLOWANCE	.00	.00	.00	400.00	400.00	.0
TOTAL PERSONAL SERVICES	11,652.81	.00	11,652.81	273,388.00	261,735.19	4.3
MATERIALS & SERVICES:						
306-312-431-3112 CONSULTANT ENGINEER	.00	.00	.00	10,000.00	10,000.00	.0
306-312-431-4345 CATCH BASIN REPAIR	.00	.00	.00	8,000.00	8,000.00	.0
306-312-431-4362 STORM SYSTEM MAINTENANCE	.00	.00	.00	25,500.00	25,500.00	.0
306-312-431-4450 COPIER LEASE & MAINT	16.38	81.90	16.38	240.00	223.62	6.8
306-312-431-5300 COMMUNICATIONS	.00	.00	.00	1,000.00	1,000.00	.0
306-312-431-5800 TRAVEL & TRAINING	.00	.00	.00	5,000.00	5,000.00	.0
306-312-431-5820 MEMBERSHIP DUES & FEES	.00	.00	.00	1,000.00	1,000.00	.0
306-312-431-5902 INTERNAL CHARGE-FACILITIES	1,453.80	.00	1,453.80	15,988.00	14,534.20	9.1
306-312-431-6100 SUPPLIES & SERVICES	.00	.00	.00	7,500.00	7,500.00	.0
306-312-431-6125 SMALL TOOLS	.00	.00	.00	5,000.00	5,000.00	.0
306-312-431-6180 SAFETY SUPPLIES	.00	.00	.00	1,500.00	1,500.00	.0
MATERIALS & SERVICES	1,470.18	81.90	1,470.18	80,728.00	79,257.82	1.8
CAPITAL:						
306-312-431-7410 EQUIPMENT >\$5K	.00	.00	.00	194,000.00	194,000.00	.0
306-312-431-7611 DRYWELLS	.00	.00	.00	80,000.00	80,000.00	.0
306-312-431-7640 FUEL STATION	.00	.00	.00	200,000.00	200,000.00	.0
TOTAL CAPITAL	.00	.00	.00	474,000.00	474,000.00	.0
TRANSFERS:						
306-312-491-0110 O/H TRANSFER TO GENERAL FUND	4,222.77	.00	4,222.77	48,074.00	43,851.23	8.8
TOTAL TRANSFERS	4,222.77	.00	4,222.77	48,074.00	43,851.23	8.8
TOTAL STORMWATER EXPENDITURE	17,345.76	81.90	17,345.76	876,190.00	858,844.24	2.0

CITY OF CANBY
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 1 MONTHS ENDING JULY 31, 2023

SEWER UNALLOCATED

		PERIOD ACTUAL	YTD ENCUM	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
	<u>SEWER UNALLOCATED</u>						
	PERSONAL SERVICES:						
306-313-470-1000	REGULAR SALARIES AND WAGES	1,411.75	.00	1,411.75	19,035.00	17,623.25	7.4
306-313-470-2100	INSURANCE BENEFITS	556.29	.00	556.29	7,399.00	6,842.71	7.5
306-313-470-2200	TAXES/OTHER	118.12	.00	118.12	1,587.00	1,468.88	7.4
306-313-470-2300	PERS CONTRIBUTIONS	323.24	.00	323.24	4,062.00	3,738.76	8.0
	TOTAL PERSONAL SERVICES	2,409.40	.00	2,409.40	32,083.00	29,673.60	7.5
	MATERIALS & SERVICES:						
306-313-470-4500	SEWER BILLING	3,452.21	.00	3,452.21	51,000.00	47,547.79	6.8
306-313-470-5900	FRANCHISE FEE	25,966.05	.00	25,966.05	315,000.00	289,033.95	8.2
	MATERIALS & SERVICES	29,418.26	.00	29,418.26	366,000.00	336,581.74	8.0
	TOTAL SEWER UNALLOCATED	31,827.66	.00	31,827.66	398,083.00	366,255.34	8.0
	TOTAL FUND EXPENDITURES	173,149.92	2,734,067.37	173,149.92	6,134,997.00	5,961,847.08	2.8
	NET REVENUE OVER EXPENDITURES	233,723.82	(2,734,067.37)	233,723.82	9,602,152.00	9,368,428.18	2.4

CITY OF CANBY
REVENUES WITH COMPARISON TO BUDGET
FOR THE 2 MONTHS ENDING AUGUST 31, 2023

GENERAL FUND

		PERIOD ACTUAL	YTD ENCUM	YTD ACTUAL	BUDGET	UNEARNED	PCNT
	GENERAL REVENUES						
100-000-311-0010	PROPERTY TAX CURRENT	49,923.80	.00	101,961.60	6,435,970.00	6,334,008.40	1.6
100-000-311-0020	PROPERTY TAX PRIOR	3,447.92	.00	37,391.64	64,000.00	26,608.36	58.4
100-000-320-0010	CABLE FRANCHISE FEE	.00	.00	.00	58,000.00	58,000.00	.0
100-000-320-0020	TELEPHONE FRANCHISE FEE	.00	.00	9,575.77	35,000.00	25,424.23	27.4
100-000-320-0030	SOLID WASTE FRANCHISE FEE	50,990.22	.00	50,990.22	195,000.00	144,009.78	26.2
100-000-320-0040	NATURAL GAS FRANCHISE FEE	.00	.00	.00	200,000.00	200,000.00	.0
100-000-320-0050	CITY SEWER FRANCHISE FEE	26,245.05	.00	52,211.10	295,000.00	242,788.90	17.7
100-000-330-0600	CIGARETTE TAX	.00	.00	1,218.41	13,000.00	11,781.59	9.4
100-000-330-0700	LIQUOR REVENUE	17,526.38	.00	60,674.57	350,000.00	289,325.43	17.3
100-000-330-0800	STATE REVENUE SHARING	58,166.85	.00	58,166.85	240,000.00	181,833.15	24.2
100-000-339-0001	CU IN LIEU OF TAXES	81,291.82	.00	161,281.22	890,000.00	728,718.78	18.1
100-000-340-0001	BUSINESS LICENSES	5,550.00	.00	10,760.00	72,000.00	61,240.00	14.9
100-000-340-0002	LIQUOR LICENSES	.00	.00	.00	2,400.00	2,400.00	.0
100-000-340-0003	MISCELLANEOUS FEES	.00	.00	.00	340.00	340.00	.0
100-000-340-0100	TITLE LIEN SEARCH FEES	840.00	.00	1,680.00	9,200.00	7,520.00	18.3
100-000-345-0200	PEG ACCESS FEES	.00	.00	.00	12,000.00	12,000.00	.0
100-000-360-0001	MISCELLANEOUS-INCOME	2,329.72	.00	2,329.72	5,000.00	2,670.28	46.6
100-000-360-0200	LEASE RECEIPTS (ADULT CENTER)	500.00	.00	1,000.00	6,000.00	5,000.00	16.7
100-000-361-0001	INTEREST REVENUES	27,622.29	.00	55,090.23	235,000.00	179,909.77	23.4
100-000-363-0700	RETIREMENT/SEPARATION RESERVE	.00	.00	.00	30,953.00	30,953.00	.0
100-000-399-0002	CASH CARRYOVER	.00	.00	.00	7,851,701.00	7,851,701.00	.0
	TOTAL GENERAL REVENUES	324,434.05	.00	604,331.33	17,000,564.00	16,396,232.67	3.6
	COURT REVENUES						
100-002-340-0001	COURT FINES AND FEES	39,065.44	.00	77,701.39	368,000.00	290,298.61	21.1
100-002-340-0003	MISCELLANEOUS FEES	70.00	.00	190.00	800.00	610.00	23.8
100-002-340-0020	FINES / JUSTICE COURT	1,348.66	.00	3,090.66	30,000.00	26,909.34	10.3
100-002-360-0002	COURT COLLECTIONS INTEREST	3,456.01	.00	7,689.68	44,000.00	36,310.32	17.5
100-002-360-0100	ATTORNEY REIMBURSEMENTS	.00	.00	.00	5,500.00	5,500.00	.0
	TOTAL COURT REVENUES	43,940.11	.00	88,671.73	448,300.00	359,628.27	19.8
	PLANNING REVENUES						
100-003-330-0100	CONSTRUCTION EXCISE TAX	16,641.00	.00	35,966.00	310,000.00	274,034.00	11.6
100-003-340-0001	LAND USE APPLICATIONS	.00	.00	8,100.00	82,000.00	73,900.00	9.9
100-003-340-0003	MISCELLANEOUS FEES	.00	.00	.00	1,000.00	1,000.00	.0
100-003-340-0200	TRAFFIC STUDIES	.00	.00	20,902.50	42,500.00	21,597.50	49.2
100-003-340-0300	PLAN REVIEWS	12,944.00	.00	21,469.00	54,400.00	32,931.00	39.5
100-003-340-0360	ENGINEERING PLAN REVIEW FEES	.00	.00	3,483.75	5,000.00	1,516.25	69.7
100-003-360-0001	PLANNING MISCELLANEOUS-INCOME	.00	.00	.00	1,000.00	1,000.00	.0
	TOTAL PLANNING REVENUES	29,585.00	.00	89,921.25	495,900.00	405,978.75	18.1

CITY OF CANBY
REVENUES WITH COMPARISON TO BUDGET
FOR THE 2 MONTHS ENDING AUGUST 31, 2023

GENERAL FUND

		PERIOD ACTUAL	YTD ENCUM	YTD ACTUAL	BUDGET	UNEARNED	PCNT
	<u>PARKS REVENUE</u>						
100-006-340-0001	PARK RENTALS	.00	.00	.00	500.00	500.00	.0
100-006-340-0003	MISCELLANEOUS FEES	.00	.00	17.25	.00	(17.25)	.0
100-006-340-0100	PARK MAINTENANCE FEE	45,258.38	.00	86,202.73	480,000.00	393,797.27	18.0
100-006-360-0001	PARKS MISCELLANEOUS-INCOME	.00	.00	352.00	.00	(352.00)	.0
100-006-392-0210	TRANSFER FROM SDC FUND	.00	.00	.00	3,570,000.00	3,570,000.00	.0
	TOTAL PARKS REVENUE	45,258.38	.00	86,571.98	4,050,500.00	3,963,928.02	2.1
	<u>BUILDING REVENUES</u>						
100-007-340-0001	BUILDING PERMITS	4,150.41	.00	7,845.84	55,000.00	47,154.16	14.3
	TOTAL BUILDING REVENUES	4,150.41	.00	7,845.84	55,000.00	47,154.16	14.3
	<u>POLICE REVENUES</u>						
100-008-334-0300	GRANTS - DUII	3,141.79	.00	4,763.88	15,000.00	10,236.12	31.8
100-008-334-0305	GRANTS - DISTRACTED DRIVING	.00	.00	890.76	15,000.00	14,109.24	5.9
100-008-334-0320	GRANT - SEATBELT	.00	.00	4,515.91	7,500.00	2,984.09	60.2
100-008-334-0325	GRANTS - SPEED ENFORCEMENT	74.43	.00	202.59	3,000.00	2,797.41	6.8
100-008-334-0330	GRANT - PEDESTIAN SAFETY	.00	.00	.00	5,000.00	5,000.00	.0
100-008-334-0350	GRANTS - HIDTA	.00	.00	.00	20,000.00	20,000.00	.0
100-008-334-0408	GRANT - OJP VEST PROGRAM	.00	.00	.00	5,000.00	5,000.00	.0
100-008-334-0409	GRANT - ODOT CONSTRUCTION	.00	.00	.00	25,000.00	25,000.00	.0
100-008-340-0001	VEHICLE RELEASE/TOW FEES	750.00	.00	1,650.00	17,000.00	15,350.00	9.7
100-008-340-0003	MISCELLANEOUS FEES	25.00	.00	139.00	200.00	61.00	69.5
100-008-340-0100	ALARM PERMIT FEES	372.85	.00	707.24	5,000.00	4,292.76	14.1
100-008-340-0120	TEMPORARY LIQUOR PERMIT	35.00	.00	105.00	450.00	345.00	23.3
100-008-340-0130	SUBPOENA FEES	.00	.00	10.00	35.00	25.00	28.6
100-008-340-0150	FINGER PRINTING FEES	.00	.00	.00	500.00	500.00	.0
100-008-340-0200	REPORTS REVENUE	117.00	.00	307.00	2,000.00	1,693.00	15.4
100-008-360-0001	POLICE MISCELLANEOUS-INCOME	18,135.55	.00	33,135.55	2,000.00	(31,135.55)	1656.8
100-008-360-0500	CSD-SHARED SRO REIMBURSEMT	.00	.00	.00	80,293.00	80,293.00	.0
100-008-364-0001	DONATIONS-POLICE	1,000.00	.00	1,000.00	500.00	(500.00)	200.0
	TOTAL POLICE REVENUES	23,651.62	.00	47,426.93	203,478.00	156,051.07	23.3

CITY OF CANBY
REVENUES WITH COMPARISON TO BUDGET
FOR THE 2 MONTHS ENDING AUGUST 31, 2023

GENERAL FUND

		PERIOD ACTUAL	YTD ENCUM	YTD ACTUAL	BUDGET	UNEARNED	PCNT
<u>CEMETERY REVENUES</u>							
100-009-340-0001	GRAVE SALES	1,200.00	.00	3,600.00	20,000.00	16,400.00	18.0
100-009-340-0003	MISCELLANEOUS FEES	400.00	.00	1,350.00	2,000.00	650.00	67.5
100-009-340-0050	GRAVE OPEN & CLOSE	500.00	.00	2,200.00	6,500.00	4,300.00	33.9
100-009-340-0100	MAUSOLEUM NAME BARS	.00	.00	2,300.00	4,000.00	1,700.00	57.5
100-009-340-0200	MAUSOLEUM SALES	5,915.00	.00	6,545.00	11,000.00	4,455.00	59.5
100-009-340-0220	MAUSOLEUM OPEN & CLOSE	100.00	.00	100.00	4,000.00	3,900.00	2.5
100-009-364-0001	DONATIONS-CEMETERY	.00	.00	.00	100.00	100.00	.0
	TOTAL CEMETERY REVENUES	8,115.00	.00	16,095.00	47,600.00	31,505.00	33.8
<u>FINANCE REVENUES</u>							
100-010-391-0107	O/H FROM BUILDING	1,853.04	.00	3,706.08	20,074.00	16,367.92	18.5
100-010-391-0111	O/H FROM ECONOMIC DEV	5,647.96	.00	11,295.92	71,472.00	60,176.08	15.8
100-010-391-0201	O/H FROM LIBRARY FUND	17,081.69	.00	34,163.38	193,407.00	159,243.62	17.7
100-010-391-0202	O/H FROM STREET	15,592.09	.00	31,184.18	193,333.00	162,148.82	16.1
100-010-391-0240	O/H FROM TRANSIT	21,836.35	.00	43,672.70	260,890.00	217,217.30	16.7
100-010-391-0275	O/H FROM SWIM LEVY	16,908.66	.00	33,817.32	158,308.00	124,490.68	21.4
100-010-391-0306	O/H FROM WWTP	19,171.43	.00	38,342.86	218,185.00	179,842.14	17.6
100-010-391-0311	O/H FROM COLLECTIONS	7,147.09	.00	14,294.18	94,871.00	80,576.82	15.1
100-010-391-0312	O/H FROM STORMWATER	4,222.77	.00	8,445.54	48,074.00	39,628.46	17.6
	TOTAL FINANCE REVENUES	109,461.08	.00	218,922.16	1,258,614.00	1,039,691.84	17.4
<u>ECONOMIC DEVELOPMENT REVENUE</u>							
100-011-334-0100	ECON DEV CITY GRANT REVENUE	.00	.00	200,000.00	2,000.00	(198,000.00)	10000.
100-011-340-0300	EVENT REVENUE	100.00	.00	4,900.00	6,000.00	1,100.00	81.7
100-011-340-0310	INDEPENDENCE DAY REVENUE	.00	.00	5,054.80	3,000.00	(2,054.80)	168.5
100-011-391-0280	TRANSFER FROM UR	38,401.51	.00	71,489.28	425,000.00	353,510.72	16.8
	TOTAL ECONOMIC DEVELOPMENT R	38,501.51	.00	281,444.08	436,000.00	154,555.92	64.6
	TOTAL FUND REVENUE	627,097.16	.00	1,441,230.30	23,995,956.00	22,554,725.70	6.0

CITY OF CANBY
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 2 MONTHS ENDING AUGUST 31, 2023

ADMINISTRATION DEPT

	PERIOD ACTUAL	YTD ENCUM	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>ADMINISTRATION DEPT</u>						
PERSONAL SERVICES:						
100-101-410-1000 REGULAR SALARIES AND WAGES	27,235.94	.00	100,428.49	464,083.00	363,654.51	21.6
100-101-410-1300 OVERTIME	.00	.00	121.08	.00	(121.08)	.0
100-101-410-2100 INSURANCE BENEFITS	5,851.00	.00	13,236.29	102,969.00	89,732.71	12.9
100-101-410-2200 TAXES/OTHER	2,471.94	.00	8,998.90	38,165.00	29,166.10	23.6
100-101-410-2300 PERS CONTRIBUTIONS	6,628.32	.00	14,590.04	106,389.00	91,798.96	13.7
TOTAL PERSONAL SERVICES	42,187.20	.00	137,374.80	711,606.00	574,231.20	19.3
MATERIALS & SERVICES:						
100-101-410-3120 ELECTION	.00	.00	.00	1,250.00	1,250.00	.0
100-101-410-3200 PROF/TECH SERVICES	6,883.53	3,702.00	7,253.73	58,500.00	51,246.27	12.4
100-101-410-3315 CTV5 PROFESSIONAL SERVICES	.00	.00	.00	43,430.00	43,430.00	.0
100-101-410-3316 WFM PROFESSIONAL SERVICES	7,099.28	.00	7,099.28	.00	(7,099.28)	.0
100-101-410-3330 CODIFICATION	1,371.27	.00	1,371.27	5,495.00	4,123.73	25.0
100-101-410-4300 COPIER LEASE & MAINT	245.14	212.10	490.28	5,000.00	4,509.72	9.8
100-101-410-5500 PRINTING & BINDING	.00	.00	.00	500.00	500.00	.0
100-101-410-5600 MAYOR & CITY COUNCIL	72.50	.00	72.50	17,370.00	17,297.50	.4
100-101-410-5601 MAYOR & CC TRAVEL & TRAINING	1,730.00	.00	1,730.00	8,525.00	6,795.00	20.3
100-101-410-5602 MAYOR & CC MEMBERSHIP DUES	.00	.00	.00	1,189.00	1,189.00	.0
100-101-410-5800 ADMIN STAFF TRAVEL & TRAINING	513.90	.00	513.90	7,660.00	7,146.10	6.7
100-101-410-5803 ATTORNEY TRAVEL & TRAINING	.00	.00	.00	1,500.00	1,500.00	.0
100-101-410-5820 ADMIN MEMBERSHIP DUES & FEES	16,126.29	.00	20,314.29	27,961.00	7,646.71	72.7
100-101-410-5901 INTERNAL CHARGE-FLEET	123.83	.00	247.66	.00	(247.66)	.0
100-101-410-5902 INTERNAL CHARGE-FACILITIES	1,313.26	.00	2,626.52	14,443.00	11,816.48	18.2
100-101-410-5903 INTERNAL CHARGE-TECH SERVICES	4,461.52	.00	8,923.04	32,925.00	24,001.96	27.1
100-101-410-6100 SUPPLIES & SERVICES	449.39	.00	1,153.26	42,075.00	40,921.74	2.7
100-101-410-6510 EMPLOYEE RECOGNITION	.00	.00	.00	5,525.00	5,525.00	.0
MATERIALS & SERVICES	40,389.91	3,914.10	51,795.73	273,348.00	221,552.27	19.0
TOTAL ADMINISTRATION DEPT	82,577.11	3,914.10	189,170.53	984,954.00	795,783.47	19.2

CITY OF CANBY
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 2 MONTHS ENDING AUGUST 31, 2023

COURT DEPT

		PERIOD ACTUAL	YTD ENCUM	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
	COURT DEPT						
	PERSONAL SERVICES:						
100-102-412-1000	REGULAR SALARIES AND WAGES	14,441.57	.00	28,682.16	185,295.00	156,612.84	15.5
100-102-412-2100	INSURANCE BENEFITS	2,160.37	.00	4,321.48	28,933.00	24,611.52	14.9
100-102-412-2200	TAXES/OTHER	1,318.66	.00	2,618.65	15,779.00	13,160.35	16.6
100-102-412-2300	PERS CONTRIBUTIONS	2,597.92	.00	5,145.69	32,475.00	27,329.31	15.9
	TOTAL PERSONAL SERVICES	20,518.52	.00	40,767.98	262,482.00	221,714.02	15.5
	MATERIALS & SERVICES:						
100-102-412-3341	INTERPRETER	.00	.00	450.00	7,000.00	6,550.00	6.4
100-102-412-3343	ATTORNEY SERVICES	6,600.00	26,400.00	13,200.00	79,202.00	66,002.00	16.7
100-102-412-4450	COPIER LEASE & MAINT	295.05	1,400.10	295.05	1,750.00	1,454.95	16.9
100-102-412-5800	TRAINING/CONF/TRAVEL	.00	.00	.00	1,805.00	1,805.00	.0
100-102-412-5820	MEMBERSHIP FEES & DUES	.00	.00	.00	250.00	250.00	.0
100-102-412-5821	JURY FEES	.00	.00	.00	120.00	120.00	.0
100-102-412-5822	WITNESS FEES	.00	.00	.00	250.00	250.00	.0
100-102-412-5902	INTERNAL CHARGE-FACILITIES	569.79	.00	1,139.58	6,266.00	5,126.42	18.2
100-102-412-5903	INTERNAL CHARGE-TECH SERVICES	3,594.41	.00	7,188.82	26,526.00	19,337.18	27.1
100-102-412-6100	SUPPLIES & SERVICES	298.71	.00	343.91	6,100.00	5,756.09	5.6
100-102-412-6101	DISCOVERY EXPENSE	.00	.00	.00	100.00	100.00	.0
100-102-412-6102	BANK CHARGES	550.66	.00	1,227.98	5,000.00	3,772.02	24.6
100-102-412-6103	COURT COLLECTION COSTS	4,225.80	.00	4,225.80	55,000.00	50,774.20	7.7
	MATERIALS & SERVICES	16,134.42	27,800.10	28,071.14	189,369.00	161,297.86	14.8
	TOTAL COURT DEPT	36,652.94	27,800.10	68,839.12	451,851.00	383,011.88	15.2

CITY OF CANBY
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 2 MONTHS ENDING AUGUST 31, 2023

PLANNING DEPT

		PERIOD ACTUAL	YTD ENCUM	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
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PLANNING DEPT							
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PERSONAL SERVICES:							
100-103-419-1000	REGULAR SALARIES AND WAGES	23,265.24	.00	46,261.94	295,031.00	248,769.06	15.7
100-103-419-2000	EMPLOYEE BENEFITS	24.99	.00	45.91	.00	(45.91)	.0
100-103-419-2100	INSURANCE BENEFITS	2,782.34	.00	5,470.82	34,405.00	28,934.18	15.9
100-103-419-2200	TAXES/OTHER	2,180.33	.00	4,335.88	25,279.00	20,943.12	17.2
100-103-419-2300	PERS CONTRIBUTIONS	5,424.95	.00	10,774.43	64,467.00	53,692.57	16.7
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	TOTAL PERSONAL SERVICES	33,677.85	.00	66,888.98	419,182.00	352,293.02	16.0
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MATERIALS & SERVICES:							
100-103-419-3200	PROF/TECH SERVICES	47,747.00	.00	48,460.31	590,318.00	541,857.69	8.2
100-103-419-4450	COPIER LEASE & MAINT	221.00	1,326.00	442.00	4,000.00	3,558.00	11.1
100-103-419-5300	COMMUNICATIONS	17.60	.00	17.60	500.00	482.40	3.5
100-103-419-5510	MAPPING	.00	.00	.00	1,500.00	1,500.00	.0
100-103-419-5620	PLANNING COMMISS. EXPENSES	.00	.00	.00	1,500.00	1,500.00	.0
100-103-419-5800	TRAVEL & TRAINING	.00	.00	.00	3,500.00	3,500.00	.0
100-103-419-5820	FEES & DUES	.00	.00	.00	2,500.00	2,500.00	.0
100-103-419-5902	INTERNAL CHARGE-FACILITIES	485.61	.00	971.22	5,341.00	4,369.78	18.2
100-103-419-5903	INTERNAL CHARGE-TECH SERVICES	4,528.43	.00	9,056.86	33,418.00	24,361.14	27.1
100-103-419-6100	SUPPLIES & SERVICES	108.46	.00	141.35	7,000.00	6,858.65	2.0
100-103-419-6910	TRAFFIC STUDY	.00	.00	.00	125,000.00	125,000.00	.0
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	MATERIALS & SERVICES	53,108.10	1,326.00	59,089.34	774,577.00	715,487.66	7.6
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	TOTAL PLANNING DEPT	86,785.95	1,326.00	125,978.32	1,193,759.00	1,067,780.68	10.6
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CITY OF CANBY
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 2 MONTHS ENDING AUGUST 31, 2023

PARKS DEPT

	PERIOD ACTUAL	YTD ENCUM	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>PARKS DEPT</u>						
PERSONAL SERVICES:						
100-106-452-1000 REGULAR SALARIES AND WAGES	31,488.99	.00	66,887.12	448,786.00	381,898.88	14.9
100-106-452-1250 SEASONAL/TAPE WAGES	756.00	.00	1,755.00	20,456.00	18,701.00	8.6
100-106-452-1300 OVERTIME	930.77	.00	3,062.86	7,500.00	4,437.14	40.8
100-106-452-2100 INSURANCE BENEFITS	7,732.19	.00	15,145.08	174,688.00	159,542.92	8.7
100-106-452-2200 TAXES/OTHER	3,393.80	.00	7,324.19	60,713.00	53,388.81	12.1
100-106-452-2300 PERS CONTRIBUTIONS	7,832.09	.00	17,195.39	93,293.00	76,097.61	18.4
100-106-452-2911 CLOTHING ALLOWANCE	.00	.00	.00	3,600.00	3,600.00	.0
TOTAL PERSONAL SERVICES	52,133.84	.00	111,369.64	809,036.00	697,666.36	13.8
MATERIALS & SERVICES:						
100-106-452-3200 CONTRACT SERVICES	.00	.00	.00	13,000.00	13,000.00	.0
100-106-452-3250 SURVEYS & MASTER PLANS- SDC	.00	49,925.65	.00	100,000.00	100,000.00	.0
100-106-452-4310 PARKS GROUND MAINTENANCE	1,510.54	.00	1,510.54	12,000.00	10,489.46	12.6
100-106-452-4320 PARK BLDG MAINTENANCE	192.07	.00	192.07	17,300.00	17,107.93	1.1
100-106-452-4340 STREETScape LANDSCAPING	680.00	.00	680.00	25,000.00	24,320.00	2.7
100-106-452-4360 VANDALISM REPAIR	.00	.00	.00	3,000.00	3,000.00	.0
100-106-452-4450 COPIER LEASE & MAINT	59.95	239.80	119.90	1,100.00	980.10	10.9
100-106-452-4500 PARKS MAINT FEE BILLING	2,587.93	.00	4,013.74	32,500.00	28,486.26	12.4
100-106-452-5300 COMMUNICATIONS	500.16	.00	500.16	2,300.00	1,799.84	21.8
100-106-452-5850 TRAINING/CONF/TRAVEL	.00	.00	.00	2,400.00	2,400.00	.0
100-106-452-5901 INTERNAL CHARGE-FLEET	6,155.25	.00	12,310.50	63,434.00	51,123.50	19.4
100-106-452-5902 INTERNAL CHARGE-FACILITIES	3,271.33	.00	6,542.66	35,977.00	29,434.34	18.2
100-106-452-5903 INTERNAL CHARGE-TECH SERVICES	510.28	.00	1,020.56	3,766.00	2,745.44	27.1
100-106-452-6100 SUPPLIES & SERVICES	4,432.87	4,268.00	4,820.87	30,000.00	25,179.13	16.1
100-106-452-6120 PARK EQUIPMENT	203.52	.00	203.52	12,000.00	11,796.48	1.7
100-106-452-6200 UTILITIES	3,859.28	.00	3,859.28	30,000.00	26,140.72	12.9
MATERIALS & SERVICES	23,963.18	54,433.45	35,773.80	383,777.00	348,003.20	9.3
CAPITAL:						
100-106-452-7634 MASTER PLAN PARKS PROJECTS	2,082.50	22,597.50	2,082.50	.00 (2,082.50)	.0
100-106-452-7636 LEGACY PARK FITNESS COURT	.00	.00	.00	220,000.00	220,000.00	.0
100-106-452-7637 MAPLE PARK RENOVATION	.00	.00	.00	1,600,000.00	1,600,000.00	.0
100-106-452-7638 SIMNITT DODD PARK	.00	.00	.00	1,500,000.00	1,500,000.00	.0
100-106-452-7640 FUEL STATION	1,540.00	.00	1,540.00	200,000.00	198,460.00	.8
TOTAL CAPITAL	3,622.50	22,597.50	3,622.50	3,520,000.00	3,516,377.50	.1
TOTAL PARKS DEPT	79,719.52	77,030.95	150,765.94	4,712,813.00	4,562,047.06	3.2

CITY OF CANBY
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 2 MONTHS ENDING AUGUST 31, 2023

BUILDING DEPT

		PERIOD ACTUAL	YTD ENCUM	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
	<u>BUILDING DEPT</u>						
	PERSONAL SERVICES:						
100-107-422-1000	REGULAR SALARIES AND WAGES	7,056.89	.00	14,061.44	92,951.00	78,889.56	15.1
100-107-422-2100	INSURANCE BENEFITS	761.41	.00	1,521.68	10,258.00	8,736.32	14.8
100-107-422-2200	TAXES/OTHER	657.95	.00	1,310.91	7,800.00	6,489.09	16.8
100-107-422-2300	PERS CONTRIBUTIONS	1,621.88	.00	3,231.61	19,990.00	16,758.39	16.2
	TOTAL PERSONAL SERVICES	10,098.13	.00	20,125.64	130,999.00	110,873.36	15.4
	MATERIALS & SERVICES:						
100-107-422-5300	COMMUNICATIONS	17.60	.00	17.60	100.00	82.40	17.6
100-107-422-5902	INTERNAL CHARGE-FACILITIES	57.13	.00	114.26	628.00	513.74	18.2
100-107-422-6100	SUPPLIES & SERVICE	.00	.00	.00	50.00	50.00	.0
	MATERIALS & SERVICES	74.73	.00	131.86	778.00	646.14	17.0
	TRANSFERS:						
100-107-491-0110	O/H TRANSFER TO GENERAL FUND	1,853.04	.00	3,706.08	20,074.00	16,367.92	18.5
	TOTAL TRANSFERS	1,853.04	.00	3,706.08	20,074.00	16,367.92	18.5
	TOTAL BUILDING DEPT	12,025.90	.00	23,963.58	151,851.00	127,887.42	15.8

CITY OF CANBY
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 2 MONTHS ENDING AUGUST 31, 2023

POLICE DEPT

	PERIOD ACTUAL	YTD ENCUM	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>POLICE DEPT</u>						
PERSONAL SERVICES:						
100-108-421-1000 REGULAR SALARIES AND WAGES	258,378.49	.00	510,925.82	3,849,964.00	3,339,038.18	13.3
100-108-421-1300 OVERTIME	8,146.92	.00	14,962.49	100,000.00	85,037.51	15.0
100-108-421-1310 COURT OVERTIME	1,218.51	.00	3,736.97	54,000.00	50,263.03	6.9
100-108-421-1330 HOLIDAY OVERTIME	.00	.00	2,673.52	63,000.00	60,326.48	4.2
100-108-421-1340 SIU OVERTIME	1,002.03	.00	1,809.17	34,000.00	32,190.83	5.3
100-108-421-1345 TRAINING OVERTIME	.00	.00	1,402.61	44,000.00	42,597.39	3.2
100-108-421-1350 SPECIAL EVENTS OVERTIME	2,184.54	.00	2,940.97	6,000.00	3,059.03	49.0
100-108-421-1351 TACTICAL/SWAT OVERTIME	932.92	.00	1,363.12	27,000.00	25,636.88	5.1
100-108-421-1361 SUPERVISION OVERTIME	.00	.00	.00	10,500.00	10,500.00	.0
100-108-421-1523 GRANT - DUUI WAGES EXP	731.84	.00	3,074.53	15,000.00	11,925.47	20.5
100-108-421-1524 GRANT - SEATBELT WAGES EXP	.00	.00	.00	5,000.00	5,000.00	.0
100-108-421-1525 GRANT - PEDESTRIAN/WAGES EXP	.00	.00	.00	5,000.00	5,000.00	.0
100-108-421-1529 GRANT - HIDTA OT	2,435.95	.00	4,125.47	20,708.00	16,582.53	19.9
100-108-421-1531 GRANT - OCDETF OT	.00	.00	.00	5,000.00	5,000.00	.0
100-108-421-1533 GRANT - DISTRACTED DRIVING	.00	.00	.00	7,500.00	7,500.00	.0
100-108-421-1534 GRANT - SPEED ENFORCEMENT	.00	.00	56.27	3,000.00	2,943.73	1.9
100-108-421-1535 GRANT - ODOT WRK ZN	(12,960.24)	.00	(3,737.73)	25,000.00	28,737.73	(15.0)
100-108-421-2000 EMPLOYEE BENEFITS	1,873.31	.00	3,860.52	.00	(3,860.52)	.0
100-108-421-2100 INSURANCE BENEFITS	58,210.21	.00	115,149.03	857,354.00	742,204.97	13.4
100-108-421-2200 TAXES/OTHER	27,572.57	.00	56,441.72	465,155.00	408,713.28	12.1
100-108-421-2300 PERS CONTRIBUTIONS	78,581.31	.00	161,198.59	994,938.00	833,739.41	16.2
100-108-421-2910 UNIFORM CLEANING ALLOWANCE	1,150.00	.00	2,300.00	18,000.00	15,700.00	12.8
100-108-421-2911 CLOTHING ALLOWANCE	200.00	.00	400.00	3,100.00	2,700.00	12.9
100-108-421-2912 FOOTWEAR ALLOWANCE	.00	.00	6,000.00	7,850.00	1,850.00	76.4
TOTAL PERSONAL SERVICES	429,658.36	.00	888,683.07	6,621,069.00	5,732,385.93	13.4

CITY OF CANBY
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 2 MONTHS ENDING AUGUST 31, 2023

POLICE DEPT

	PERIOD ACTUAL	YTD ENCUM	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
MATERIALS & SERVICES:						
100-108-421-3200 PROFESSIONAL SERVICES	.00	.00	.00	5,000.00	5,000.00	.0
100-108-421-4450 COPIER LEASE & MAINT	1,297.65	6,184.20	1,297.65	7,080.00	5,782.35	18.3
100-108-421-5140 INVESTIGATION & INFO	.00	.00	.00	3,500.00	3,500.00	.0
100-108-421-5141 PRISONERS BOARD & MEDICAL	400.00	.00	400.00	6,000.00	5,600.00	6.7
100-108-421-5142 CRIME PREVENTION	.00	.00	.00	2,000.00	2,000.00	.0
100-108-421-5300 COMMUNICATIONS	5,088.48	.00	5,088.48	36,000.00	30,911.52	14.1
100-108-421-5310 COUNTY DISPATCH FEES	41,418.20	207,090.76	41,418.20	256,709.00	215,290.80	16.1
100-108-421-5500 JUVENILE DIVERSION SERVICES	.00	.00	.00	2,500.00	2,500.00	.0
100-108-421-5800 TRAINING & TRAVEL	2,706.14	.00	5,887.64	45,000.00	39,112.36	13.1
100-108-421-5801 FIREARMS & LESS LETHAL EQUIP	12,539.51	10,503.80	12,558.48	50,000.00	37,441.52	25.1
100-108-421-5803 TACTICAL ENTRY TEAM EQUIPMENT	.00	3,767.50	.00	15,000.00	15,000.00	.0
100-108-421-5804 VESTS	.00	.00	.00	7,000.00	7,000.00	.0
100-108-421-5805 E.O.C.	.00	.00	.00	1,500.00	1,500.00	.0
100-108-421-5807 DETECTIVE EQUIPMENT	7,214.00	.00	7,214.00	21,500.00	14,286.00	33.6
100-108-421-5820 MEMBERSHIP FEES & DUES	.00	.00	180.00	3,200.00	3,020.00	5.6
100-108-421-5840 INFORMATION SYSTEM SERVICES	7,492.32	825.00	8,822.32	63,000.00	54,177.68	14.0
100-108-421-5901 INTERNAL CHARGE-FLEET	19,644.08	.00	39,288.16	202,867.00	163,578.84	19.4
100-108-421-5902 INTERNAL CHARGE-FACILITIES	9,085.38	.00	18,170.76	99,919.00	81,748.24	18.2
100-108-421-5903 INTERNAL CHARGE-TECH SERVICES	21,670.10	.00	43,340.20	159,918.00	116,577.80	27.1
100-108-421-6100 SUPPLIES & SERVICES	4,767.67	699.50	4,891.62	44,000.00	39,108.38	11.1
100-108-421-6130 UNIFORMS & PATROL EQUIPMENT	1,845.50	1,924.82	1,845.50	37,000.00	35,154.50	5.0
100-108-421-6151 RADIO REPAIR	.00	.00	.00	6,000.00	6,000.00	.0
100-108-421-6152 800 RADIO OPERATING FEE	40,383.00	.00	40,383.00	40,383.00	.00	100.0
100-108-421-6160 CANINE EXPENSES	.00	.00	.00	2,500.00	2,500.00	.0
100-108-421-6180 TRAFFIC SAFETY EQUIPMENT	27,001.93	.00	27,001.93	24,000.00	(3,001.93)	112.5
100-108-421-6820 DONATIONS-POLICE	412.98	.00	412.98	500.00	87.02	82.6
100-108-421-6910 ACCREDITATION	.00	.00	2,975.00	3,525.00	550.00	84.4
MATERIALS & SERVICES	202,966.94	230,995.58	261,175.92	1,145,601.00	884,425.08	22.8
CAPITAL:						
100-108-421-7470 CAPITAL EQUIP - VEHICLES	280.00	.00	280.00	145,000.00	144,720.00	.2
100-108-421-7471 EQUIP - COMPUTER/SOFTWARE	.00	.00	.00	421,347.00	421,347.00	.0
TOTAL CAPITAL	280.00	.00	280.00	566,347.00	566,067.00	.1
TOTAL POLICE DEPT	632,905.30	230,995.58	1,150,138.99	8,333,017.00	7,182,878.01	13.8

CITY OF CANBY
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 2 MONTHS ENDING AUGUST 31, 2023

CEMETERY DEPT

	PERIOD ACTUAL	YTD ENCUM	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>CEMETERY DEPT</u>						
PERSONAL SERVICES:						
100-109-450-1000 REGULAR SALARIES AND WAGES	9,257.09	.00	18,270.30	119,328.00	101,057.70	15.3
100-109-450-1250 SEASONAL/TEMP WAGES	.00	.00	.00	20,456.00	20,456.00	.0
100-109-450-1300 OVERTIME	109.20	.00	109.20	2,000.00	1,890.80	5.5
100-109-450-2100 INSURANCE BENEFITS	1,939.62	.00	3,624.34	29,511.00	25,886.66	12.3
100-109-450-2200 TAXES/OTHER	993.67	.00	1,962.33	18,255.00	16,292.67	10.8
100-109-450-2300 PERS CONTRIBUTIONS	1,831.83	.00	3,600.46	27,962.00	24,361.54	12.9
TOTAL PERSONAL SERVICES	14,131.41	.00	27,566.63	217,512.00	189,945.37	12.7
MATERIALS & SERVICES:						
100-109-450-4300 GROUNDS MAINTENANCE	299.96	.00	299.96	4,000.00	3,700.04	7.5
100-109-450-4320 BUILDING MAINTENANCE	.00	.00	.00	4,200.00	4,200.00	.0
100-109-450-4450 COPIER LEASE & MAINT	10.74	42.96	21.48	200.00	178.52	10.7
100-109-450-4620 REFUNDS	300.00	.00	300.00	2,000.00	1,700.00	15.0
100-109-450-5903 INTERNAL CHARGE-TECH SERVICES	106.55	.00	213.10	786.00	572.90	27.1
100-109-450-6100 SUPPLIES - RECORDS	54.00	.00	54.00	1,350.00	1,296.00	4.0
100-109-450-6120 TOOLS & EQUIPMENT	.00	.00	.00	9,000.00	9,000.00	.0
100-109-450-6200 UTILITIES	102.29	.00	203.32	2,700.00	2,496.68	7.5
100-109-450-6350 NAME BARS	1,081.58	.00	1,081.58	4,500.00	3,418.42	24.0
MATERIALS & SERVICES	1,955.12	42.96	2,173.44	28,736.00	26,562.56	7.6
TOTAL CEMETERY DEPT	16,086.53	42.96	29,740.07	246,248.00	216,507.93	12.1

CITY OF CANBY
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 2 MONTHS ENDING AUGUST 31, 2023

FINANCE DEPT

	PERIOD ACTUAL	YTD ENCUM	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>FINANCE DEPT</u>						
PERSONAL SERVICES:						
100-110-415-1000 REGULAR SALARIES AND WAGES	31,805.60	.00	62,013.27	430,648.00	368,634.73	14.4
100-110-415-1300 OVERTIME	714.19	.00	1,499.80	.00	(1,499.80)	.0
100-110-415-2100 INSURANCE BENEFITS	7,769.64	.00	15,562.26	126,497.00	110,934.74	12.3
100-110-415-2200 TAXES/OTHER	2,965.51	.00	5,782.06	36,485.00	30,702.94	15.9
100-110-415-2300 PERS CONTRIBUTIONS	7,460.01	.00	14,570.03	93,451.00	78,880.97	15.6
TOTAL PERSONAL SERVICES	50,714.95	.00	99,427.42	687,081.00	587,653.58	14.5
MATERIALS & SERVICES:						
100-110-415-3200 PROF/TECH SERVICE	.00	.00	.00	33,000.00	33,000.00	.0
100-110-415-3220 PROF SRVTITLE LIEN SEARCH COST	420.00	.00	420.00	6,500.00	6,080.00	6.5
100-110-415-3310 AUDITING	.00	40,100.00	.00	65,000.00	65,000.00	.0
100-110-415-3440 SOFTWARE MAINTENANCE	.00	.00	33,117.00	38,000.00	4,883.00	87.2
100-110-415-4450 COPIER LEASE & MAINT	461.14	.00	818.00	4,500.00	3,682.00	18.2
100-110-415-5500 PRINTING & BINDING	.00	.00	569.50	2,500.00	1,930.50	22.8
100-110-415-5800 TRAINING/CONF/TRAVEL	.00	.00	.00	9,000.00	9,000.00	.0
100-110-415-5820 MEMBERSHIP DUES & FEES	190.00	.00	190.00	2,300.00	2,110.00	8.3
100-110-415-5902 INTERNAL CHARGE-FACILITIES	622.73	.00	1,245.46	6,849.00	5,603.54	18.2
100-110-415-5903 INTERNAL CHARGE-TECH SERVICES	4,718.48	.00	9,436.96	34,821.00	25,384.04	27.1
100-110-415-6100 SUPPLIES & SERVICE	481.25	.00	651.23	6,000.00	5,348.77	10.9
100-110-415-6101 BANK CHARGES	773.65	.00	1,489.59	11,500.00	10,010.41	13.0
100-110-415-6102 CASH OVER & SHORT	.00	.00	3.00	.00	(3.00)	.0
100-110-415-6103 CITYWIDE PENDING VISA CHARGES	.00	.00	(14.99)	.00	14.99	.0
100-110-415-6120 MISC OFFICE EQUIPMENT	.00	.00	.00	5,000.00	5,000.00	.0
MATERIALS & SERVICES	7,667.25	40,100.00	47,925.75	224,970.00	177,044.25	21.3
TOTAL FINANCE DEPT	58,382.20	40,100.00	147,353.17	912,051.00	764,697.83	16.2

CITY OF CANBY
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 2 MONTHS ENDING AUGUST 31, 2023

ECONOMIC DEVELOPMENT DEPT

	PERIOD ACTUAL	YTD ENCUM	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
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ECONOMIC DEVELOPMENT DEPT						
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PERSONAL SERVICES:						
100-111-465-1000	REGULAR SALARIES AND WAGES	22,172.61	.00	42,063.04	288,928.00	246,864.96 14.6
100-111-465-1300	OVERTIME	.00	.00	21.37	.00 (21.37)	.0
100-111-465-2100	INSURANCE BENEFITS	3,071.37	.00	6,612.85	47,823.00	41,210.15 13.8
100-111-465-2200	TAXES/OTHER	1,958.50	.00	3,708.94	23,708.00	19,999.06 15.6
100-111-465-2300	PERS CONTRIBUTIONS	4,983.25	.00	9,761.90	65,401.00	55,639.10 14.9
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	TOTAL PERSONAL SERVICES	32,185.73	.00	62,168.10	425,860.00	363,691.90 14.6
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MATERIALS & SERVICES:						
100-111-465-4450	COPIER LEASE & MAINT	110.50	663.00	221.00	1,500.00	1,279.00 14.7
100-111-465-5902	INTERNAL CHARGE-FACILITIES	501.99	.00	1,003.98	5,521.00	4,517.02 18.2
100-111-465-5903	INTERNAL CHARGE-TECH SERVICES	1,332.21	.00	2,664.42	9,831.00	7,166.58 27.1
100-111-465-6100	SUPPLIES & SERVICES	3,748.27	.00	3,748.27	38,400.00	34,651.73 9.8
100-111-465-6115	MAIN STREET (GENERAL FUND)	6,342.28	.00	10,292.28	39,219.00	28,926.72 26.2
100-111-465-6116	INDEPENDENCE DAY EXPENSES	3,377.34	.00	9,950.34	20,011.00	10,060.66 49.7
100-111-465-6117	FLOWER PROGRAM	.00	.00	.00	6,500.00	6,500.00 .0
100-111-465-6120	COMMUNITY SMALL GRANTS	.00	.00	.00	50,000.00	50,000.00 .0
100-111-465-6121	BUSINESS SMALL GRANTS	.00	.00	.00	50,000.00	50,000.00 .0
100-111-465-6165	MAIN STREET (UR ALLOWABLE)	196.24	.00	196.24	27,450.00	27,253.76 .7
100-111-465-6600	ECONDEV CITY GRANT EXPENDED	.00	.00	.00	5,700.00	5,700.00 .0
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	MATERIALS & SERVICES	15,608.83	663.00	28,076.53	254,132.00	226,055.47 11.1
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TRANSFERS:						
100-111-491-0110	O/H TRANSFER TO GENERAL FUND	5,647.96	.00	11,295.92	71,472.00	60,176.08 15.8
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	TOTAL TRANSFERS	5,647.96	.00	11,295.92	71,472.00	60,176.08 15.8
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	TOTAL ECONOMIC DEVELOPMENT D	53,442.52	663.00	101,540.55	751,464.00	649,923.45 13.5
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CITY OF CANBY
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 2 MONTHS ENDING AUGUST 31, 2023

HUMAN RESOURCES/RISK MGMT DEPT

		PERIOD ACTUAL	YTD ENCUM	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
	HUMAN RESOURCES/RISK MGMT DE						
	PERSONAL SERVICES:						
100-112-414-1000	REGULAR SALARIES AND WAGES	6,140.36	.00	15,968.60	177,838.00	161,869.40	9.0
100-112-414-2100	INSURANCE BENEFITS	758.55	.00	1,116.61	44,310.00	43,193.39	2.5
100-112-414-2200	TAXES/OTHER	558.66	.00	1,428.08	15,063.00	13,634.92	9.5
100-112-414-2300	PERS CONTRIBUTIONS	1,406.11	.00	2,041.00	38,591.00	36,550.00	5.3
	TOTAL PERSONAL SERVICES	8,863.68	.00	20,554.29	275,802.00	255,247.71	7.5
	MATERIALS & SERVICES:						
100-112-414-3200	PROFESSIONAL SERVICES	.00	.00	.00	115,500.00	115,500.00	.0
100-112-414-3320	LEGAL/LABOR NEGOTIATIONS	.00	.00	.00	20,000.00	20,000.00	.0
100-112-414-3325	RECRUITMENT/EMPLOYEE TESTING	2,472.69	.00	2,472.69	10,483.00	8,010.31	23.6
100-112-414-3440	SOFTWARE MAINTENANCE	.00	.00	.00	14,531.00	14,531.00	.0
100-112-414-5200	LIABILITY INSURANCE	.00	.00	464,927.58	500,000.00	35,072.42	93.0
100-112-414-5201	NON-INSURANCE CLAIMS	.00	.00	.00	15,000.00	15,000.00	.0
100-112-414-5202	LIAB INS DEDUCTIBLE ACCRUED	.00	.00	.00	25,000.00	25,000.00	.0
100-112-414-5800	TRAINING & TRAVEL	.00	.00	.00	8,000.00	8,000.00	.0
100-112-414-5820	MEMBERSHIP FEES & DUES	.00	.00	.00	920.00	920.00	.0
100-112-414-5902	INTERNAL CHARGE-FACILITIES	409.06	.00	818.12	4,499.00	3,680.88	18.2
100-112-414-5903	INTERNAL CHARGE-TECH SERVICES	3,209.70	.00	6,419.40	23,687.00	17,267.60	27.1
100-112-414-6100	SUPPLIES & SERVICES	93.75	.00	180.00	7,600.00	7,420.00	2.4
100-112-414-6530	RISK MGMT/SAFETY COMMITTEE	.00	.00	.00	3,050.00	3,050.00	.0
	MATERIALS & SERVICES	6,185.20	.00	474,817.79	748,270.00	273,452.21	63.5
	TOTAL HUMAN RESOURCES/RISK MG	15,048.88	.00	495,372.08	1,024,072.00	528,699.92	48.4

CITY OF CANBY
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 2 MONTHS ENDING AUGUST 31, 2023

UNALLOCATED

		PERIOD ACTUAL	YTD ENCUM	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
	<u>UNALLOCATED</u>						
	PERSONAL SERVICES:						
100-115-413-1900	RETIREMENT & SEPARATION PAYOUT	.00	.00	.00	88,513.00	88,513.00	.0
	TOTAL PERSONAL SERVICES	.00	.00	.00	88,513.00	88,513.00	.0
	MATERIALS & SERVICES:						
100-115-413-4410	GROUND LEASE (ADULT CENTER)	500.00	5,000.00	1,000.00	6,000.00	5,000.00	16.7
100-115-413-5902	INTERNAL CHARGE-FACILITES	5,454.12	.00	10,908.24	59,983.00	49,074.76	18.2
100-115-413-6120	EQUIPMENT	5,970.00	38,509.83	5,970.00	200,000.00	194,030.00	3.0
	MATERIALS & SERVICES	11,924.12	43,509.83	17,878.24	265,983.00	248,104.76	6.7
	TRANSFERS:						
100-115-491-0201	TRANSFER TO LIBRARY	.00	.00	.00	375,000.00	375,000.00	.0
100-115-498-0001	SPECIAL PAYMENTS-PEG ACCESS	.00	172.71	.00	20,000.00	20,000.00	.0
	TOTAL TRANSFERS	.00	172.71	.00	395,000.00	395,000.00	.0
	TOTAL UNALLOCATED	11,924.12	43,682.54	17,878.24	749,496.00	731,617.76	2.4
	TOTAL FUND EXPENDITURES	1,085,550.97	425,555.23	2,500,740.59	19,511,576.00	17,010,835.41	12.8
	NET REVENUE OVER EXPENDITURES	(458,453.81)	(425,555.23)	(1,059,510.29)	4,484,380.00	5,543,890.29	(23.6)

CITY OF CANBY
BALANCE SHEET
AUGUST 31, 2023

LIBRARY FUND

<u>ASSETS</u>			
201-000-1000000	CASH - COMBINED FUND	348,332.22	
	TOTAL ASSETS		348,332.22
<u>LIABILITIES AND EQUITY</u>			
<u>FUND EQUITY</u>			
201-000-2970001	RESTRICTED FB - LIBRARY	42,389.80	
	UNAPPROPRIATED FUND BALANCE: REVENUE OVER EXPENDITURES - YTD	305,942.42	
	BALANCE - CURRENT DATE	305,942.42	
	TOTAL FUND EQUITY		348,332.22
	TOTAL LIABILITIES AND EQUITY		348,332.22

CITY OF CANBY
REVENUES WITH COMPARISON TO BUDGET
FOR THE 2 MONTHS ENDING AUGUST 31, 2023

LIBRARY FUND

	PERIOD ACTUAL	YTD ENCUM	YTD ACTUAL	BUDGET	UNEARNED	PCNT
<u>PROGRAM REVENUE</u>						
201-000-311-0030 CC LIBRARY DISTRICT	.00	.00	.00	1,104,700.00	1,104,700.00	.0
201-000-334-0001 GRANTS-LIBRARY	.00	.00	.00	4,159.00	4,159.00	.0
201-000-340-0003 LIBRARY FINES & FEES	1,625.03	.00	3,433.79	10,000.00	6,566.21	34.3
201-000-345-0001 FOL PASS THRU REVENUE	862.90	.00	2,031.90	12,000.00	9,968.10	16.9
201-000-361-0001 INTEREST REVENUES	1,263.71	.00	2,780.47	100.00	(2,680.47)	2780.5
201-000-364-0001 DONATIONS-LIBRARY	6.00	.00	8.10	100.00	91.90	8.1
201-000-364-0120 DONATIONS-FOL (PROGRAMMING)	10,753.02	.00	10,753.02	23,050.00	12,296.98	46.7
201-000-391-0100 TRANSFER FROM GENERAL FUND	.00	.00	.00	375,000.00	375,000.00	.0
201-000-394-0223 INTERFUND LOAN FROM CPC	.00	.00	500,000.00	500,000.00	.00	100.0
201-000-399-0001 CASH CARRYOVER	.00	.00	.00	1,779.00	1,779.00	.0
TOTAL PROGRAM REVENUE	14,510.66	.00	519,007.28	2,030,888.00	1,511,880.72	25.6
TOTAL FUND REVENUE	14,510.66	.00	519,007.28	2,030,888.00	1,511,880.72	25.6

CITY OF CANBY
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 2 MONTHS ENDING AUGUST 31, 2023

LIBRARY EXPENDITURES

	PERIOD ACTUAL	YTD ENCUM	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>LIBRARY EXPENDITURES</u>						
PERSONAL SERVICES:						
201-201-455-1000 REGULAR SALARIES AND WAGES	41,917.74	.00	84,420.76	581,023.00	496,602.24	14.5
201-201-455-1200 ON CALL	3,150.60	.00	6,379.67	49,006.00	42,626.33	13.0
201-201-455-2100 INSURANCE BENEFITS	8,127.89	.00	16,625.75	142,762.00	126,136.25	11.7
201-201-455-2200 TAXES/OTHER	4,099.32	.00	8,257.08	52,995.00	44,737.92	15.6
201-201-455-2300 PERS CONTRIBUTIONS	10,029.75	.00	20,095.16	123,400.00	103,304.84	16.3
TOTAL PERSONAL SERVICES	67,325.30	.00	135,778.42	949,186.00	813,407.58	14.3
MATERIALS & SERVICES:						
201-201-455-3150 COMPUTER HARDWARE/SOFTWARE	168.00	.00	168.00	1,500.00	1,332.00	11.2
201-201-455-3170 LINCC CONSORTIUM	.00	.00	.00	38,191.00	38,191.00	.0
201-201-455-4450 COPIER LEASE & MAINT	661.50	6,615.00	1,323.00	7,700.00	6,377.00	17.2
201-201-455-5800 TRAVEL & TRAINING	255.00	.00	300.33	5,100.00	4,799.67	5.9
201-201-455-5902 INTERNAL CHARGE-FACILITIES	7,617.49	.00	15,234.98	83,774.00	68,539.02	18.2
201-201-455-5903 INTERNAL CHARGE-TECH SERVICES	5,451.66	.00	10,903.32	40,231.00	29,327.68	27.1
201-201-455-6100 SUPPLIES & SERVICES	1,234.66	.00	1,261.94	35,900.00	34,638.06	3.5
201-201-455-6102 CASH OVER & SHORT	(6.31)	.00	(54.36)	.00	54.36	.0
201-201-455-6150 LIBRARY COLLECTION	10,675.85	.00	11,119.68	80,000.00	68,880.32	13.9
201-201-455-6510 VOLUNTEER RECOGNITION	.00	.00	.00	1,000.00	1,000.00	.0
201-201-455-6610 GRANTS-LIBRARY EXPENDED	.00	.00	975.00	4,159.00	3,184.00	23.4
201-201-455-6992 DONATIONS EXPENDED FOL	547.17	.00	722.17	23,050.00	22,327.83	3.1
MATERIALS & SERVICES	26,605.02	6,615.00	41,954.06	320,605.00	278,650.94	13.1
TRANSFERS:						
201-201-491-0110 O/H TO GENERAL FUND	17,081.69	.00	34,163.38	193,407.00	159,243.62	17.7
201-201-491-0223 IF LOAN PAYMENT TO CPC	.00	.00	.00	500,000.00	500,000.00	.0
201-201-498-0001 SPECIAL PAYMENTS-FOL PASS-THRU	1,169.00	.00	1,169.00	.00	(1,169.00)	.0
TOTAL TRANSFERS	18,250.69	.00	35,332.38	693,407.00	658,074.62	5.1
TOTAL LIBRARY EXPENDITURES	112,181.01	6,615.00	213,064.86	1,963,198.00	1,750,133.14	10.9
TOTAL FUND EXPENDITURES	112,181.01	6,615.00	213,064.86	1,963,198.00	1,750,133.14	10.9
NET REVENUE OVER EXPENDITURES	(97,670.35)	(6,615.00)	305,942.42	67,690.00	(238,252.42)	452.0

CITY OF CANBY
BALANCE SHEET
AUGUST 31, 2023

STREETS FUND

ASSETS

202-000-1000000	CASH - COMBINED FUND	8,170,720.67	
202-000-1160000	ACCOUNTS RECEIVABLE-UTILITY	73,820.88	
202-000-1210006	ACCOUNTS RECEIVABLE-AFD	16,588.64	
TOTAL ASSETS			8,261,130.19

LIABILITIES AND EQUITY

LIABILITIES

202-000-2010000	ACCOUNTS PAYABLE-ACCRUAL	(5,181.13)	
202-000-2020000	RETAINAGE	33,883.64	
202-000-2220000	DEFERRED INFLOW	23,778.68	
202-000-2220006	STREET DEF INFLOW - AFD	16,588.64	
TOTAL LIABILITIES			69,069.83

FUND EQUITY

202-000-2970200	RESERVED FB - ST. MAINT. PROG.	713,641.00	
UNAPPROPRIATED FUND BALANCE:			
REVENUE OVER EXPENDITURES - YTD		356,359.96	
BALANCE - CURRENT DATE		356,359.96	
TOTAL FUND EQUITY			1,070,000.96
TOTAL LIABILITIES AND EQUITY			1,139,070.79

CITY OF CANBY
REVENUES WITH COMPARISON TO BUDGET
FOR THE 2 MONTHS ENDING AUGUST 31, 2023

STREETS FUND

		PERIOD ACTUAL	YTD ENCUM	YTD ACTUAL	BUDGET	UNEARNED	PCNT
	<u>PROGRAM REVENUES</u>						
202-000-330-0001	STATE HIGHWAY FUND	83,485.03	.00	223,784.83	1,480,000.00	1,256,215.17	15.1
202-000-330-0010	LOCAL GAS TAX	34,495.70	.00	71,331.52	380,000.00	308,668.48	18.8
202-000-330-0020	COUNTY VEHICLE REGISTRATIONFE	30,441.14	.00	60,854.68	360,000.00	299,145.32	16.9
202-000-330-0050	FEDERAL FUND EXCHANGE	.00	.00	.00	100,000.00	100,000.00	.0
202-000-340-0003	MISCELLANEOUS FEES	.00	.00	.00	250.00	250.00	.0
202-000-340-0015	STREET MAINTENANCE FEE	51,967.90	.00	102,911.68	600,000.00	497,088.32	17.2
202-000-340-0120	EROSION CONTROL FEES	1,920.00	.00	3,167.20	29,000.00	25,832.80	10.9
202-000-340-0125	DRIVEWAY/CURB/SIDEWALK INSPEC	800.00	.00	1,300.00	10,000.00	8,700.00	13.0
202-000-340-0130	STREET EXCAVATION/OPENING FEE	.00	.00	250.00	2,000.00	1,750.00	12.5
202-000-340-0140	URBAN FORESTRY PROGRAM REVE	.00	.00	25.00	25,000.00	24,975.00	.1
202-000-340-0160	STREET SIGN PROGRAM REVENUE	.00	.00	.00	4,500.00	4,500.00	.0
202-000-360-0001	MISCELLANEOUS-INCOME	220.00	.00	164,996.32	7,000.00	(157,996.32)	2357.1
202-000-360-0002	DAMAGED PROPERTY CLAIM REVEN	.00	.00	.00	500.00	500.00	.0
202-000-361-0001	INTEREST REVENUES	29,642.50	.00	57,272.73	190,000.00	132,727.27	30.1
202-000-392-0210	TRANSFER FROM SDC FUND	.00	.00	.00	4,155,000.00	4,155,000.00	.0
202-000-399-0001	CASH CARRYOVER	.00	.00	.00	7,371,941.00	7,371,941.00	.0
	TOTAL PROGRAM REVENUES	232,972.27	.00	685,893.96	14,715,191.00	14,029,297.04	4.7
	TOTAL FUND REVENUE	232,972.27	.00	685,893.96	14,715,191.00	14,029,297.04	4.7

CITY OF CANBY
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 2 MONTHS ENDING AUGUST 31, 2023

STREETS EXPENDITURES

	PERIOD ACTUAL	YTD ENCUM	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>STREETS EXPENDITURES</u>						
PERSONAL SERVICES:						
202-202-431-1000	REGULAR SALARIES AND WAGES	33,896.31	.00	71,724.59	610,878.00	539,153.41 11.7
202-202-431-1250	SEASONAL/TEMP WAGES	720.00	.00	2,106.00	10,228.00	8,122.00 20.6
202-202-431-1300	OVERTIME	910.04	.00	3,422.05	12,000.00	8,577.95 28.5
202-202-431-2100	INSURANCE BENEFITS	6,408.34	.00	15,587.89	142,643.00	127,055.11 10.9
202-202-431-2200	TAXES/OTHER	3,643.78	.00	7,924.26	85,064.00	77,139.74 9.3
202-202-431-2300	PERS CONTRIBUTIONS	8,834.02	.00	18,731.15	134,079.00	115,347.85 14.0
202-202-431-2911	CLOTHING ALLOWANCE	.00	.00	.00	3,200.00	3,200.00 .0
TOTAL PERSONAL SERVICES		54,412.49	.00	119,495.94	998,092.00	878,596.06 12.0
MATERIALS & SERVICES:						
202-202-431-3112	CONSULTANT ENGINEER	225.00	.00	225.00	15,000.00	14,775.00 1.5
202-202-431-3200	PROFESSIONAL SERVICES	3,274.20	.00	3,274.20	6,000.00	2,725.80 54.6
202-202-431-4320	CURB/SIDEWALK REPAIR	.00	.00	.00	20,000.00	20,000.00 .0
202-202-431-4340	STREET LIGHTING & MAINT	5,934.92	3,833.00	11,174.92	90,000.00	78,825.08 12.4
202-202-431-4345	STREET MAINTENANCE	147.70	.00	147.70	62,000.00	61,852.30 .2
202-202-431-4450	COPIER LEASE & MAINT	57.54	230.16	115.08	800.00	684.92 14.4
202-202-431-4500	STREET MAINT BILLING	2,587.93	.00	4,013.74	27,500.00	23,486.26 14.6
202-202-431-4660	STREET SIGNING	238.73	.00	238.73	20,000.00	19,761.27 1.2
202-202-431-4680	STREET MARKING & STRIPING	3,499.59	.00	3,499.59	18,000.00	14,500.41 19.4
202-202-431-4690	DAMAGED PROPERTY CLAIM EXPEN	.00	.00	.00	2,000.00	2,000.00 .0
202-202-431-5300	COMMUNICATIONS	526.26	.00	526.26	2,100.00	1,573.74 25.1
202-202-431-5800	TRAVEL & TRAINING	.00	.00	.00	6,000.00	6,000.00 .0
202-202-431-5820	MEMBERSHIP DUES & FEES	.00	.00	.00	800.00	800.00 .0
202-202-431-5901	INTERNAL CHARGE-FLEET	8,032.83	.00	16,065.66	102,332.00	86,266.34 15.7
202-202-431-5902	INTERNAL CHARGE-FACILITIES	3,290.37	.00	6,580.74	36,186.00	29,605.26 18.2
202-202-431-5903	INTERNAL CHARGE-TECH SERVICES	3,382.27	.00	6,764.54	24,960.00	18,195.46 27.1
202-202-431-6100	SUPPLIES & SERVICES	3,212.51	.00	3,212.51	12,000.00	8,787.49 26.8
202-202-431-6120	SMALL TOOLS	16.78	.00	16.78	7,000.00	6,983.22 .2
202-202-431-6180	SAFETY SUPPLIES	.00	.00	.00	1,500.00	1,500.00 .0
202-202-431-6192	URBAN FORESTRY PROGRAM	.00	.00	.00	15,000.00	15,000.00 .0
202-202-431-6200	UTILITIES	421.94	.00	470.22	5,600.00	5,129.78 8.4
MATERIALS & SERVICES		34,848.57	4,063.16	56,325.67	474,778.00	418,452.33 11.9
CAPITAL:						
202-202-431-7410	EQUIPMENT	7,762.31	282,723.81	7,762.31	.00 (7,762.31) .0
202-202-431-7614	STREET MAINT FEE PROJECTS	5,091.00	4,825.11	5,091.00	100,000.00	94,909.00 5.1
202-202-431-7626	N LOCUST NE 4TH-NE 10TH IMPROV	2,030.00	.00	2,030.00	.00 (2,030.00) .0
202-202-431-7627	S IVY SIDEWALK/OVERLAY PROJECT	31,441.36	.00	31,441.36	1,900,000.00	1,868,558.64 1.7
202-202-431-7629	INDUSTRIAL PARK TO 99E	67,300.00	.00	67,300.00	3,000,000.00	2,932,700.00 2.2
202-202-431-7630	NE 10TH AVE FROM MAPLE TO PINE	.00	.00	.00	1,900,000.00	1,900,000.00 .0
202-202-431-7632	N PINE ST REALIGNMENT	.00	.00	.00	850,000.00	850,000.00 .0
202-202-431-7633	NE TERRITORIAL/REDWOOD IMPROV	7,363.54	.00	7,363.54	.00 (7,363.54) .0
202-202-431-7635	CHARGING STATION	.00	.00	.00	150,000.00	150,000.00 .0
202-202-431-7640	FUEL STATION	1,540.00	.00	1,540.00	200,000.00	198,460.00 .8
TOTAL CAPITAL		122,528.21	287,548.92	122,528.21	8,100,000.00	7,977,471.79 1.5

CITY OF CANBY
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 2 MONTHS ENDING AUGUST 31, 2023

STREETS EXPENDITURES

	PERIOD ACTUAL	YTD ENCUM	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
TRANSFERS:						
202-202-491-0110 O/H TRANSFER TO GENERAL FUND	15,592.09	.00	31,184.18	193,333.00	162,148.82	16.1
TOTAL TRANSFERS	15,592.09	.00	31,184.18	193,333.00	162,148.82	16.1
TOTAL STREETS EXPENDITURES	227,381.36	291,612.08	329,534.00	9,766,203.00	9,436,669.00	3.4
TOTAL FUND EXPENDITURES	227,381.36	291,612.08	329,534.00	9,766,203.00	9,436,669.00	3.4
NET REVENUE OVER EXPENDITURES	5,590.91	(291,612.08)	356,359.96	4,948,988.00	4,592,628.04	7.2

CITY OF CANBY
BALANCE SHEET
AUGUST 31, 2023

FLEET SERVICES FUND

ASSETS

204-000-1000000	CASH - COMBINED FUND	116,768.11	
204-000-1150000	ACCOUNTS RECEIVABLE-MODULE	652.21	
	TOTAL ASSETS		117,420.32

LIABILITIES AND EQUITY

FUND EQUITY

204-000-2980001	FUND BALANCE	98,105.76	
	UNAPPROPRIATED FUND BALANCE:		
	REVENUE OVER EXPENDITURES - YTD	19,314.56	
	BALANCE - CURRENT DATE	19,314.56	
	TOTAL FUND EQUITY		117,420.32
	TOTAL LIABILITIES AND EQUITY		117,420.32

CITY OF CANBY
REVENUES WITH COMPARISON TO BUDGET
FOR THE 2 MONTHS ENDING AUGUST 31, 2023

FLEET SERVICES FUND

		PERIOD ACTUAL	YTD ENCUM	YTD ACTUAL	BUDGET	UNEARNED	PCNT
	<u>PROGRAM REVENUES</u>						
204-000-360-0001	MISCELLANEOUS-INCOME	.00	.00	.00	1,000.00	1,000.00	.0
204-000-361-0001	INTEREST REVENUES	423.62	.00	855.63	1,800.00	944.37	47.5
204-000-399-0001	CASH CARRYOVER	.00	.00	.00	74,842.00	74,842.00	.0
	TOTAL PROGRAM REVENUES	423.62	.00	855.63	77,642.00	76,786.37	1.1
	<u>OPERATIONAL REVENUE</u>						
204-001-340-0450	CANBY ADULT CENTER	375.74	.00	1,083.27	3,000.00	1,916.73	36.1
204-001-341-0001	INTERNAL REVENUE-FLEET	68,838.58	.00	137,677.16	828,550.00	690,872.84	16.6
	TOTAL OPERATIONAL REVENUE	69,214.32	.00	138,760.43	831,550.00	692,789.57	16.7
	TOTAL FUND REVENUE	69,637.94	.00	139,616.06	909,192.00	769,575.94	15.4

CITY OF CANBY
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 2 MONTHS ENDING AUGUST 31, 2023

FLEET EXPENDITURES

	PERIOD ACTUAL	YTD ENCUM	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>FLEET EXPENDITURES</u>						
PERSONAL SERVICES:						
204-204-425-1000 REGULAR SALARIES AND WAGES	14,238.53	.00	28,154.78	180,045.00	151,890.22	15.6
204-204-425-1300 OVERTIME	.00	.00	.00	2,500.00	2,500.00	.0
204-204-425-2100 INSURANCE BENEFITS	4,506.60	.00	9,111.49	59,867.00	50,755.51	15.2
204-204-425-2200 TAXES/OTHER	1,364.18	.00	2,658.12	20,786.00	18,127.88	12.8
204-204-425-2300 PERS CONTRIBUTIONS	3,283.62	.00	6,484.25	38,881.00	32,396.75	16.7
204-204-425-2911 CLOTHING ALLOWANCE	.00	.00	.00	800.00	800.00	.0
TOTAL PERSONAL SERVICES	23,392.93	.00	46,408.64	302,879.00	256,470.36	15.3
MATERIALS & SERVICES:						
204-204-425-3110 CONTRACT SERVICES-SHOP	488.47	1,410.79	488.47	20,000.00	19,511.53	2.4
204-204-425-3115 CONTRACT SERVICES-VEHICLES	1,750.91	.00	1,750.91	18,000.00	16,249.09	9.7
204-204-425-3150 CAT CONTRACT SERVICES	213.29	.00	213.29	18,000.00	17,786.71	1.2
204-204-425-4450 COPIER LEASE & MAINT	18.88	75.52	37.76	400.00	362.24	9.4
204-204-425-5150 CANBY AREA TRANSIT EXPENSES	2,033.20	.00	3,055.37	34,000.00	30,944.63	9.0
204-204-425-5300 COMMUNICATIONS	173.56	.00	173.56	1,200.00	1,026.44	14.5
204-204-425-5800 TRAVEL & TRAINING	.00	.00	.00	500.00	500.00	.0
204-204-425-5830 DEQ/DMV	.00	.00	.00	2,000.00	2,000.00	.0
204-204-425-5902 INTERNAL CHARGE-FACILITIES	4,569.73	.00	9,139.46	50,256.00	41,116.54	18.2
204-204-425-5903 INTERNAL CHARGE-TECH SERVICES	1,247.00	.00	2,494.00	9,202.00	6,708.00	27.1
204-204-425-6100 SUPPLIES & SERVICES	7,568.51	.00	7,568.51	40,000.00	32,431.49	18.9
204-204-425-6111 TIRES	1,606.79	.00	2,596.71	12,000.00	9,403.29	21.6
204-204-425-6112 TIRES-TRANSIT	3,529.44	.00	3,554.44	8,000.00	4,445.56	44.4
204-204-425-6119 MISC SHOP SUPPLIES	575.49	.00	575.49	4,000.00	3,424.51	14.4
204-204-425-6120 TOOLS AND EQUIPMENT	466.44	.00	466.44	6,000.00	5,533.56	7.8
204-204-425-6300 GASOLINE/FUEL	28,681.25	.00	39,378.26	320,000.00	280,621.74	12.3
204-204-425-6301 OIL-GENERAL	2,400.19	.00	2,400.19	3,500.00	1,099.81	68.6
204-204-425-6302 OIL-TRANSIT	.00	.00	.00	3,500.00	3,500.00	.0
204-204-425-6500 SAFETY EQUIPMENT	.00	.00	.00	500.00	500.00	.0
MATERIALS & SERVICES	55,323.15	1,486.31	73,892.86	551,058.00	477,165.14	13.4
TOTAL FLEET EXPENDITURES	78,716.08	1,486.31	120,301.50	853,937.00	733,635.50	14.1

CITY OF CANBY
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 2 MONTHS ENDING AUGUST 31, 2023

FLEET RESERVES

	PERIOD ACTUAL	YTD ENCUM	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>FLEET RESERVES</u>						
CAPITAL:						
204-214-425-7410 EQUIPMENT	.00	.00	.00	10,000.00	10,000.00	.0
TOTAL CAPITAL	.00	.00	.00	10,000.00	10,000.00	.0
TOTAL FLEET RESERVES	.00	.00	.00	10,000.00	10,000.00	.0
TOTAL FUND EXPENDITURES	78,716.08	1,486.31	120,301.50	863,937.00	743,635.50	13.9
NET REVENUE OVER EXPENDITURES	(9,078.14)	(1,486.31)	19,314.56	45,255.00	25,940.44	42.7

CITY OF CANBY
BALANCE SHEET
AUGUST 31, 2023

SYSTEMS DEVELOPMENT FUND

ASSETS

210-000-1000000	CASH - COMBINED FUND	13,180,959.36	
	TOTAL ASSETS		13,180,959.36

LIABILITIES AND EQUITY

FUND EQUITY

210-000-2970020	RESTRICTED FOR STREET IMPROVEM	5,350,294.84	
210-000-2970025	RESTRICTED FOR STREET REIMB	854,648.60	
210-000-2970026	RESTRICTED FOR STREETSDC ADMIN	109,918.78	
210-000-2970030	RESTRICTED FOR PARK IMPROVEME	5,173,408.19	
210-000-2970036	RESTRICTED FOR PARK SDC ADMIN	48,704.18	
210-000-2970040	RESTRICTED FOR SEWER IMPROVEME	120,013.57	
210-000-2970045	RESTRICTED FOR SEWER REIMB	680,052.74	
210-000-2970046	RESTRICTED FOR SEWER SDC ADMIN	32,220.08	
210-000-2970050	RESTRICTED FOR STORM IMPROVE	165,516.60	
210-000-2970055	RESTRICTED FOR STORM REIMB	30,301.67	
210-000-2970056	RESTRICTED FOR STORM SDC ADMIN	5,470.24	
210-000-2980001	FUND BALANCE	364,571.25	
	UNAPPROPRIATED FUND BALANCE:		
	REVENUE OVER EXPENDITURES - YTD	245,838.62	
	BALANCE - CURRENT DATE	245,838.62	
	TOTAL FUND EQUITY		13,180,959.36
	TOTAL LIABILITIES AND EQUITY		13,180,959.36

CITY OF CANBY
REVENUES WITH COMPARISON TO BUDGET
FOR THE 2 MONTHS ENDING AUGUST 31, 2023

SYSTEMS DEVELOPMENT FUND

		PERIOD ACTUAL	YTD ENCUM	YTD ACTUAL	BUDGET	UNEARNED	PCNT
	<u>PROGRAM REVENUES</u>						
210-000-355-0100	PARKS IMPROVEMENT SDC'S	39,825.24	.00	69,903.70	930,000.00	860,096.30	7.5
210-000-355-0175	PARKS SDC COMPLIANCE COST FEE	812.76	.00	1,426.61	20,000.00	18,573.39	7.1
210-000-355-0200	SEWER IMPROVEMENT SDC'S	4,395.65	.00	7,020.90	97,000.00	89,979.10	7.2
210-000-355-0250	SEWER REIMBURSEMENT SDC'S	18,276.65	.00	29,192.16	410,000.00	380,807.84	7.1
210-000-355-0275	SEWER SDC COMPLIANCE COST FEE	462.70	.00	739.04	10,000.00	9,260.96	7.4
210-000-355-0400	STORM IMPROVEMENT SDC'S	1,611.20	.00	2,290.40	45,000.00	42,709.60	5.1
210-000-355-0450	STORM REIMBURSEMENT SDC'S	342.38	.00	486.71	9,500.00	9,013.29	5.1
210-000-355-0475	STORM SDC COMPLIANCE COST FEE	60.42	.00	85.89	1,600.00	1,514.11	5.4
210-000-355-0600	STREET IMPROVEMENT SDC'S	22,930.48	.00	32,594.18	650,000.00	617,405.82	5.0
210-000-355-0650	STREET REIMBURSEMENT SDC'S	4,474.24	.00	6,359.84	125,000.00	118,640.16	5.1
210-000-355-0700	STREET SDC COMPLIANCE COST FE	559.28	.00	794.98	16,000.00	15,205.02	5.0
210-000-361-0001	INTEREST REVENUES	47,818.26	.00	94,944.21	330,000.00	235,055.79	28.8
210-000-399-0001	CASH CARRYOVER	.00	.00	.00	12,832,729.00	12,832,729.00	.0
	TOTAL PROGRAM REVENUES	141,569.26	.00	245,838.62	15,476,829.00	15,230,990.38	1.6
	TOTAL FUND REVENUE	141,569.26	.00	245,838.62	15,476,829.00	15,230,990.38	1.6

CITY OF CANBY
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 2 MONTHS ENDING AUGUST 31, 2023

SYSTEMS DEVELOP EXPENDITURES

	PERIOD ACTUAL	YTD ENCUM	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>SYSTEMS DEVELOP EXPENDITURES</u>						
TRANSFERS:						
210-210-492-0106 TRANSFER TO PARKS	.00	.00	.00	3,570,000.00	3,570,000.00	.0
210-210-492-0202 TRANSFER TO STREETS	.00	.00	.00	4,155,000.00	4,155,000.00	.0
210-210-492-0306 TRANSFER TO SEWER	.00	.00	.00	716,618.00	716,618.00	.0
210-210-492-0312 TRANSFER TO STORM	.00	.00	.00	244,500.00	244,500.00	.0
TOTAL TRANSFERS	.00	.00	.00	8,686,118.00	8,686,118.00	.0
TOTAL SYSTEMS DEVELOP EXPENDI	.00	.00	.00	8,686,118.00	8,686,118.00	.0
TOTAL FUND EXPENDITURES	.00	.00	.00	8,686,118.00	8,686,118.00	.0
NET REVENUE OVER EXPENDITURES	141,569.26	.00	245,838.62	6,790,711.00	6,544,872.38	3.6

CITY OF CANBY
BALANCE SHEET
AUGUST 31, 2023

TRANSIENT ROOM TAX FUND

<u>ASSETS</u>			
217-000-1000000	CASH - COMBINED FUND	83,697.83	
	TOTAL ASSETS		83,697.83
<u>LIABILITIES AND EQUITY</u>			
<u>FUND EQUITY</u>			
217-000-2980001	FUND BALANCE	18,424.51	
	UNAPPROPRIATED FUND BALANCE: REVENUE OVER EXPENDITURES - YTD	7,083.15	
	BALANCE - CURRENT DATE	7,083.15	
	TOTAL FUND EQUITY		25,507.66
	TOTAL LIABILITIES AND EQUITY		25,507.66

CITY OF CANBY
REVENUES WITH COMPARISON TO BUDGET
FOR THE 2 MONTHS ENDING AUGUST 31, 2023

		TRANSIENT ROOM TAX FUND					
		PERIOD ACTUAL	YTD ENCUM	YTD ACTUAL	BUDGET	UNEARNED	PCNT
<u>TRANSIENT ROOM TAX FUND</u>							
217-000-399-0001	CASH CARRYOVER	.00	.00	.00	75,790.00	75,790.00	.0
	TOTAL TRANSIENT ROOM TAX FUND	.00	.00	.00	75,790.00	75,790.00	.0
<u>TOURISM PROMO/FAC REVENUE</u>							
217-001-340-0100	ROOM TAX-RESTRICTED (70%)	.00	.00	5,527.56	24,000.00	18,472.44	23.0
217-001-361-0001	INTEREST REVENUES (RESTR)	212.55	.00	410.65	1,070.00	659.35	38.4
	TOTAL TOURISM PROMO/FAC REVEN	212.55	.00	5,938.21	25,070.00	19,131.79	23.7
<u>TOURISM ENHANCEMENT REVENUE</u>							
217-002-340-0100	ROOM TAX-UNRESTRICTED (30%)	.00	.00	2,368.95	11,000.00	8,631.05	21.5
217-002-361-0001	INTEREST REVENUES (UNRESTR)	91.09	.00	175.99	460.00	284.01	38.3
	TOTAL TOURISM ENHANCEMENT REV	91.09	.00	2,544.94	11,460.00	8,915.06	22.2
	TOTAL FUND REVENUE	303.64	.00	8,483.15	112,320.00	103,836.85	7.6

CITY OF CANBY
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 2 MONTHS ENDING AUGUST 31, 2023

TOURISM PROMO/FAC (RESTRICTED)

		PERIOD ACTUAL	YTD ENCUM	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
	<u>TOURISM PROMO/FAC (RESTRICTED)</u>						
	MATERIALS & SERVICES:						
217-221-465-6100	SERVICES & SUPPLIES	.00	.00	1,400.00	10,000.00	8,600.00	14.0
	MATERIALS & SERVICES	.00	.00	1,400.00	10,000.00	8,600.00	14.0
	TOTAL TOURISM PROMO/FAC (RESTR	.00	.00	1,400.00	10,000.00	8,600.00	14.0

CITY OF CANBY
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 2 MONTHS ENDING AUGUST 31, 2023

TOURISM ENHANCEMENT(UNRESTRIC)

		PERIOD ACTUAL	YTD ENCUM	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
	<u>TOURISM ENHANCEMENT(UNRESTRI</u>						
	MATERIALS & SERVICES:						
217-222-465-6100	SERVICES & SUPPLIES	.00	.00	.00	10,000.00	10,000.00	.0
	MATERIALS & SERVICES	.00	.00	.00	10,000.00	10,000.00	.0
	TOTAL TOURISM ENHANCEMENT(UN	.00	.00	.00	10,000.00	10,000.00	.0
	TOTAL FUND EXPENDITURES	.00	.00	1,400.00	20,000.00	18,600.00	7.0
	NET REVENUE OVER EXPENDITURES	303.64	.00	7,083.15	92,320.00	85,236.85	7.7

CITY OF CANBY
BALANCE SHEET
AUGUST 31, 2023

CEMETERY PERPETUAL CARE FUND

<u>ASSETS</u>			
223-000-1000000	CASH - COMBINED FUND	728,536.66	
TOTAL ASSETS			728,536.66
<u>LIABILITIES AND EQUITY</u>			
<u>FUND EQUITY</u>			
UNAPPROPRIATED FUND BALANCE:			
	REVENUE OVER EXPENDITURES - YTD	(489,058.51)	
	BALANCE - CURRENT DATE	(489,058.51)	
	TOTAL FUND EQUITY		(489,058.51)
	TOTAL LIABILITIES AND EQUITY		(489,058.51)

CITY OF CANBY
REVENUES WITH COMPARISON TO BUDGET
FOR THE 2 MONTHS ENDING AUGUST 31, 2023

CEMETERY PERPETUAL CARE FUND

		PERIOD ACTUAL	YTD ENCUM	YTD ACTUAL	BUDGET	UNEARNED	PCNT
	<u>PROGRAM REVENUES</u>						
223-000-340-0001	PERPETUAL CARE: CURRENT SALES	2,185.00	.00	5,855.00	15,000.00	9,145.00	39.0
223-000-361-0001	INTEREST REVENUES	2,643.05	.00	5,086.49	27,000.00	21,913.51	18.8
223-000-392-0201	IF LOAN PAYMENT FROM LIBRARY	.00	.00	.00	500,000.00	500,000.00	.0
223-000-399-0001	CASH CARRYOVER	.00	.00	.00	1,194,968.00	1,194,968.00	.0
	TOTAL PROGRAM REVENUES	4,828.05	.00	10,941.49	1,736,968.00	1,726,026.51	.6
	TOTAL FUND REVENUE	4,828.05	.00	10,941.49	1,736,968.00	1,726,026.51	.6

CITY OF CANBY
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 2 MONTHS ENDING AUGUST 31, 2023

CEMETERY PERPETUAL CARE EXPEND

	PERIOD ACTUAL	YTD ENCUM	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>CEMETERY PERPETUAL CARE EXPE</u>						
TRANSFERS:						
223-223-492-0201 INTERFUND LOAN TO LIBRARY	.00	.00	500,000.00	500,000.00	.00	100.0
TOTAL TRANSFERS	.00	.00	500,000.00	500,000.00	.00	100.0
TOTAL CEMETERY PERPETUAL CARE	.00	.00	500,000.00	500,000.00	.00	100.0
TOTAL FUND EXPENDITURES	.00	.00	500,000.00	500,000.00	.00	100.0
NET REVENUE OVER EXPENDITURES	4,828.05	.00	(489,058.51)	1,236,968.00	1,726,026.51	(39.5)

CITY OF CANBY
BALANCE SHEET
AUGUST 31, 2023

FACILITIES FUND

<u>ASSETS</u>			
227-000-1000000	CASH - COMBINED FUND	86,326.10	
TOTAL ASSETS			86,326.10
<u>LIABILITIES AND EQUITY</u>			
<u>LIABILITIES</u>			
227-000-2010000	ACCOUNTS PAYABLE-ACCRUAL	(4,701.77)	
TOTAL LIABILITIES			(4,701.77)
<u>FUND EQUITY</u>			
227-000-2980001	FUND BALANCE	85,900.58	
UNAPPROPRIATED FUND BALANCE:			
REVENUE OVER EXPENDITURES - YTD		5,127.29	
BALANCE - CURRENT DATE		5,127.29	
TOTAL FUND EQUITY			91,027.87
TOTAL LIABILITIES AND EQUITY			86,326.10

CITY OF CANBY
REVENUES WITH COMPARISON TO BUDGET
FOR THE 2 MONTHS ENDING AUGUST 31, 2023

FACILITIES FUND

		PERIOD ACTUAL	YTD ENCUM	YTD ACTUAL	BUDGET	UNEARNED	PCNT
	<u>PROGRAM REVENUES</u>						
227-000-361-0001	INTEREST REVENUES	313.18	.00	691.98	1,000.00	308.02	69.2
227-000-399-0001	CASH CARRYOVER	.00	.00	.00	86,512.00	86,512.00	.0
	TOTAL PROGRAM REVENUES	313.18	.00	691.98	87,512.00	86,820.02	.8
	<u>OPERATIONAL REVENUE</u>						
227-001-340-0250	CANBY UTILITY	.00	.00	.00	500.00	500.00	.0
227-001-341-0001	INTERNAL REVENUE-FACILITIES	41,416.67	.00	82,833.34	470,000.00	387,166.66	17.6
	TOTAL OPERATIONAL REVENUE	41,416.67	.00	82,833.34	470,500.00	387,666.66	17.6
	TOTAL FUND REVENUE	41,729.85	.00	83,525.32	558,012.00	474,486.68	15.0

CITY OF CANBY
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 2 MONTHS ENDING AUGUST 31, 2023

FACILITIES EXPENDITURES

	PERIOD ACTUAL	YTD ENCUM	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>FACILITIES EXPENDITURES</u>						
PERSONAL SERVICES:						
227-227-480-1000	REGULAR SALARIES AND WAGES	7,371.54	.00	14,617.01	122,367.00	107,749.99 12.0
227-227-480-1300	OVERTIME	972.18	.00	1,686.79	4,000.00	2,313.21 42.2
227-227-480-2100	INSURANCE BENEFITS	895.54	.00	1,777.32	16,459.00	14,681.68 10.8
227-227-480-2200	TAXES/OTHER	850.03	.00	1,673.23	16,313.00	14,639.77 10.3
227-227-480-2300	PERS CONTRIBUTIONS	1,961.56	.00	3,836.18	25,207.00	21,370.82 15.2
227-227-480-2911	CLOTHING ALLOWANCE	.00	.00	.00	400.00	400.00 .0
TOTAL PERSONAL SERVICES		12,050.85	.00	23,590.53	184,746.00	161,155.47 12.8
MATERIALS & SERVICES:						
227-227-480-3200	CONTRACT SERVICES	18,153.00	11,992.47	21,896.02	50,000.00	28,103.98 43.8
227-227-480-4200	JANITORIAL SERVICES & SUPPLIES	21,040.41	35,240.00	23,335.41	150,000.00	126,664.59 15.6
227-227-480-4300	BUILDING REPAIRS & MAINTENANCE	2,340.72	.00	2,849.64	50,000.00	47,150.36 5.7
227-227-480-4450	COPIER LEASE & MAINT	11.10	44.40	22.20	250.00	227.80 8.9
227-227-480-5800	TRAVEL & TRAINING	.00	.00	.00	2,000.00	2,000.00 .0
227-227-480-5901	INTERNAL CHARGE-FLEET	612.17	.00	1,224.34	10,500.00	9,275.66 11.7
227-227-480-6100	SUPPLIES AND SMALL TOOLS	307.92	.00	307.92	6,000.00	5,692.08 5.1
227-227-480-6200	UTILITIES	4,897.08	.00	5,171.97	75,000.00	69,828.03 6.9
MATERIALS & SERVICES		47,362.40	47,276.87	54,807.50	343,750.00	288,942.50 15.9
TOTAL FACILITIES EXPENDITURES		59,413.25	47,276.87	78,398.03	528,496.00	450,097.97 14.8
TOTAL FUND EXPENDITURES		59,413.25	47,276.87	78,398.03	528,496.00	450,097.97 14.8
NET REVENUE OVER EXPENDITURES		(17,683.40)	(47,276.87)	5,127.29	29,516.00	24,388.71 17.4

CITY OF CANBY
BALANCE SHEET
AUGUST 31, 2023

FORFEITURE FUND

<u>ASSETS</u>			
229-000-1000000	CASH - COMBINED FUND	21,314.32	
	TOTAL ASSETS		21,314.32
<u>LIABILITIES AND EQUITY</u>			
<u>FUND EQUITY</u>			
229-000-2970100	RESERVED FB - FED FORFEITURE	14,838.53	
229-000-2970200	RESTRICTED FB - CIVIL FORFEIT.	4,646.69	
229-000-2980001	FUND BALANCE	1,679.15	
	UNAPPROPRIATED FUND BALANCE:		
	REVENUE OVER EXPENDITURES - YTD	149.95	
	BALANCE - CURRENT DATE	149.95	
	TOTAL FUND EQUITY		21,314.32
	TOTAL LIABILITIES AND EQUITY		21,314.32

CITY OF CANBY
REVENUES WITH COMPARISON TO BUDGET
FOR THE 2 MONTHS ENDING AUGUST 31, 2023

FORFEITURE FUND

	PERIOD ACTUAL	YTD ENCUM	YTD ACTUAL	BUDGET	UNEARNED	PCNT
<u>PROGRAM REVENUES</u>						
229-000-360-0100 FORFEITURE FUNDS-FEDERAL	.00	.00	.00	5,000.00	5,000.00	.0
229-000-360-0200 FORFEITURE FUNDS-CIVIL	.00	.00	.00	5,000.00	5,000.00	.0
229-000-361-0001 INTEREST EARNED-FEDERAL	12.10	.00	23.34	55.00	31.66	42.4
229-000-361-0010 INTEREST EARNED-CIVIL	65.65	.00	126.61	435.00	308.39	29.1
229-000-399-0001 CASH CARRYOVER	.00	.00	.00	19,976.00	19,976.00	.0
TOTAL PROGRAM REVENUES	77.75	.00	149.95	30,466.00	30,316.05	.5
TOTAL FUND REVENUE	77.75	.00	149.95	30,466.00	30,316.05	.5

CITY OF CANBY
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 2 MONTHS ENDING AUGUST 31, 2023

FORFEITURE EXPENDITURES

	PERIOD ACTUAL	YTD ENCUM	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>FORFEITURE EXPENDITURES</u>						
MATERIALS & SERVICES:						
229-229-421-6100 SUPPLIES & SERVICES-FEDERAL	.00	.00	.00	5,000.00	5,000.00	.0
229-229-421-6110 SUPPLIES & SERVICE-CIVIL	.00	.00	.00	5,185.00	5,185.00	.0
MATERIALS & SERVICES	.00	.00	.00	10,185.00	10,185.00	.0
TOTAL FORFEITURE EXPENDITURES	.00	.00	.00	10,185.00	10,185.00	.0
TOTAL FUND EXPENDITURES	.00	.00	.00	10,185.00	10,185.00	.0
NET REVENUE OVER EXPENDITURES	77.75	.00	149.95	20,281.00	20,131.05	.7

CITY OF CANBY
BALANCE SHEET
AUGUST 31, 2023

IT FUND

<u>ASSETS</u>			
231-000-1000000	CASH - COMBINED FUND	252,694.73	
TOTAL ASSETS			252,694.73
<u>LIABILITIES AND EQUITY</u>			
<u>FUND EQUITY</u>			
231-000-2980001	FUND BALANCE	174,751.71	
UNAPPROPRIATED FUND BALANCE:			
REVENUE OVER EXPENDITURES - YTD		77,943.02	
BALANCE - CURRENT DATE		77,943.02	
TOTAL FUND EQUITY			252,694.73
TOTAL LIABILITIES AND EQUITY			252,694.73

CITY OF CANBY
REVENUES WITH COMPARISON TO BUDGET
FOR THE 2 MONTHS ENDING AUGUST 31, 2023

IT FUND

		PERIOD ACTUAL	YTD ENCUM	YTD ACTUAL	BUDGET	UNEARNED	PCNT
	<u>PROGRAM REVENUES</u>						
231-000-361-0001	INTEREST REVENUES	916.75	.00	1,680.50	2,500.00	819.50	67.2
231-000-399-0001	CASH CARRYOVER	.00	.00	.00	173,935.00	173,935.00	.0
	TOTAL PROGRAM REVENUES	916.75	.00	1,680.50	176,435.00	174,754.50	1.0
	<u>OPERATIONAL REVENUE</u>						
231-001-341-0001	INTERNAL REVENUE-TECH SERVICE	62,333.34	.00	124,666.68	460,000.00	335,333.32	27.1
	TOTAL OPERATIONAL REVENUE	62,333.34	.00	124,666.68	460,000.00	335,333.32	27.1
	TOTAL FUND REVENUE	63,250.09	.00	126,347.18	636,435.00	510,087.82	19.9

CITY OF CANBY
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 2 MONTHS ENDING AUGUST 31, 2023

TECH SERVICE EXPENDITURES

	PERIOD ACTUAL	YTD ENCUM	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>TECH SERVICE EXPENDITURES</u>						
PERSONAL SERVICES:						
231-231-457-1000 REGULAR SALARIES AND WAGES	988.48	.00	988.48	204,005.00	203,016.52	.5
231-231-457-2100 INSURANCE BENEFITS	423.77	.00	425.35	44,527.00	44,101.65	1.0
231-231-457-2200 TAXES/OTHER	88.04	.00	88.04	17,224.00	17,135.96	.5
231-231-457-2300 PERS CONTRIBUTIONS	226.47	.00	226.47	44,145.00	43,918.53	.5
TOTAL PERSONAL SERVICES	1,726.76	.00	1,728.34	309,901.00	308,172.66	.6
MATERIALS & SERVICES:						
231-231-457-3410 TECHNICAL CONSULTANT	.00	.00	.00	30,000.00	30,000.00	.0
231-231-457-4450 COPIER LEASE & MAINT	49.10	294.60	98.20	2,100.00	2,001.80	4.7
231-231-457-5300 COMMUNICATIONS	6,136.11	.00	11,829.43	74,283.00	62,453.57	15.9
231-231-457-5320 WEB PAGE	.00	.00	.00	7,500.00	7,500.00	.0
231-231-457-5800 TRAVEL & TRAINING	.00	.00	.00	6,000.00	6,000.00	.0
231-231-457-5820 FEES & DUES	322.19	305.33	322.19	80,112.00	79,789.81	.4
231-231-457-5902 INTERNAL CHARGE-FACILITIES	342.79	.00	685.58	3,770.00	3,084.42	18.2
231-231-457-5903 INTERNAL CHARGE-FLEET	.00	.00	.00	6,154.00	6,154.00	.0
231-231-457-6100 SUPPLIES & SERVICES	16,765.02	41,200.00	29,500.02	10,950.00	(18,550.02)	269.4
231-231-457-6120 COMPUTER EQUIPMENT	.00	.00	.00	24,000.00	24,000.00	.0
MATERIALS & SERVICES	23,615.21	41,799.93	42,435.42	244,869.00	202,433.58	17.3
TOTAL TECH SERVICE EXPENDITURE	25,341.97	41,799.93	44,163.76	554,770.00	510,606.24	8.0

CITY OF CANBY
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 2 MONTHS ENDING AUGUST 31, 2023

TECH RESERVE

		PERIOD ACTUAL	YTD ENCUM	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
	<u>TECH RESERVE</u>						
	CAPITAL:						
231-232-457-7450	COMPUTER EQUIPMENT >\$5000	4,240.40	29,026.62	4,240.40	50,000.00	45,759.60	8.5
	TOTAL CAPITAL	4,240.40	29,026.62	4,240.40	50,000.00	45,759.60	8.5
	TOTAL TECH RESERVE	4,240.40	29,026.62	4,240.40	50,000.00	45,759.60	8.5
	TOTAL FUND EXPENDITURES	29,582.37	70,826.55	48,404.16	604,770.00	556,365.84	8.0
	NET REVENUE OVER EXPENDITURES	33,667.72	(70,826.55)	77,943.02	31,665.00	(46,278.02)	246.2

CITY OF CANBY
BALANCE SHEET
AUGUST 31, 2023

TRANSIT FUND

ASSETS

240-000-1000000	CASH- COMBINED FUND	3,491,908.66	
240-000-1100000	ACCOUNTS RECEIVABLE-TAX	60,817.08	
240-000-1120000	ALLOW FOR DOUBTFUL ACCTS-TAX	(43,180.13)	
240-000-1150000	ACCOUNTS RECEIVABLE-MODULE	65,560.00	
TOTAL ASSETS			3,575,105.61

LIABILITIES AND EQUITY

LIABILITIES

240-000-2010000	ACCOUNTS PAYABLE-ACCRUAL	(214.22)	
240-000-2220050	DEFERRED INFLOW TRANSIT TAX	17,636.95	
240-000-2220100	TRANSIT TAX UNAPPLIED PAYMENTS	2,021.89	
TOTAL LIABILITIES			19,444.62

FUND EQUITY

240-000-2970200	RESTRICTED FB - STIF	569,784.08	
UNAPPROPRIATED FUND BALANCE:			
REVENUE OVER EXPENDITURES - YTD		(233,901.44)	
BALANCE - CURRENT DATE		(233,901.44)	
TOTAL FUND EQUITY			335,882.64
TOTAL LIABILITIES AND EQUITY			355,327.26

CITY OF CANBY
REVENUES WITH COMPARISON TO BUDGET
FOR THE 2 MONTHS ENDING AUGUST 31, 2023

TRANSIT FUND

		PERIOD ACTUAL	YTD ENCUM	YTD ACTUAL	BUDGET	UNEARNED	PCNT
	<u>PROGRAM REVENUES</u>						
240-000-334-0111	GRANT - 5311	.00	.00	.00	333,864.00	333,864.00	.0
240-000-334-0122	GRANT - CAPITAL	.00	.00	65,560.00	94,407.00	28,847.00	69.4
240-000-334-0124	GRANT - OPERATING	.00	.00	.00	90,161.00	90,161.00	.0
240-000-334-0126	STIF FORMULA FUNDS	.00	.00	.00	722,665.00	722,665.00	.0
240-000-340-0010	TRANSIT ER PAYROLL TAX	.00	.00	.00	2,065,325.00	2,065,325.00	.0
240-000-340-0020	PAYROLL TAX PENALTIES & INT	255.46	.00	2,299.52	8,000.00	5,700.48	28.7
240-000-340-0070	FARES	4,450.64	.00	4,610.64	60,000.00	55,389.36	7.7
240-000-360-0001	MISCELLANEOUS-INCOME	.00	.00	425.53	2,000.00	1,574.47	21.3
240-000-361-0001	INTEREST REVENUES	10,678.03	.00	21,018.30	69,000.00	47,981.70	30.5
240-000-361-0002	STIF INTEREST	1,277.79	.00	2,564.85	8,000.00	5,435.15	32.1
240-000-399-0001	CASH CARRYOVER	.00	.00	.00	3,591,417.00	3,591,417.00	.0
	<u>TOTAL PROGRAM REVENUES</u>	<u>16,661.92</u>	<u>.00</u>	<u>96,478.84</u>	<u>7,044,839.00</u>	<u>6,948,360.16</u>	<u>1.4</u>
	<u>TOTAL FUND REVENUE</u>	<u>16,661.92</u>	<u>.00</u>	<u>96,478.84</u>	<u>7,044,839.00</u>	<u>6,948,360.16</u>	<u>1.4</u>

CITY OF CANBY
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 2 MONTHS ENDING AUGUST 31, 2023

TRANSIT EXPENDITURES

	PERIOD ACTUAL	YTD ENCUM	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>TRANSIT EXPENDITURES</u>						
PERSONAL SERVICES:						
240-240-466-1000 REGULAR SALARIES AND WAGES	17,955.19	.00	35,446.45	245,959.00	210,512.55	14.4
240-240-466-1300 OVERTIME	322.34	.00	1,233.09	4,000.00	2,766.91	30.8
240-240-466-2100 INSURANCE BENEFITS	2,923.94	.00	5,761.66	77,079.00	71,317.34	7.5
240-240-466-2200 TAXES/OTHER	1,691.69	.00	3,391.06	21,113.00	17,721.94	16.1
240-240-466-2300 PERS CONTRIBUTIONS	4,186.77	.00	8,409.95	53,712.00	45,302.05	15.7
TOTAL PERSONAL SERVICES	27,079.93	.00	54,242.21	401,863.00	347,620.79	13.5
MATERIALS & SERVICES:						
240-240-466-3200 PROF/TECH SERVICES	.00	.00	.00	260,000.00	260,000.00	.0
240-240-466-3300 CONTRACT SERVICES	129,605.99	1,522,115.90	129,605.99	1,751,520.00	1,621,914.01	7.4
240-240-466-4330 TRANSIT FACILITIES MAINTENANCE	4,999.11	.00	4,999.11	12,600.00	7,600.89	39.7
240-240-466-4332 SPACE LEASE	3,605.50	36,055.00	7,211.00	55,928.00	48,717.00	12.9
240-240-466-4342 VEHICLE MAINTENANCE	.00	.00	.00	1,500.00	1,500.00	.0
240-240-466-4450 COPIER LEASE & MAINT	30.25	.00	428.06	7,000.00	6,571.94	6.1
240-240-466-5300 COMMUNICATIONS	532.16	3,520.00	884.16	11,172.00	10,287.84	7.9
240-240-466-5400 MARKETING	2,006.00	.00	2,100.50	11,100.00	8,999.50	18.9
240-240-466-5500 PRINTING	.00	.00	.00	6,200.00	6,200.00	.0
240-240-466-5800 TRAVEL & TRAINING	.00	.00	.00	5,500.00	5,500.00	.0
240-240-466-5820 MEMBERSHIP DUES & FEES	13,442.75	.00	13,957.75	29,467.00	15,509.25	47.4
240-240-466-5901 INTERNAL CHARGE-FLEET	30,762.92	.00	61,525.84	381,760.00	320,234.16	16.1
240-240-466-5902 INTERNAL CHARGE-FACILITIES	761.75	.00	1,523.50	8,377.00	6,853.50	18.2
240-240-466-5903 INTERNAL CHARGE-TECH SERVICES	4,182.11	.00	8,364.22	30,863.00	22,498.78	27.1
240-240-466-6100 SUPPLIES & SERVICES	654.42	.00	654.42	12,600.00	11,945.58	5.2
240-240-466-6105 TAX COLLECTION SERVICES & SUPP	683.96	.00	1,210.82	3,200.00	1,989.18	37.8
MATERIALS & SERVICES	191,266.92	1,561,690.90	232,465.37	2,588,787.00	2,356,321.63	9.0
CAPITAL:						
240-240-466-7300 TRANSIT PROJECTS	.00	.00	.00	130,000.00	130,000.00	.0
240-240-466-7430 BUS SHELTERS	.00	.00	.00	132,000.00	132,000.00	.0
240-240-466-7431 NEW TRANSIT OFFICE	.00	.00	.00	1,500,000.00	1,500,000.00	.0
TOTAL CAPITAL	.00	.00	.00	1,762,000.00	1,762,000.00	.0
TRANSFERS:						
240-240-491-0110 O/H TO GENERAL FUND	21,836.35	.00	43,672.70	260,890.00	217,217.30	16.7
TOTAL TRANSFERS	21,836.35	.00	43,672.70	260,890.00	217,217.30	16.7
TOTAL TRANSIT EXPENDITURES	240,183.20	1,561,690.90	330,380.28	5,013,540.00	4,683,159.72	6.6
TOTAL FUND EXPENDITURES	240,183.20	1,561,690.90	330,380.28	5,013,540.00	4,683,159.72	6.6
NET REVENUE OVER EXPENDITURES	(223,521.28)	(1,561,690.90)	(233,901.44)	2,031,299.00	2,265,200.44	(11.5)

CITY OF CANBY
BALANCE SHEET
AUGUST 31, 2023

SWIM CENTER LEVY

ASSETS

275-000-1000000	CASH - COMBINED FUND	1,725,761.80	
275-000-1040000	CASH WITH COUNTY TREASURER	2,167.47	
275-000-1070000	PROPERTY TAX RECEIVABLES	31,285.21	
TOTAL ASSETS			1,759,214.48

LIABILITIES AND EQUITY

LIABILITIES

275-000-2010000	ACCOUNTS PAYABLE-ACCRUAL	(1,264.93)	
275-000-2220000	DEFERRED INFLOW	29,787.66	
TOTAL LIABILITIES			28,522.73

FUND EQUITY

275-000-2970001	RESTRICTED FB - SWIM CENTER	1,857,971.77	
UNAPPROPRIATED FUND BALANCE:			
REVENUE OVER EXPENDITURES - YTD		(127,280.02)	
BALANCE - CURRENT DATE		(127,280.02)	
TOTAL FUND EQUITY			1,730,691.75
TOTAL LIABILITIES AND EQUITY			1,759,214.48

CITY OF CANBY
REVENUES WITH COMPARISON TO BUDGET
FOR THE 2 MONTHS ENDING AUGUST 31, 2023

SWIM CENTER LEVY

		PERIOD ACTUAL	YTD ENCUM	YTD ACTUAL	BUDGET	UNEARNED	PCNT
	<u>PROGRAM REVENUE</u>						
275-000-311-0030	PROPERTY TAX LEVY	7,764.65	.00	15,858.09	1,018,008.00	1,002,149.91	1.6
275-000-311-0040	PROPERTY TAX - PRIOR	539.65	.00	5,852.30	10,000.00	4,147.70	58.5
275-000-340-0001	POOL REVENUE	21,951.44	.00	29,395.40	150,000.00	120,604.60	19.6
275-000-361-0001	INTEREST REVENUES	6,299.81	.00	12,413.93	50,000.00	37,586.07	24.8
275-000-399-0001	CASH CARRYOVER	.00	.00	.00	1,765,200.00	1,765,200.00	.0
	TOTAL PROGRAM REVENUE	36,555.55	.00	63,519.72	2,993,208.00	2,929,688.28	2.1
	TOTAL FUND REVENUE	36,555.55	.00	63,519.72	2,993,208.00	2,929,688.28	2.1

CITY OF CANBY
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 2 MONTHS ENDING AUGUST 31, 2023

SWIM CENTER EXPENDITURES

	PERIOD ACTUAL	YTD ENCUM	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>SWIM CENTER EXPENDITURES</u>						
PERSONAL SERVICES:						
275-275-455-1000	REGULAR SALARIES AND WAGES	45,566.64	.00	93,496.97	468,945.00	375,448.03 19.9
275-275-455-1151	SWIM PROGRAM COORDINATOR	2,893.80	.00	3,781.33	.00 (3,781.33)	.0
275-275-455-1221	GUARDS & INSTRUCTORS	487.97	.00	2,405.58	.00 (2,405.58)	.0
275-275-455-1300	OVERTIME	212.03	.00	626.75	10,000.00	9,373.25 6.3
275-275-455-2100	INSURANCE BENEFITS	9,752.64	.00	15,282.55	102,179.00	86,896.45 15.0
275-275-455-2200	TAXES/OTHER	5,072.30	.00	10,438.91	56,230.00	45,791.09 18.6
275-275-455-2300	PERS CONTRIBUTIONS	7,421.53	.00	14,172.17	80,106.00	65,933.83 17.7
TOTAL PERSONAL SERVICES		71,406.91	.00	140,204.26	717,460.00	577,255.74 19.5
MATERIALS & SERVICES:						
275-275-455-4300	BLDG MAINTENANCE	.00	18,614.00	.00	51,000.00	51,000.00 .0
275-275-455-4410	GROUND LEASE	1,166.67	11,666.66	2,333.34	14,000.00	11,666.66 16.7
275-275-455-4450	COPIER LEASE & MAINT	.00	.00	.00	350.00	350.00 .0
275-275-455-5400	ADVERTISING & MARKETING	.00	.00	.00	5,000.00	5,000.00 .0
275-275-455-5800	TRAINING & TRAVEL	516.34	.00	516.34	5,000.00	4,483.66 10.3
275-275-455-5903	INTERNAL CHARGE-TECH SERVICES	1,455.56	.00	2,911.12	10,742.00	7,830.88 27.1
275-275-455-6100	SUPPLIES & SERVICES	746.95	269.55	836.80	23,000.00	22,163.20 3.6
275-275-455-6101	BANK CHARGES	756.85	.00	1,369.69	6,500.00	5,130.31 21.1
275-275-455-6110	POOL CHEMICALS	.00	.00	.00	14,000.00	14,000.00 .0
275-275-455-6120	JANITORIAL SUPPLIES	884.20	.00	884.20	6,000.00	5,115.80 14.7
275-275-455-6130	POOL CONCESSION PURCHASES	.00	.00	.00	3,000.00	3,000.00 .0
275-275-455-6200	UTILITY - GAS	1,515.12	.00	3,421.74	35,000.00	31,578.26 9.8
275-275-455-6210	UTILITY - WATER	269.33	.00	269.33	5,000.00	4,730.67 5.4
275-275-455-6220	UTILITY - ELECTRIC	995.60	.00	995.60	12,000.00	11,004.40 8.3
MATERIALS & SERVICES		8,306.62	30,550.21	13,538.16	190,592.00	177,053.84 7.1
CAPITAL:						
275-275-455-7200	BLDG IMPROVEMENTS >\$5K	540.00	2,277.00	3,240.00	12,000.00	8,760.00 27.0
TOTAL CAPITAL		540.00	2,277.00	3,240.00	12,000.00	8,760.00 27.0
TRANSFERS:						
275-275-491-0110	O/H TO GENERAL FUND	16,908.66	.00	33,817.32	158,308.00	124,490.68 21.4
TOTAL TRANSFERS		16,908.66	.00	33,817.32	158,308.00	124,490.68 21.4
TOTAL SWIM CENTER EXPENDITURE		97,162.19	32,827.21	190,799.74	1,078,360.00	887,560.26 17.7
TOTAL FUND EXPENDITURES		97,162.19	32,827.21	190,799.74	1,078,360.00	887,560.26 17.7
NET REVENUE OVER EXPENDITURES		(60,606.64)	(32,827.21)	(127,280.02)	1,914,848.00	2,042,128.02 (6.7)

CITY OF CANBY
BALANCE SHEET
AUGUST 31, 2023

URBAN RENEWAL GENERAL FUND

<u>ASSETS</u>			
280-000-1000000	CASH-COMBINED FUND	22,538.61	
	TOTAL ASSETS		22,538.61
<u>LIABILITIES AND EQUITY</u>			
<u>LIABILITIES</u>			
280-000-2020000	RETAINAGE	2,033.60	
	TOTAL LIABILITIES		2,033.60
<u>FUND EQUITY</u>			
280-000-2980001	FUND BALANCE	20,250.43	
	UNAPPROPRIATED FUND BALANCE:		
	REVENUE OVER EXPENDITURES - YTD	254.58	
	BALANCE - CURRENT DATE	254.58	
	TOTAL FUND EQUITY		20,505.01
	TOTAL LIABILITIES AND EQUITY		22,538.61

CITY OF CANBY
REVENUES WITH COMPARISON TO BUDGET
FOR THE 2 MONTHS ENDING AUGUST 31, 2023

URBAN RENEWAL GENERAL FUND

		<u>PERIOD ACTUAL</u>	<u>YTD ENCUM</u>	<u>YTD ACTUAL</u>	<u>BUDGET</u>	<u>UNEARNED</u>	<u>PCNT</u>
	<u>URD PROGRAM REVENUE</u>						
280-000-361-0001	INTEREST REVENUE	259.95	.00	646.58	1,750.00	1,103.42	37.0
280-000-391-0283	OP TRANSFER IN FROM UR DEBT	81,665.81	.00	115,211.54	700,000.00	584,788.46	16.5
	TOTAL URD PROGRAM REVENUE	<u>81,925.76</u>	<u>.00</u>	<u>115,858.12</u>	<u>701,750.00</u>	<u>585,891.88</u>	<u>16.5</u>
	TOTAL FUND REVENUE	<u>81,925.76</u>	<u>.00</u>	<u>115,858.12</u>	<u>701,750.00</u>	<u>585,891.88</u>	<u>16.5</u>

CITY OF CANBY
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 2 MONTHS ENDING AUGUST 31, 2023

URD EXPENDITURES

	PERIOD ACTUAL	YTD ENCUM	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>URD EXPENDITURES</u>						
MATERIALS & SERVICES:						
280-280-463-3250 MAT & SVC CONTRACT	171.78	715.99	843.56	10,000.00	9,156.44	8.4
280-280-463-3270 DUE TO ECONOMIC DEVELOPMENT	38,401.51	.00	71,489.28	425,000.00	353,510.72	16.8
280-280-463-6372 BEAUTIFICATION & MARKETING	.00	.00	.00	25,000.00	25,000.00	.0
280-280-463-6373 FACADE IMPROVEMENT PROGRAM	.00	.00	.00	75,000.00	75,000.00	.0
MATERIALS & SERVICES	38,573.29	715.99	72,332.84	535,000.00	462,667.16	13.5
CAPITAL:						
280-280-463-7612 WAIT AND COMMUNITY PARK	43,270.70	435,279.15	43,270.70	100,000.00	56,729.30	43.3
280-280-463-7615 MURAL PROGRAM	.00	.00	.00	50,000.00	50,000.00	.0
280-280-463-7616 HWY 99 LOGGING BRIDGE	.00	322,624.00	.00	.00	.00	.0
TOTAL CAPITAL	43,270.70	757,903.15	43,270.70	150,000.00	106,729.30	28.9
TOTAL URD EXPENDITURES	81,843.99	758,619.14	115,603.54	685,000.00	569,396.46	16.9
TOTAL FUND EXPENDITURES	81,843.99	758,619.14	115,603.54	685,000.00	569,396.46	16.9
NET REVENUE OVER EXPENDITURES	81.77	(758,619.14)	254.58	16,750.00	16,495.42	1.5

CITY OF CANBY
BALANCE SHEET
AUGUST 31, 2023

URBAN RENEWAL DEBT SVC. FUND

<u>ASSETS</u>			
283-000-1000000	CASH-COMBINED FUND	1,040,266.46	
283-000-1040000	CASH WITH COUNTY TREASURER	10,190.76	
283-000-1070000	PROPERTY TAX RECEIVABLES	146,680.63	
283-000-1210008	ASSESSMENT RECEIVABLE-LID 8	(9,793.12)	
TOTAL ASSETS			<u>1,187,344.73</u>
<u>LIABILITIES AND EQUITY</u>			
<u>LIABILITIES</u>			
283-000-2220000	DEFERRED INFLOW	139,679.08	
283-000-2220008	DEFERRED INFLOW LID 8	7,332.55	
TOTAL LIABILITIES			147,011.63
<u>FUND EQUITY</u>			
283-000-2970350	FUND BALANCE	1,046,288.14	
UNAPPROPRIATED FUND BALANCE:			
REVENUE OVER EXPENDITURES - YTD		(5,955.04)	
BALANCE - CURRENT DATE		(5,955.04)	
TOTAL FUND EQUITY			<u>1,040,333.10</u>
TOTAL LIABILITIES AND EQUITY			<u>1,187,344.73</u>

CITY OF CANBY
REVENUES WITH COMPARISON TO BUDGET
FOR THE 2 MONTHS ENDING AUGUST 31, 2023

URBAN RENEWAL DEBT SVC. FUND

		PERIOD ACTUAL	YTD ENCUM	YTD ACTUAL	BUDGET	UNEARNED	PCNT
	<u>URD DEBT SERVICE REVENUE</u>						
283-000-311-0100	TAX INCREMENT	37,006.97	.00	74,373.19	4,752,538.00	4,678,164.81	1.6
283-000-311-0200	TAX INCREMENT - PRIOR	2,534.22	.00	27,449.07	45,000.00	17,550.93	61.0
283-000-361-0001	INTEREST REVENUES	3,773.97	.00	7,434.24	100,000.00	92,565.76	7.4
283-000-399-0001	CASH CARRYOVER	.00	.00	.00	170,027.00	170,027.00	.0
	TOTAL URD DEBT SERVICE REVENUE	43,315.16	.00	109,256.50	5,067,565.00	4,958,308.50	2.2
	TOTAL FUND REVENUE	43,315.16	.00	109,256.50	5,067,565.00	4,958,308.50	2.2

CITY OF CANBY
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 2 MONTHS ENDING AUGUST 31, 2023

URBAN RENEWAL DEBT EXPENDITURE

		PERIOD ACTUAL	YTD ENCUM	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>URBAN RENEWAL DEBT EXPENDITUR</u>							
	DEBT SERVICE:						
283-283-470-9763	DEBT PAY-2021 BOND PRINCIPAL	.00	.00	.00	3,740,000.00	3,740,000.00	.0
283-283-470-9779	DEBT PAY-2021 BOND INT	.00	.00	.00	277,149.00	277,149.00	.0
	TOTAL DEBT SERVICE	.00	.00	.00	4,017,149.00	4,017,149.00	.0
	TRANSFERS:						
283-283-491-0280	OP TRANSFER TO UR GENERAL	81,665.81	.00	115,211.54	700,000.00	584,788.46	16.5
	TOTAL TRANSFERS	81,665.81	.00	115,211.54	700,000.00	584,788.46	16.5
	TOTAL URBAN RENEWAL DEBT EXPE	81,665.81	.00	115,211.54	4,717,149.00	4,601,937.46	2.4
	TOTAL FUND EXPENDITURES	81,665.81	.00	115,211.54	4,717,149.00	4,601,937.46	2.4
	NET REVENUE OVER EXPENDITURES	(38,350.65)	.00	(5,955.04)	350,416.00	356,371.04	(1.7)

CITY OF CANBY
BALANCE SHEET
AUGUST 31, 2023

SEWER COMBINED FUND

ASSETS

306-000-1000000	CASH - COMBINED FUND	10,949,457.08	
306-000-1040000	CASH WITH COUNTY TREASURER	97.05	
306-000-1160000	ACCOUNTS RECEIVABLE-UTILITY	477,056.53	
306-000-1180000	ACCTS REC-CERTIFIED UTILITY	(63,726.34)	
306-000-1210006	ASSESSMENT RECEIVABLE-AFD	273,891.33	
	TOTAL ASSETS		11,636,775.65

LIABILITIES AND EQUITY

LIABILITIES

306-000-2010000	ACCOUNTS PAYABLE-ACCRUAL	(8,216.38)	
306-000-2020000	RETAINAGE	62,452.15	
306-000-2220001	DEFERRED INFLOW	44,297.89	
306-000-2220006	DEFERRED REVENUE- AFD	273,891.33	
	TOTAL LIABILITIES		372,424.99

FUND EQUITY

306-000-2980001	FUND BALANCE	11,081,853.49	
	UNAPPROPRIATED FUND BALANCE:		
	REVENUE OVER EXPENDITURES - YTD	182,497.17	
	BALANCE - CURRENT DATE	182,497.17	
	TOTAL FUND EQUITY		11,264,350.66
	TOTAL LIABILITIES AND EQUITY		11,636,775.65

CITY OF CANBY
REVENUES WITH COMPARISON TO BUDGET
FOR THE 2 MONTHS ENDING AUGUST 31, 2023

SEWER COMBINED FUND

		PERIOD ACTUAL	YTD ENCUM	YTD ACTUAL	BUDGET	UNEARNED	PCNT
	<u>PROGRAM REVENUES</u>						
306-000-360-0001	MISCELLANEOUS-INCOME	.00	.00	180.00	10,000.00	9,820.00	1.8
306-000-361-0001	INTEREST REVENUES	39,725.22	.00	74,975.43	200,000.00	125,024.57	37.5
306-000-399-0001	CASH CARRYOVER	.00	.00	.00	10,049,031.00	10,049,031.00	.0
	TOTAL PROGRAM REVENUES	39,725.22	.00	75,155.43	10,259,031.00	10,183,875.57	.7
	<u>OPERATIONS REVENUE</u>						
306-001-340-0004	SEWER TAP FEES	700.00	.00	1,200.00	17,000.00	15,800.00	7.1
306-001-340-0500	UTILITY CHARGES FOR SERVICE	374,929.33	.00	745,872.86	4,500,000.00	3,754,127.14	16.6
	TOTAL OPERATIONS REVENUE	375,629.33	.00	747,072.86	4,517,000.00	3,769,927.14	16.5
	<u>RESERVES REVENUE</u>						
306-004-392-0210	TRANSFER FROM SDC FUND	.00	.00	.00	961,118.00	961,118.00	.0
	TOTAL RESERVES REVENUE	.00	.00	.00	961,118.00	961,118.00	.0
	TOTAL FUND REVENUE	415,354.55	.00	822,228.29	15,737,149.00	14,914,920.71	5.2

CITY OF CANBY
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 2 MONTHS ENDING AUGUST 31, 2023

SEWER/WWTP EXPENDITURES

		PERIOD ACTUAL	YTD ENCUM	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
	SEWER/WWTP EXPENDITURES						
	PERSONAL SERVICES:						
306-306-432-1000	REGULAR SALARIES AND WAGES	37,693.92	.00	75,011.56	607,440.00	532,428.44	12.4
306-306-432-1300	OVERTIME	1,637.32	.00	3,652.61	40,000.00	36,347.39	9.1
306-306-432-2100	INSURANCE BENEFITS	9,938.77	.00	19,885.14	125,055.00	105,169.86	15.9
306-306-432-2200	TAXES/OTHER	3,825.99	.00	7,693.18	76,192.00	68,498.82	10.1
306-306-432-2300	PERS CONTRIBUTIONS	9,480.18	.00	19,007.20	146,717.00	127,709.80	13.0
306-306-432-2911	CLOTHING ALLOWANCE	.00	.00	.00	3,200.00	3,200.00	.0
	TOTAL PERSONAL SERVICES	62,576.18	.00	125,249.69	998,604.00	873,354.31	12.5
	MATERIALS & SERVICES:						
306-306-432-3112	PROFESSIONAL SERVICES	.00	18,000.00	.00	15,000.00	15,000.00	.0
306-306-432-4210	DISPOSAL SERVICES	15,542.25	164,457.75	15,542.25	180,000.00	164,457.75	8.6
306-306-432-4360	MAINTENANCE OPERATIONS	3,883.40	.00	3,883.40	42,000.00	38,116.60	9.3
306-306-432-4365	PUMP AND MOTOR REPAIR	.00	.00	.00	20,000.00	20,000.00	.0
306-306-432-4370	GROUPS MAINT	.00	.00	.00	2,200.00	2,200.00	.0
306-306-432-4450	COPIER LEASE & MAINT	8.95	35.80	17.90	600.00	582.10	3.0
306-306-432-5116	EFFLUENT TESTING	.00	.00	.00	28,000.00	28,000.00	.0
306-306-432-5117	SLUDGE TESTING	.00	.00	.00	3,100.00	3,100.00	.0
306-306-432-5119	PRETREATMENT TESTING	.00	.00	.00	7,500.00	7,500.00	.0
306-306-432-5300	COMMUNICATIONS	35.07	.00	35.07	1,000.00	964.93	3.5
306-306-432-5800	TRAVEL & TRAINING	.00	.00	.00	3,500.00	3,500.00	.0
306-306-432-5820	MEMBERSHIP DUES & FEES	.00	.00	.00	3,000.00	3,000.00	.0
306-306-432-5825	NPDES PERMIT FEES	.00	.00	.00	28,000.00	28,000.00	.0
306-306-432-5901	INTERNAL CHARGE-FLEET	1,008.00	.00	2,016.00	21,652.00	19,636.00	9.3
306-306-432-5902	INTERNAL CHARGE-FACILITIES	156.54	.00	313.08	16,235.00	15,921.92	1.9
306-306-432-5903	INTERNAL CHARGE-TECH SERVICES	2,107.25	.00	4,214.50	15,551.00	11,336.50	27.1
306-306-432-6100	SUPPLIES & SERVICES	406.92	359.55	526.77	6,500.00	5,973.23	8.1
306-306-432-6110	SAFETY SUPPLIES	228.20	.00	228.20	1,500.00	1,271.80	15.2
306-306-432-6120	TOOLS & EQUIPMENT	31.99	.00	31.99	700.00	668.01	4.6
306-306-432-6125	COMPUTER SUPPLIES	.00	.00	1,400.00	51,500.00	50,100.00	2.7
306-306-432-6172	LAB EQUIPMENT & CHEMICALS	1,162.19	.00	1,162.19	13,000.00	11,837.81	8.9
306-306-432-6174	BULK CHEMICALS	.00	.00	.00	13,500.00	13,500.00	.0
306-306-432-6175	LIME	.00	.00	.00	60,000.00	60,000.00	.0
306-306-432-6176	BIO-SOLIDS - POLYMER	.00	.00	.00	12,500.00	12,500.00	.0
306-306-432-6200	UTILITIES	7,730.47	.00	7,730.47	98,000.00	90,269.53	7.9
	MATERIALS & SERVICES	32,301.23	182,853.10	37,101.82	644,538.00	607,436.18	5.8
	CAPITAL:						
306-306-432-7200	BUILDING	.00	.00	.00	311,000.00	311,000.00	.0
306-306-432-7410	VEHICLES & EQUIPMENT	.00	.00	.00	120,000.00	120,000.00	.0
306-306-432-7600	IMPROVEMENTS	100,438.00	566,550.00	100,438.00	1,375,000.00	1,274,562.00	7.3
306-306-432-7640	FUEL STATION	1,540.00	.00	1,540.00	200,000.00	198,460.00	.8
	TOTAL CAPITAL	101,978.00	566,550.00	101,978.00	2,006,000.00	1,904,022.00	5.1
	TRANSFERS:						
306-306-491-0110	O/H TRANSFER TO GENERAL FUND	19,171.43	.00	38,342.86	218,185.00	179,842.14	17.6
	TOTAL TRANSFERS	19,171.43	.00	38,342.86	218,185.00	179,842.14	17.6

CITY OF CANBY
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 2 MONTHS ENDING AUGUST 31, 2023

SEWER/WWTP EXPENDITURES						
	PERIOD ACTUAL	YTD ENCUM	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
TOTAL SEWER/WWTP EXPENDITURE	216,026.84	749,403.10	302,672.37	3,867,327.00	3,564,654.63	7.8

CITY OF CANBY
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 2 MONTHS ENDING AUGUST 31, 2023

SEWER COLLECTIONS EXPENDITURES

	PERIOD ACTUAL	YTD ENCUM	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>SEWER COLLECTIONS EXPENDITUR</u>						
PERSONAL SERVICES:						
306-311-433-1000 REGULAR SALARIES AND WAGES	22,687.08	.00	39,548.54	328,911.00	289,362.46	12.0
306-311-433-1300 OVERTIME	168.26	.00	636.70	3,000.00	2,363.30	21.2
306-311-433-2100 INSURANCE BENEFITS	3,669.62	.00	6,197.28	81,161.00	74,963.72	7.6
306-311-433-2200 TAXES/OTHER	2,407.66	.00	4,168.07	47,701.00	43,532.93	8.7
306-311-433-2300 PERS CONTRIBUTIONS	5,488.61	.00	9,606.27	71,041.00	61,434.73	13.5
306-311-433-2911 CLOTHING ALLOWANCE	.00	.00	.00	1,600.00	1,600.00	.0
TOTAL PERSONAL SERVICES	34,421.23	.00	60,156.86	533,414.00	473,257.14	11.3
MATERIALS & SERVICES:						
306-311-433-3112 CONSULTANT ENGINEER	.00	.00	.00	12,000.00	12,000.00	.0
306-311-433-4345 LATERAL REPAIR	2,641.82	.00	2,641.82	12,000.00	9,358.18	22.0
306-311-433-4350 LIFT STATION MAINT	73.00	.00	73.00	10,000.00	9,927.00	.7
306-311-433-4360 LIFT STATION TELEMTRY	.00	.00	.00	5,500.00	5,500.00	.0
306-311-433-4380 COLLECTION SYSTEM MAINT	27.77	.00	27.77	30,000.00	29,972.23	.1
306-311-433-4450 COPIER LEASE & MAINT	24.79	99.16	49.58	1,800.00	1,750.42	2.8
306-311-433-5300 COMMUNICATIONS	253.96	.00	253.96	1,200.00	946.04	21.2
306-311-433-5800 TRAVEL & TRAINING	.00	.00	.00	6,000.00	6,000.00	.0
306-311-433-5820 MEMBERSHIP DUES & FEES	.00	.00	.00	800.00	800.00	.0
306-311-433-5901 INTERNAL CHARGE-FLEET	2,499.50	.00	4,999.00	39,851.00	34,852.00	12.5
306-311-433-5902 INTERNAL CHARGE-FACILITIES	1,453.80	.00	2,907.60	15,988.00	13,080.40	18.2
306-311-433-5903 INTERNAL CHARGE-TECH SERVICES	375.81	.00	751.62	2,773.00	2,021.38	27.1
306-311-433-6100 SUPPLIES & SERVICES	105.49	.00	105.49	7,500.00	7,394.51	1.4
306-311-433-6125 SMALL TOOLS	.00	.00	.00	10,000.00	10,000.00	.0
306-311-433-6180 SAFETY SUPPLIES	.00	.00	.00	1,500.00	1,500.00	.0
306-311-433-6201 UTILITIES-LIFT STATIONS	577.06	.00	671.41	8,200.00	7,528.59	8.2
MATERIALS & SERVICES	8,033.00	99.16	12,481.25	165,112.00	152,630.75	7.6
CAPITAL:						
306-311-433-7410 VEHICLES & EQUIPMENT	9,850.00	59,881.25	9,850.00	.00 (9,850.00)	.0
306-311-433-7627 SAFEWAY PUMP STATION REMOVAL	112,967.30	458,096.31	112,967.30	.00 (112,967.30)	.0
306-311-433-7629 N KNOTT ST STORM	500.00	.00	500.00	.00 (500.00)	.0
306-311-433-7631 N NW 10TH & BIRCH SEWER EXT	120.00	55,777.10	120.00	.00 (120.00)	.0
306-311-433-7640 FUEL STATION	1,540.00	.00	1,540.00	200,000.00	198,460.00	.8
TOTAL CAPITAL	124,977.30	573,754.66	124,977.30	200,000.00	75,022.70	62.5
TRANSFERS:						
306-311-491-0110 O/H TRANSFER TO GENERAL FUND	7,147.09	.00	14,294.18	94,871.00	80,576.82	15.1
TOTAL TRANSFERS	7,147.09	.00	14,294.18	94,871.00	80,576.82	15.1
TOTAL SEWER COLLECTIONS EXPEN	174,578.62	573,853.82	211,909.59	993,397.00	781,487.41	21.3

CITY OF CANBY
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 2 MONTHS ENDING AUGUST 31, 2023

STORMWATER EXPENDITURES

	PERIOD ACTUAL	YTD ENCUM	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>STORMWATER EXPENDITURES</u>						
PERSONAL SERVICES:						
306-312-431-1000 REGULAR SALARIES AND WAGES	12,515.97	.00	20,149.10	170,116.00	149,966.90	11.8
306-312-431-1300 OVERTIME	126.34	.00	150.54	500.00	349.46	30.1
306-312-431-2100 INSURANCE BENEFITS	2,518.85	.00	3,938.41	42,171.00	38,232.59	9.3
306-312-431-2200 TAXES/OTHER	1,295.30	.00	2,030.49	22,235.00	20,204.51	9.1
306-312-431-2300 PERS CONTRIBUTIONS	2,996.27	.00	4,837.00	37,966.00	33,129.00	12.7
306-312-431-2911 CLOTHING ALLOWANCE	.00	.00	.00	400.00	400.00	.0
TOTAL PERSONAL SERVICES	19,452.73	.00	31,105.54	273,388.00	242,282.46	11.4
MATERIALS & SERVICES:						
306-312-431-3112 CONSULTANT ENGINEER	.00	.00	.00	10,000.00	10,000.00	.0
306-312-431-4345 CATCH BASIN REPAIR	.00	.00	.00	8,000.00	8,000.00	.0
306-312-431-4362 STORM SYSTEM MAINTENANCE	926.00	.00	926.00	25,500.00	24,574.00	3.6
306-312-431-4450 COPIER LEASE & MAINT	16.38	65.52	32.76	240.00	207.24	13.7
306-312-431-5300 COMMUNICATIONS	164.68	.00	164.68	1,000.00	835.32	16.5
306-312-431-5800 TRAVEL & TRAINING	.00	.00	.00	5,000.00	5,000.00	.0
306-312-431-5820 MEMBERSHIP DUES & FEES	.00	.00	.00	1,000.00	1,000.00	.0
306-312-431-5902 INTERNAL CHARGE-FACILITIES	1,453.80	.00	2,907.60	15,988.00	13,080.40	18.2
306-312-431-6100 SUPPLIES & SERVICES	105.50	.00	105.50	7,500.00	7,394.50	1.4
306-312-431-6125 SMALL TOOLS	153.43	.00	153.43	5,000.00	4,846.57	3.1
306-312-431-6180 SAFETY SUPPLIES	.00	.00	.00	1,500.00	1,500.00	.0
MATERIALS & SERVICES	2,819.79	65.52	4,289.97	80,728.00	76,438.03	5.3
CAPITAL:						
306-312-431-7410 EQUIPMENT >\$5K	.00	.00	.00	194,000.00	194,000.00	.0
306-312-431-7611 DRYWELLS	14,499.99	.00	14,499.99	80,000.00	65,500.01	18.1
306-312-431-7640 FUEL STATION	1,540.00	.00	1,540.00	200,000.00	198,460.00	.8
TOTAL CAPITAL	16,039.99	.00	16,039.99	474,000.00	457,960.01	3.4
TRANSFERS:						
306-312-491-0110 O/H TRANSFER TO GENERAL FUND	4,222.77	.00	8,445.54	48,074.00	39,628.46	17.6
TOTAL TRANSFERS	4,222.77	.00	8,445.54	48,074.00	39,628.46	17.6
TOTAL STORMWATER EXPENDITURE	42,535.28	65.52	59,881.04	876,190.00	816,308.96	6.8

CITY OF CANBY
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 2 MONTHS ENDING AUGUST 31, 2023

SEWER UNALLOCATED

		PERIOD ACTUAL	YTD ENCUM	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
	<u>SEWER UNALLOCATED</u>						
	PERSONAL SERVICES:						
306-313-470-1000	REGULAR SALARIES AND WAGES	1,518.68	.00	2,930.43	19,035.00	16,104.57	15.4
306-313-470-2100	INSURANCE BENEFITS	556.28	.00	1,112.57	7,399.00	6,286.43	15.0
306-313-470-2200	TAXES/OTHER	128.58	.00	246.70	1,587.00	1,340.30	15.6
306-313-470-2300	PERS CONTRIBUTIONS	347.78	.00	671.02	4,062.00	3,390.98	16.5
	TOTAL PERSONAL SERVICES	2,551.32	.00	4,960.72	32,083.00	27,122.28	15.5
	MATERIALS & SERVICES:						
306-313-470-4500	SEWER BILLING	4,644.09	.00	8,096.30	51,000.00	42,903.70	15.9
306-313-470-5900	FRANCHISE FEE	26,245.05	.00	52,211.10	315,000.00	262,788.90	16.6
	MATERIALS & SERVICES	30,889.14	.00	60,307.40	366,000.00	305,692.60	16.5
	TOTAL SEWER UNALLOCATED	33,440.46	.00	65,268.12	398,083.00	332,814.88	16.4
	TOTAL FUND EXPENDITURES	466,581.20	1,323,322.44	639,731.12	6,134,997.00	5,495,265.88	10.4
	NET REVENUE OVER EXPENDITURES	(51,226.65)	(1,323,322.44)	182,497.17	9,602,152.00	9,419,654.83	1.9



City of Canby Bi-Monthly Report
Department: Fleet
For Months of: July & August 2023

To: The Honorable Mayor Hodson & City Council
 From: Robert Stricker, Lead Mechanic
 Prepared by: Same as above
 Through: Interim City Administrator
 Date: 9/20/2023

Jul-23

Department	Work Orders	Labor Cost	Material Cost	Fuel Cost	Total Cost
Administration	0	\$0.00	\$0.00	\$0.00	\$0.00
Adult Center	0	\$0.00	\$0.00	\$375.74	\$375.74
IT Department	0	\$0.00	\$0.00	\$56.08	\$56.08
Facilities	2	\$27.65	\$0.00	\$196.96	\$224.61
Wastewater Collections	6	\$193.55	\$0.00	\$428.33	\$621.88
Wastewater Treatment	1	\$43.60	\$145.00	\$166.08	\$354.68
Parks	8	\$1,692.12	\$657.01	\$1,511.24	\$3,860.37
Police	15	\$5,148.30	\$7,195.76	\$7,149.46	\$19,493.52
Streets	7	\$442.87	\$910.70	\$1,597.70	\$2,951.27
Fleet Services	1	\$27.65	\$19.62	\$75.14	\$122.41
Canby Area Transit (CAT)	32	\$2,895.95	\$1,194.16	\$12,806.40	\$16,896.51
Total	72	Total			\$44,957.07

Aug-23

Department	Work Orders	Labor Cost	Material Cost	Fuel Cost	Total Cost
Administration	0	\$0.00	\$0.00	\$0.00	\$0.00
Adult Center	0	\$0.00	\$0.00	\$434.40	\$434.40
Facilities	1	\$55.30	\$21.04	\$159.17	\$235.51
IT Department	0	\$0.00	\$0.00	\$0.00	\$0.00
Wastewater Collections	4	\$6,828.87	\$9,452.58	\$114.33	\$16,395.78
Wastewater Treatment	0	\$0.00	\$0.00	\$83.28	\$83.28
Parks	13	\$3,065.03	\$3,580.17	\$1,694.42	\$8,339.62
Police	17	\$3,041.04	\$993.18	\$8,048.88	\$12,083.10
Streets	15	\$2,119.90	\$1,064.76	\$1,896.44	\$5,081.10
Fleet Services	0	\$0.00	\$0.00	\$191.02	\$191.02
Canby Area Transit (CAT)	34	\$3,747.87	\$2,783.28	\$16,263.80	\$22,794.95
Total	84	Total			\$65,638.76



City of Canby Bi-Monthly Report
Department: IT
For Months of: July & August 2023

To: The Honorable Mayor Hodson & City Council
From: Chris Caruso Network Administrator
Prepared by: Same as above
Through: Eileen Stein, Interim City Administrator
Date: 9/20/2023

July 2023

- Tickets
 - 61 completed.
- Highlights
 - Prepared plan to commence recycling program for all city facilities.
 - Opened dialog with Verkada surveillance camera systems regarding upgrading city facilities.
 - Updated CAT Internet circuit and firewall to accommodate CAT camera system.
 - Relocated S2 security door access to court room records office.
 - Training with Kaseya on “spanning” software 365 backup solution.
 - Installed ATT cell booster for Public Works and Wastewater management.
 - Re-established communication with vendors to facilitate continued support.

August 2023








- Tickets
 - 67 completed.
- Highlights
 - Work with Laney on planning Zoom meeting procedures.
 - Replace aging battery at pool center.
 - Met with Fortinet firewall systems to review and update firewalls.
 - Met with Pacific Office Automation to make final preparations for printer deployments.
 - Established communication with Caselle Software support to arrange future update schedule.
 - Upgraded Brenda Graves remote access setup to comply with current security standards.



City of Canby Bi-Monthly Report
Department: Library
For Months of: July & August 2023

To: The Honorable Mayor Hodson & City Council
From: Danny Smith, Library & IT Director
Prepared by: Same as above
Through: Eileen Stein, Interim City Administrator
Date: 9/20/2023

Usage Metrics Overview

 <div>CANBY PUBLIC LIBRARY JULY/AUGUST '23 SNAPSHOT</div>	
Items added to the collection - 1,188 	Items checked in 43,485
Holds filled 9,081	 New cards 226
Digital checkouts 6,721 	Room reservations 146
Physical checkouts 41,623	 Adult events - Summer Break
Customer interactions - 2,048 	Children's events - 42 Participants - 842
Visitors 16,780	 Teen events - 3 Participants - 19

Staff

Steven Hager, one of Canby's current on-call Library Assistants, was selected to fill a part-time vacancy as a Library Assistant II. Steven's focus will be on materials movement, snag items, and shelving. You'll find Steven checking in, sorting and sending out materials, while also working at the service desks.

Spaces

No updates at this time.

Collections

No updates at this time.

General News

Summer Reading Update

- Children
 - Sign-ups: 722
 - Finishers: 243
- Teen
 - Sign-ups: 197
 - Finishers: 71
- Adult
 - Sign-ups: 221
 - Finishers: 30

Children's SRP Events

- Nathalia (Bilingual Musician) - June 16, 2023
- Angel Ocasio (Comedy Show) - June 23, 2023
- Talewise Science Heroes - June 30, 2023
- Canby Fire & Police Department Storytime and Activities - July 7, 2023
- Penny's Puppets - July 14, 2023
- Oregon Reptile Man - July 21, 2023
- Oregon Coast Aquarium: Shark Shenanigans - July 27, 2023
- Anime Your Way Drawing Workshop - July 28, 2023

Teen SRP Events

- Glass Fusion Jewelry by Jenny Wells - June 23, 2023
- Talewise Science Lab - June 30, 2023
- Teen S.T.E.A.M: Rocket Launch – July 14, 2023
- Anime Your Way Drawing Workshop - July 28, 2023
- Tiny Art with Lisa – August 11, 2023



City of Canby Bi-Monthly Report
Department: Parks
For Months of: July & August 2023

To: The Honorable Mayor Hodson & City Council
From: Jeff Snyder, Public Works Supervisor
Prepared by: Same as above
Through: Interim City Administrator
Date: 9/20/2023

Park Renovations

Joseph Jacopi completed his Eagle Scout project at Baker Prairie Cemetery. Joseph built and installed a bench and cleaned headstones with the help of Corina Kanen from the Heritage and Landmark Commission. The project generated 101 volunteer hours for the City of Canby.

David Kleinke and Crew have been in the process of cleaning up the Native Plant Sanctuary at Canby Community Park. Please see attached rough draft of restoration plan.

Canby Excavation has installed the utilities and parking for the new restrooms at Community Park. The lift station and restrooms will be installed once the material has been received.

Park Maintenance

Staff has been busy with mowing, edging, weed spraying and landscaping duties. Stressed turf areas were fertilized as needed. Irrigation repairs and adjustments were performed as needed. Playground and Splashpad repairs were addressed as found. Tripping hazards were addressed at Wait Park. Pressure washing, tree and Shrub trimming were also accomplished over the last two months. Bees nest eradication was performed as needed. All the boom mowing has been completed for the season. All the Christmas decorations have been ordered and received for the upcoming holiday season. Staff spent time on event setup/cleanup and banner installation for our scheduled events.

The Parks Department spent 22 hrs. addressing graffiti and vandalism over the last two months. Maintenance was performed at the 36 areas the Parks Department is responsible for, the Adult Center, Arneson Gardens Horticultural Park, Baker Prairie Cemetery, Beck Pond, Community Park (River), CPIP sign, Disc Golf Park, Eco Park natural area, Faist V property, Holly & Territorial welcome sign property, Hulbert's welcome sign property, Ivy Ridge land, Klohe Fountain, Knights Bridge right of way, Legacy Park, South Locust Street Park, Logging Road Trail and Fish Eddy/Log Boom property, Maple Street Park, Nineteenth Loop Natural area, Northwood Estates Park, NW 1st Ave., NW 2nd Ave., Police Department landscaping, Simnitt Property, Skate Park, Shop Ground, Swim Center, Timber Park, Territorial Estates Future CLC Park, Transit Bus Stop, Triangle Park, Wait Park, Willow Creek Wetlands (19th Loop), WWTP property and Zion Cemetery.

Meetings Attended

I attend meetings with ODFW regarding natural area restoration opportunities.

I attended NFC fitness court meetings and a Co-Op meeting regarding the State Park land.

I attended a meeting regarding the Molalla River Flood plain map.

Zion Cemetery

At the cemetery, mowing and debris cleanup has occupied staff's time. Floral decoration cleanup, building maintenance issues and sexton duties were performed as needed. Irrigation issues and adjustments were addressed as found. The office received a fresh coat of paint.

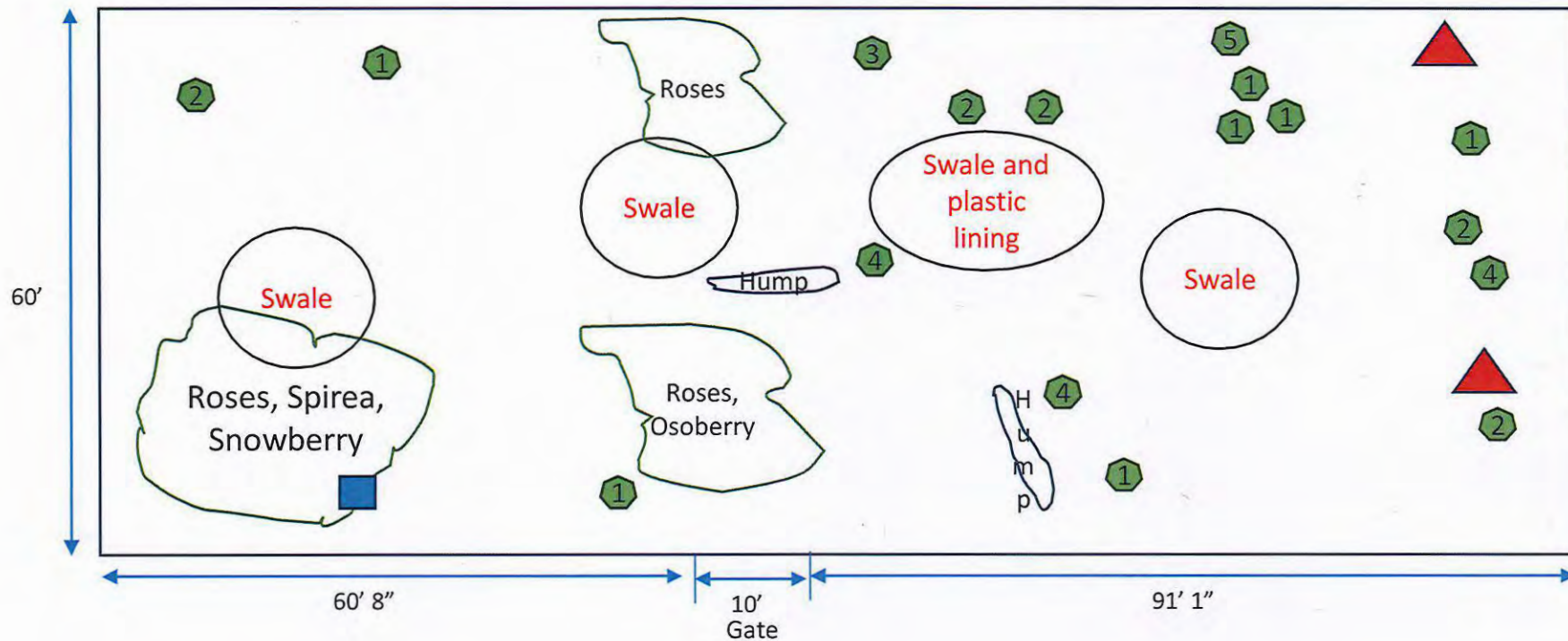
For your Information

Please see attached park maintenance actual hours for the months of July and August 2023. Hours are based on number of employees (each day) x 7.5.



Joseph Jacopi and his Eagle Scout Project at Baker Prairie Cemetery.

Canby Community Park – Native Plant Sanctuary



- | | |
|--------------------------|---|
| 1 Big Leaf Maple | Blue Square Bird House |
| 2 Osoberry (Indian Plum) | Red Triangle Sweet Cherry Snags to Remove |
| 3 Fir Tree | |
| 4 Ocean Spray | |
| 5 Oregon Crab Apple | |

This is the rough draft that Gina and David Created on Tuesday, September 5, 2023. Use it for making rough plans for trails and addition of new native plants.

Parks Department

July 2023 Actual Hours

Total

	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31		
Adult Center							1.5			3.0									0.5	3.0	1.0				0.5			3.0				12.5	
Arneson Gardens					1.0		0.5			1.0				1.0					1.0		0.5				1.0	1.0						7.0	
Baker Prairie Cem.																									1.5							1.5	
Beck Pond										0.5										2.0								0.5				3.0	
Community Park			7.0		7.5	4.0	5.0			6.0		6.0	1.0	4.0			3.0	24.5	14.0	6.0	8.0			9.0	10.0	5.0		4.0		11.0	135.0		
CPIP Sign Property																											0.5					0.5	
Disc Golf Course																																0.0	
Eco Park			0.5			2.0													0.5		1.5					0.5						5.0	
Faist V (5)																				1.0												1.0	
Holly-Territorial Sign										2.0																							2.0
Hulberts-sign property																				2.0													2.0
Ivy Ridge																												0.5					0.5
Klohe Fountain																																	0.0
Knights Brdg.																																	0.0
Legacy Park			3.0		5.0	1.0	2.0			3.0		2.0		5.0			9.0	1.0	2.0	3.0	5.0			6.0	3.0	1.0		13.0		5.0	69.0		
S. Locust Park			4.0		1.0	1.0	2.5					2.0		4.0			3.0	0.5	3.5	5.0	7.0			3.0		1.0	3.0	2.0		1.0	43.5		
Logging Rd. Path					2.0	2.0	2.0			2.0		2.0		1.0			3.0		1.0	8.0	2.0			5.0		1.0		3.0		2.0	36.0		
Fish Eddy-Log Boom			0.5		7.5	7.5	7.5			1.5									0.5							0.5		0.5				26.0	
Maple St. Park			6.0		3.0	4.0	2.0			6.0		7.0		10.5			5.0	2.0	9.0	6.5	2.0			7.5	1.5	6.0	4.0	5.5		10.0	97.5		
19th Loop																																0.0	
Northwood Park					0.5	5.0	4.5			0.5			5.0	7.5			4.0		3.5		0.5					4.5		4.5		0.5	40.5		
Street Landscaping										1.0	30.0	1.0	23.0	0.5							1.0	1.0										57.5	
Storm/Collect mow											7.5	2.0	2.5	4.5				7.5			4.0											28.0	
Police Department													4.0					1.0			2.0						24.0			3.0	34.0		
Simnitt Property																																0.0	
Skate Park					0.5	0.5				0.5											3.0				3.0	0.5		0.5				8.5	
Shops/tools-trucks												2.0		1.0			2.0		0.5					5.0	5.0			3.5		1.0	20.0		
Swim Center																				2.0					1.5							3.5	
Territorial-CLC Prop.																																0.0	
Timber Park			1.0		1.5	8.0	0.5			2.0		2.0		1.0			3.0	0.5	0.5	3.0	4.0			3.0		2.0		1.0		2.0	35.0		
Transit Bus stop			1.0		1.0	1.0	1.0			1.5		1.0		1.0			1.5		1.0	1.0	1.0			1.5		9.0		1.0		0.5	24.0		
Triangle Park					1.5	6.0								1.0					1.5					2.0	3.0		2.0					17.0	
Wait Park			4.0		5.5	2.0	1.0			7.0		3.0	2.0	3.0			4.0	0.5	9.0		2.5			3.0	15.0	4.0	6.0	2.0		6.0	79.5		
Veterans Memorial						1.0	12.0																			0.5					1.0	14.5	
WWTP property																																0.0	
Zion Cemetery			9.5		7.5	15.0	15.0			7.5		15.0	15.0	7.5			7.5	15.0		15.0	15.0			7.5	15.0	7.5	7.5	7.5				189.5	
Administration																										1.0						1.0	

Monthly Total

994.5

Parks Department

August 2023 Actual Hours

Total

	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31	Total	
Adult Center									0.5						4.0			1.5				1.0		1.0								8.0	
Arneson Gardens			2.5	11.0					0.5	16.5	1.0						1.0	0.5						12.0	2.0					2.0	11.5	60.5	
Baker Prairie Cem.																																0.0	
Beck Pond																		0.5							0.5			0.5		0.5		2.0	
Community Park	0.5	2.5	3.0	1.0			3.0	14.0	2.0	2.0	3.0			9.0	2.0	3.0	4.0	2.0			12.0	4.0	3.0	4.0	4.0			3.0		2.0	2.0	85.0	
CPIP Sign Property																														0.5		0.5	
Disc Golf Course											4.0																					4.0	
Eco Park		0.5		4.0							0.5			1.0			0.5					1.0	2.0		0.5			0.5				10.5	
Faist V (5)																																0.0	
Holly-Territorial Sign																														0.5		0.5	
Hulberts-sign property																																0.0	
Ivy Ridge									7.5	1.0															1.0					1.0		10.5	
Klohe Fountain																	1.0														0.5	1.5	
Knights Brdg.		1.0																														1.0	
Legacy Park	0.5	11.0	3.0	4.5			3.0	0.5	6.5		4.5			3.0		6.0	9.0	2.0			3.0	4.0	4.5	8.0	5.0			3.0	11.0		1.0	93.0	
S. Locust Park	1.0	1.0		1.0			4.0	11.0	8.5	8.0	5.0			3.0	3.0	4.0	2.0	1.0			3.0	11.5			1.0			3.0	2.0	2.0	1.0	76.0	
Logging Rd. Path			1.5				3.0		2.0	2.0	2.0			3.0	2.0	1.0	1.0				5.0	4.5			2.5					3.0		32.5	
Fish Eddy-Log Boom		0.5												1.0											1.0							2.5	
Maple St. Park	0.5	10.0	5.0	6.0			3.0	1.0	2.0	5.5	7.0			3.0	11.5	2.0	6.5	12.5			6.5		5.0	5.5	10.0			8.0	10.0	9.0		129.5	
19th Loop														2.0																		2.0	
Northwood Park	1.5	3.5	6.0						0.5		0.5				9.0	25.5	2.0	0.5						1.0	1.0			7.0		0.5		58.5	
Street Landscaping		6.0	13.0	9.5							4.0						1.5	5.0			4.0		4.0	3.0	2.0					2.0	4.0	58.0	
Storm/Collect mowing		2.0													4.0			1.0														7.0	
Police Department	35.0														2.0								5.0									42.0	
Simnitt Property																																0.0	
Skate Park									0.5							0.5									0.5				0.5	0.5		2.5	
Shops/Tools-Trucks		2.5	1.0					1.0	2.0	5.5							2.0					2.0	5.5	2.0	2.0			2.5	3.0	2.5	3.0	36.5	
Swim Center																		0.5														0.5	
Territorial-CLC Prop.																		1.0														1.0	
Timber Park	2.0	1.0	1.5	1.0			6.0	0.5	5.5		2.0			3.0			1.0	4.5			3.0	4.0	3.5		4.0			3.0	2.5	2.0		50.0	
Transit Bus stop		0.5		2.0			1.5	1.0	1.0		1.0			1.5	1.0						1.5		1.0		1.5			1.5		1.0		16.0	
Triangle Park							1.5							4.5			1.0	1.0			1.5							2.0				11.5	
Wait Park	3.5	2.0	3.0	2.0			7.5	1.0	2.0	4.5	9.0			8.0	2.0	1.0	0.5	4.0			5.5	13.0	1.0	8.5	7.0			10.0	2.0	6.0	12.0	115.0	
Veterans Memorial							2.0									0.5													11.0	0.5			14.0
WWTP property																																0.0	
Zion Cemetery	15.0	7.5	5.0	3.0			10.5	15.0	11.5	15.0	7.5				11.0	9.0	12.0	15.0			7.5	11.5	7.5	15.0	11.0			8.5	15.0	9.5	15.0	237.5	
Administration															1.0								4.5									5.5	

Monthly Total 1175.0



City of Canby Bi-Monthly Report
Department: Police
For Months of: July & August 2023

To: The Honorable Mayor Hodson & City Council
 From: Chief Jorge Tro
 Prepared by: Katie McRobbie, Administrative Supervisor
 Through: Eileen Stein, Interim City Administrator
 Date: 9/20/2023

	JULY	AUG
Calls for Service - Dispatched 911 and Non-Emergency Calls	1240	1267
PROPERTY CRIMES REPORTED		
Burglary	0	1
Unauthorized Use of Motor Vehicle / Unlawful Entry into Motor Vehicle	1	2
Robbery	1	0
Theft I, II, & III	5	7
Forgery / Counterfeiting	1	1
Trespass	2	8
Vandalism / Criminal Mischief	3	7
PERSON CRIMES REPORTED		
Assault I, II, IV	1	4
Carrying Concealed Weapons (knife, blade, etc.)	1	0
Disorderly Conduct (includes resisting arrest)	6	1
Endangering Welfare of a Minor / Recklessly endangering	1	0
Felon in possession of firearm / restricted weapon	0	0
Harassment, Intimidation or Threats	3	6
Identity Theft	1	4
Interfering with Peace Officer	0	0
Menacing	1	0
Sex Offenses	0	3
Strangulation	1	0
ARRESTS		
Warrant Arrests (and contempt of court, restraining order, parole violations)	15	21
Adult and Juvenile Custodies (includes juvenile curfew)	45	47

DRUG CRIMES		
Possession Controlled Substance (Cocaine, Heroin, Marijuana, Meth)	3	2
Delivery of a Controlled Substance (Cocaine, Heroin, Marijuana, Meth)	0	1
Manufacture Controlled Substance (Cocaine, Heroin, Marijuana, Meth)	0	0
TRAFFIC CRIMES, ACCIDENTS, CITATIONS		
Attempt to Elude	1	1
Driving Under the Influence of Intoxicants (Alcohol & Controlled Substance)	11	14
Other Traffic Crimes (Hit & Run, Driving While Suspended / Revoked, Reckless Driving, UUMV, Failure to Surrender Suspended License / Use Invalid License)	10	13
Traffic Accidents	12	11
Traffic Citations	315	408

CANBY POLICE DEPARTMENT – TRAFFIC UNIT

SGT. MIKE SMITH

OFFICER ALLEN MILLER

MONTHLY TRAFFIC SAFETY REPORT

JULY 2023

CITATIONS:	315
DUII ARRESTS:	11
TRAFFIC CRIMES:	10
TRAFFIC CRASHES:	Injury (Traffic): 0 Injury (Patrol): 1 Non-Injury (Traffic): 0 Non-Injury (Patrol): 8 Hit & Run (Traffic): 0 Hit & Run (Patrol): 3 TOTAL CRASHES: 12
TRAFFIC COMPLAINTS:	11

CANBY POLICE DEPARTMENT – TRAFFIC UNIT

SGT. MIKE SMITH

OFFICER ALLEN MILLER

MONTHLY TRAFFIC SAFETY REPORT

AUGUST 2023

CITATIONS:	408
DUII ARRESTS:	14
TRAFFIC CRIMES:	13
TRAFFIC CRASHES:	Injury (Traffic): 0 Injury (Patrol): 2 Non-Injury (Traffic): 1 Non-Injury (Patrol): 4 Hit & Run (Traffic): 1 Hit & Run (Patrol): 3 TOTAL CRASHES: 11
TRAFFIC COMPLAINTS:	15



City of Canby Bi-Monthly Report
Department: Development Services
For Months of: July & August 2023

To: The Honorable Mayor Hodson & City Council
From: Don Hardy, Planning Director
Prepared by: Laney Fouse Lawrence, Planning Technician
Through: Eileen Stein, Interim City Administrator
Date: 9/20/2023

The following report provides a summary of Planning and Development Services activities for the months of July and August 2023. Please feel free to call department staff if you have questions or desire additional information about any of the listed projects or activities. This report identifies ongoing planning activities, a list of pre-application and pre-construction applications, a list of project hearings and the number of projects for which the City has performed site plan review for building permits.

Development Services Activities:

1. **DLCD Housing Needs Analysis (HNA), Housing Production Strategy (HPS), and Economic Opportunity Analysis (EOA).** The EOA was adopted as part of the comprehensive plan update by the City Council on September 6. The HNA and HPS is anticipated to be reviewed in a Planning Commission work session on October 23, 2023 with Planning Commission and City Council adoption of both by Spring of 2024.
2. **Comprehensive Plan and Transportation System Plan.** The Comprehensive Plan and Transportation System Plan Project Advisory Team second meeting was held on August 17, 2023 and the next meeting is scheduled for October 17, 2023. The first community outreach open house will be September 14, 2023 and the second community open house will be November 14, 2023. A City Council work session to provide an update on the comprehensive plan work will occur on November 1, 2023. The City Council adopted a resolution on August 16, 2023 to start the sequential urban growth boundary process. The sequential urban growth boundary process is anticipated to be adopted by the Clackamas County Board of Commission's on September 12, 2023. The Housing Efficiency Measures code updates are continuing with anticipated approval by Spring 2024. DLCD provided Canby notice of the intent to provide grant money associated with the urban growth boundary expansion process with scope and budget to be coordinated with DLCD staff.
3. **Parks and Recreation Planning.** Planning staff continue to provide support for park projects spearheaded by Public Works, including a planned fitness court at Legacy Park, parking and other upgrades at Community Park, and improvements to athletic fields at Maple Street Park.
4. **Freeway I-205 Tolling Project.** At the request of ODOT a list of road projects anticipated to be impacted in Canby by I-205 tolling diversion was provided to ODOT on September 8, 2023. Additionally, the City Council adopted a resolution supporting the C4 Committee Values Statement on September 6, 2023 that was provided to ODOT.

Land Use Application Activity:¹

1. **Pre-Application Conferences** held for the period of July 1 - August 31, 2023: None

¹ Note that the applications listed here do not capture the department's full backlog of active land use applications and site plan reviews, many of which were either submitted prior to this reporting period or have been submitted but are currently deemed incomplete applications.

2. **Pre-Construction Conferences** held for the period of July 1 - August 31, 2023: Senior Living Facility
3. **Site Plans Submitted for Zoning Conformance** July 1 - August 31, 2023: 20 site plan review applications were submitted and have been or are being released for building permits
4. **Signs Submitted for Plan Review** July 1 - August 31, 2023: 5 applications submitted

Planning Commission Activity:

1. Agenda Items Reviewed July 1 - August 31, 2023. During this period, the Planning Commission:
 - a. Viewed a staff presentation on the Housing Needs Assessment and Housing Production Strategy Update
 - b. Viewed a staff presentation on Housing Efficiency Measures, Part 2
 - c. Public Hearing for the Comprehensive Plan Amendment - 2023 Economic Opportunities Analysis
 - d. Viewed a staff presentation on the Comprehensive Plan Update Discussion



City of Canby Bi-Monthly Report
Department: Public Works
For Months of: July & August 2023

To: The Honorable Mayor Hodson & City Council
From: Jerry Nelzen, Public Works Director
Prepared by: Ronda Rozzell, Office Specialist III
Through: Eileen Stein, Interim City Administrator
Date: 9/20/2023

Facilities

The Facility Maintenance Department moved and realigned security door adjacent to the Courts Department.



Facilities	Total Hours
July	128
August	144

Streets Department

Public Works Department setting up the City of Canby's Street Dance.



July Streets	Total Hours
Street Sweeping	42
Street Sweeping Maintenance	6
Street Maintenance	498.5
Sidewalks Inspections	2
Driveway Approach Inspections	3
Street Sign Manufacturing	13
Street Sign Maintenance	4
Street Sign Installation	2
Streetlights	10
Dump Truck	5
Vactor	8
Mini Trackhoe	5

August Streets	Total Hours
Street Sweeping	70
Street Maintenance	334.5
Sidewalk Inspections	14
Driveway Approaches	14
Street Sign Manufacturing	1
Street Sign Maintenance	3
Street Sign Installation	1
Streetlights	2
Tree Removal/Trimming/Planting	82
Dump Truck	2
Vactor	2
Mini Trackhoe	60

Sewer Collections

The Collections Crew repaired broken sewer lateral at NW 6th Avenue.



July Sewer	Total Hours
Sewer Maintenance/Repair	19
Sewer TV'ing	3
Lift Station Maintenance	10
Locating Utilities	41
Sewer Inspections	12
Vactor Usage	3

August Sewer	Total Hours
Sewer Cleaning	2
Sewer TV	34
Sewer Laterals/Maintenance	48
Lift Station Maintenance	38
Locating Utilities	44
Sewer Inspections	17
Vactor Usage	7

Storm Water

Seasonal employee cleaning our rain drain storm system at the Public Works Department.



July Stormwater	Total Hours
Catch Basin Maintenance	2
Drywell Maintenance	33
Erosion Control	1
Storm Line Maintenance/Repair	6
Vactor Usage	17

August Stormwater	Total Hours
Catch Basin Maintenance	32
Drywell Maintenance	1
Storm Line Maintenance/Repair	52.5
Erosion Control Inspections	14
Storm Line Inspections	5
Vactor Usage	5
Drying Beds	1



City of Canby Bi-Monthly Report
Department: Canby Swim Center
For Months of: July & August 2023

To: The Honorable Mayor Hodson & City Council
From: Eric Laitnen, Aquatic Program Manager
Prepared by: Same as above
Through: Eileen Stein, Interim City Administrator
Date: 9/20/2022

Well, this is the beginning of 2023-24 has gone very well. We have been very busy, and all our numbers are up for the first two months of the fiscal year. Attendance is up about 500 swims and revenue has also started ahead of last year. On more number that is up is our staff numbers. We have been working very hard the last two years to get enough trained employees, so we aren't always just getting by. I think we are finally there. That doesn't mean we stop recruiting, but it does mean it is a bit less stressful.

Fall closure went very well, there were several part time employees and full-time employees helping Nathan out with the cleaning and painting projects including emptying the pool tank and cleaning it. We scheduled two weeks for everything but got done a little early. Nathan did not have any huge projects this year, and we opened the pool early for lap swim and adult exercise.

Now we are back open with our full schedule, we are already in full swing with swimming lessons and the Canby Gators, as well as, all of our regular swimming times for water exercise, lap swim and public swimming. We are excited for our 55th year serving the public. The swim teams have a lot of new swimmers and are expected to do well this year and the swimming lessons are full of excited kids and adults learning how to swim.

I just want to add that Nathan and crew did a fantastic job making the pool all clean and ready for another year. Thank You!

SUBJECT: July/August 2023 Monthly Attendance Numbers
DATE: 2023-2024

CANBY SWIM CENTER	ADMIT	ADMIT	PASS	PASS	TOTAL	TOTAL	YTD TOTAL	YTD TOTAL
July	2022	2023	2022	2023	2022	2023	22-23	23-24
MORNING LAP	32	32	161	269	193	301	193	301
ADULT RECREATION SWIM	51	38	347	330	398	368	398	368
MORNING WATER EXERCISE	36	54	178	245	214	299	214	299
PARENT/ CHILD/ Family Swim	588	460	0	0	588	460	588	460
MORNING PUBLIC LESSONS	1765	1643	0	0	1765	1643	1765	1643
SCHOOL LESSONS	0	0	0	0	0	0	0	0
NOON LAP	49	85	154	171	203	256	203	256
TRIATHLON CLASS	0	0	0	0	0	0	0	0
AFTERNOON PUBLIC	893	824	140	41	1033	865	1033	865
PENGUIN CLUB	0	0	273	496	273	496	273	496
CANBY H.S. SWIM TEAM	0	0	0	0	0	0	0	0
CANBY GATORS	0	0	965	455	965	455	965	455
MASTER SWIMMING	0	0	0	0	0	0	0	0
EVENING LESSONS	1231	1300	0	0	1231	1300	1231	1300
EVENING LAP SWIM	30	46	67	76	97	122	97	122
EVENING PUBLIC SWIM	415	475	68	62	483	537	483	537
EVENING WATER EXERCISE	0	0	0	0	0	0	0	0
ADULT LESSONS	0	15	12	0	12	15	12	15
GROUPS AND RENTALS	11	37	0	0	11	37	11	37
OUTREACH SWIMMING	0	0	0	0	0	0	0	0
TOTAL ATTENDANCE	5101	5009	2365	2145	7466	7154	7466	7154

CANBY SWIM CENTER	ADMIT	ADMIT	PASS	PASS	TOTAL	TOTAL	YTD TOTAL	YTD TOTAL
August	2022	2023	2022	2023	2022	2023	22-23	23-24
MORNING LAP	66	43	279	271	345	314	538	615
ADULT RECREATION SWIM	55	55	242	327	297	382	695	750
MORNING WATER EXERCISE	25	60	159	164	184	224	398	523
PARENT/ CHILD/ Family Swim	288	378	0	0	288	378	876	838
MORNING PUBLIC LESSONS	1345	1589	0	0	1345	1589	3110	3232
SCHOOL LESSONS	0	0	0	0	0	0	0	0
NOON LAP	31	57	135	165	166	222	369	478
TRIATHLON CLASS	0	0	0	0	0	0	0	0
AFTERNOON PUBLIC	625	782	58	30	683	812	1716	1677
PENGUIN CLUB	0	0	315	510	315	510	588	1006
CANBY H.S. SWIM TEAM	0	0	0	0	0	0	0	0
CANBY GATORS	0	0	405	180	405	180	1370	635
MASTER SWIMMING	0	0	0	0	0	0	0	0
EVENING LESSONS	1008	1216	0	0	1008	1216	2239	2516
EVENING LAP SWIM	50	36	60	98	110	134	207	256
EVENING PUBLIC SWIM	327	358	64	38	391	396	874	933
EVENING WATER EXERCISE	0	0	0	0	0	0	0	0
ADULT LESSONS	0	20	0	0	0	20	12	35
GROUPS AND RENTALS	0	9	0	0	0	9	11	46
OUTREACH SWIMMING	0	0	0	0	0	0	0	0
TOTAL ATTENDANCE	3820	4603	1717	1783	5537	6386	13003	13540



City of Canby Bi-Monthly Report
Department: Transit
For Months of: July & August 2023

To: The Honorable Mayor Hodson & City Council
From: Todd Wood, Transit Director
Prepared by: Same as above
Through: Eileen Stein, Interim City Administrator
Date: 9/20/2023

1) Grant Funding and Contracts:

The following grant activities have taken place:

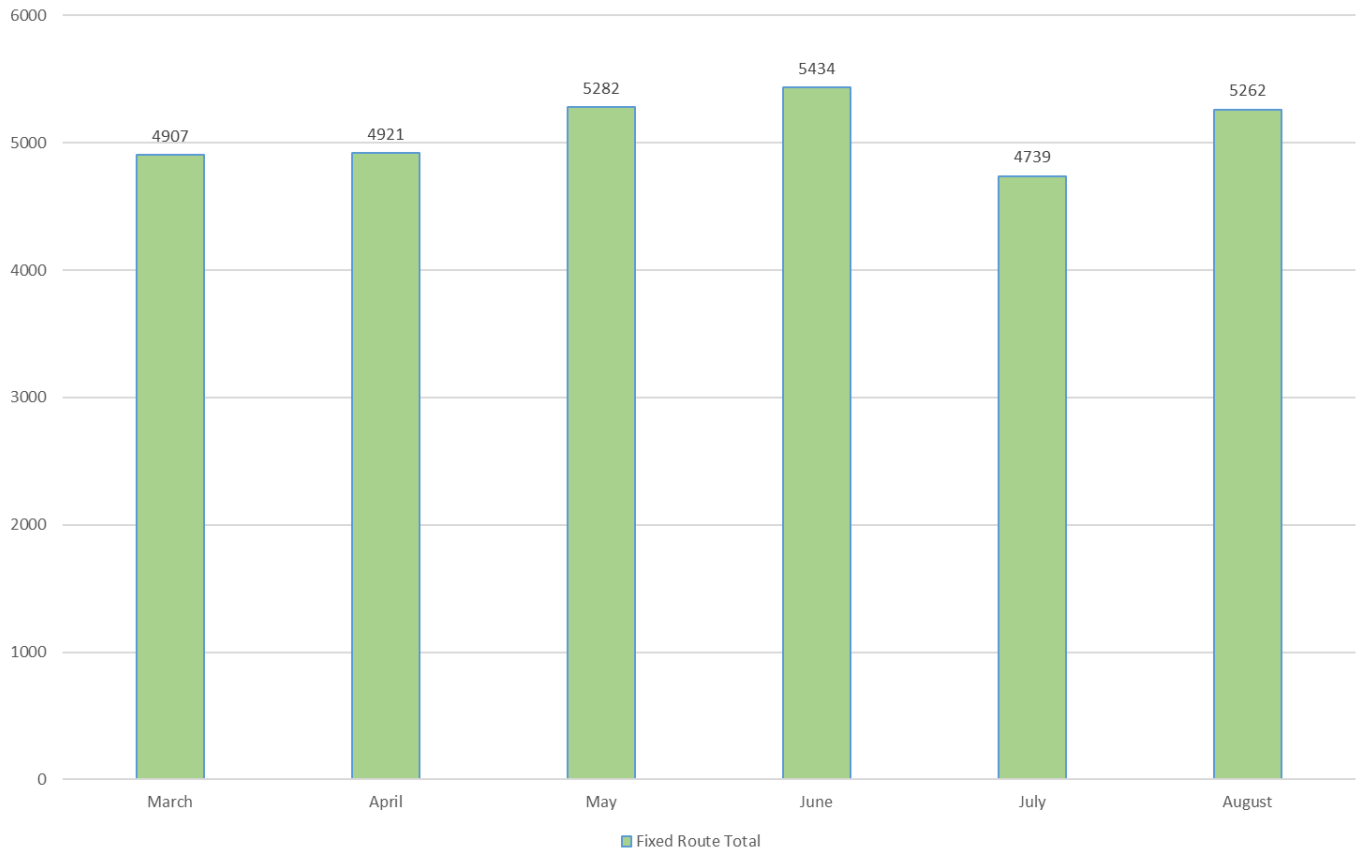
- Quarterly Charter reports Submitted.
- Year End FY23-24 Reports Submitted.

2) Ridership:

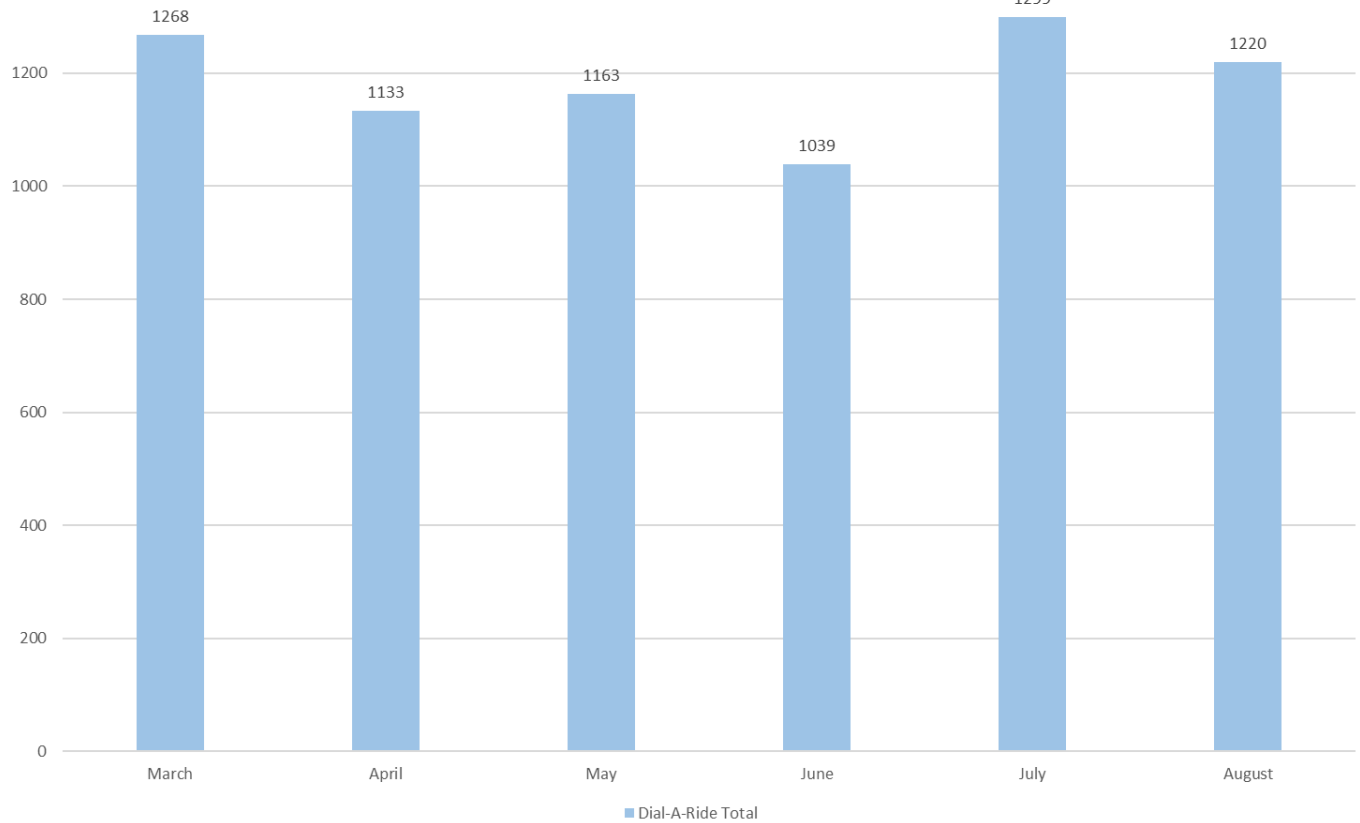
Ridership for July and August saw typical spring to summer ridership.

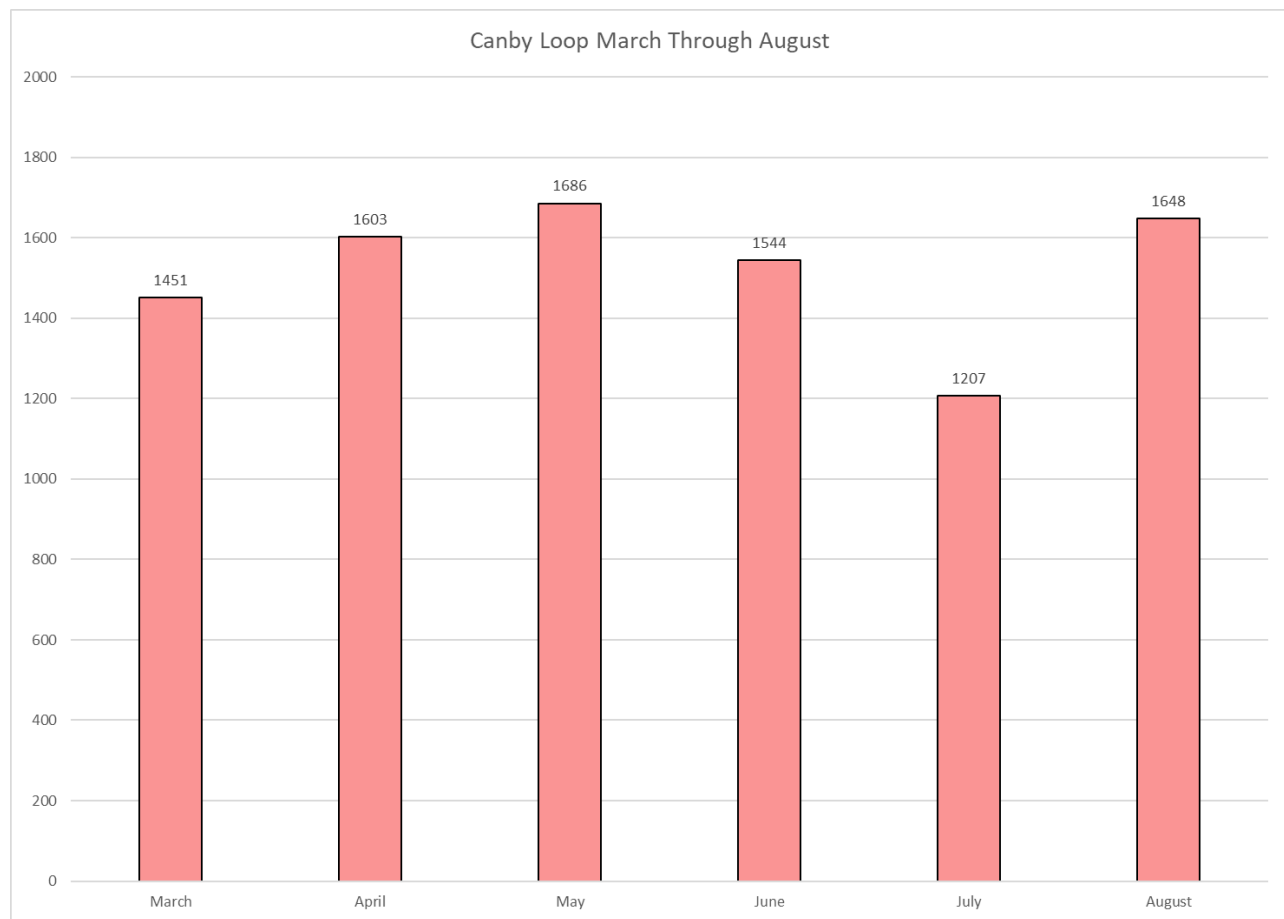
July average daily weekday daily 99x route ridership:	212 trips
July average daily weekend daily 99x route ridership:	101 trips
August average daily weekday daily 99x route ridership:	209 trips
August average daily weekend daily 99x route ridership:	114 trips
July average daily weekday Dial-a-Ride route ridership:	137 trips
July average daily weekend Dial-a-Ride route ridership:	27 trips
August average daily weekday Dial-a-Ride route ridership:	94 trips
August average daily weekend Dial-a-Ride route ridership:	24 trips
July average daily Loop ridership:	60 trips
August average daily Loop ridership:	72 trips

99x Ridership March Through August



Dial-A-Ride Ridership March Through August





3) Transit Advisory Committee:

The next Transit Committee will be September 28, 2023, in the Council Chambers at 6pm (virtual options available).

4) Shelter Project:

The shelter project is tied to ODOT's 99E project. There are 10 stops that will be updated in accordance with the project. Of the 10 total stops, 6 will be prepared by ODOT and completed by the city. Four stops will be prepared and completed by the city.

All bus shelters have been delivered and are sitting at public works awaiting their new homes.

5) New Transit Building:

The RFP process is nearly complete, and a contractor will be selected for contract negotiations.

6) New Logo:

Canby Area Transit has adopted a new logo:



7) 99x Changes:

The 99x adopted a new schedule with was implemented September 11, 2023.

This change to the 99x improves service efficiency by decreasing bus down time, improving service times, and reducing transfers between CAT buses.

This change increases frequency during certain times of the day giving riders more opportunities to make connections and includes additional service to and from Woodburn.

8) Canby Loop Saturday Service:

The Saturday Loop will begin September 16, 2023. The service will run from 8:00am to 9:46pm.

9) Transit Master Plan:

The Transit Master Plan RFP has been completed. Jarrett Walker and Associates has been selected to update of the master plan. The contract will be negotiated and brought before the city council.



City of Canby Bi-Monthly Report
Department: Wastewater Treatment Plant
For Months of: July & August 2023

To: The Honorable Mayor Hodson & City Council
From: Jon Patrick, Wastewater Lead
Prepared by: Same as above
Through: Eileen Stein, Interim City Administrator
Date: 9/20/2023

Facility Operation & Maintenance:

The water quality for July and August was good. The treatment plant is running well and all reports and DMR's were completed on time and without issue. The Capitol improvement project to reline the old Aeration Basin is nearly complete. The storage building project has all concrete work completed and the block masonry set. Contractors are waiting on the steel building. I expect this project to be wrapping up by the end of October. We are currently completing the preliminary work for the next project (UV and standby power upgrade). Routine maintenance and repairs of equipment, buildings and grounds were completed throughout the facility.

Biosolids Program

July Belt run time: 20 days. 6 loads to Heard Farms, approximately 196 wet tons.

August Belt run time: 22 days. 5 loads to Heard Farms, approximately 162 wet tons.

Pretreatment, Stormwater and FOG Program

July Pump Outs: 24, Inspections: 1 FOG, 2 Pretreatment

August Pump Outs: 21, Inspections: 6 FOG, 3 Pretreatment

Ongoing investigation (with sampling) to determine source(s) of increased levels of zinc and copper in the city sewer system. Reviewed stormwater reports and construction plans for several upcoming projects. Started evaluating local limits.

Daily Lab Activity

- Continued OSU Covid 19 Wastewater Study sampling.
- Daily and Weekly TSS, BOD's, E-coli, solids, NH3, and process control testing.
- Third Quarterly Tier 1 Toxics, and 3-day sampling were completed according to the permit requirements.