



CITY COUNCIL Agenda

222 NE 2nd Avenue, Canby, OR, 97013 | Ph: (503) 266-4021 | www.canbyoregon.gov

January 21, 2026

The City Council meeting may be attended in person in the Council Chambers at
222 NE 2nd Avenue, Canby, OR 97013

The meetings can be viewed on YouTube at:

<https://www.youtube.com/channel/UCn8dRr3QzZYXoPUEF4OTP-A>

The public can register to speak at the meeting virtually by contacting the Deputy City Recorder;
ridgleyt@canbyoregon.gov or call 503-266-0637. No pre-registration is required to speak in person.

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

WORK SESSION – 6:00 PM

- 1. CALL TO ORDER**
- 2. TRANSPORTATION SYSTEM PLAN**
- 3. ADJOURN**

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REGULAR MEETING – 7:00 PM

- 1. CALL TO ORDER**
 - a. Invocation
 - b. Pledge of Allegiance
- 2. ROLL CALL**
- 3. STAFF INTRODUCTIONS**
 - a. Promotion of Police Officer to Sergeant
- 4. CITIZEN INPUT, PUBLIC COMMENT ON NON-AGENDA ITEMS, & 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 contact the Deputy City Recorder by 4:30 pm on January 21, 2026, with your name, the topic you'd like to speak on and contact information: ridgleyt@canbyoregon.gov or call 503-266-0637.
- 5. PROCLAMATIONS/ SPECIAL PRESENTATIONS**

6. ITEMS REMOVED FROM THE CONSENT AGENDA

7. CONSENT AGENDA

- a. Consider approval of the December 17, 2025, City Council Regular Meeting Minutes.

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8. APPOINTMENTS

9. ORDINANCES & RESOLUTIONS

- a. Consider **Ordinance No. 1661**: An Ordinance Authorizing the Interim City Administrator to Amend the Personal Services Agreement with Curran-McLeod, Inc. Consulting Engineers for Design and Construction Phase Engineering Services for the Extension of Walnut Street to Highway 99E. *(First Reading)*

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10. PUBLIC HEARINGS

11. OTHER BUSINESS

12. MAYOR'S BUSINESS

- a. 2026 City Council Schedule

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13. COUNCILOR COMMENTS & LIAISON REPORTS

14. CITY ADMINISTRATOR'S BUSINESS & STAFF REPORT

- a. Bi-Monthly Reports

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15. CITIZEN INPUT, PUBLIC COMMENT ON NON-AGENDA ITEMS, & COMMUNITY ANNOUNCEMENTS

16. ACTION REVIEW

17. ADJOURN

EXECUTIVE SESSION – 8:00 PM

(Will begin at 8:00pm or after the Regular Meeting)

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)(b): to consider the dismissal or disciplining of, or to hear complaints or charges brought against, a public officer, employee, staff member or individual agent who does not request an open hearing and ORS 192.660 (2)(f): to consider information or records that are exempt by law from public inspection.

3. POTENTIAL RETURN TO OPEN SESSION: Council may return to open session and take any final action or make any decision then, if needed.

4. 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 Teresa Ridgley at 503-266-0637. A copy of this Agenda can be found on the City's web page at www.canbyoregon.gov.



CITY COUNCIL Staff Report Work Session

Meeting Date: 1/21/2026

To: The Honorable Mayor Hodson & City Council
Thru: Randy Ealy, Interim City Administrator
From: Don Hardy, Planning Director
Agenda: Transportation System Plan Review

Summary

The transportation system plan (TSP) is a long-range guidance document providing policy direction for consideration of how the city transportation system grows over the next 20-year, including the goals, needs, funding sources and priorities. The TSP is occurring parallel with the comprehensive plan update.

Background

Planning staff with DKS Associates will be providing an update on the draft transportation system plan in advance of the city council hearing process. DKS Associates will lead us through a PowerPoint presentation. Topics to be reviewed include:

1. TSP Overview – purpose of the TSP and how it was developed
2. TSP Goals – summary of the TSP goals
3. Evaluation Findings – highlight of the major findings from the transportation system evaluation process
4. TSP Projects – overview of the TSP projects and connection to key issues from the evaluation process
5. Remaining Decisions Ahead – upcoming steps in the TSP process

Also included in the city council packets is Technical Memorandum #12 which has been reviewed by the Project Advisory Committee, with committee comments reflected in this memorandum. DKS Associates staff will provide an overview explanation of the Technical Memorandum #12 focusing on Financially Constrained projects and Unconstrained projects.

The purpose of the Financially Constrained project list is to establish reasonable expectations for the level of improvement that will occur and give the City initial direction on where funds should be allocated.

During the short-term most of the City's investments will occur within the current City limits. As annexation occurs over time, other projects will have the potential to be funded by the City or through private development as a condition of approval.

Financially Constrained projects are the most valued, in terms of how they meet critical needs and how well they work to deliver on community goals.

Unconstrained projects are those remaining from the Aspirational list that likely will not receive funding by 2043. Five long-term feasibility "study" projects are also included in the memorandum

and will be included in the TSP which are unlikely to be constructed in the 20-year TSP horizon but reflect high priorities for the City to close critical gaps in the street system, improve emergency vehicle and freight truck access and help relieve congestion on OR 99E through Canby.

Attachments

- Technical Memorandum #12. A PowerPoint presentation will also be provided to city council on January 20.

Options

No formal action is needed but the city council's input and questions on the transportation system update.

Fiscal Impact

No fiscal impact will occur.

Recommended Action

No formal action is requested but the council's input and questions are being sought.

TECHNICAL MEMORANDUM #12

DATE: November 26, 2025

TO: Don Hardy and Ryan Potter | City of Canby

FROM: Reah Flisakowski, Kevin Chewuk, Eileen Chai | DKS Associates

SUBJECT: City of Canby Transportation System Plan Update
Transportation Project Prioritization

Project #: 23023-000

This document summarizes how the Financially Constrained Plan was developed, including a summary of the transportation funding, project prioritization process and a detailed listing of the Financially Constrained and Unconstrained projects.

PROCESS FOR DEVELOPING PROJECTS

The project team developed the recommended transportation solutions using guidance provided by the project goals and with input from three main sources (see Appendix B):

- Stakeholders (via Project Advisory Committee and Technical Advisory Committee meetings, in-person events and project website comments)
- Previous Plans (such as the 2010 Canby TSP, Canby OR 99E Corridor and Gateway Plan and Canby Walnut Street Extension)
- Independent Project Team Evaluation (Existing and Future Multimodal Transportation Conditions and Needs Evaluation in Technical Memorandum #7 and #9)

The full list of projects in this TSP are referred to as Aspirational Projects. Aspirational projects include all identified projects for improving the transportation network along major streets in the City's Urban Growth Boundary (hereby referred to as the planning area), regardless of their priority or their likelihood to be funded. This TSP focuses on streets in the planning area with a vehicle functional classification of Neighborhood Route or higher. Additional improvements will occur with private development in the City's planning area, including the build out of the local street network consistent with the standards developed as part of this TSP.

The TSP planning process screens candidate projects to set aside those that may not be feasible due to environmental or existing development limitations. The remaining projects are a combination of new and previous ideas for the transportation system that seek to address the gaps and deficiencies in the City.

ASPIRATIONAL PROJECTS

The draft Aspirational project list presented in Technical Memo #11 (Transportation Projects and Programs) has been refined based on Project Management Team, public and stakeholder and Planning Commission and City Council input. Key changes to the Aspirational project list are summarized below.

- Updated project cost estimates, including reducing the unit cost assumption for a roundabout. The project cost estimates represent the sum of several components required for implementation, including the estimated administration, design, right-of-way, environmental and construction costs.
- Removal of 4 projects that would have installed hinged pedestrian gate skirts at rail crossings.
- Addition of 5 long-term feasibility “study” projects that are unlikely to be constructed in the 20-year TSP horizon but reflect high priorities for the City to close critical gaps in the street system, improve emergency vehicle and freight truck access and help relieve congestion on OR 99E through Canby. These projects, Project ID B2 to B6 in Table 2, represent needs identified through the community engagement process and system analysis, but require more extensive study to better understand the complexity of the issues, coordinate with agency partners, analyze potential alternatives and help advance the ideas should a feasible solution be identified in the future.
- Addition of 5 pedestrian/bike improvement projects, Project ID 1c, 12a, 12b, 12c and 13a in Table 2.

The updated project list includes 72 projects totaling over \$195 million in total investments. For the purposes of cost estimates, project design elements are identified, however, the actual design elements for any project are subject to change and will ultimately be determined through a preliminary and final design process and are subject to City, ODOT, Clackamas County, and/or other partner agency approval. The Aspirational projects were assigned to one of several categories:

- **Multi-Modal Street Improvement** – these projects will improve or construct new multi-modal streets throughout the planning area, each with facilities for motorists, pedestrians, and bicyclists. A total of 21 projects are identified that, as of 2025, will cost an estimated \$98.7 million to complete.
- **Intersection Improvement** – these projects will improve safety and mobility at intersections throughout the planning area. A total of 17 projects were identified to construct new or improve existing intersections that, as of 2025, will cost an estimated \$46.7 million to complete.
- **Pedestrian/ Bike Improvement** – these projects include stand-alone sidewalk, path and roadway crossing improvements, and an integrated network of bicycle lanes, marked on-street routes and shared-use paths to facilitate safe and convenient travel citywide. A total of 27 pedestrian and bicycle projects were identified that, as of 2025, will cost an estimated \$45.8 million to complete.
- **Transit Enhancement** – this will enhance the quality and convenience for transit passengers. One transit project was identified that, as of 2025, will cost an estimated \$1 million.

- **Demand/ System Management** – this includes future studies and other improvements that will encourage more efficient usage of the transportation system. A total of 6 projects were identified that, as of 2025, will cost an estimated \$3.3 million to complete.

PROJECT FUNDING

Each project was reviewed to consider how it might be funded during the next 20 years. All projects were assigned a primary funding agency which include Canby, Canby Area Transit (CAT), Clackamas County and ODOT. In general, the primary funding agency was assumed to be the current or future facility owner, as they are responsible to oversee construction and long-term maintenance. In some cases, funding partnerships were identified for projects that were expected to provide mutual benefits between agencies or where there were opportunities to accelerate projects to completion. Each project was also assigned an assumed funding source, which included the City Street Fund (i.e., State Highway Trust Fund, Local Gas Tax, County Vehicle Registration Fee and Street Maintenance Fee revenues, etc.), the City Transportation System Development Charge (TSDC) revenues, or partner agency funds (i.e., ODOT, CAT). It is important to note that these funding assumptions do not oblige any agency to commit to these projects or fund them in this manner.

This TSP presents the high priority City projects that are constrained to a level of funding that is expected to be available for the next 20 years. In addition, the TSP identifies priority projects that the City could use to inform its decisions for applying the Transportation System Development Charge revenues it receives. While there may be other partnering opportunities with ODOT and Clackamas County, these decisions are ultimately up to those agencies. Private development projects will likely also be built in coordination with land use actions and future development in the planning area, with much of the private development share likely included in the system development charge for transportation.

Approximately \$13.95 million is estimated to be available for locally funded improvements over the next 20 years. About \$31.6 million of the total project costs are assumed to be City responsibility (see Table 1). This TSP has identified about \$138.7 million worth of needed investments that are assumed to be TSDC eligible improvements, and it assumes that the TSDC project list and associated rate will be updated to align with the transportation needs established in the TSP. Revenue from the City TSDC will be expected to provide \$10.98 million for eligible projects over the next 20 years based on the current TSDC fee, and this TSP assumes increased revenue from the City TSDC will provide an additional \$27 million through 2043 (see the "Potential Additional Funding Sources" section in the Appendix). The TSP has also identified projects estimated at over \$25 million for other partner agencies, and while there may be opportunities with other agencies to jointly fund projects, no additional funding was assumed as these decisions are ultimately up to those agencies. Refer to Appendix A for more information on the expected transportation revenue and expenditures.

TABLE 1: ASPIRATIONAL PROJECT FUNDING (2025 DOLLARS)

| FUNDING SOURCE | TOTAL FUNDING NEED | ESTIMATED FUNDING AVAILABLE THROUGH 2043 |
|---|----------------------|--|
| CANBY STREET FUND | \$31,600,000 | \$13,950,000 |
| CANBY TRANSPORTATION SYSTEM DEVELOPMENT CHARGE – CURRENT TSDC RATE | | \$10,980,000 |
| CANBY TRANSPORTATION SYSTEM DEVELOPMENT CHARGE –POTENTIAL INCREASED TSDC RATE | \$138,700,000 | \$27,000,000 |
| PARTNER AGENCY | \$25,275,000 | \$0 * |
| TOTAL | \$195,575,000 | \$51,930,000 |

Notes: * While there may be opportunities with other agencies to jointly fund projects, no additional funding beyond the revenue from the Canby Street Fund was assumed as these decisions are ultimately up to those agencies.

PRIORITIZING ASPIRATIONAL PROJECTS

Unless the City expands its funding options, many of the Aspirational projects identified are not reasonably likely to be funded by 2043 (as shown in Table 1). For this reason, projects from the Aspirational list were evaluated and ranked using a set of measurable evaluation criteria that reflect how well they achieve the transportation goals and objectives described in Technical Memo #4. The prioritization score was calculated for each project using the criteria associated with each TSP goal.

The projects were initially scored on the seven criteria from 1 (low) to 10 (high). The criteria were weighted equally, resulting in overall possible scores ranging from 7 to 70. An evaluation ranking of “high” was assigned for projects with the highest total scores, “medium” for the middle one-third of project scores, and “low” for projects with the lowest total scores. The methodology for calculating the scores for each criterion can be found in Technical Memo #4, in the Project Prioritization Framework section.

The final priority ranks listed in Table 3 were used to divide projects from the Aspirational project list into two improvement packages, referred to as Financially Constrained and Unconstrained. The project priority rankings do not create an obligation to construct projects in any order and it is recognized that these priorities may change over time. The City of Canby will use the priorities listed in this TSP to guide investment decisions but will also regularly reassess local priorities to leverage new opportunities and reflect evolving community interests.

The City is not required to implement projects identified on the Financially Constrained list first. Priorities may change over time and unexpected opportunities may arise to fund particular projects. The City is free to pursue any of these opportunities at any time.

The purpose of the Financially Constrained project list is to establish reasonable expectations for the level of improvements that will occur and give the City initial direction on where funds should be

allocated. During the short-term most of the City's investments will occur within the current City limits. As annexation occurs over time, other projects will have the potential to be funded by the City or through private development as a condition of approval.

FINANCIALLY CONSTRAINED PROJECTS

Financially Constrained projects are the most valued, in terms of how they meet critical needs and how well they work to deliver on community goals. Projects in this group have a total construction budget that is similar to the reasonably available funding over the planning horizon, meaning the \$13.95 million likely to be available through existing City funding sources and \$37.98 million from the City TSDC. The projects included in the Financially Constrained list (shown in Table 3 and Figure 1) were recommended within several different priority horizons, based on the project evaluation score:

- **Tier 1:** Projects recommended for implementation within 1 to 5 years.
- **Tier 2:** Projects recommended for implementation within 5 to 10 years.
- **Tier 3:** Projects likely to be implemented beyond 10 years.

UNCONSTRAINED PROJECTS

Unconstrained projects are those remaining from the Aspirational list that likely will not receive funding by 2043. These projects (shown in Table 3 and Figure 1) are recommended within the following priority horizons, based on the project evaluation score:

- **Unconstrained Tier 1:** Projects with the highest priority for implementation beyond the projects included on the Financially Constrained list, should additional funding become available.
- **Unconstrained Tier 2:** Projects with the next highest priority for implementation beyond the projects included on the Financially Constrained list, should additional funding become available.
- **Unconstrained Tier 3:** The last phase of projects to be implemented, should additional funding become available.

FIGURE 1: FINANCIALLY CONSTRAINED AND UNCONSTRAINED PROJECTS

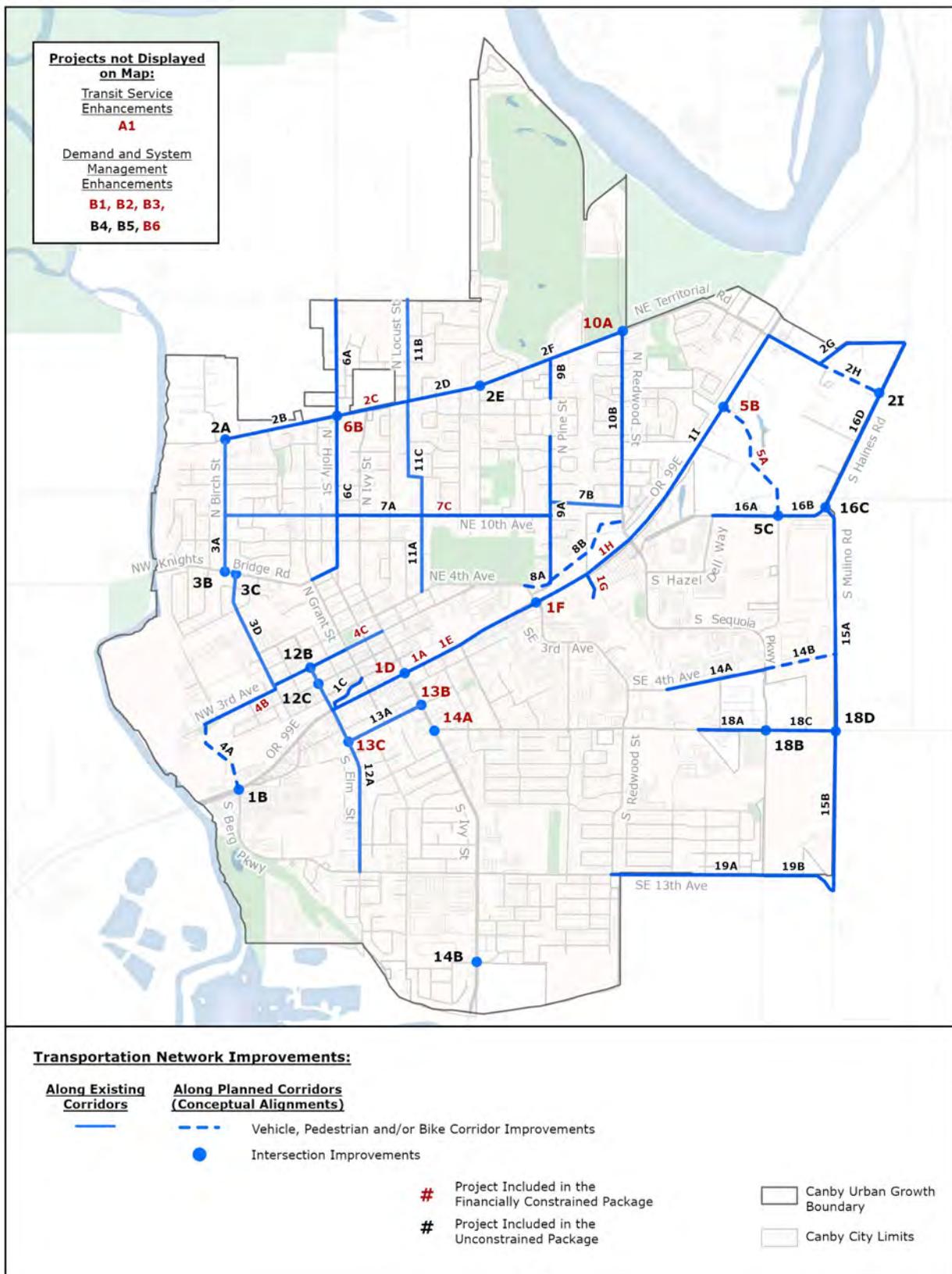


TABLE 2: FINANCIALLY CONSTRAINED AND UNCONSTRAINED PROJECTS

| Project ID | Project Location | Project Description | Project Category | Estimated Project Cost (2025 Dollars) | Potential Funding Source | Potential Agency Partner * | Project Evaluation Score ** | Package *** | Priority Horizon |
|---|---|--|--------------------------------|---------------------------------------|---|----------------------------|-----------------------------|-------------------------|----------------------|
| OR 99E (Corridor #1) Improvements from SW Berg Parkway to Territorial Road | | | | | | | | | |
| 1a | OR 99E between Elm Street and Pine Street | Major Upgrade to Pedestrian and Bike Facilities. Cost assumes a shared-use path adjacent to OR 99E, but final improvement to be determined through a future corridor-wide improvement plan (see Project B6). Project impacts the existing rail corridor, and coordination will be required with the ODOT Rail Crossing Safety Section before any improvements or modifications occur. | Pedestrian/ Bike Improvement | \$10,100,000 | State Funds / City Transportation System Development Charge | ODOT | High | Financially Constrained | Tier 1 |
| 1b | OR 99E/SW Berg Parkway intersection | Enhance Safety at Existing Intersection. Cost assumes replacing the incandescent traffic signal bulbs with light emitting diodes (LEDs), providing overhead lane-use signs and signal pole modifications. | Intersection Improvement | \$750,000 | State Funds | ODOT | Medium | Unconstrained | Unconstrained Tier 2 |
| 1c | Downtown Canby between OR 99E to NW 1st Avenue | Major Upgrade to Pedestrian and Bike Facilities. Cost assumes a shared-use path with an overcrossing of the railroad in Downtown Canby, but final improvement to be determined through a future corridor-wide improvement plan (see Project B6). Project impacts the existing rail corridor, and coordination will be required with the ODOT Rail Crossing Safety Section before any improvements or modifications occur. | Pedestrian/ Bike Improvement | \$8,600,000 | State Funds / City Transportation System Development Charge | ODOT | High | Unconstrained | Unconstrained Tier 1 |
| 1d | OR 99E/Ivy Street intersection | Widening at Existing Intersection. Cost assumes widening of the Ivy Street approaches to include a separate left-turn lane, through lane, and right-turn lane, and traffic signal and railroad crossing modifications. Project impacts an existing rail crossing and coordination will be required with the ODOT Rail Crossing Safety Section before any improvements or modifications occur. | Intersection Improvement | \$9,650,000 | State Funds | ODOT | Medium | Financially Constrained | Tier 3 |
| 1e | OR 99E from Knott Street to Locust Street | Minor Upgrade to Pedestrian Facilities. Cost assumes installation of sidewalks on the north side. | Pedestrian/ Bike Improvement | \$950,000 | State Funds / City Transportation System Development Charge | ODOT | High | Financially Constrained | Tier 1 |
| 1f | OR 99E/Pine Street intersection | Widening at Existing Intersection. Cost assumes conversion of the southbound approach to include a left-turn lane and a shared through-right turn lane and widening of the northbound approach to include a left-turn lane, through lane, and right-turn lane, and traffic signal modification. Project impacts an existing rail crossing and coordination will be required with the ODOT Rail Crossing Safety Section before any improvements or modifications occur. | Intersection Improvement | \$5,550,000 | State Funds / City Transportation System Development Charge | ODOT | Medium | Financially Constrained | Tier 3 |
| 1g | OR 99E between the Logging Road Trail and the sidewalks on south side of OR 99E | Major Upgrade to Pedestrian and Bike Facilities. Cost assumes a shared-use path. | Pedestrian/ Bike Improvement | Funded/ Under Construction | Funded/ Under Construction | ODOT | High | Financially Constrained | Tier 1 |
| 1h | OR 99E between Pine Street, the Logging Road Trail and N Redwood Street | Major Upgrade to Pedestrian and Bike Facilities. Cost assumes a shared-use path adjacent to OR 99E, but final improvement to be determined through a future corridor-wide improvement plan (see Project B6). Project impacts the existing rail corridor, and coordination will be required with the ODOT Rail Crossing Safety Section before any improvements or modifications occur. | Pedestrian/ Bike Improvement | \$5,750,000 | State Funds / City Transportation System Development Charge | ODOT | High | Financially Constrained | Tier 3 |
| 1i | OR 99E between N Redwood Street/Sequoia Parkway and Territorial Road | Major Upgrade to Pedestrian and Bike Facilities. Cost assumes a shared-use path adjacent to OR 99E, but final improvement to be determined through a future corridor-wide improvement plan (see Project B6). Project impacts the existing rail corridor, and coordination will be required with the ODOT Rail Crossing Safety Section before any improvements or modifications occur. | Pedestrian/ Bike Improvement | \$11,250,000 | State Funds / City Transportation System Development Charge | ODOT | Medium | Unconstrained | Unconstrained Tier 1 |
| Territorial Road (Corridor #2) Improvements from N Birch Street to Haines Road | | | | | | | | | |
| 2a | Territorial Road/N Birch Street intersection | Traffic Control Improvement at Existing Intersection. Cost assumes installation of a roundabout, but final traffic control to be determined through a future intersection control analysis. | Intersection Improvement | \$2,750,000 | City Transportation System Development Charge / City Street Funds | | Medium | Unconstrained | Unconstrained Tier 2 |
| 2b | Territorial Road from N Birch Street to N Holly Street | Upgrade to 2-lane Collector. Cost assumes a 2-lane street with sidewalks and bike lanes on each side. | Multi-modal Street Improvement | \$3,950,000 | City Transportation System Development Charge / City Street Funds | | Medium | Unconstrained | Unconstrained Tier 2 |
| 2c | Territorial Road from N Holly Street to N Locust Street | Minor Upgrade to Pedestrian Facilities. Cost assumes sidewalks on both sides. | Pedestrian/ Bike Improvement | \$1,900,000 | City Transportation System Development Charge / City Street Funds | | High | Financially Constrained | Tier 3 |
| 2d | Territorial Road from N Locust Street to N Maple Street | Minor Upgrade to Pedestrian Facilities. Cost assumes sidewalks on the north side. | Pedestrian/ Bike Improvement | \$750,000 | City Transportation System Development Charge / City Street Funds | | Medium | Unconstrained | Unconstrained Tier 1 |
| 2e | Territorial Road/N Maple Street intersection | Traffic Control Improvement at Existing Intersection. Cost assumes installation of a roundabout, but final traffic control to be determined through a future intersection control analysis. | Intersection Improvement | \$2,850,000 | City Transportation System Development Charge / City Street Funds | | Medium | Unconstrained | Unconstrained Tier 2 |

| Project ID | Project Location | Project Description | Project Category | Estimated Project Cost (2025 Dollars) | Potential Funding Source | Potential Agency Partner * | Project Evaluation Score ** | Package *** | Priority Horizon |
|---|---|--|--------------------------------|---------------------------------------|---|----------------------------|-----------------------------|-------------------------|----------------------|
| 2f | Territorial Road from N Maple Street to N Redwood Street | Minor Upgrade to Pedestrian Facilities. Cost assumes sidewalks on the north side. | Pedestrian/ Bike Improvement | \$2,950,000 | City Transportation System Development Charge / City Street Funds | | Medium | Unconstrained | Unconstrained Tier 1 |
| 2g | Territorial Road from OR 99E to Haines Road | Upgrade to 2-lane Collector. Cost assumes a 2-lane street with sidewalks and bike lanes on each side. | Multi-modal Street Improvement | \$5,800,000 | City Transportation System Development Charge / City Street Funds | Clackamas County | Low | Unconstrained | Unconstrained Tier 3 |
| 2h | Territorial Road from OR 99E to Haines Road | New 2-lane Collector. Cost assumes realignment of Territorial Road to the south and east as a 2-lane street with sidewalks and bike lanes on each side, to connect with Haines Road at a new 3-leg intersection. | Multi-modal Street Improvement | \$2,150,000 | City Transportation System Development Charge / City Street Funds | | Medium | Unconstrained | Unconstrained Tier 2 |
| 2i | Territorial Road/Haines Road intersection | Traffic Control Improvement at New Intersection. Cost assumes installation of a roundabout, but final traffic control to be determined through a future intersection control analysis. | Intersection Improvement | \$2,750,000 | City Transportation System Development Charge / City Street Funds | Clackamas County | Low | Unconstrained | Unconstrained Tier 3 |
| N Birch Street and N Cedar Street (Corridor #3) Improvements from Territorial Road to 3rd Avenue | | | | | | | | | |
| 3a | N Birch Street from Territorial Road to Knights Bridge Road | Minor Upgrade to Bike Facilities. Cost assumes shared lane markings and route wayfinding for bikes. | Pedestrian/ Bike Improvement | \$175,000 | City Transportation System Development Charge / City Street Funds | | Low | Unconstrained | Unconstrained Tier 3 |
| 3b | N Birch Street/Knights Bridge Road intersection | New Turn Lane at Existing Intersection. Cost assumes restriping the N Birch Street approach to include separate left-turn and right-turn lanes. | Intersection Improvement | \$75,000 | City Transportation System Development Charge / City Street Funds | | Medium | Unconstrained | Unconstrained Tier 2 |
| 3c | N Cedar Street/Knights Bridge Road intersection | New Turn Lane at Existing Intersection. Cost assumes restriping the N Cedar Street approach to include separate left-turn and right-turn lanes. | Intersection Improvement | \$75,000 | City Transportation System Development Charge / City Street Funds | | Medium | Unconstrained | Unconstrained Tier 2 |
| 3d | N Cedar Street from Knights Bridge Road to 3rd Avenue | Minor Upgrade to Bike Facilities. Cost assumes shared lane markings and route wayfinding for bikes. | Pedestrian/ Bike Improvement | \$175,000 | City Transportation System Development Charge / City Street Funds | | Medium | Unconstrained | Unconstrained Tier 1 |
| SW Berg Parkway and 3rd Avenue (Corridor #4) Improvements from OR 99E to N Ivy Street | | | | | | | | | |
| 4a | SW Berg Parkway or another roadway in Downtown Canby from OR 99E to the north over the railroad | New 2-lane Collector with a Truck Route Designation. Cost assumes overcrossing of the railroad and a 2-lane street with sidewalks and bike lanes on each side. Project B2 is a Phase 1 study for this project, and this Phase 2 will be based on the outcome of Project B2. Project impacts the existing rail corridor, and coordination will be required with the ODOT Rail Crossing Safety Section before any improvements or modifications occur. | Multi-modal Street Improvement | \$17,950,000 | City Transportation System Development Charge | | High | Unconstrained | Unconstrained Tier 1 |
| 4b | 3rd Avenue from the Berg Parkway extension to N Grant Street | Major Upgrade to Bike Facilities. Cost assumes reconfiguration of 3rd Avenue to provide bike lanes on both sides. | Pedestrian/ Bike Improvement | \$200,000 | City Transportation System Development Charge / City Street Funds | | High | Financially Constrained | Tier 2 |
| 4c | 3rd Avenue from N Grant Street to N Ivy Street | Minor Upgrade to Bike Facilities. Cost assumes shared lane markings and route wayfinding for bikes. | Pedestrian/ Bike Improvement | \$150,000 | City Transportation System Development Charge / City Street Funds | | High | Financially Constrained | Tier 2 |
| Walnut Street (Corridor #5) Improvements from OR 99E to 1st Avenue | | | | | | | | | |
| 5a | Walnut Street from OR 99E to 1st Avenue | New 3-lane Collector with a Truck Route Designation. Cost assumes a 3-lane street with sidewalks and bike lanes on each side. | Multi-modal Street Improvement | \$6,400,000 | City Transportation System Development Charge | | High | Financially Constrained | Tier 1 |
| 5b | OR 99E/Walnut Street intersection | Traffic Control Improvement at New Intersection. Cost assumes a new traffic signal. | Intersection Improvement | \$3,000,000 | City Transportation System Development Charge | ODOT | High | Financially Constrained | Tier 1 |
| 5c | Walnut Street/1st Avenue intersection | Traffic Control Improvement at Existing Intersection. Cost assumes installation of a roundabout, but final traffic control to be determined through a future intersection control analysis. | Intersection Improvement | \$2,900,000 | City Transportation System Development Charge / City Street Funds | | Low | Unconstrained | Unconstrained Tier 3 |
| Holly Street (Corridor #6) Improvements from 22nd Avenue to Knights Bridge Road | | | | | | | | | |
| 6a | Holly Street from 22nd Avenue to Territorial Road | Upgrade to 2-lane Collector. Cost assumes a 2-lane street with sidewalks and bike lanes on each side. | Multi-modal Street Improvement | \$3,850,000 | City Transportation System Development Charge / City Street Funds | Clackamas County | Low | Unconstrained | Unconstrained Tier 3 |
| 6b | Holly Street/Territorial Road intersection | Traffic Control Improvement at Existing Intersection. Cost assumes installation of a roundabout, but final traffic control to be determined through a future intersection control analysis. | Intersection Improvement | \$2,850,000 | City Transportation System Development Charge / City Street Funds | | Medium | Financially Constrained | Tier 3 |
| 6c | Holly Street from Territorial Road to Knights Bridge Road | Upgrade to 2-lane Collector. Cost assumes a 2-lane street with sidewalks and bike lanes on each side and on-street parking on one-side. | Multi-modal Street Improvement | \$4,700,000 | City Transportation System Development Charge / City Street Funds | | Low | Unconstrained | Unconstrained Tier 2 |

| Project ID | Project Location | Project Description | Project Category | Estimated Project Cost (2025 Dollars) | Potential Funding Source | Potential Agency Partner * | Project Evaluation Score ** | Package *** | Priority Horizon |
|---|---|--|--------------------------------|---------------------------------------|---|----------------------------|-----------------------------|-------------------------|----------------------|
| 10th Avenue/11th Avenue (Corridor #7) Improvements from N Birch Street to N Redwood Street | | | | | | | | | |
| 7a | 10th Avenue from N Birch Street to N Pine Street | Minor Upgrade to Bike Facilities. Cost assumes shared lane markings and route wayfinding for bikes. | Pedestrian/ Bike Improvement | \$250,000 | City Transportation System Development Charge / City Street Funds | | Low | Unconstrained | Unconstrained Tier 3 |
| 7b | 11th Place/11th Avenue from N Pine Street to N Redwood Street | Minor Upgrade to Bike Facilities. Cost assumes shared lane markings and route wayfinding for bikes. | Pedestrian/ Bike Improvement | \$150,000 | City Transportation System Development Charge / City Street Funds | | Low | Unconstrained | Unconstrained Tier 3 |
| 7c | 10th Avenue from N Holly Street to N Pine Street | Major Upgrade to Pedestrian Facilities. Cost assumes sidewalks on each side. | Pedestrian/ Bike Improvement | Funded/ Under Construction | Funded/ Under Construction | | High | Financially Constrained | Tier 1 |
| 4th Avenue (Corridor #8) Improvements from Pine Street to N Redwood Street | | | | | | | | | |
| 8a | N Pine Street/NE 4th Avenue intersection | New 2-lane Collector. Cost assumes realignment of N Pine Street to the north away from the railroad crossing to align with 4th Avenue at a new 3-leg intersection, as a 2-lane street with sidewalks and bike lanes on each side. | Multi-modal Street Improvement | \$1,650,000 | City Transportation System Development Charge / City Street Funds | | Medium | Unconstrained | Unconstrained Tier 2 |
| 8b | 4th Avenue from the N Pine Street realignment to N Redwood Street | New 2-lane Collector. Cost assumes a 2-lane street with sidewalks and bike lanes on each side. Project B3 is a Phase 1 study for this project, and this Phase 2 will be based on the outcome of Project B3. | Multi-modal Street Improvement | \$7,150,000 | City Transportation System Development Charge | | Medium | Unconstrained | Unconstrained Tier 1 |
| N Pine Street (Corridor #9) Improvements from 4th Avenue to Territorial Road | | | | | | | | | |
| 9a | N Pine Street from the 4th Avenue extension to 15th Avenue | Upgrade to 2-lane Collector. Cost assumes a 2-lane street with sidewalks and bike lanes on each side. | Multi-modal Street Improvement | \$4,350,000 | City Transportation System Development Charge / City Street Funds | | Low | Unconstrained | Unconstrained Tier 3 |
| 9b | N Pine Street from 17th Avenue to Territorial Road | Major Upgrade to Bike Facilities. Cost assumes reconfiguration of N Pine Street to provide bike lanes on each side. | Pedestrian/ Bike Improvement | \$150,000 | City Transportation System Development Charge / City Street Funds | | Low | Unconstrained | Unconstrained Tier 2 |
| N Redwood Street (Corridor #10) Improvements from 11th Avenue to Territorial Road | | | | | | | | | |
| 10a | N Redwood Street/Territorial Road intersection | Traffic Control Improvement at Existing Intersection. Cost assumes installation of a roundabout, but final traffic control to be determined through a future intersection control analysis. | Intersection Improvement | \$2,750,000 | City Transportation System Development Charge / City Street Funds | | Medium | Financially Constrained | Tier 3 |
| 10b | N Redwood Street from 11th Avenue to Territorial Road | Major Upgrade to Bike Facilities. Cost assumes reconfiguration of N Redwood Street to provide bike lanes on each side. | Pedestrian/ Bike Improvement | \$200,000 | City Transportation System Development Charge / City Street Funds | | Medium | Unconstrained | Unconstrained Tier 2 |
| N Locust Street (Corridor #11) Improvements from N Birch Street to N Redwood Street | | | | | | | | | |
| 11a | N Locust Street from NE 4th Avenue to NE 10th Avenue | Minor Upgrade to Bike Facilities. Cost assumes shared lane markings and route wayfinding for bikes. | Pedestrian/ Bike Improvement | \$150,000 | City Transportation System Development Charge / City Street Funds | | Low | Unconstrained | Unconstrained Tier 2 |
| 11b | N Locust Street from NE Territorial Road to 22nd Avenue | Minor Upgrade to Bike Facilities. Cost assumes shared lane markings and route wayfinding for bikes. | Pedestrian/ Bike Improvement | \$175,000 | City Transportation System Development Charge / City Street Funds | Clackamas County | Low | Unconstrained | Unconstrained Tier 3 |
| 11c | N Locust Street from NE 10th Avenue to NE Territorial Road | Minor Upgrade to Bike Facilities. Cost assumes shared lane markings and route wayfinding for bikes. | Pedestrian/ Bike Improvement | \$175,000 | City Transportation System Development Charge / City Street Funds | | Low | Unconstrained | Unconstrained Tier 3 |
| Elm Street (Corridor #12) Improvements from NW 3rd Avenue to SW 13th Avenue | | | | | | | | | |
| 12a | Elm Street from NW 3rd Avenue to SW 13th Avenue | Minor Upgrade to Bike Facilities. Cost assumes shared lane markings and route wayfinding for bikes. Project impacts an existing rail crossing and coordination will be required with the ODOT Rail Crossing Safety Section before any improvements or modifications occur. | Pedestrian/ Bike Improvement | \$350,000 | City Transportation System Development Charge / City Street Funds | | Medium | Unconstrained | Unconstrained Tier 2 |
| 12b | Elm Street/NW 3rd Avenue intersection | Minor Upgrade to Pedestrian Facilities. Cost assumes installing ramps, and curb extensions on the north leg of Elm Street and east leg of NW 3rd Avenue | Pedestrian/ Bike Improvement | \$250,000 | City Transportation System Development Charge / City Street Funds | | Medium | Unconstrained | Unconstrained Tier 2 |
| 12c | Elm Street/NW 2nd Avenue intersection | Minor Upgrade to Pedestrian Facilities. Cost assumes installing a diverter on west leg of SW 2nd Avenue to limit the west leg to right-in, right-out only and installing ramps, and curb extensions. | Pedestrian/ Bike Improvement | \$300,000 | City Transportation System Development Charge / City Street Funds | | Low | Unconstrained | Unconstrained Tier 2 |
| SW 3rd Avenue (Corridor #13) Improvements from Elm Street to Ivy Street | | | | | | | | | |
| 13a | SW 3rd Avenue from Elm Street to Ivy Street | Minor Upgrade to Bike Facilities. Cost assumes shared lane markings and route wayfinding for bikes. | Pedestrian/ Bike Improvement | \$150,000 | City Transportation System Development Charge / City Street Funds | | Medium | Unconstrained | Unconstrained Tier 2 |

| Project ID | Project Location | Project Description | Project Category | Estimated Project Cost (2025 Dollars) | Potential Funding Source | Potential Agency Partner * | Project Evaluation Score ** | Package *** | Priority Horizon |
|--|--|---|--------------------------------|---------------------------------------|---|----------------------------|-----------------------------|-------------------------|----------------------|
| 13b | Ivy Street/SW 3rd Avenue intersection | Minor Upgrade to Pedestrian Facilities. Cost assumes installing a partial diverter on west leg of SW 3rd Avenue to close westbound receiving lane and installing crosswalk, ramps, and pedestrian refuge island on Ivy Street (remove crosswalk striping on north leg). | Pedestrian/ Bike Improvement | \$300,000 | City Transportation System Development Charge / City Street Funds | | High | Financially Constrained | Tier 3 |
| 13c | Elm Street/SW 3rd Avenue intersection | Minor Upgrade to Pedestrian Facilities. Cost assumes installing crosswalk, ramps, and curb extensions on Elm Street. | Pedestrian/ Bike Improvement | \$250,000 | City Transportation System Development Charge / City Street Funds | | High | Financially Constrained | Tier 2 |
| S Ivy Street (Corridor #14) Improvements from Township Road to SE 18th Avenue | | | | | | | | | |
| 14a | Township Road/S Ivy Street intersection | Traffic Control Improvement at Existing Intersection. Cost assumes conversion of flashing yellow light to traffic signal when traffic volumes meet warrants. | Intersection Improvement | \$175,000 | City Transportation System Development Charge / City Street Funds | | High | Financially Constrained | Tier 3 |
| 14b | Ivy Street/SE 18th Avenue intersection | Traffic Control Improvement at Existing Intersection. Cost assumes installation of a roundabout, but final traffic control to be determined through a future intersection control analysis. | Intersection Improvement | \$2,850,000 | City Transportation System Development Charge / City Street Funds | | Medium | Unconstrained | Unconstrained Tier 1 |
| Mulino Road (Corridor #15) Improvements from 1st Avenue to 13th Avenue | | | | | | | | | |
| 15a | Mulino Road from 1st Avenue to Township Road | Upgrade to 2-lane Collector with a Truck Route Designation. Cost assumes a 2-lane street with sidewalks and bike lanes on each side. | Multi-modal Street Improvement | \$6,700,000 | City Transportation System Development Charge / City Street Funds | Clackamas County | Low | Unconstrained | Unconstrained Tier 3 |
| 15b | Mulino Road from Township Road to 13th Avenue | Upgrade to 2-lane Collector with a Truck Route Designation. Cost assumes a 2-lane street with sidewalks and bike lanes on each side. | Multi-modal Street Improvement | \$5,000,000 | City Transportation System Development Charge / City Street Funds | Clackamas County | Low | Unconstrained | Unconstrained Tier 3 |
| SE 1st Avenue and Haines Road (Corridor #16) Improvements from SE Hazeldell Way to Territorial Road | | | | | | | | | |
| 16a | SE 1st Avenue from SE Hazeldell Way to Walnut Street | Upgrade to 2-lane Collector with a Truck Route Designation. Cost assumes a 2-lane street with sidewalks and bike lanes on each side. | Multi-modal Street Improvement | \$2,450,000 | City Transportation System Development Charge / City Street Funds | | Medium | Unconstrained | Unconstrained Tier 2 |
| 16b | SE 1st Avenue from Walnut Street to Mulino Road | Upgrade to 2-lane Collector with a Truck Route Designation. Cost assumes a 2-lane street with sidewalks and bike lanes on each side. | Multi-modal Street Improvement | \$1,950,000 | City Transportation System Development Charge / City Street Funds | | Medium | Unconstrained | Unconstrained Tier 2 |
| 16c | SE 1st Avenue/Mulino Road intersection | Traffic Control Improvement at Existing Intersection. Cost assumes installation of a roundabout, but final traffic control to be determined through a future intersection control analysis. | Intersection Improvement | \$2,800,000 | City Transportation System Development Charge / City Street Funds | Clackamas County | Medium | Unconstrained | Unconstrained Tier 1 |
| 16d | Haines Road from Mulino Road to Territorial Road | Upgrade to 2-lane Collector. Cost assumes a 2-lane street with sidewalks and bike lanes on each side. | Multi-modal Street Improvement | \$5,550,000 | City Transportation System Development Charge / City Street Funds | Clackamas County | Medium | Unconstrained | Unconstrained Tier 2 |
| SE 4th Avenue (Corridor #17) Improvements from the Logging Road Trail to Mulino Road | | | | | | | | | |
| 17a | SE 4th Avenue from the Logging Road Trail to Sequoia Parkway | Upgrade to 2-lane Collector. Cost assumes a 2-lane street with sidewalks and bike lanes on each side. | Multi-modal Street Improvement | \$3,700,000 | City Transportation System Development Charge / City Street Funds | | Low | Unconstrained | Unconstrained Tier 3 |
| 17b | SE 4th Avenue from Sequoia Parkway to Mulino Road | New 2-lane Collector with a Truck Route Designation. Cost assumes overcrossing of the railroad and a 2-lane street with sidewalks and bike lanes on each side. | Multi-modal Street Improvement | \$2,250,000 | City Transportation System Development Charge | | Low | Unconstrained | Unconstrained Tier 3 |
| Township Road (Corridor #18) Improvements from Ivy Street to Mulino Road | | | | | | | | | |
| 18a | Township Road from the Logging Road Trail to Sequoia Parkway | Upgrade to 2-lane Collector. Cost assumes a 2-lane street with sidewalks and bike lanes on each side. | Multi-modal Street Improvement | \$2,400,000 | City Transportation System Development Charge / City Street Funds | | Medium | Unconstrained | Unconstrained Tier 2 |
| 18b | Township Road/Sequoia Parkway intersection | Traffic Control Improvement at Existing Intersection. Cost assumes installation of a roundabout, but final traffic control to be determined through a future intersection control analysis. | Intersection Improvement | \$2,900,000 | City Transportation System Development Charge / City Street Funds | | Low | Unconstrained | Unconstrained Tier 3 |
| 18c | Township Road from the Sequoia Parkway to Mulino Road | Upgrade to 2-lane Collector. Cost assumes a 2-lane street with sidewalks and bike lanes on each side. | Multi-modal Street Improvement | \$2,550,000 | City Transportation System Development Charge / City Street Funds | | Low | Unconstrained | Unconstrained Tier 3 |
| 18d | Township Road/Mulino Road intersection | Traffic Control Improvement at Existing Intersection. Cost assumes installation of a roundabout, but final traffic control to be determined through a future intersection control analysis. | Intersection Improvement | \$2,900,000 | City Transportation System Development Charge / City Street Funds | Clackamas County | Low | Unconstrained | Unconstrained Tier 3 |
| 13th Avenue (Corridor #19) Improvements from Redwood Street to Mulino Road | | | | | | | | | |
| 19a | 13th Avenue from Redwood Street to Sequoia Parkway | Upgrade to 2-lane Collector. Cost assumes a 2-lane street with sidewalks and bike lanes on each side. | Multi-modal Street Improvement | \$4,700,000 | City Transportation System Development Charge / City Street Funds | Clackamas County | Low | Unconstrained | Unconstrained Tier 3 |

| Project ID | Project Location | Project Description | Project Category | Estimated Project Cost (2025 Dollars) | Potential Funding Source | Potential Agency Partner * | Project Evaluation Score ** | Package *** | Priority Horizon |
|--|--|--|--------------------------------|---------------------------------------|---|----------------------------|-----------------------------|-------------------------|----------------------|
| 19b | 13th Avenue from Sequoia Parkway to Mulino Road | Upgrade to 2-lane Collector with a Truck Route Designation. Cost assumes a 2-lane street with sidewalks and bike lanes on each side. | Multi-modal Street Improvement | \$2,700,000 | City Transportation System Development Charge / City Street Funds | Clackamas County | Low | Unconstrained | Unconstrained Tier 3 |
| Transit Service Enhancements | | | | | | | | | |
| A1 | New Transit Amenities | Improve transit stop amenities as needed, to include sheltered stops with seating, landing pads, route information, sidewalk connections, bicycle parking and lighting. | Transit Enhancement | \$1,000,000 | City Transit Funds | CAT | High | Financially Constrained | Tier 3 |
| Demand and System Management Enhancements | | | | | | | | | |
| B1 | New Bike Parking | Install new bike parking throughout the City. Standard rack parking should be provided in areas where users park for less than two hours. Long-term parking that is secure and weather-protected should be provided in areas where users park for more than two hours. | Demand/ System Management | \$50,000 | City Transportation System Development Charge / City Street Funds | | High | Financially Constrained | Tier 2 |
| B2 | Future Roadway Feasibility Study of extending SW Berg Parkway or another roadway in Downtown Canby from OR 99E to the north over the railroad (Project 4a) | Study the feasibility of extending SW Berg Parkway or another roadway in Downtown Canby from OR 99E to the north over the railroad (Project 4a). This study will evaluate connectivity and how a potential overcrossing of the railroad could be built in the future. Extending SW Berg Parkway or another roadway in Downtown Canby would create the City's first overcrossing of the railroad, closing a critical gap in the street system and improving emergency vehicle and freight truck access. This new crossing would also help relieve congestion on city streets. | Demand/ System Management | \$500,000 | City Transportation System Development Charge / City Street Funds | | High | Financially Constrained | Tier 2 |
| B3 | Future Roadway Feasibility Study of extending 4th Avenue from N Pine Street to N Redwood Street (Project 8b) | Study the feasibility of extending 4th Avenue from N Pine Street to N Redwood Street (Project 8b). This study will evaluate connectivity and how a potential street extension could be built in the future, including how it interacts with the Logging Road Trail and where it might connect to N Redwood Street. Extending 4th Avenue would create a new Collector north of OR 99E, closing a critical gap in the street system and helping to relieve congestion on OR 99E through downtown Canby. | Demand/ System Management | \$250,000 | City Transportation System Development Charge / City Street Funds | | High | Financially Constrained | Tier 2 |
| B4 | Future Roadway Feasibility Study of an additional bridge crossing of the Molalla River | Provide an additional bridge crossing of the Molalla River. While this project is unlikely to be constructed in the 20-year TSP horizon, it is included since providing a new bridge crossing and improving the connection between Interstate 5 and the City is a high priority for residents and commerce, helping to relieve congestion on OR 99E through the City and improving freight truck access. Phase 1 of this project will study the feasibility of a new bridge and identify how it could be built in the future. This study will evaluate connectivity and identify system improvements that may be needed to support a future bridge crossing and associated roadway connections. This project will identify critical environmental and other considerations associated with the potential alignment(s) traveling through rural areas of the County. Phase 2 construction of this project will be based on the outcome of Phase 1. | Demand/ System Management | \$1,000,000 | City Transportation System Development Charge / City Street Funds | Clackamas County | High | Unconstrained | Unconstrained Tier 1 |
| B5 | Future Roadway Feasibility Study of a parallel arterial route to OR 99E through the City from west of Berg Parkway to east of Territorial Road | Provide a parallel arterial route to OR 99E through the City from west of Berg Parkway to east of Territorial Road. While this project is unlikely to be constructed in the 20-year TSP horizon, it is included since providing an alternative route for traffic is a high priority for residents and commerce, helping to relieve congestion on OR 99E through the City and improving freight truck access. Phase 1 of this project will study the feasibility of a roadway and identify how it could be built in the future. This study will evaluate connectivity and identify system improvements that may be needed to support it. This project will identify critical environmental and other considerations associated with the potential alignment(s). Phase 2 construction of this project will be based on the outcome of Phase 1. | Demand/ System Management | \$1,000,000 | City Transportation System Development Charge / City Street Funds | Clackamas County | High | Unconstrained | Unconstrained Tier 1 |
| B6 | Future Study of the OR 99E Corridor through Canby to develop a corridor-wide improvement plan | Study the OR 99E Corridor through Canby to develop a corridor-wide improvement plan to align the highway with the context zone from the ODOT Highway Design Manual. Critical focus areas in Canby are new, expanded, and improved pedestrian and bicycle crossings, expanded pedestrian facilities and buffer from the vehicle travel way, protected and separated bicycle facilities, and improved traffic flow for vehicles and freight. | Demand/ System Management | \$500,000 | State Funds / City Street Funds | ODOT | High | Financially Constrained | Tier 2 |

Notes: * While there may be opportunities with other agencies to jointly fund projects, no additional funding beyond the revenue from the Canby Street Fund was assumed as these decisions are ultimately up to those agencies.

** The project priority rankings do not create an obligation to construct projects in any order and it is recognized that these priorities may change over time. The City of Canby will use the priorities listed in this TSP to guide investment decisions but will also regularly reassess local priorities to leverage new opportunities and reflect evolving community interests.

*** The City is not required to implement projects identified on the Financially Constrained list first. Priorities may change over time and unexpected opportunities may arise to fund particular projects. The City is free to pursue any of these opportunities at any time.

APPENDIX

APPENDIX A TRANSPORTATION REVENUE AND EXPENDITURES

The following sections provide details on the transportation funding that can reasonably be expected through 2043. The funding assumptions will help prioritize the investments the City can make in the transportation system and will be utilized to develop reasonable budgeting assumptions when selecting a set of transportation improvements to meet identified needs over the next 20 years.

CURRENT FUNDING SOURCES

The City uses several primary revenue sources for transportation, including the State Highway Trust, Local Gas Tax, Street Maintenance Fee, Transportation System Development Charges and Vehicle Registration Fees, in addition to other miscellaneous funds.

- **State Highway Trust Fund**

The State Highway Trust Fund makes distributions from the state motor vehicle fuel tax, vehicle registration and title fees, driver license fees and truck weight-mile taxes. Cities and counties receive a share of State Highway Trust Fund money, and by statute may use the money for any road-related purpose, including walking, biking, bridge, street, signal, and safety improvements.

- **Local Gas Tax**

Canby has an adopted local gas tax that is collected by fuel distributors. The local gas tax is three cents per gallon, and the collected funds may be used for capital improvements or system maintenance.

- **Street Maintenance Fee**

Canby assesses a recurring monthly street maintenance fee to all residences and businesses within the City that is used to fund on-going maintenance of streets. The current monthly fee for residential uses is \$5.00 per single family residence, \$3.34 per multi-family unit, \$2.09 per unit for detached senior housing and mobile home parks and \$1.04 per unit for attached senior housing and congregate care facilities. The monthly fee for non-residential uses varies based on the estimated number of trips a particular land use generates and a \$0.522 base charge per trip.

- **Transportation System Development Charge**

The Transportation System Development Charge (TSDC) is a one-time fee assessed on all new development and some redevelopment occurring within the City. The funds collected can pay for constructing or improving portions of roadways impacted by applicable development and include roadway improvements, bikeways and pedestrian facilities. The fee is based on the proposed land use and size, and is proportional to each land use's potential PM peak hour vehicle trip generation.

In Canby, only projects included on the TSDC project list are currently authorized to receive funds, however, the TSDC list may be modified in the future to include additional projects from the TSP. The City currently collects a TSDC of \$484 per Equivalent Length New Daily Trips (ELNDT) for transportation facilities.

- **Vehicle Registration Fees**

Clackamas County established a \$30 per year vehicle registration fee for new renewals/registrations starting January 2020 to help fund capital improvements or system maintenance. Forty percent of the revenue is allocated to cities within the county, which equates to approximately \$350,000 annually for Canby.

REVENUES AND EXPENDITURES

The following sections detail the revenue and expenditure forecasts.

REVENUES

Annual revenues include \$1.525 million from the State Highway Trust Fund, \$525,000 from the local gas tax, \$750,000 from the street maintenance fee, \$350,000 from County vehicle registration fees and \$525,000 from other miscellaneous revenue sources including grants, service charges and earned interest (see Table 1). In addition, the TSDC is expected to provide approximately \$950,000 annually for Canby.

Assuming, as a conservative estimate¹, the same levels of funding occur in the future, Canby can expect to receive approximately \$66.15 million in State Highway Trust Fund, County vehicle registration fee, local gas tax, street maintenance fee and miscellaneous fee revenue through 2043. In addition, the City TSDC is expected to provide approximately \$17.1 million in revenue through 2043.

EXPENDITURES

Expenditures include personnel services, roadway striping, traffic control, vegetation trimming, street sweeping, maintenance, and roadway engineering. The City estimates that it spends approximately \$2.9 million per year (or \$52.2 million through 2043) to maintain and operate its streets.

This includes an escalation rate of 3.3 percent² on the current Personnel Services, and Materials and Services expenditures and 10.0 percent on the current Capital Outlay/Maintenance expenditures³ to account for rising costs and ensure that needed roadway maintenance and repair work will not be deferred through 2043. Deferring necessary repair and preservation means spending much more to fix the same streets later, and repair costs rise exponentially as streets are left unmaintained. Every \$1 spent to keep a street in good condition avoids \$6 to \$14 needed later to rebuild the same street once it has deteriorated significantly⁴. Heavy truck traffic and wet weather comprise two of the most critical factors in pavement deterioration⁵. Heavy trucks (particularly those hauling gravel, logs,

¹ This assumes the population growth rate in Canby will be roughly the same as the cost inflation rate, therefore, maintaining existing revenues through 2043.

² Escalation rate of 4.5 percent based on the Construction Cost Index.

³ The Capital Outlay/Maintenance expenditures include the entire street maintenance fee revenue (i.e., \$750,000 annually or \$13.5 million through 2043) with the 10 percent escalation rate.

⁴ Smart Growth America, American Association of State Highway Officials (AASHTO)

⁵ Long-Term Pavement Performance, U.S. Department of Transportation, Federal Highway Administration

construction materials, overseas containers, agricultural products, garbage) flex the pavement and create spaces underneath. Wet weather, with cracked pavement or poor drainage, can also lead to water undermining pavement.

In addition, approximately \$340,000 per year (or \$6.12 million through 2043) is needed to administer the TSDC. This is based on the 2 percent compliance cost portion of the TSDC revenue allocation⁶.

⁶ TSDC revenue is allocated as follows: Motorized Improvements– 64%, Non-Motorized Improvements- 18%, Reimbursement Fees– 16% and Compliance Costs– 2%.

FUNDING SUMMARY

Through 2043, the City is expected to have approximately \$13.95 million for general street improvement needs (e.g., construction of new facilities) with an additional \$10.98 million in TSDC revenue specifically for projects on the TSDC project list (or other projects that may be added to the TSDC list in the future), as shown in Table 1.

TABLE 3: CANBY TRANSPORTATION REVENUE AND EXPENDITURES (2025 DOLLARS)

| STREET FUND | AVERAGE ANNUAL AMOUNT | ESTIMATED THROUGH 2043 |
|--|-----------------------|------------------------|
| REVENUES | | |
| STATE HIGHWAY TRUST FUND | \$1,525,000 | \$27,450,000 |
| LOCAL GAS TAX | \$525,000 | \$9,450,000 |
| STREET MAINTENANCE FEE | \$750,000 | \$13,500,000 |
| COUNTY VEHICLE REGISTRATION FEE | \$350,000 | \$6,300,000 |
| MISCELLANEOUS REVENUES | \$525,000 | \$9,450,000 |
| TOTAL STREET FUND REVENUES | \$3,675,000 | \$66,150,000 |
| EXPENDITURES | | |
| PERSONNEL SERVICES | \$1,025,000 * | \$18,450,000 |
| MATERIALS AND SERVICES | \$725,000 * | \$13,050,000 |
| CAPITAL OUTLAY/MAINTENANCE | \$925,000 ** | \$16,650,000 |
| TRANSFERS OUT | \$225,000 * | \$4,050,000 |
| TOTAL STREET FUND EXPENDITURES | \$2,900,000 | \$52,200,000 |
| STREET FUND SUMMARY (REVENUE-EXPENDITURES) | \$775,000 | \$13,950,000 |
| TRANSPORTATION SYSTEM DEVELOPMENT CHARGE FUND *** | | |
| TSDC REVENUE | \$950,000 | \$17,100,000 |
| TSDC EXPENDITURE | \$340,000 | \$6,120,000 |
| TSDC FUNDING SUMMARY (REVENUE-EXPENDITURES) | \$610,000 | \$10,980,000 |

Notes: * An escalation rate of 3.3 percent was applied to the current average annual expenditure.

** An escalation rate of 10 percent was applied to the current average annual street maintenance fee revenue and used as the total expenditure.

*** Assumes current TSDC rate and project list. Only projects included on the TSDC project list are currently authorized to receive funds, however, the TSDC list may be modified in the future to include additional projects from the TSP.

POTENTIAL ADDITIONAL FUNDING SOURCES

New transportation funding options include local taxes, assessments and charges, and state and federal appropriations, grants, and loans. Factors that constrain these resources, include the willingness of local leadership and the electorate to burden residents and businesses with taxes and fees; the portion of available local funds dedicated or diverted to transportation issues from other competing city programs; and the availability of State and Federal funds. The City should consider all opportunities for providing or enhancing funding for the transportation improvements included in the TSP. It is also worth noting that many of the TSP projects will be implemented with partner agencies (i.e., ODOT, Clackamas County), and some will also likely be built in coordination with land use actions and future development.

Counties and cities have used the following sources to fund the capital and maintenance aspects of their transportation programs. As described below and summarized in Table 2, they may help to address existing or new needs identified in Canby's TSP.

TABLE 4: POTENTIAL FUNDING OPTIONS

| FUNDING OPTION | ALLOWED USE OF FUNDS | ACTION REQUIRED TO IMPLEMENT | EXAMPLE CHARGE | POTENTIAL ADDITIONAL ANNUAL REVENUE |
|---|-------------------------------------|------------------------------|---|-------------------------------------|
| TRANSPORTATION SYSTEM DEVELOPMENT CHARGE UPDATE | Capital improvements | City Council action | +\$517 per ELNDT (\$1,001 per ELNDT) | +\$1.20 million |
| | | | +\$775 per ELNDT (\$1,259 per ELNDT) | +\$1.75 million |
| | | | +\$1,033 per ELNDT (\$1,517 per ELNDT) | +\$2.35 million |
| STREET MAINTENANCE FEE INCREASE | Capital improvements or maintenance | City Council action | +10% per month for residential units and non-residential uses | +\$75,000 |
| LOCAL FUEL TAX INCREASE | Capital improvements or maintenance | Voter Approval | +\$01 per gallon | +\$175,000 |
| PROPERTY TAX LEVY | Capital improvements or maintenance | Voter Approval | \$0.10 per \$1,000 in assessed value (per year, for 5 years) | +\$225,000 |
| LOCAL IMPROVEMENT DISTRICTS | Capital improvements | Affected Property Owners | n/a | n/a |
| DEBT FINANCING | Capital improvements | Varies | n/a | n/a |

TRANSPORTATION SYSTEM DEVELOPMENT CHARGE UPDATE

The City currently collects a TSDC of \$484 per ELNDT for transportation facilities. The City may wish to update the current TSDC rate for transportation facilities based on the transportation needs established in the TSP. As an example, a TSDC rate of \$1,001, \$1,259 or \$1,517 per ELNDT would provide the City with an additional \$1.20 million, \$1.75 million, or \$2.35 million annually, respectively, and an additional \$21.6 million, \$31.5 million, or \$42.3 million through 2043, respectively. A rate study is required to determine appropriate TSDC fees based on capacity project costs, growth potential, and local preferences.

STREET MAINTENANCE FEE INCREASE

The current monthly fee for residential uses is \$5.00 per single family residence, \$3.34 per multi-family unit, \$2.09 per unit for detached senior housing and mobile home parks and \$1.04 per unit for attached senior housing and congregate care facilities. The monthly fee for non-residential uses varies based on the estimated number of trips a particular land use generates and a \$0.522 base charge per trip.

As an example, raising the current street maintenance fees by 10 percent would increase the monthly cost to \$5.50 per single family residence, \$3.67 per multi-family unit, \$2.30 per unit for detached senior housing and mobile home parks and \$1.14 per unit for attached senior housing and congregate care facilities, and to a \$0.5742 base charge per trip for non-residential uses. This potential increase is estimated to provide an additional \$75,000 annually or \$1.35 million through 2043.

LOCAL FUEL TAX INCREASE

To estimate the potential revenue generated from a local fuel tax increase in Canby, the monthly gallons of fuel utilized in Canby was obtained. Canby fuel distributors collected revenue on 1,230,689 gallons of fuel in August 2025 or an estimated 64 gallons of fuel per resident during 2025. Assuming the same average monthly fuel usage per resident, a local fuel tax increase of one cent per gallon, to four cents per gallon, could generate an additional \$175,000 annually or \$3.15 million through 2043.

PROPERTY TAX LEVY

Property tax levies are another funding option available to Cities. Voter approval is required to enact a local option tax, and the tax may be imposed for up to five years at a time, at which time a City will need voter approval if it desires to renew the levy. The only exception is that a levy for a specific capital project may be imposed for the expected useful life of the capital project up to a maximum of 10 years. Assuming a rate of \$0.10 per \$1,000 in assessed value as a five-year levy for the City, the City could expect to collect around \$225,000 annually over five years.

LOCAL IMPROVEMENT DISTRICTS

Local Improvement Districts (LIDs) can fund capital transportation projects that benefit a specific group of property owners. LIDs require owner/voter approval and a specific project definition.

Assessments against benefiting properties pay for improvements. LIDs can supply match for other funds where a project has system wide benefit beyond benefiting the adjacent properties. LIDs are often used for sidewalks and pedestrian amenities that provide local benefit to residents along the subject street. Property owners are assessed a proportional share of the cost at the end of the project or the City may elect to allow for installment payments with interest.

DEBT FINANCING

While not a direct funding source, debt financing is another funding method. Through debt financing, available funds can be leveraged, and the cost can be spread over the project's useful life. Though interest costs are incurred, the use of debt financing can serve not only as a practical means of funding major improvements, but it is also viewed as an equitable funding source for larger projects because it spreads the burden of repayment over existing and future customers who will benefit from the projects. One caution in relying on debt service is that a funding source must still be identified to fulfill annual repayment obligations. Three methods of debt financing are listed below:

- General Obligation (GO) Bonds – Subject to voter approval, a City can issue GO bonds to debt finance capital improvement projects. GO bonds are backed by the increased taxing authority of the City, and the annual principal and interest repayment is funded through a new, voter-approved assessment on property throughout the City (i.e., a property tax increase). Depending on the critical nature of projects identified in the TSP and the willingness of the electorate to accept increased taxation for transportation improvements, voter approved GO bonds may be a feasible funding option for specific projects. Proceeds may not be used for ongoing maintenance.
- Limited Tax General Obligation (LTGO) Bonds – Limited Tax General Obligation (LTGO) Bonds are similar to General Obligation (GO) bonds; however, they do not have to be voted on by constituents. A City pledges its general revenues to bondholders along with the utility revenues. The advantages to this option are that it does not require reserves or coverage (such as Revenue bonds) and does not require a vote.
- Revenue Bonds – Revenue bonds are debt instruments secured by rate revenue. For a City to issue revenue bonds for transportation projects, it would need to identify a stable source of ongoing rate funding. Interest costs for revenue bonds are slightly higher than for general obligation bonds due to the perceived stability offered by the "full faith and credit" of a jurisdiction.

GRANT OPPORTUNITIES

Grant opportunities could also provide additional funding for the City. Several major grant opportunities are listed below.

ODOT STATEWIDE TRANSPORTATION IMPROVEMENT PROGRAM (STIP) FUNDING

The Statewide Transportation Improvement Program, also known as the STIP, is the Oregon Department of Transportation's capital improvement plan for state and federally-funded projects.

ODOT has modified the process for selecting projects that receive STIP funding to allow local agencies to receive funding for projects off the state system. Projects that enhance system

connectivity and improve multi-modal travel options are the focus. The updated TSP prepares the City to apply for STIP funding.

TRANSPORTATION AND GROWTH MANAGEMENT PLANNING GRANTS

Transportation and Growth Management (TGM) Planning Grants help communities address pressing transportation, land use, and growth management issues. TGM grants are for long range planning work for streets and land to lead to more livable, sustainable, and economically vital communities. This planning also increases opportunities for transit, walking and bicycling.

CONNECT OREGON GRANTS

Connect Oregon is an initiative established by the 2005 state legislature to invest in non-highway modes of transportation. The program currently funds aviation, rail, and marine projects via competitive grants and matching funds for federal grant programs. In past years, the program also funded bicycle, pedestrian and transit projects.

OREGON COMMUNITY PATHS PROGRAM

The Oregon Community Paths grant program helps communities create and maintain off-street pedestrian and bicycle facilities, with the goal of complementing and expanding existing active transportation programs across the state. ODOT uses money from the Multimodal Active Transportation Fund and federal Transportation Alternatives Program fund for this program, with grants provided for project development, construction, reconstruction, major resurfacing or other improvements of multi-use paths that improve access and safety for people walking and bicycling.

SAFE ROUTES TO SCHOOL PROGRAMS

Safe Routes to School refers to efforts that improve, educate, or encourage children safely walking (by foot or mobility device) or biking to school. ODOT has two main types of Safe Routes to School programs: infrastructure and non-infrastructure. Infrastructure programs focus on making sure safe walking and biking routes exist through investments in crossings, sidewalks and bike lanes, flashing beacons, and the like. Non-infrastructure programs focus on education and outreach to ensure awareness and safe use of walking and biking routes. In 2023, the Oregon Legislature authorized \$15 million in gas tax revenue annually to the Safe Routes to School Construction Program.

APPENDIX B TRANSPORTATION PROJECT SOURCES

The following table provides details on how the recommended transportation solutions were developed using guidance from stakeholders, previous plans and independent project team evaluation in Technical Memorandum #7 and #9.

TABLE: ASPIRATIONAL PROJECT SOURCES

| Location | Category | 2011 TSP Project # | Project Description | Project Extent | Source | Still Applicable? | Assessment | Include Project in TSP Update? |
|----------|---|--------------------|---|---|-------------------------------|-------------------|---|--------------------------------|
| OR 99E | Sidewalks | | LTS | OR 99E throughout Canby | 2023 - Future Needs | | Addressed through other projects | No |
| | Bike Lanes | | Bike facilities | OR 99E throughout Canby | 2023 - Future Needs | | Addressed through other projects | No |
| | Non-Capacity Improvements | N1 | Construct multi-modal improvements (associated with STA designation) and repave highway (includes Pedestrian Projects S1 and C4) | OR 99E (Elm Street to Locust Street) | 2011 Canby TSP - FC | No | | No |
| | Sidewalks | S1 | Install sidewalks (north side) | OR 99E (north side, Knott St to Locust St) | 2011 Canby TSP - FC | Yes | - | Yes |
| | Enhanced Pedestrian Crossing | C4 | Install pedestrian refuge island | OR 99E (between Ivy St and Locust St) | 2011 Canby TSP - FC | No | Under Construction | No |
| | Safety | | Install safety countermeasures, potentially including: Replacing incandescent traffic signal bulbs with light emitting diodes (LEDs) Providing overhead lane-use signs Reflective backplate signs behind traffic signals Left-turn traffic calming Reduce # of driveways (access management) Remove two-way left turn lane and replace with median | OR 99E from Elm St to Pine St | 2023 Canby TSP - Future Needs | Yes | Flagged in safety evaluation | Yes |
| | UPRR safety | | Installing hinged pedestrian gate skirts on the sidewalks at rail crossings | OR 99E from Elm St to Pine St | 2011 Canby TSP - FC | No | Flagged in safety assessment | No |
| | Enhanced Pedestrian Crossing | C1 | Improve crosswalk and ramps | OR 99E and UPRR (at Elm St) | 2011 Canby TSP - FC | No | ODOT is building curb ramps at intersection w/OR99E | Yes |
| | Railroad Crossing Improvements | R1 | Improve rail crossing (fill in gaps adjacent to rails) Install hinged pedestrian gate skirts on the sidewalks at the rail crossing | UPRR (at Elm St) | 2011 Canby TSP - FC | Yes | Sidewalks exist but no pedestrian barrier exists | Yes |
| | Enhanced Pedestrian Crossing | C2 | Improve crosswalk and ramps, install pedestrian refuge island | OR 99E and UPRR (at Grant St) | 2011 Canby TSP - FC | No | ODOT is building curb ramps at intersection w/OR99E | Yes |
| | Railroad Crossing Improvements | R2 | Improve rail crossing (fill in gaps adjacent to rails) Install hinged pedestrian gate skirts on the sidewalks at the rail crossing | UPRR (at Grant St) | 2011 Canby TSP - FC | Yes | Sidewalks exist but no pedestrian barrier exists | Yes |
| | Enhanced Pedestrian Crossing | C3 | Improve crosswalk and ramps, install pedestrian refuge island | OR 99E (at Ivy St) | 2011 Canby TSP - FC | No | ODOT is building curb ramps at intersection w/OR99E | Yes |
| | Railroad Crossing Improvements | R3 | Improve rail crossing (fill in sidewalk gaps adjacent to rails) Install hinged pedestrian gate skirts on the sidewalks at the rail crossing | UPRR (at Ivy St) | 2011 Canby TSP - FC | Yes | Sidewalks exist but no pedestrian barrier exists | Yes |
| | Safety | | Left-turning traffic calming treatments (e.g., hardened centerline) Adjust signal timing for safety Reflectorized backplates and replace bulbs with LED bulbs | OR 99E & S Ivy St | 2023 Canby TSP - Future Needs | Yes | Flagged in safety evaluation - Rear end, Left Turn | Yes |
| | Isolated Intersection Capacity Improvements | | Add second SB LT lane, WB RT lane; consider trade-offs with ROW acquisition, degradation to ped, bike LTS | OR 99E & S Ivy St | 2023 Canby TSP - Future Needs | Yes | reduces v/c to ~0.95 | Yes |
| | Isolated Intersection Capacity Improvements | | L4&L9 | OR 99E/Pine Street | 2023 - Future Needs | No | Not able to meet 2043 v/c | No |
| | Large-Scale Capacity Improvements | L4 | Install westbound right-turn lane, convert southbound approach to two left turn lanes and a shared through-right lane (requires additional lane across railroad tracks), relocate southbound approach stop bar behind railroad tracks, and adjust signal timing to run with split phases for northbound and southbound approaches (includes Pedestrian Project C7 and Bicycle Project R4) | OR 99E/Pine Street and Adjacent Union Pacific Railroad Crossing | 2011 Canby TSP - FC | | Reduces v/c to ~0.98 | Yes |
| | Large-Scale Capacity Improvements | L9 | Close Union Pacific Railroad crossing and install gate that only allows service to emergency vehicles | OR 99E/Pine Street and Adjacent Union Pacific Railroad Crossing | 2011 Canby TSP - FC | No | | No |

| Location | Category | 2011 TSP Project # | Project Description | Project Extent | Source | Still Applicable? | Assessment | Include Project in TSP Update? |
|--|---|--------------------|--|--|-------------------------------|-------------------|---|--------------------------------|
| OR 99E between Sequoia Parkway and the eastern edge of the Canby UGB | Enhanced Pedestrian Crossing | C7 | Improve crosswalk and ramps | OR 99E (at Pine St) | 2011 Canby TSP - FC | Yes | ODOT is building curb ramps, rebuilding sidewalk on NW corner at intersection w/OR99E | Yes |
| | Railroad Crossing Improvements | R4 | Provide rail crossing Improve rail crossing (fill in sidewalk gaps adjacent to rails) Install hinged pedestrian gate skirts on the sidewalks at the rail crossing | UPRR (at Pine St-NE 4th Ave) | 2011 Canby TSP - FC | Yes | Associated with C7, L4 | Yes |
| | Enhanced Pedestrian Crossing | | Build enhanced pedestrian crossing of OR 99E between Sequoia Parkway and the eastern edge of the UGB | OR 99E between Sequoia Parkway and the eastern edge of the Canby UGB | 2011 - Future Needs | Yes | >4500ft segment with no crossing. Even with Walnut St extension in between, still >2000 ft of segment without crosswalk | Yes |
| | Safety | | Installing safety countermeasures advance warning signs (e.g., signal ahead) | OR 99E & Sequoia Pkwy | 2023 - Future Needs | No | Flagged in safety evaluation - Angle | No |
| | Safety | | Replacing incandescent traffic signal bulbs with light emitting diodes (LEDs) Providing overhead lane-use signs | OR 99E & SW Berg Pkwy | 2023 Canby TSP - Future Needs | | Flagged in safety evaluation - Rear end | Yes |
| | Non-Capacity Improvements | N2 | Convert to adaptive signal system | All traffic signals on OR 99E within Canby city limits | 2011 Canby TSP - FC | No | Signal timing data updated | No |
| | Large-Scale Capacity Improvements | L2 | Install traffic signal (associated with Otto Road Extension) | OR 99E/Otto Road | 2011 Canby TSP - FC | No | New signal at Walnut | No |
| | Large-Scale Capacity Improvements | L8 | Install overcrossing of OR 99E and Union Pacific Railroad with ramps and traffic signals providing access to OR 99E on the south side of the overcrossing and a frontage road along the north side of OR 99E connecting Otto Road to Pine Street | OR 99E/Otto Road | 2011 Canby TSP - FC | No | - | No |
| | Sidewalks | S11 | Install sidewalks, crosswalks, ramps | Otto Rd (OR 99E to SE 1st Ave) | 2011 Canby TSP - FC | No | Walnut Street extension | No |
| | Bike Lanes | B7 | Install bike lanes | Otto Rd (OR 99E to Mulino Road) | 2011 Canby TSP - FC | No | Walnut Street extension | No |
| | Large-Scale Capacity Improvements | L1 | Construct new road (includes two roundabouts and Pedestrian Project S10 and Bicycle Project B7) | Otto Road Extension (OR 99E to Mulino Road) | 2011 Canby TSP - FC | No | Walnut Street extension | No |
| S Ivy St | Isolated Intersection Capacity Improvements | | Add dual left? | OR 99E & Territorial Rd | 2023 - Future Needs | Yes | | |
| | Sidewalks | | Build sidewalks between Township Road and SW 16th Ave | Ivy Street between Township Road and 13th Avenue | 2023 Canby TSP - Future Needs | | partial sidewalk and Moderate to High LTS | Yes |
| | Bike Lanes | | Build buffered/protected bike lane on Ivy St between NW 1st Ave and SW 3rd Ave | NW 1st Ave to SW 3rd Ave | 2023 Canby TSP - Future Needs | Yes | New project; has bike lane but Moderate LTS | Yes |
| | Bike lanes | | Add buffer and/or physical separation to existing bike lane between SW 3rd Ave and SW 13th Ave | SW 13th Ave and SW 3rd Ave | 2023 Canby TSP - Future Needs | Yes | New project; Existing facility is insufficient | Yes |
| | Bike boxes | | Add bike boxes to Ivy St/Township Rd intersection (all approaches) | Ivy St/Township Rd intersection | 2023 Canby TSP - Future Needs | Yes | New project: Will facilitate left turns | Yes |
| | Bike boxes | | Add bike boxes to Ivy St/13th Ave intersection (all approaches) | Ivy St/SW 13th Ave | 2023 Canby TSP - Future Needs | Yes | New project; Will facilitate left turns | Yes |
| | Sidewalks | S4 | Fill in sidewalk gaps | S Ivy St (OR 99E to Lee Elementary) | 2011 Canby TSP - FC | No | North of the school still need to be filled | No |
| | Sidewalks | S12 | Fill in sidewalk gaps | S Ivy St (S 13th Ave to S 16th Ave) | 2011 Canby TSP - FC | No | One-side sidewalk | No |
| | Traffic signal | I1 | Install traffic signal (includes Pedestrian Project C5) | Township Road/South Ivy Street | 2011 Canby TSP - FC | No | Not able to meet 2043 v/c. Flasher is under construction. When warrant is met, install traffic signal | No |
| | Enhanced Pedestrian Crossing | C5 | Install crosswalk and ramps | S Ivy St (north leg at Township Rd) | 2011 Canby TSP - FC | Yes | | Yes |
| | Isolated Intersection Capacity Improvements | I7 | Install eastbound right-turn lane | South Ivy Street/SW 2nd Avenue | 2011 Canby TSP - FC | No | Volumes too low in model plot | No |

| Location | Category | 2011 TSP Project # | Project Description | Project Extent | Source | Still Applicable? | Assessment | Include Project in TSP Update? |
|-------------------|---|--------------------|---|---|-------------------------------|-------------------|--|--------------------------------|
| | Isolated Intersection Capacity Improvements | I8 | Install partial diverter on west leg to close westbound receiving lane (includes Pedestrian Project C8) | South Ivy Street/SW 3rd Avenue | 2011 Canby TSP - FC | No | No reason to install diverter | No |
| | Enhanced Pedestrian Crossing | C8 | Install crosswalk, ramps, and pedestrian refuge island | S Ivy St (south leg at SW 3rd Ave) | 2011 Canby TSP - FC | Yes | Original project called for closing crosswalk on north leg, but there's no reason to | Yes |
| | Isolated Intersection Capacity Improvements | I3 | Remove southbound stop sign, restrict east leg to right-in/right-out, and install diverter on west leg to only allow southbound right turns | North Ivy Street/North 1st Avenue | 2011 Canby TSP - FC | No | No need to remove SB stop sign or restrict to RI/RO | No |
| Township Rd | Sidewalks | | Build sidewalks on Township Road near Baker Prairie Middle School and Cecile Trost Elementary School | Township Road near Baker Prairie Middle School and Cecile Trost Elementary School | 2023 Canby TSP - Future Needs | Yes | partial sidewalk and Moderate to High LTS | Yes |
| | Bike Lanes | | Build bike lanes on Township Rd east of Sequoia Pkwy | South Township Road (east of Sequoia Parkway) | 2011 Canby TSP - Future Needs | Yes | | Yes |
| | Sidewalks | S13 | Install sidewalks | S Township Rd (OPRR to Sequoia Pkwy) | 2011 Canby TSP - FC | Yes | | Yes |
| | Railroad Crossing Improvements | R5 | Move guardrail and improve rail crossing (fill in gaps adjacent to rails) | OPRR (at Township Rd) | 2011 Canby TSP - FC | Yes | ROW for sidewalks is a challenge | Yes |
| | Isolated Intersection Capacity Improvements | I2 | Convert to all-way stop and install eastbound and westbound left-turn lanes (includes Pedestrian Project C6) | Township Road/Sequoia Parkway | 2011 Canby TSP - FC | | AWS installed, but not EB WB turn lanes, no crosswalk except west leg; meets EB LT warrant but not WB | Yes |
| | Enhanced Pedestrian Crossing | C6 | Provide crosswalk | Township Rd (at Sequoia Pkwy) | 2011 Canby TSP - FC | Yes | | Yes |
| | Roundabout Improvements | O2 | Install roundabout | Township Road/Redwood Street | 2011 Canby TSP - FC | No | Current AWS, 2043 meeting mobility target | No |
| | Roundabout Improvements | O3 | Intersection improvement | Township Road/Mulino Road | 2011 Canby TSP - FC | Yes | Meets 2043 mobility target, but need to consider future UGB expansion and traffic attraction to the intersection | Yes |
| Knights Bridge Rd | Sidewalks | S6 | Fill in sidewalk gaps | Knights Bridge Rd (west UGB to Ash St) | 2011 Canby TSP - FC | Yes | Segment between UGB and Ash St | Yes |
| | Sidewalks | S10 | Install sidewalks | Holly St from Knights Bridge to 6th Ave, 6th Ave from Holly St to Ivy St | 2011 Canby TSP - FC | Yes | Assuming this is 6th Ave | Yes |
| | Bike Lanes | | Install bike lanes | 6th Ave from Knights Bridge to Ivy Street | 2023 Canby TSP - Future Needs | Yes | New project | Yes |
| | Bike Lanes | B2 | Stripe bike lanes | Knights Bridge Rd (west edge of UGB to Holly St) | 2011 Canby TSP - FC | No | Ash St to UGB | No |
| | Isolated Intersection Capacity Improvements | I5 | Restripe northbound approach to include a right-turn lane | Knights Bridge Road/Cedar Street | 2011 Canby TSP - FC | No | | No |
| | New Roadways | | Build a bypass from Knights Bridge Road to Territorial Road | Knights Bridge Road to Territorial Road | 2024 Public Engagement | Yes | Unlikely to be funded | Yes |
| N Holly St | Sidewalks | S7 | Fill in sidewalk gaps | N Holly St (NW 5th Ave to NW Territorial Rd) | 2011 Canby TSP - FC | Yes | One-side sidewalk in between | Yes |
| | Ped | | LTS | Holly Street near Triangle Park | 2023 - Future Needs | No | partial sidewalk and High LTS | No |
| | Bike Lanes | B1 | Install enhancements to create a bicycle boulevard | N Holly St (NW 6th Ave to Multi-Use Trail) | 2011 Canby TSP - FC | Yes | | Yes |
| | Bike Lanes | B3 | Stripe bike lanes (widen as needed) | N Holly St (NW 22nd Ave to NW 6th Ave) | 2011 Canby TSP - FC | | Consider adding physical separators/buffer | Yes |
| SE 13th Ave | Sidewalks | | fill sidewalk gaps on SE 13th Ave east of S Redwood St | SE 13th Avenue (east of South Redwood Street) | 2011 Canby TSP - Future Needs | Yes | One-side/no sidewalk in between | Yes |
| | Sidewalks | | fill sidewalk gaps on SE 13th Ave between Ivy St and S Redwood St | 13th Avenue near the complex that includes Philander Lee Elementary School | 2023 Canby TSP - Future Needs | Yes | has sidewalk and Moderate LTS | Yes |

| Location | Category | 2011 TSP Project # | Project Description | Project Extent | Source | Still Applicable? | Assessment | Include Project in TSP Update? |
|--------------------------------|---|--------------------|--|--|-------------------------------|-------------------|--|--------------------------------|
| | Bike lanes | | Add buffer and/or physical separation to existing bike lanes | Logging Road to OR 99E (on SW Berg Parkway) | 2023 Canby TSP - Future Needs | Yes | | Yes |
| | Non-Capacity Improvements | N3 | Perform safety study and construct traffic calming and other safety improvements prior to constructing Sequoia Parkway Extension to SE 13th Avenue | SE/SW 13th Avenue (Berg Parkway to Sequoia Parkway Extension) | 2011 Canby TSP - FC | No | | No |
| SE Sequoia Parkway | Sidewalks | | | SE Sequoia Parkway | 2011 Canby TSP - Future Needs | No | One-side/no sidewalk in between | No |
| | Bike Lanes | | Restripe to add buffer to bike lanes | Sequoia Parkway between Township Road and OR 99E | 2023 Canby TSP - Future Needs | Yes | currently has bike lanes but experiences Moderate LTS | Yes |
| | Large-Scale Capacity Improvements | L7 | Install two-lane collector roadway with grade-separated rail crossing (includes sidewalks and bike lanes) | Sequoia Parkway Extension (Township Rd to SE 13th Avenue) | 2011 Canby TSP - FC | No | Sidewalk one side | No |
| Pine St (OR 99E to NE 4th Ave) | Sidewalks | S5 | Install sidewalks | Pine St (OR 99E to NE 4th Ave) | 2011 Canby TSP - FC | Yes | Segment between OR99E and fairground | Yes |
| | Bike Lanes | B6 | Install bike lanes | Pine St (OR 99E to NE 4th Ave) | 2011 Canby TSP - FC | Yes | OR99 to fairground | Yes |
| South Haines Road | Sidewalks | | | South Haines Road | 2011 Canby TSP - Future Needs | No | | No |
| | Bike Lanes | | | South Haines Road | 2011 Canby TSP - Future Needs | No | | No |
| | Enhanced Pedestrian Crossing | | | South Haines Road | 2011 Canby TSP - Future Needs | No | With some HH, might need to consider, not seeing why crossing is nessasary | No |
| | Isolated Intersection Capacity Improvements | | improved connectivity to OR 99E from the Canby Pioneer Industrial Area | South Haines Road | 2011 Canby TSP - Future Needs | No | Improve Territorial Road as new connector? | No |
| South Mulino Road | Sidewalks | | | South Mulino Road | 2011 Canby TSP - Future Needs | No | Mostly no, with short segment of one-side | No |
| | Enhanced Pedestrian Crossing | | | South Mulino Road | 2011 Canby TSP - Future Needs | No | Not expecting many ped, might not be priority | No |
| | Bike Lanes | | | South Mulino Road | 2011 Canby TSP - Future Needs | No | One-side/no bike lane | No |
| South Walnut Street | Sidewalks | | | South Walnut Street | 2011 Canby TSP - Future Needs | No | One-side sidewalk | No |
| | Bike Lanes | | | South Walnut Street | 2011 Canby TSP - Future Needs | No | | No |
| SE 1st Avenue | Sidewalks | | | SE 1st Avenue | 2011 Canby TSP - Future Needs | No | some one-side sidewalk | No |
| | Bike Lanes | | | SE 1st Avenue | 2011 Canby TSP - Future Needs | No | One-side/no bike lane | No |
| Territorial Rd | Sidewalks | S8 | Fill in sidewalk gaps | Territorial Rd (Holly St to OR 99E) | 2011 Canby TSP - FC | No | One-side/no sidewalk in between | No |
| | Bike Lanes | | | SE Territorial Road | 2011 Canby TSP - Future Needs | | No west of Holly St | No |
| | Bike Lanes | | Add buffer and/or physical separation to existing bike lanes | N Holly St to OR 99E | 2023 - Future Needs | Yes | New project | Yes |
| | Isolated Intersection Capacity Improvements | | potential intersection upgrade (does not meet signal warrant) | Territorial Rd & Redwood St | 2023 Canby TSP - Future Needs | Yes | Not able to meet 2043 v/c | Yes |
| | New Roadways | | Create bypass to I-5 | Territorial Road to I-5 connection west of Canby. Alternate route could be Arnt Road extension | 2024 Public Engagement | Yes | Unlikely to be funded | Yes |
| SE 4th Avenue | Large-Scale Capacity Improvements | L5 | Install two-lane collector roadway (includes Pedestrian Project S13 and Bicycle Project B8) | SE 4th Avenue Extension (Sequoia Parkway to Mulino Road) | 2011 Canby TSP - FC | No | Assumed as baseline project | No |
| | Bike Lanes | B8 | Install bike lanes | SE 4th Ave (Sequoia Pkwy to Mulino Rd) | 2011 Canby TSP - FC | No | Assumed as baseline project | No |

| Location | Category | 2011 TSP Project # | Project Description | Project Extent | Source | Still Applicable? | Assessment | Include Project in TSP Update? |
|---|---|--------------------|--|---|-------------------------------|-------------------|---|--------------------------------|
| NE 3rd Avenue & NE 4th Ave | Large-Scale Capacity Improvements | L6 | Convert roadways to one-way travel (to provide sufficient space for bike lane and sidewalks) | NE 3rd Avenue (Locust Street to NE 4th Avenue) and NE 4th Avenue (Locust Street to NE 3rd Avenue) | 2011 Canby TSP - FC | No | B4 | No |
| NE 3rd Avenue | Sidewalks | S2 | Install sidewalks | NE 3rd Ave (Locust Street to NE 4th Ave) | 2011 Canby TSP - FC | No | | No |
| | Bike Lanes | B4 | Stripe bike lane (provide sufficient space for bike lane and sidewalks by converting roadways to one-way travel) | NE 3rd Ave (Locust St to NE 4th Ave) and NE 4th Ave (Locust St to NE 3rd Ave) | 2011 Canby TSP - FC | No | | No |
| NE 4th Ave | Sidewalks | S3 | Install sidewalks | NE 4th Ave (NE 3rd Ave to Fairgrounds) | 2011 Canby TSP - FC | No | | No |
| | Bike Lanes | B5 | Install bike lanes | NE 4th Ave (NE 3rd Ave to Fairgrounds Entrance) | 2011 Canby TSP - FC | No | | No |
| NE 10th Ave (Holly St to Pine St) | Sidewalks | S9 | Install sidewalks | NE 10th Ave (Holly St to Pine St) | 2011 Canby TSP - FC | Yes | | Yes |
| | Bike lanes | | Stripe buffered bike lanes or create bicycle boulevard | N Holly St to Logging Road connection (NE 9th or NE 11th Ave) | 2024 Public Engagement | Yes | Select facility type based on volumes | Yes |
| SE Hazel Dell Way | Sidewalks | | | SE Hazel Dell Way | 2011 Canby TSP - Future Needs | No | One-side sidewalk | No |
| Elm Street | Bike Lanes | | | Elm Street (between NW 3rd Avenue and SW 4th Avenue) | 2011 Canby TSP - Future Needs | No | | No |
| North Birch Street | Bike Lanes | | | North Birch Street (between Knights Bridge Road and NW Territorial Road) | 2011 Canby TSP - Future Needs | No | | No |
| Redwood Street | Bike Lanes | | Bike facilities | Redwood Street between OR 99E and 13th Avenue | 2023 - Future Needs | No | has bike lane but Moderate LTS | No |
| Berg Parkway | Large-Scale Capacity Improvements | L10 | Extend Berg Parkway to NW 3rd Avenue via a grade-separated crossing of the Union Pacific Railroad | Berg Parkway Extension | 2011 Canby TSP - FC | Yes | Will not be on FC list | Yes |
| Grant St | Isolated Intersection Capacity Improvements | I4 | Remove southbound stop sign | North Grant Street/NW 1st Avenue | 2011 Canby TSP - FC | No | | No |
| | Isolated Intersection Capacity Improvements | I6c | Install westbound right-turn lane | South Grant Street/SW 2nd Avenue | 2011 Canby TSP - FC | No | | No |
| NW 3rd Ave & N Cedar St | Safety | | Improving intersection warning (e.g., pavement marking, striping, and signage) Converting the intersection to an all-way stop control Installing continental crosswalk markings and advance pedestrian warning signs | NW 3rd Ave & N Cedar St | 2023 - Future Needs | No | Only 2 crashes 2017-2021 | No |
| Old Pacific Highway (near Canby High School) | Sidewalks | | | Old Pacific Highway (near Canby High School) | 2011 Canby TSP - Future Needs | No | Not sure where Old Pacific Highway is, seems like it's the south of OR99 close to Berg, partial sidewalks and bikelanes | No |
| | Bike Lanes | | | Old Pacific Highway (near Canby High School) | 2011 Canby TSP - Future Needs | No | Not sure where Old Pacific Highway is, seems like it's the south of OR99 close to Berg, partial sidewalks and bikelanes | No |
| OR 99E and Molalla Forest Rd Trail | Multi-Use Trail | T1 | Connect multi-use trail to sidewalks on south side of OR 99E | OR 99E and Molalla Forest Rd Trail | 2011 Canby TSP - FC | Yes | | Yes |
| Parallel Route to OR 99E (between Elm St and Molalla Forest Rd Trail) | Multi-Use Trail | T2 | Construct multi-use trail along rail corridor | Parallel Route to OR 99E (between Elm St and Molalla Forest Rd Trail) | 2011 Canby TSP - FC | Yes | ROW is an issue | Yes |

| Location | Category | 2011 TSP Project # | Project Description | Project Extent | Source | Still Applicable? | Assessment | Include Project in TSP Update? |
|---|-------------------------------|--------------------|--|--|-------------------------------|-------------------|--|--------------------------------|
| Safe Routes to School (yearly funding) | Program Strategy | P1 | Prepare initial plan and provide yearly funding (\$50,000 per year) | Safe Routes to School (yearly funding) | 2011 Canby TSP - FC | Yes | | Yes |
| ADA Improvements (yearly funding) | Program Strategy | P2 | Prepare initial plan and provide yearly funding (\$50,000 per year) | ADA Improvements (yearly funding) | 2011 Canby TSP - FC | Yes | | Yes |
| SW 2nd Avenue | Bike Boulevard | | Upgrade to bike boulevard | Canby Square driveway on SW 4th Ave to intersection of S Ivy St/SW 2nd Ave | 2023 Canby TSP - Future Needs | Yes | Provides bike route parallel to OR 99E | Yes |
| | Enhanced Pedestrian Crossings | | Install ADA compliant pedestrian curb ramps at all intersections | | 2023 Canby TSP - Future Needs | Yes | Need to prioritize | Yes |
| | Transit | | Improve ped/bike facilities near transit stops | | 2023 - Future Needs | | Too vague | No |
| | Transit | | Consider potential alignments for transit expansion and ensure network designs that can adequately serve it. | | 2023 Canby TSP - Future Needs | | | Yes |
| | Transit | | improve transit stop amenities (e.g., shelters, benches), prioritizing highest-ridership locations | | 2023 Canby TSP - Future Needs | Yes | ODOT is adding bus shelters on OR99E | Yes |
| | Safety | | Building out Canby's low-stress walking and biking networks will enhance safety and help prevent future crashes involving vulnerable road users, including people walking and biking | | 2023 - Future Needs | No | Too vague | No |
| | Safety | | Assess railroad crossings for multimodal safety enhancements | | 2023 - Future Needs | | Addressed through other projects | No |
| | Safety | | Addressing the impacts of evolving vehicle technologies (i.e., autonomous and connected vehicles (CAVs), city fleet safety upgrades) and proactively identifying high-risk characteristics of the street network, including at locations that have not yet experienced crashes | | 2023 - Future Needs | No | Too vague | No |
| | Other | | Apply for TGM grant to assess opportunities to support electric vehicle adoption and use (i.e., public and private charging infrastructure). | | 2023 Canby TSP - Future Needs | Yes | Suggest a study or plan | Yes |
| | Other | | Improve connectivity of streets in the City through implementation of recommended transportation facility and access spacing standards. | | 2023 - Future Needs | No | | No |
| | Other | | River crossing (Territorial Rd to west) | | 2023 - Future Needs | Yes | Addressed through other projects | No |
| | Other | | UGB Expansion | | 2023 - Future Needs | No | Need to get UGB expansion map from Kevin and see if control of other improvements are needed to prepare for additional traffic | No |
| SE 1st Avenue/Haines Road/Mulino Road/Bremer Road | Roundabout Improvements | O1 | Consider roundabout or other potential improvements | SE 1st Avenue/Haines Road/Mulino Road/Bremer Road | 2011 Canby TSP - FC | Yes | Realign, improved with traffic control (e.g., traffic signal, roundabout), UGB expansion | Yes |

**CANBY CITY COUNCIL
WORK SESSION MINUTES
December 17, 2025**

PRESIDING: Brian Hodson

COUNCIL PRESENT: Traci Hensley (attended virtually), Paul Waterman, Daniel Stearns, Jason Padden, and James Davis.

COUNCIL ABSENT: Herman Maldonado

STAFF PRESENT: Randy Ealy, Interim City Administrator; Maya Benham, Administrative Director/City Recorder; Don Hardy, Planning Director; and Ryan Potter, Planning Manager.

CALL TO ORDER: Mayor Hodson called the meeting to order at 7:04 p.m.

COMPREHENSIVE PLAN POLICIES REVIEW PART 2: Don Hardy, Planning Director, reviewed chapters 9-14 of the Comprehensive Plan, starting with Economic Development policies and strategies.

There was discussion regarding changing the “employees per acre” metric and concerns about the current focus on employee numbers rather than payroll, definition of “high wage job”, expanding the “employees per acre” requirement to future industrial expansion areas, “high wage job” tied to some metric, retaining and attracting businesses that provided quality jobs with high wages and high levels of employment, how having more employees did not mean higher wage jobs, looking at how they designated economic development land, and the best locations for higher wage jobs. The Council agreed to modify policy language to reference “high-wage jobs” rather than just “employees” while keeping the employee-per-acre metric.

Mr. Hardy reviewed the policies and strategies for Housing. No changes were suggested.

Mr. Hardy discussed the policies and strategies for Public Facilities and Services. There was discussion about the policies not addressing industrial and businesses and concern about bringing in businesses that would be detrimental for citizens to get the water and utilities they needed. There was consensus to change the wording to: “sufficient to support population and economic development growth.”

Mr. Hardy explained the policies and strategies for Transportation. There was discussion about flipping the policies, so policy 2 would now be policy 1 and policy 1 would now be policy 2 to show the priority for safety. There was consensus to change the wording to: “Provide a transportation system that was convenient, accessible, reliable, and connected people.”

Mr. Hardy reviewed the policies and strategies for Energy Conservation. There was discussion about not calling out BPA and PGE as it was a broad plan for the future and instead say, “Promote the use of alternative energy generation sources to reduce the need for electrical power reliance on outside utility providers.” It was noted that higher density did not always equal energy conservation and perhaps they should remove 1.1.1 and 1.1.6. For 1.1.6, this meant energy in its entirety, not just electricity, and consistency in land use to prevent sprawl.

There was consensus to move 1.1.6 to the Housing section to promote higher density residential in the newly annexed areas. For 1.1.1, it needed to be more generic to say all land development in the City should be efficient in connecting to the utility systems. It was suggested that all new construction needed to use a certain amount of solar energy and to encourage or subsidize Canby Utility to put in a battery farm to store the power for use during peak load. There was also consensus to change 1.2.2 to say: "Encourage the use of rebate and energy conservation programs, such as Canby Utility's program, in supporting repair and rehabilitation of buildings."

Mr. Hardy discussed the policies and strategies for Urban Growth. No changes were suggested.

It was suggested to add a glossary of terms to the document.

Mayor Hodson adjourned the Work Session at 6:53 p.m.

**CANBY CITY COUNCIL
COUNCIL MEETING MINUTES
December 17, 2025**

PRESIDING: Brian Hodson

COUNCIL PRESENT: Traci Hensley (attended virtually), Paul Waterman, Daniel Stearns, Jason Padden, James Davis, and Herman Maldonado.

STAFF PRESENT: Randy Ealy, Interim City Administrator; Emily Guimont, City Attorney; Maya Benham, Administrative Director/City Recorder; Eric Laitinen, Aquatics Program Manager; Peter Wood, Human Resources Director; Neil Olsen, Project Manager; Spencer Polack, Public Works Supervisor; and Ruth Reyes, Finance Technician.

CALL TO ORDER: Mayor Hodson called the meeting to order at 7:04 p.m.

ROLLCALL: Councilor Waterman present; Councilor Stearns present; Councilor Davis present; Mayor Hodson present; Council President Hensley present virtually; Councilor Maldonado present, and Councilor Padden present.

CITIZEN INPUT AND COMMUNITY ANNOUNCEMENTS: Jared Taylor, an attorney representing Sunbreak Electronics LLC, a local data center, spoke regarding the pending high density load service rate proposed by Canby Utility and how it would affect his client. This facility was federally recognized as critical telecommunications infrastructure. The largest cost for data centers was electricity and a rate change of a few percentage points could cause a data center customer to no longer be profitable and search out a new facility. This rate increase would only affect data centers and the combination of the new rate and proposed demand charge would significantly increase costs to customers. His client was only allowed to speak for three minutes at the Canby Utility Board meeting, and he thought something that could drive his client out of business and result in a substantial loss of utility and tax revenue, and hamper internet usage throughout the region deserved more study. He asked the Council to encourage Canby Utility to gather more facts before making a decision.

Mayor Hodson said they were aware of the situation. Canby Utility was going to get more information and hold another meeting before the decision was made.

CONSENT AGENDA: ****Councilor Waterman moved to approve the consent agenda which included approval of the November 12, 2025, City Council Special Called and Work Session minutes and the reappointment of Dan Ewert and Michael Hutchinson to the Planning Commission with terms ending March 31, 2028. Motion was seconded by Council President Hensley and passed 6-0.**

ORDINANCES & RESOLUTIONS:

Ordinance 1660 – Pete Wood, Human Resources Director, and Eric Laitinen, Aquatics Program Manager, explained the Swim Center staffing contract. In October, the Swim Center's staffing company went out of business and they entered into a short-term emergency contract with a

different company. This would be a longer-term contract for the next 12-18 months. It was less expensive than the old contract and was a reputable company.

The Council congratulated Mr. Laitinen on his retirement and thanked him for his work.

****Councilor Davis moved to approve ORDINANCE 1660, AN ORDINANCE AUTHORIZING THE INTERIM CITY ADMINISTRATOR TO EXECUTE A CONTRACT WITH SUMMIT STAFFING IN THE AMOUNT OF \$250,000 FOR STAFFING OF THE CANBY SWIM CENTER AND DECLARING AN EMERGENCY to come up for second reading on January 7, 2026. Motion was seconded by Councilor Maldonado and passed 6-0 on first reading.**

OTHER BUSINESS:

Budget Forecast Overview – Eric Kytola, Consultant, presented the General Fund forecasting overview. He shared the top 24 revenue streams, focusing on “operational” income, which was consistent, repeatable, and predictable. Some streams were excluded, like the overhead allocations, grant revenue, interfund transfers, miscellaneous revenues, and variable revenues. The average growth rate of the top 24 revenue streams that were chosen was 4.8%. After reviewing the top 24 revenue streams, the following five were chosen as the best performing: property tax revenue, CU in lieu of taxes, park maintenance fee, solid waste franchise fee, and natural gas franchise fee. The URA would close in June of 2026, and the City would realize additional property tax revenue of about \$1 million in November of 2026. There were five funds chosen for their “cooling” performance: court fines and fees, cable franchise fee, fines/justice court, construction excise tax, and telephone franchise fee. Another focus of the forecasting was to look at Police Department costs. Personnel had an average increase in expenditures of 6.7%. Materials and services along with internal charges had an average increase in expenditures of 7.9%. Capital outlay expenditures were variable. The Police Department expenditures had utilized between 42% and 56% of the General Fund’s resources between 2019 and 2025. The total cost of the Police Department was strongly related to property tax revenue.

For the Library, between 2019 and 2025, the average growth rate of the Library District revenue was 3.9%. Between 2019 and 2024, the average growth rate of the transfer of resources from the General Fund was 55%. 2025 saw a decrease in the transfer from the General Fund. Personnel costs were the largest expenditure and were averaging at a 4.6% increase. The average growth rate for the interfund loan was 4.9% and the District revenue growth rate was 3.9%. For the PERS City-wide expenditures, the rate increase averaged about 11.2%. He did not think they would see a huge increase in the next cycle of PERS rates in FY 2028 and 2029. The unrestricted fund balance was the sum of committed, assigned, and unassigned fund balance in any individual fund. In the General Fund, the City strove to maintain an unrestricted fund balance between 20% to 25% of annual operating revenue. He gave a range of what those numbers would be for the next four years. He then showed the actuals as of November 30, 2025. The revenues that were expected to come in were \$12.9 million and \$13.9 million had actually come in. He explained the overages in the expenditures for Administration and how there might need to be a supplemental budget. Overall, the expenditures looked positive.

There was discussion regarding the reasons for Police Department costs going up and why the library was going up at a much slower rate, which might be due to the number of FTEs in the

Police Department, the increase for PERS not looking as bad as some other cities as it was dropping for Tier 1 and Tier 2 and only going up 1% for the other tiers, how staff would have to contact PERS to get the formula for those numbers, how the expenditures were higher than revenues in the Police Department, more than half of the \$1 million of Urban Renewal funds would need to be used for the Economic Development department and the budget would still be tight, expectations for the next budget and prioritizing finding other funding sources, and the amount in reserves.

Street Maintenance Fee Increase Report – Spencer Polack, Public Works Supervisor, and Ruth Reyes, Finance Technician, presented the report. They discussed the program background and purpose, key issues identified, outreach summary, progress to date, why fee increases were delayed, next steps, and timeline estimate.

There was discussion regarding the inconsistencies and revenue loss due to billing discrepancies, what to do if businesses did not cooperate with the data gathering, amending the current ordinance to require the data from businesses, if there was a vacancy the building owner would be responsible for the fee, implementation timeline, how the first step should be to know how much money was needed to fill the gap, exploring simpler ways to know how much a business should pay, how the last index study was done in 2018 and needed to be updated, how business licenses were involved in the street maintenance fee, tying the fee to an inflationary mechanism now since it would take longer to get to a fee increase, looking at how other cities calculated their fees, how often the ITE manual was updated, instead of being specific in the ordinance state they would use the most current version of the ITE manual, appeal process for the fee, how the fee must be paid by all, projections on revenue increases due to updating the ITE manual, phasing in for the larger increases, partnership with Code Enforcement, and prioritizing a new index study to be done in the next fiscal year.

****Councilor Padden moved to continue the meeting to 9:30 p.m. Motion was seconded by Councilor Maldonado and passed 4-2 with Council President Hensley and Councilor Davis opposed.**

Ms. Reyes read the report in Spanish.

Mayor Hodson adjusted the agenda to have City Administrator Business before Mayor's Business and Councilor Comments and Liaison Reports.

CITY ADMINISTRATOR'S BUSINESS: Randy Ealy, Interim City Administrator, thanked Public Works for storm debris removal. He introduced Neil Olsen, Project Manager, who shared Walnut Street extension project updates. He explained the phases of the project and costs, delays, and needed approvals.

MAYOR'S BUSINESS: None

COUNCILOR COMMENTS & LIAISON REPORTS:

Councilor Padden noted the warning light for public comment was not working. He attended the Planning Commission meeting where he expressed his appreciation for their work on the Comprehensive Plan.

Councilor Maldonado spoke about a recent tragedy where a young lady lost her life and he encouraged people to reach out if they needed help.

Council President Hensley agreed with Councilor Maldonado's comments.

Councilor Davis asked about Code Enforcement being involved with hazardous trees on private property. The Adult Center's Thanksgiving and Christmas lunches were full. The Adult Center planned to move to their new building in February 2027.

Councilor Stearns attended the Canby Utility Board meeting where rate increases were discussed. He thought large increases needed to be forecasted far in advance and businesses given more time to know what their new costs would be.

Councilor Waterman attended the Bike and Ped Advisory Committee meeting where staff presented information on the Logging Road Trail.

CITIZEN INPUT: None.

ACTION REVIEW:

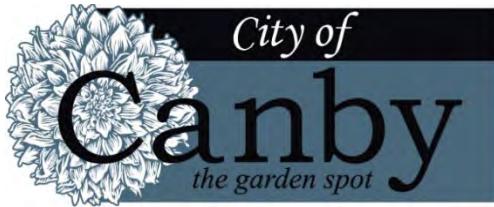
1. Approved the Consent Agenda.
2. Approved Ordinance 1660 to a second reading on January 7, 2026.

Mayor Hodson adjourned the meeting at 9:15 p.m.

Maya Benham, CMC
City Recorder

Brian Hodson
Mayor

Assisted with Preparation of Minutes – Susan Wood



CITY COUNCIL Staff Report

Meeting Date: 1/21/2026

To: The Honorable Mayor Hodson & City Council
Thru: Randy Ealy, Interim City Administrator
From: Curt McLeod, CURRAN-MCLEOD, Inc
Agenda: Consider **Ordinance No. 1661**: An Ordinance Authorizing the Interim City Administrator to Amend the Personal Services Agreement with Curran-McLeod, Inc. Consulting Engineers for Design and Construction Phase Engineering Services for the Extension of Walnut Street to Highway 99E to a Second Reading on February 4, 2026. (*First Reading*)

Summary

The City is currently under construction with the first phase of improvements and currently working to secure all permits and regulatory approvals for the remaining construction of a new signalized intersection with Highway 99E and extension of Walnut Street from the Highway 99E to SE 1st Avenue. The design work began in June of 2022 and has been modified by the regulatory and permitting agencies multiple times since, resulting in increased engineering costs and delays. All design work is complete but has depleted the engineering budgets to complete the construction phase of the work. This amendment is to increase the engineering design budget by \$385,000 to cover the remaining construction phase efforts.

Background

The City of Canby solicited proposals for engineering services for the design and construction of SE Walnut Street in early 2022. Curran-McLeod, Inc. with DKS Associates as a subconsultant, was selected to provide the engineering services. A personal services agreement was executed on June 7, 2022.

After completion of the preliminary design, ODOT required a scope modification to expand the highway to provide a dedicated right turn lane, expand Walnut Street to provide dual left turn lanes, and incorporate a 10-foot bike joint use bike and pedestrian path connection. Additionally, it was determined the City required and IGA with Clackamas County to construct the project prior to annexation.

Securing regulatory and permit approvals has resulted in depleting the remaining construction phase budgets and extending the completion timeline. The initial 2022 design budget was increased once prior in late 2024, but the remaining budgets for construction have been depleted.

Attachments

Ordinance No. 1661

Exhibit A – Personal Services Agreement Amendment

Fiscal Impact

This amendment to the engineering contract will increase the engineering budget to a total of \$1,150,000 or approximately 11.8% of the construction cost estimates. The total construction costs were estimated at \$9.75 million in 2025. The project has been partially budgeted over the past two fiscal years and anticipated to be fully funded in the FY 2026-27 budget.

Options

Approve Amendment Number 2 to the Personal Services Agreement with Curran-McLeod, Inc., or complete agency coordination, construction inspection, and contract administration with City Staff.

Recommendation

It is recommended that City Council approve Amendment Number 2 as presented.

Proposed Motion

"I move to approve **Ordinance No. 1661**: An Ordinance Authorizing the Interim City Administrator to Amend the Personal Services Agreement with Curran-McLeod, Inc. Consulting Engineers for Design and Construction Phase Engineering Services for the Extension of Walnut Street to Highway 99E to a Second Reading on February 4, 2026. (*First Reading*)

ORDINANCE NO. 1661

AN ORDINANCE AUTHORIZING THE INTERIM CITY ADMINISTRATOR TO AMEND THE PERSONAL SERVICES AGREEMENT WITH CURRAN-MCLEOD, INC. CONSULTING ENGINEERS FOR DESIGN AND CONSTRUCTION PHASE ENGINEERING SERVICES FOR THE EXTENSION OF WALNUT STREET TO HIGHWAY 99E.

WHEREAS, the City of Canby on February 10, 2022, published a formal Request for Qualifications (RFQ) for professional services to complete the S. Walnut Street Extension to Highway 99E;

WHEREAS, a City review committee reviewed the qualifications submitted and recommended award of the engineering contract to Curran McLeod, Inc., Consulting Engineers, and executed a personal services agreement on June 7, 2022 (the “Agreement”); and

WHEREAS, the City and Curran-McLeod, Inc. desire to amend the Agreement to allow Curran-McLeod, Inc. to provide support services to the project through construction.

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

Section 1. Council hereby authorizes and directs the City Administrator to execute Amendment No. 2 to the Personal Services Agreement, attached to this Ordinance as Exhibit A. Amendment No. 2 will increase the Agreement not-to-exceed amount by \$385,000.

SUBMITTED to the Canby City Council and read the first time at a regular meeting therefore on January 21, 2026, ordered posted as required by the Canby City Charter; and scheduled for second reading on February 4, 2026, commencing at the hour of 7:00 PM in the Council Chambers located at 222 NE 2nd Avenue, 1st Floor Canby, Oregon.

Maya Benham, CMC
City Recorder

PASSED on second and final reading by the Canby City Council at a regular meeting thereof on the 4th day of February, 2026, by the following vote:

YEAS _____

NAYS _____

Brian Hodson
Mayor

ATTEST:

Maya Benham, CMC
City Recorder

December 26, 2025

CURRAN-MCLEOD, INC.
CONSULTING ENGINEERS

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

Mr. Randy Ealy, City Administrator
City of Canby
222 NE 2nd Avenue
Canby, OR 97013

Corrected
Copy

**RE: CITY OF CANBY
WALNUT STREET EXTENSION PROJECT**

Dear Randy & Jerry:

We are finally moving ahead with the Walnut Street Extension project with the bid opening for Phase 2 scheduled for January 22, 2026. The final phase for the highway signalization is anticipated to be advertised for bids in early 2026. The total construction costs of all three phases will be approximately \$9.25 million with engineering and contingencies; the total project costs are estimated at approximately \$11 to \$12 million.

It has been nearly four years since we originally established an engineering budget for the project, which was amended once in September 2024 to its current total of \$765,000. Plans and specifications for all three phases of the work have been completed since early this year. However, a large part of the past two years has been spent maneuvering through unlimited administrative challenges which were not apparent in the initial project scope. As a result, we have currently expended all our budget.

With this letter we are requesting an increase in the engineering budget to provide support services through construction. Our services were secured through a competitive proposal, so negotiating budgets complies with the professional services procurement statutes in ORS 279C.

As we have discussed, there are three phases of the work:

1. TEAKWOOD SANITARY SEWER PROJECT

This work is currently under construction and awaiting final approval from the Union Pacific Railroad for the second bore. The highway bore and connecting pipe are complete and we have submitted all the information requested by the railroad for final approval. The most recent interaction with the railroad was this week when they notified us the shoring detail submitted by the contractor did not meet UPRR requirements. We had originally secured this permit in 2022 but the UPRR required we reapply this year after securing a contractor.

One issue with the railroad bore is the requirement for a continuous bore operation 24/7 until the bore is complete. The bore is estimated to take 24 to 30 hours, so 24/7 operation would violate the City's noise ordinance. We have requested the City approve a variance from the noise ordinance for the short duration of the bore, which is scheduled for Council review on January 7.

Mr. Randy Ealy
December 26, 2024
Page 2

2. WALNUT STREET EXTENSION

The Walnut Street plans have been essentially complete for many months and we are currently continuing to secure permit approvals. We were unable to secure DEQ or OHA approvals this year without a signed Land Use Compatibility Statement, which both the City and County refused to acknowledge. In November the City and County agreed to execute an IGA addressing Walnut Street and at that time the County sent an approved LUCS for submittal to DEQ and OHA. We have received the water system approvals, and anticipate receiving all remaining permits and approvals in the next few weeks.

We have advertised the Walnut Street Extension plans and have scheduled the bid opening for January 22, and submittal at the February 4th Council meeting.

3. ODOT HIGHWAY 99E SIGNALIZATION

DKS Associates have been working with ODOT for nearly two years providing requested plan changes. Currently we are awaiting approval of our fifth submittal in response to the over 200 comments in the four ODOT reviews that have occurred in the past two years. Once we have ODOT's approval, this plan set is ready to apply for final permits and solicit bids.

ODOT has modified the design many times over the past two years to require additional improvements and reports. Since execution of our engineering contract, ODOT has required widening the Highway road and right of way to provide a right turn lane, widening Walnut Street to provide dual left turn lanes, required a clean fill study on the highway widening section, and most recently required we present plans to the ODOT Mobility Advisory Board for another approval to construct what ODOT engineers have already directed us to do. We anticipate all approvals will be in place by early January for bids to be received in February.

The most recent construction estimates include:

| | |
|--------------------------------|--------------------|
| Teakwood Sewer (as-bid) | \$ 850,000 |
| Walnut St (Estimate) | 6,850,000 |
| ODOT Signal (Estimate) | 1,500,000 |
| Canby Utility Power (Estimate) | <u>550,000</u> |
| March 2025 Total | \$9,750,000 |

Mr. Randy Ealy
December 26, 2024
Page 3

We have consistently underestimated the work scope and engineering time required for this project. To be more in line with industry standards, the engineering budget should be 12 – 15% of the project cost, or \$1.2 to \$1.4 million. Our budget at \$765,000 is less than 8% of the construction costs.

The work tasks required to complete this work to solicit bids and administer all three phases of construction include:

| | |
|----------------------------------|---------------|
| Bid Solicitation and Award (2) | \$ 20,000 |
| Construction Surveys | 65,000 |
| DKS Signal Coordination | 75,000 |
| Construction Inspection | 140,000 |
| Contract Administration | 60,000 |
| As-Builts & Survey Monumentation | <u>25,000</u> |
| TOTAL\$ 385,000 | |

We are asking to establish a bid and construction phase budget of \$385,000 for our project team, which is approximately 4% of the construction costs. All efforts in the bid and construction phase of the work are billed on a time and material basis as needed.

Our firm has always worked to support the City of Canby and keep our engineering costs low. Our personal services agreement was executed in June of 2022 and has long since exceeded the anticipated performance period. Attached is an amendment to our Personal Services Agreement with our current standard hourly rate schedule for your review and approval. Please let me know if you have questions or concerns.

Very truly yours,

CURRAN-MCLEOD, INC.


Curt J. McLeod, P.E

Enclosure: Amendment No. 2 to the Personal Services Agreement
With Current Standard Hourly Rate Schedule

CITY OF CANBY
WALNUT STREET EXTENSION AND
HIGHWAY 99E SIGNALIZATION

AMENDMENT No. 2 TO THE PERSONAL SERVICES AGREEMENT

The Personal Services Agreement approved on June 7, 2022, between the CITY OF CANBY and CURRAN-MCLEOD, INC., Consulting Engineers shall be amended per the correspondence dated December 18, 2025, as follows:

Section 3. Compensation, Item A. shall be increased by \$385,000 to a total not-to-exceed price of \$1,150,000 without prior written approval from the City, to be billed on a time and material basis.

IN WITNESS WHEREOF, the parties hereto have executed or caused to be executed by their duly authorized officials, this AMENDMENT NO. 2 to the PERSONAL SERVICES AGREEMENT on the respective dates indicated below.

OWNER:
CITY OF CANBY

SIGNATURE: _____

NAME: _____

TITLE: _____

DATE: _____

ENGINEER:
CURRAN-MCLEOD, INC.

SIGNATURE: 

NAME: Curt McLeod, PE

TITLE: Principal

DATE: 12-30-25

STANDARD HOURLY RATES

Effective January 1, 2026

| | |
|---------------------------------|-----------|
| Senior Principal Engineer | \$ 200.00 |
| Principal Engineer | 190.00 |
| Project Engineer/Manager | 175.00 |
| Design Engineer/Sr. Design Tech | 145.00 |
| Design Technician/Inspector | 115.00 |
| Graphics Technician | 110.00 |
| Word Processing | 90.00 |
| Sub-Consultants | At Cost |

REIMBURSABLE EXPENSES

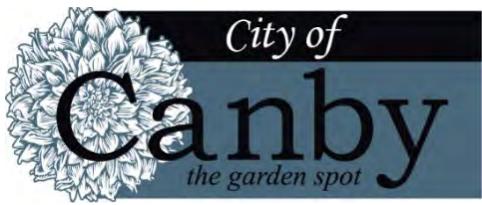
CURRAN-MCLEOD, INC. does not routinely invoice any reimbursable expenses. Auto expenses, meals, travel, lodging, communication, publishing, and miscellaneous operating costs are all included in our established hourly rates and project budgets.

| Date | Agenda Item | Staff |
|---|--|--|
| February 4, 2026 | 6p - URA Meeting: Closure of the URD Proclamation: Iwo Jima Remembrance Day Ordinance 1661 (Second Reading) Resolution: Willow Creek HOA MOU Mid-Year Budget Review - Budget Committee | Jamie Randy Denise |
| Date | Agenda Item | Staff |
| February 7 or 21 (Saturday) | City Council Field Trip - Tentative | Randy |
| Date | Agenda Item | Staff |
| February 11, 2026 | Work Session: System Development Charges | Don |
| Date | Agenda Item | Staff |
| February 18, 2026 | Grand Opening Ribboncutting Ceremony - Logging Road Path - Tentative Noise Variance Application: Railroad Bore Project Annual OLCC Liquor License Renewal | Jamie Neil Jorge |
| Date | Agenda Item | Staff |
| February 21, 2026 (Saturday) | Community Summit - Sports Complex - Tentative | Randy |
| Date | Agenda Item | Staff |
| March 4, 2026 | Canby Utility Board/ City Council Joint Meeting - Tentative | Randy |
| Date | Agenda Item | Staff |
| March 11, 2026 | Mini Council Goal Setting - Tentative | |
| Date | Agenda Item | Staff |
| March 18, 2026 | Public Hearing/Ordinance: Comprehensive Plan Bi-Monthly Reports | Don |
| Date | Agenda Item | Staff |
| April 1, 2026 | Proclamation: National Library Week | Marissa |

| Date | Agenda Item | Staff |
|-----------------------|--|--------------|
| April 15, 2026 | Proclamation: Historic Preservation Month | |
| | Public Hearing/Ordinance: Transportation System Plan | Don |
| | | |
| Date | Agenda Item | Staff |
| May 6, 2026 | Proclamation: Mental Health Awareness Month | |
| | Mental Health Awareness Month | |
| | | |
| Date | Agenda Item | Staff |
| May 14, 2026 | 1st Budget Committee Meeting | |
| | | |
| Date | Agenda Item | Staff |
| May 20, 2026 | Public Hearing/Ordinance: System Development Charges (Requires 60 days notice from draft SDC Methodology Report) | Don |
| | Bi-Monthly Reports | |
| | | |
| Date | Agenda Item | Staff |
| May 21, 2026 | 2nd Budget Committee Meeting | |
| | | |
| Date | Agenda Item | Staff |
| May 28, 2026 | Tenative (if Needed) 3rd Budget Committee Meeting | |
| | | |
| Date | Agenda Item | Staff |
| June 3, 2026 | | |
| | | |
| Date | Agenda Item | Staff |
| June 17, 2026 | Public Hearing regarding State Revenue Sharing Funds | |
| | Public Hearing regarding 2026-2027 FY Budget as approved by Budget Committee | |
| | Ordinance Authorizing the City Administrator to expend payment to City County Insurance (CIS) in an amount not to exceed \$_____ for Liability Insurance Coverage for Fiscal Year 2026-2027. (First Reading) | |
| | Ordinance Authorizing the City Administrator to expend payment to SAIF Corporation in the amount not to exceed \$_____ for Workers Comp Coverage for Fiscal Year 2026-2027. (First Reading) | |
| | Resolution No._____: A Resolution Setting Fees for Services; and Repealing Resolution No._____ | |
| | Resolution No._____: A Resolution adopting a Supplemental Budget for the 2026 Fiscal Year. (if needed) | |

| | | |
|-----------------------------|--|--------------|
| June 17, 2026 Cont'd | Resolution No. ____ : A Resolution declaring the City's election to receive State Revenue for Fiscal Year 2027. | |
| | Resolution No. ____ : A Resolution certifying the City of Canby is eligible in Fiscal year 2027 to receive State shared revenues (Cigarettes, Liquor, 911, and highway gas taxes) because it provides four or more municipal services. | |
| | Resolution No. ____ : A Resolution Adopting the Budget, Making Appropriations, And Imposing And Categorizing Taxes For The 2026-2027 Fiscal Year. | |
| | Resolution No. ____ : A Resolution Authorizing an Interfund Loan from the Cemetery Perpetual Care Fund to the Library Fund in the amount of \$500,000 and Authorizing Repayment of the Interfund Loan in Fiscal Year 2026-2027. | |
| | Resolution No. ____ : A Resolution extending Workers Compensation coverage to volunteers of the City of Canby and repealing Resolution _____. Resolution No. ____ : Adopt City Master fee Schedule | |
| Date | Agenda Item | Staff |
| July 1, 2026 | Ordinance Authorizing the City Administrator to expend payment to City County Insurance (CIS) in an amount not to exceed \$_____ for Liability Insurance Coverage for Fiscal Year 2026-2027. (Second Reading) | |
| | Ordinance Authorizing the City Administrator to expend payment to SAIF Corporation in the amount not to exceed \$_____ for Workers Comp Coverage for Fiscal Year 2026-2026. (Second Reading) | |
| Date | Agenda Item | Staff |
| July 15, 2026 | Bi-Monthly Reports | |
| Date | Agenda Item | Staff |
| August 5, 2026 | | |
| Date | Agenda Item | Staff |
| August 19, 2026 | | |
| Date | Agenda Item | Staff |
| September 2, 2026 | | |
| Date | Agenda Item | Staff |
| September 16, 2026 | Bi-Monthly Reports | |

| Date | Agenda Item | Staff |
|--------------------------|--|--------------|
| October 7, 2026 | | |
| Date | Agenda Item | Staff |
| October 21, 2026 | | |
| | | |
| Date | Agenda Item | Staff |
| November 4, 2026 | Work Session: Potential Additional Work Session Items and Dates | |
| | | |
| Date | Agenda Item | Staff |
| November 18, 2026 | Small Business Saturday Proclamation | Tyler |
| | Bi-Monthly Reports | |
| | | |
| Date | Agenda Item | Staff |
| December 2, 2026 | | |
| | | |
| Date | Agenda Item | Staff |
| December 16, 2026 | Potentially cancel meeting? | |
| | | |
| Not assigned | Work Session: Floodplain | Don |
| | Ordinance: Floodplain | Don |
| | Work Session: Camping Ordinance (late spring/post legislative session) | |
| | Work Session: Bridging Cultures and Immigration Attorney/Outreach with Community | Daniel |
| | Work Session: Property Tax 101 | |
| | Work Session: Street Maintenance Fee Task Force Recommendation | |
| | Work Session: ED/Parks Opportunities in conjunction with UGB expansion | |
| | New Business: Fire Code Update | |
| | Old Business: Transit HQ Options | |
| | Personnel Policy Update - post June | HR |
| | Executive Session: Judge Gafe Evaluation | |



**City of Canby Bi-Monthly Report
Department: Administration
For Months of: November & December 2025**

To: The Honorable Mayor Hodson & City Council
From: Maya Benham, Administrative Director/ City Recorder
Prepared by: Same as above
Through: Randy Ealy, Interim City Administrator
Date: January 21, 2026

2025 Council Goals & Objectives:

N/A

Statistics:

Boards and Commissions Vacancies (current)

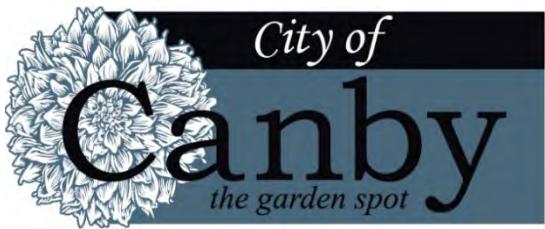
| Board/ Commission/ Committee | Vacancy | Applications Received | Status |
|--------------------------------|---------|-----------------------|---|
| Bike & Pedestrian Committee | 1 | 0 | Terms end 6/30/2026 & 6/30/2028 |
| Canby Utility Board | 2 | 3 | 1 term starts 3/1/2026 and ends 2/28/2029. 1 term ends 2/28/2027. |
| Heritage & Landmark Commission | 2 | 0 | Terms end 6/30/2026. 1 Student Term ends upon graduation. |
| Transit Advisory Committee | 1 | 0 | Term ends 3/31/2026. |

Public Records Requests

Processed 14 public records requests.

Liquor License/ Noise Variance Applications

There were no liquor licenses and one noise variance application.



**City of Canby Bi-Monthly Report
Department: Human Resources
For Months of: November & December 2025**

To: The Honorable Mayor Hodson & City Council
From: Peter Wood, HR Director
Prepared by: Same as above
Through: Randy Ealy, Interim City Administrator
Date: January 21, 2026

Human Resources Summary

The City of Canby's Human Resources Department continues to advance the long-term goals and objectives of the City and Council through effective HR management. During November and the end of December, we onboarded one new employee, Finance Director, Denise LaRue.

Recruitment efforts are being conducted for the following positions: Associate Planner, Swim Center Program Coordinator, Swim Center Operator, and Police Officer. The Public Works Director job announcement will post within the next day or two.

Key Recruiting Statistics

Associate Planner. The City is currently recruiting a new associate planner. The City offered the position to an applicant and is currently in the background and reference checks.

Police Officer. The City offered the last open vacant position to an applicant. The applicant is pending medical evaluations.

Swim Center Program Coordinator. The City is interviewing three applicants on Wednesday, January 14, 2026.

Swim Center Operator. Open recruitment for new Swim Center Operator. The first review of applications will be on January 21, 2026.

Human Resources Events and Processes

Financial Seminar - The City hosted a financial seminar on December 3, 2025. The seminar provided employees with updates on market trends, current fees, and other financial topics. Twenty-nine employees participated in the seminar.

The City of Canby is finalizing a small contract to conduct First Aid, CPR, and bloodborne pathogen training for City employees. Anticipate training to occur in February 2026.

Safety - Human Resources and the City's Safety Committee developed a calendar year 2026 training schedule to highlight the key OSHA, CIS, and DEQ training requirements for City employees.

Rewrite of City Personnel Policy - A comprehensive update of the City's personnel policy will begin shortly. The policy was last revised in 2006 and requires updates to reflect current Human Resources practices and statutory changes.



**City of Canby Bi-Monthly Report
Department: Municipal Court
For Months of: November and December 2025**

To: The Honorable Mayor Hodson & City Council
From: Maya Benham, Administrative Director/ City Recorder
Prepared by: Jessica Roberts, Municipal Court Supervisor
Through: Randy Ealy, Interim City Administrator
Date: January 21, 2026

2025 Council Goals & Objectives:

Not Applicable

Statistics:

| Monthly Statistics | November | December |
|---|-----------------|-----------------|
| Misdemeanors | | |
| Offenses Filed | 18 | 14 |
| Cases Filed | 12 | 9 |
| Warrants Issued | 14 | 13 |
| Misdemeanor Case Detail | | |
| Diversion/Deferred Sentence | 5 | 12 |
| Offenses Dismissed | 5 | 3 |
| Offenses Sentenced | 6 | 7 |
| Traffic & Other Violations | | |
| Offenses Filed | 79 | 143 |
| Cases/Citations Filed | 58 | 106 |
| Parking Citations Filed | 3 | 5 |
| Traffic & Other Violations Case Detail | | |
| Diversion (Good Driver Class/MIP) | 16 | 7 |
| Dismissal (Fix It Tickets) | 7 | 13 |
| Dismissed by Judge, City or Officer | 22 | 7 |
| Sentenced by Judge | 32 | 22 |
| Handled by Violations Bureau | 42 | 32 |
| Guilty by Default | 28 | 36 |
| Traffic and Criminal Trials | | |
| Court Trial (Misdemeanor) | 0 | 0 |
| Jury Trial | 0 | 0 |
| Traffic Trial | 14 | 5 |
| Defendant Accounts Referred to Collections | \$29,733.50 | \$26,973.75 |
| Fines & Surcharges Collected | \$36,627.34 | \$34,243.12 |

Explanation of terms:

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

1. Difference between Offenses Filed vs. Cases Filed
 - Multiple offenses (charges) can be filed on any one defendant from a single traffic stop or arrest.
 - "Offenses Filed" reflects this number. "Cases Filed" 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 six 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 6 months)
- 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.

Department Activities:

The court misdemeanor docket continues to be full and operating smoothly. The Canby Police Department held a multi-agency enforcement in December, which increased the traffic violations processed by the court for the month. Given the size of the court dockets, the court revised their court schedule to start court earlier in the day.



**City of Canby Bi-Monthly Report
Department: Economic Development
For Months of: November & December 2025**

To: The Honorable Mayor Hodson & City Council
From: Jamie Stickel, Economic Development Director
Through: Randy Ealy, Interim City Administrator
Date: January 21, 2026

2025 Council Goals & Objectives:

Goal 1.2 Finalize the Transition of the Current Urban Renewal District Expenses.

- The Urban Renewal District (URD) is due to sunset in June 2026. The Urban Renewal Agency continued their discussion on November 5, 2025, regarding the remaining URA funds and how to sunset the Urban Renewal district. The URA will determine whether to terminate the URD via ordinance which will terminate the district or terminate the Urban Renewal Plan by resolution, effectively rendering the URA inactive. Both options effectively stop the collection of tax increment financing, and the tax increment will be returned to the special taxing districts. Staff is working with Beery, Elsner, and Hammond (the City's attorneys) to address the URA's questions about the options to close the district. During the November 5th meeting, the Interim City Administrator reaffirmed the plan is to sunset the district in June 2026 and the URA will meet to determine if that closure occurs via ordinance or resolution.

Goal 3.6 Finalize Design and Complete Walnut Street Extension Project

- The Walnut Street Extension is an infrastructure initiative designed to improve connectivity, traffic flow, and safety in SE Canby. The Walnut Street Extension is proposed to be a 74-foot road with sidewalks, bike lanes, and travel lanes large enough for trucks entering and exiting the Industrial Park. On November 5, 2025, the Urban Renewal Agency (URA) approved Resolution URR 25-004, approving the Walnut Roadway Easement and authorizing the Interim City Administrator to complete the process. The URA authorized the permanent easement which is dedicated to the public for road and right of way purposes and public utilities.
- Furthermore, during the City Council meeting on November 5th, the Mayor and Council approved Resolution 1466 which authorized the Interim City Administrator to enter into an Intergovernmental Agreement (IGA) with Clackamas County relating to the Walnut Street Extension Project. The IGA will allow the city of Canby to build the Walnut Street Extension on land outside of city limits and annex it into the City after the road is complete. While the extension is outside city limits, it is within the current Urban Growth Boundary. The IGA acknowledges these pieces, as well as the terms of the project noting the city will acquire permitting and maintenance responsibility before the land is annexed by the City of Canby; acquire jurisdiction over the land after the city annexes the property, and provides the mechanism for the County to surrender jurisdiction over a county road within a city to the city.

Canby Business Connection: The Economic Development Department continues its partnership with Active Media's *Canby Advantage Magazine*. The monthly feature "**Canby Business Connection**" highlights local businesses and organizations that contribute to Canby's economic vitality. This no-cost initiative celebrates the people and stories behind local organizations and businesses, while also strengthening connections between businesses and the community.

The November edition spotlighted Cones, a popular Canby dessert destination known for its wide variety of ice cream flavors and customizable options. The December edition featured La Conasuper, a local grocery store offering authentic Mexican food items and a fresh deli. La Conasuper expressed strong satisfaction with the success of their *First Thursday burrito deal*, noting a high level of customer engagement and coupon redemption through the magazine.

The City remains committed to supporting and promoting Canby's entrepreneurs through initiatives that enhance business visibility, encourage community participation, and foster local pride.



Clackamas County Coordinating Committee (C4): During the November 6th C4 meeting, held in Canby in the Council Chambers, staff from Planning, Canby Area Transit, and Economic Development presented on topics including Housing Production Tools, Transit Circulator Successes, and Lessons in Employment Land Development. C4 meets monthly to provide coordination and cooperation between jurisdictions within Clackamas County and to form unified positions on land use and transportation plans. Membership is comprised of elected officials from Clackamas County, cities, representatives from unincorporated communities and representatives from transit, sewer, water and safety districts. The Economic Development presentation provided an overview of the planning and preparation that went into the Canby Pioneer Industrial Park – beginning in 1973; urban renewal funded infrastructure which was vital to the success of the industrial park; and projects currently underway including industrial developments, the Walnut Street Extension, and the Urban Growth Boundary expansion.

Shop Local Canby & Small Business Saturday: The City of Canby was excited for the return of the Shop Local Canby Program, which kicked off on Small Business Saturday on November 29, 2025. This year's Shop Local Canby Program will continue throughout the holidays until the February First Thursday Night Market on February 5, 2026. Economic Development staff are thrilled to carry this on for its 3rd year – growing the initial effort each year.

This year's campaign launched with a new kickoff aligned with the nationally recognized Small Business Saturday. In partnership with the Canby Area Chamber of Commerce, goody bags were provided to participating businesses to reward their first customers and encourage continued local shopping. The initiative was met with strong community enthusiasm, with lines of patrons eager to support local businesses and make their purchases.

First Thursday Night Market: Canby's First Thursday Night Market continued to demonstrate strong community engagement and downtown support during the November and December events, even as the season transitioned into winter.

The November market was themed around thankfulness, encouraging participating businesses to share what they were thankful for within the community. Visitors took part in a scavenger hunt by traveling to local businesses to find and record these messages of gratitude. Despite a significant rainstorm during the event, attendance remained steady, reflecting the community's continued enthusiasm and commitment to supporting local businesses.



The December market embraced a holiday and Christmas theme, featuring a scavenger hunt centered on locating a hidden lighted snowman at participating businesses. This theme aligned with Canby's Light Up the Night celebration and the citywide snowman contest, further reinforcing seasonal programming and community traditions.

The ongoing success of the First Thursday Night Market highlights the strong support it provides to local businesses, sustaining economic activity and community connection even during the winter months.

Canby's Light Up The Night: The 24th Annual Canby Light Up the Night celebration was held on Friday, December 5, 2025, in Downtown Canby and Wait Park, welcoming thousands of residents and visitors for an evening of holiday festivities. The event began with a festive parade at 6:00 p.m., followed by the lighting ceremony at 6:30 p.m., and photos with Santa at 7:00 p.m.

The event's success was made possible through the collaborative efforts of Public Works, Parks, Canby Police, Canby Area Transit (CAT), and Canby Fire. An updated parade route was introduced this year and was implemented smoothly, contributing to an efficient and enjoyable experience for participants and attendees.



Through a community vote, Chance, the Ace Hardware dog, and his owner Doug were selected to perform the official lighting of Wait Park. Chance has become a beloved local figure, often greeting customers and representing the welcoming spirit of Canby's small businesses. Doug's long-standing involvement in the community and dedication to local engagement made their selection especially meaningful to residents.

Numerous local organizations demonstrated their support for the event including the American Legion, APT Academy, Canby Christian Church, Canby Prevention Coalition, Knights of Columbus, and Light of the World Church. These organizations provided complimentary refreshments such as hot chocolate, donuts, apple cider, specialty sweet breads, and other seasonal treats.

The City extends its appreciation to event sponsors including the City of Canby, Canby Advantage Magazine, and Columbia Distributing, all of whose support helped make the evening a success. Overall, the event was a well-attended and festive celebration, reflecting Canby's strong community partnerships and holiday spirit.

Canby Civic Engagement Academy: During November and December, staff worked to market the second annual Canby Civic Engagement Academy. The Civic Engagement Academy will kick off in January and be held the 2nd Thursday of the month from January through June. The Civic Engagement Academy offers Canby residents a

valuable opportunity to gain insights into the daily operations of the City of Canby, engage with fellow community members, and explore avenues for participation in City boards and committees. There is no cost for citizens to participate in the Civic Engagement Academy, however, the City requires registration from participants. The evening will begin at 5:30 PM with dinner and an opportunity for participants to network, followed by the official program from 6:00 PM - 8:00 PM.

| 2026 Canby Civic Engagement Academy Schedule Full detailed schedule will be available in mid-December. | | |
|--|--|---|
| DATE | LOCATION | TOPIC |
| January 8 th | City Hall, 222 NE 2nd Avenue | Welcome to Canby Civic Engagement Academy! Introductions, Administration, Human Resources, City Recorder, and Court |
| February 12 th | City Hall, 222 NE 2nd Avenue | Planning, Economic Development, Boards & Committees |
| March 12 th | Canby Police, 1175 NW 3rd Avenue | Police Department and Swim Center |
| April 9 th | City Hall, 222 NE 2nd Avenue | Finance and Library |
| May 14 th | City Hall, 222 NE 2nd Avenue | City of Canby Community Partners: Canby Utility, Canby Fire, and Canby School District |
| June 11 th | Public Works, 1470 NE Territorial Road | Public Works, Wastewater Treatment Plant, and Transit/Fleet |



City of Canby Bi-Monthly Report
Department: Finance
For Months of: November & December 2025

To: The Honorable Mayor Hodson & City Council
From: Maya Benham, Administrative Director/ City Recorder
Prepared by: Katy Joyner, Financial Analyst
Through: Randy Ealy, Interim City Administrator
Date: January 21, 2026

2025-2027 Council Goals & Objectives: See Department Activities

Statistics: Attached

Department Activities:

In addition to providing services and responding to inquiries from both internal and external customers, the Finance Department reports the following items of interest for this period.

- The Finance Team welcomed Denise LaRue, our new Finance Director, on December 22nd. Denise is a Canby resident and most recently worked for Cherriots in Salem. She is jumping right in to finish audit and will be ready for budget prep and meetings in the New Year as well as the mid-year budget review.
- Staff implemented a new Direct Pay ACH system within Caselle, this will allow Accounts Payable to pay vendors via ACH instead of printing and sending paper checks. The goal is to get as many vendors as possible paid using ACH and that will help reduce the cost on supplies as well as the time it takes to process the checks.
- Audit prep continues and an extension was filed. We are hoping to have everything complete and ready for auditors to review before end of January.
- Finance staff are gearing up for the calendar year end. This includes updates for W-2's, 1099's as well as adjustments to insurance rates.
- The Finance Team participated in the following meetings, training and events this period:
 - US DOJ Accounting & Bookkeeping
 - Direct Pay Training for ACH
 - OPPA Conference
 - Safety Meetings
 - Finance Team meetings
 - Caselle Webinar

| Statistics FY 2025 & 2026 | JAN-FEB | MAR-APR | MAY-JUN | JUL-AUG | SEP-OCT | NOV-DEC |
|--------------------------------------|----------------|----------------|----------------|----------------|----------------|----------------|
| | FY25 | FY25 | FY25 | FY26 | FY26 | FY26 |
| Accounts Payable | | | | | | |
| Invoices | 453 | 517 | 699 | 480 | 464 | 522 |
| Invoice Entries | 822 | 1,117 | 2,717 | 1,156 | 1,154 | 983 |
| Encumbrances | 42 | 45 | 27 | 61 | 27 | 38 |
| Manual Checks | 2 | 3 | 0 | 5 | 2 | 3 |
| Total Checks | 352 | 314 | 338 | 334 | 318 | 213 |
| Payroll | | | | | | |
| Timesheets Processed | 427 | 423 | 531 | 430 | 530 | 426 |
| Total Checks and Vouchers | 498 | 492 | 606 | 502 | 610 | 498 |
| New Hires/Separations | 2 / 7 | 2 / 2 | 6 / 4 | 0 / 5 | 6 / 2 | 1 / 4 |
| Transit Tax Collection | | | | | | |
| Forms Sent | 75 | 1,243 | 1,236 | 73 | 1,235 | 1,851 |
| Accounts Opened/Closed | 43 / 35 | 1 | 1 | 36 / 22 | 32 / 0 | 31 / 38 |
| Returns Posted | 1,733 | 1,168 | 763 | 1,283 | 903 | 475 |
| Utility Billing | | | | | | |
| Bills sent | 11,099 | 10,497 | 10,518 | 11,101 | 10,564 | 10,588 |
| Counter payments | 44 | 71 | 66 | 88 | 68 | 78 |
| Accounts opened/closed | 100 | 94 | 55 | 66 / 55 | 65 / 48 | 60 / 45 |
| Lien payoffs completed | 14 | 16 | 12 | 55 | 48 | 20 |
| Lien payoff inquiries | 59 | 58 | 45 | 55 | 52 | 22 |
| Collection / Past Due Notices sent | 0 | 146 | 197 | 199 | 185 | 205 |
| Accounts sent to WCB | 20 | 52 | 0 | 0 | 0 | 0 |
| General Ledger | | | | | | |
| Total Journal Entries | 229 | 294 | 287 | 257 | 211 | 253 |
| Cash Receipts Processed | | | | | | |
| Finance | 1,222 | 990 | 873 | 1,152 | 889 | 674 |
| Utility | 224 | 233 | 239 | 276 | 223 | 176 |



City of Canby Bi-Monthly Report
Department: Fleet
For Months of: November & December 2025

To: The Honorable Mayor Hodson & City Council
From: Todd Wood, Transit/ Fleet/ IT Director
Prepared by: Robert Stricker, Lead Mechanic
Through: Randy Ealy, Interim City Administrator
Date: January 21, 2026

2025 Council Goals & Objectives: (Examples)
To keep all City vehicles maintained and in safe working order.

Statistics:

Nov-25

| Department | Work Orders | Labor Cost | Material Cost | Fuel Cost | Total Cost |
|--------------------------|-------------|------------|---------------|--------------|--------------------|
| Administration | 0 | \$0.00 | \$0.00 | \$0.00 | \$0.00 |
| Adult Center | 1 | \$400.92 | \$247.07 | \$195.82 | \$843.81 |
| IT Department | 0 | \$0.00 | \$0.00 | \$0.00 | \$0.00 |
| Facilities | 1 | \$750.35 | \$0.00 | \$60.49 | \$810.84 |
| Wastewater Collections | 2 | \$91.67 | \$68.58 | \$289.66 | \$449.91 |
| Wastewater Treatment | 0 | \$0.00 | \$0.00 | \$79.77 | \$79.77 |
| Parks | 2 | \$110.60 | \$78.56 | \$960.30 | \$1,149.46 |
| Police | 7 | \$1,279.58 | \$1,155.51 | \$4,726.99 | \$7,162.08 |
| Streets | 8 | \$515.12 | \$692.16 | \$1,960.44 | \$3,167.72 |
| Fleet Services | 1 | \$449.07 | \$0.00 | \$0.00 | \$449.07 |
| Canby Area Transit (CAT) | 10 | \$3,603.92 | \$4,032.65 | \$10,520.23 | \$18,156.80 |
| Total | 32 | | | Total | \$32,269.46 |

Dec-25

| 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 | \$236.26 | \$236.26 |
| Facilities | 2 | \$123.27 | \$198.13 | \$102.63 | \$424.03 |
| IT Department | 0 | \$0.00 | \$0.00 | \$0.00 | \$0.00 |
| Wastewater Collections | 3 | \$424.88 | \$692.88 | \$808.80 | \$1,926.56 |
| Wastewater Treatment | 1 | \$174.42 | \$148.73 | \$0.00 | \$323.15 |
| Parks | 7 | \$678.23 | \$89.99 | \$1,116.11 | \$1,884.33 |
| Police | 12 | \$1,876.69 | \$502.28 | \$4,596.30 | \$6,975.27 |
| Streets | 7 | \$1,357.92 | \$1,237.73 | \$2,743.67 | \$5,339.32 |
| Fleet Services | 2 | \$215.03 | \$0.00 | \$125.55 | \$340.58 |
| Canby Area Transit (CAT) | 10 | \$6,926.86 | \$1,731.46 | \$10,203.68 | \$18,862.00 |
| Total | 44 | | | Total | \$36,311.50 |

Department Activities:

- Completed DEQ testing for all on road city vehicles



City of Canby Bi-Monthly Report
Department: IT
For Months of: November & December 2025

To: The Honorable Mayor Hodson & City Council
From: Todd Wood, Transit/ Fleet/ IT Director
Prepared by: Same as above
Through: Randy Ealy, Interim City Administrator
Date: January 21, 2026

2025 Council Goals & Objectives:

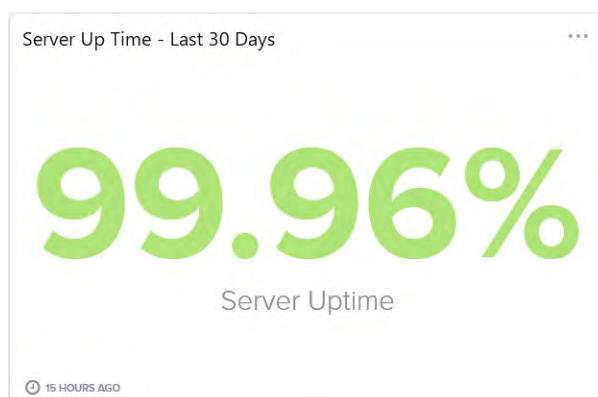
Goal 1: Promote Financial Stability

Tickets:

Tickets Resolved in FY 26: 452
Tickets Resolved this period: 152
Open Tickets as of this report: 58



Server Status during this period:



System Security Status:

PROCESS INSIGHTS

During this time frame, your cybersecurity platform **analyzed 29,026,939 process events** to identify suspicious processes that could lead to malware execution.

Of those events, there were **83 process signals detected** through automated and human analysis. None of the detected signals were suspicious in nature, thus no further investigation was warranted by your security team.

PROCESS INSIGHTS EVENT TRIAGE



SUMMARY

During the time frame of this report, your cybersecurity platform **analyzed 29,071,462 events** from **193 entities** on your network.

Of those events, there were **370 signals detected** through automated and human analysis. None of the detected signals were suspicious in nature, thus no further investigation was warranted by your security team. This defense strategy continues to reduce your risk, which maximizes your security and minimizes cyberattack damage to your business.

ENTITIES PROTECTED



29.1M

370

0

0

PERSISTENT FOOTHOLDS

During this time frame, your cybersecurity platform **analyzed 42,279 autorun events** to discover persistent footholds that, if not remediated quickly, could become malicious threats to your business.

Of those events, there were **271 autorun signals detected** through automated and human analysis. None of the detected signals were suspicious in nature, thus no further investigation was warranted by your security team.

RANSOMWARE CANARIES

During this time frame, your cybersecurity team monitored **1,840 canary files deployed** on Windows endpoints, which acted as early warning signals for ransomware on your network.

Like the old canary in the coal mine, Ransomware Canaries enable faster and earlier detection of potential ransomware incidents. When deployed, small lightweight files are placed on all protected endpoints—and if those files are modified or changed in any way, an investigation is conducted.

CANARIES IN YOUR MINE

561

Protected User Profiles

with **1,840** total canary files, deploying multiple canary files per user

0

Ransomware Incidents Reported

across **193** endpoints

Department Activities:

Staff has begun the process of replacing all phones in the city due to the new phone contract which took effect in December.

Eighty PCs are End of Life in October 2025. Staff has found solutions to nearly all of the PCs including reducing staff who have a PC and laptop to only a laptop and repurposing the desktop PC.

Staff is currently evaluating number of Office 365 licenses needed as renewal begins in March of 2026.



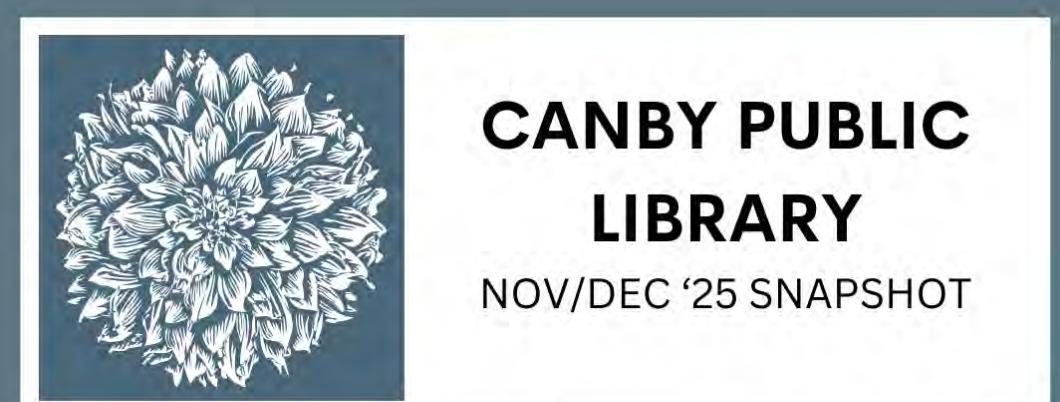
City of Canby Bi-Monthly Report
Department: Library
For Months of: November & December 2025

To: The Honorable Mayor Hodson & City Council
From: Marisa Ely, Library Director
Prepared by: Same as above
Through: Randy Ealy, Interim City Administrator
Date: January 21, 2026

2025 Council Goals & Objectives:

Promote Financial Stability: *Develop a Plan to Fund Current and Expanded Library Services*

Statistics



| | | |
|---|---|---|
| Items added to the collection - 1,244 |  | Room reservations 223 |
| Holds filled 8,109 |  | New cards 184 |
| Checkouts  Digital: 10,135 Physical: 40,315 | | General, Self-Directed & Outreach: 31 events - 985 participants |
| Items checked in 39,796 |  | Adult events - 18 Participants - 86 |
| Reference interactions - 2,867  | | Children's events - 19 Participants - 438 |
| Visitors 14,927 |  | Teen events - 8 Participants - 39 |

Department Activities:

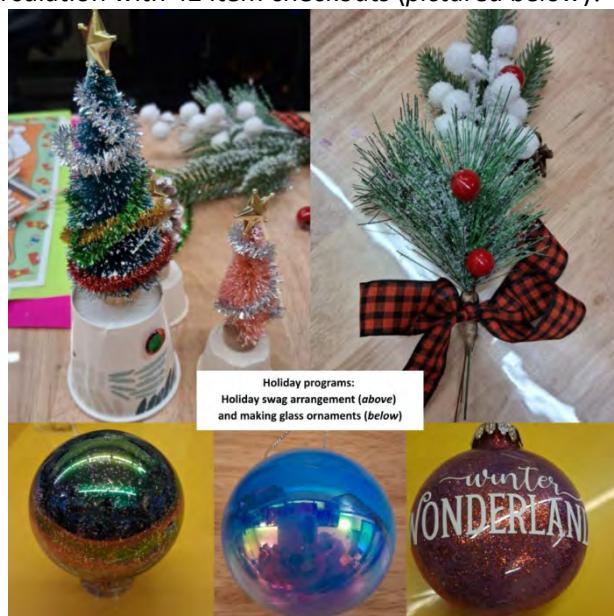
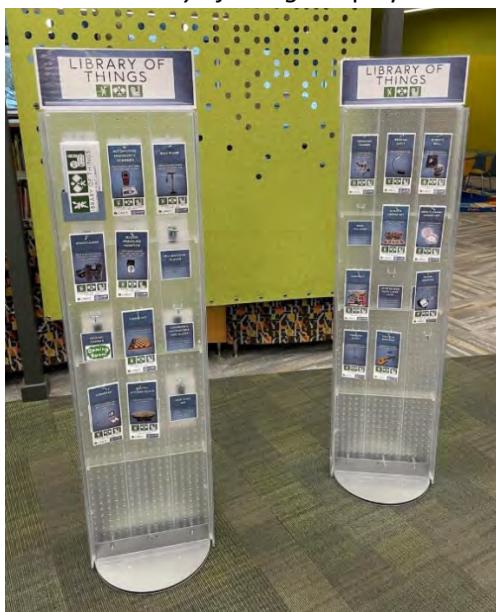
- Grant-funded *Career Center* stats:

| Computer sessions: | Free pages printed: | Free supplies used: | Users who found success: |
|--------------------|---------------------|---------------------|--------------------------|
| 15 | 327 | 9 | 12 |

- Thanks to the *American Library Association's Accessibility Grant*, we are improving accessibility for our community members with low/no vision or mobility issues. You can now see collection signage in large print all around the library via *Canby Graphics* (pictured right)!



- Our new *Library of Things* display has boosted circulation with 42 item checkouts (pictured below)!



- Upcoming events:

- Career Center* 1-on-1 coaching, January 14th and 28th from 11am-1pm
- Maker Lab*:
 - Meet the Robots**, January 17th from 11am-2pm
 - Canvas Painting with Audra**, January 28, 2026, – Session 1 from 4:00-5:15pm & Session 2 from 5:30-6:45pm
- Easy Edible Native Plants**, January 24, 2026, at 1:00pm
- Teen Escape Room**, January 24, 2026, from 12-2:00pm
- The G.O.A.T. Goat Storytime**, January 30, 2026, from 10:30am-12:00pm



**City of Canby Bi-Monthly Report
Department: Development Services
For Months of: November & December 2025**

To: The Honorable Mayor Hodson & City Council
From: Don Hardy, Planning Director
Prepared by: Laney Fouse Lawrence, Planning Technician
Through: Randy Ealy, Interim City Administrator
Date: January 21, 2026

2025-2027 Council Goals & Objectives:

Promote Financial Stability (Adjust System Development Charges)

- Most of the appraisal work has been completed to assess the per acre acquisition cost for parkland on the draft 20-year parks list. These final two appraisals are anticipated to be completed by mid-January. The SDC methodology for sewer and storm has been completed and the parks methodology can be completed once the appraisal work is completed. The final draft 20-year transportation list has been prepared and planning staff received input from the TSP Technical Advisory Committee and planning commission in November and December. The city council work session to review SDC methodologies for all SDC's is anticipated on February 11, 2026. After that work session, the final methodology report will be prepared, and then a state-required 60-day review is required before the city council adoption hearing.
- Three City Council work sessions (February 19, March 19 and June 4) covered parks, sewer and storm and transportation system development charges, background, needs, options and methodology. A 90-day State notice and 60-day review period are required. The 20-year parks SDC list has been reviewed with the Parks and Recreation Advisory Committee with the meeting on April 15 focused on the 20-year parks list and May 20 and June 17 to refine the 20-year list and develop and level of service standard.

Align Resources to Address Future Community Growth (Complete the Housing Production Strategy)

- The City Council approved the HNA and DLCD provided us with a letter identifying that no appeals occurred and that the HNA is valid for four years. The city council approved the HPS on October 1. DLCD review comments on the adopted Canby HPS will be provided in early February.

Complete the Comprehensive Plan Update

- The city council work session occurred on November 19 to review the draft comprehensive plan goals, policies and strategies. Planning commission and city council comprehensive plan adoption hearings are anticipated in 2026.

Complete the Transportation System Plan Update

- A transportation system plan update was presented to the planning commission on December 8, 2025, and the city council will be updated on January 21, 2026.

Complete the UGB Expansion Process

- The UGB Expansion process will be initiated Summer 2026 and conceptual UGB planning process will start in early 2026 supported by a \$250,000 Oregon Department of Transportation and Growth Management Grant. The IGA

was approved on January 8, 2026.

Complete the City's development code update

- A November 24, 2025, planning commission work session reviewed the anticipated code audit to start in 2026. We received notice that the Department of Land Conservation and Development that Canby will be receiving a small grant of roughly \$15,000 to assist with the Canby code audit work and this will be matched with the \$56,000 set aside in the Development Services budget for FY 25/26. DLCD grant contracting and city contracting with a consultant are anticipated by Spring 2026. Additionally, the Housing Efficiency Measures (planned unit development and cottage cluster code) were adopted by City Council on November 6, 2024, with a second reading on November 20, 2024, and there were no appeals.

Statistics:

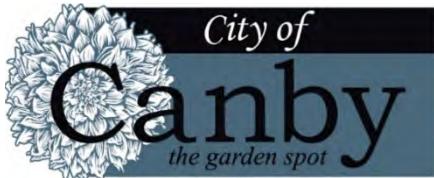
Land Use Application Activity:¹

1. Pre-Application Conferences held for the period of November 1 – December 31, 2025: Canby Smiles, Manzanita Apartments Phase 2, and Canby Learning Tree.
2. Pre-Construction Conferences held for the period of November 1 -- December 31, 2025: None.
3. Site Plans Submitted for Zoning Conformance November 1 -- December 31, 2025: 21 site plan review applications were submitted and have been or are being released for building permits
4. Signs Submitted for Plan Review November 1 -- December 31, 2025: 2 applications submitted

Planning Commission Activity:

1. Agenda Items Reviewed November 1 -- December 31, 2025: During this period, the Planning Commission:
 - a. Work Session: Preliminary Discussion of Development Code Audit.
 - b. Work Session: Transportation System Plan (TSP) Update

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.



City of Canby Bi-Monthly Report
Department: Police
For Months of: November & December 2025

To: The Honorable Mayor Hodson & City Council
From: Chief Jorge Tro
Prepared by: Katie McRobbie, Administrative Supervisor
Through: Randy Ealy, Interim City Administrator
Date: January 21, 2026

2025 Council Goals & Objectives: N/A - See Department Activities below.

STATISTICS:

| | NOV | DEC |
|---|------------|------------|
| Calls for Service - Dispatched 911 / Non-Emergency Calls / Self-Dispatched Calls | 883 | 987 |
| PROPERTY CRIMES REPORTED | | |
| Burglary | 0 | 1 |
| Unauthorized Use of Motor Vehicle / Unlawful Entry into Motor Vehicle | 0 | 3 |
| Robbery | 0 | 0 |
| Theft I, II, & III | 10 | 4 |
| Forgery / Counterfeiting | 0 | 1 |
| Trespass | 6 | 0 |
| Vandalism / Criminal Mischief | 8 | 4 |
| PERSON CRIMES REPORTED | | |
| Assault I, II, IV | 5 | 2 |
| Carrying Concealed Weapons (knife, blade, etc.) | 0 | 0 |
| Disorderly Conduct (includes resisting arrest) | 6 | 0 |
| Endangering Welfare of a Minor / Recklessly Endangering | 0 | 2 |
| Felon in Possession of Firearm / Restricted Weapon | 1 | 1 |
| Harassment, Intimidation or Threats | 10 | 5 |
| Identity Theft | 1 | 1 |
| Interfering with Peace Officer | 0 | 0 |
| Menacing | 1 | 1 |
| Sex Offenses | 1 | 0 |
| Strangulation | 0 | 0 |
| ARRESTS | | |
| Warrant Arrests (includes contempt of court, restraining order violations, parole violations) | 10 | 21 |
| Adult and Juvenile Custodies (includes juvenile curfew) | 33 | 27 |

| DRUG CRIMES | | |
|---|-----|-----|
| Possession Controlled Substance (Cocaine, Heroin, Marijuana, Meth) | 5 | 0 |
| Delivery of a Controlled Substance (Cocaine, Heroin, Marijuana, Meth) | 1 | 0 |
| Manufacture Controlled Substance (Cocaine, Heroin, Marijuana, Meth) | 0 | 0 |
| TRAFFIC CRIMES, ACCIDENTS, CITATIONS | | |
| Attempt to Elude | 2 | 2 |
| Driving Under the Influence of Intoxicants (Alcohol & Controlled Substance) | 6 | 9 |
| Other Traffic Crimes (Hit & Run, Driving While Suspended / Revoked, Reckless Driving, Failure to Surrender Suspended License / Use Invalid License) | 10 | 11 |
| Traffic Accidents | 14 | 18 |
| Traffic Citations | 173 | 199 |

| CODE COMPLIANCE | | |
|--|------------|-----------|
| | NOV | DEC |
| Total Complaints Received (Includes Self-Initiated) | 117 | 97 |
| Email Complaints; Including MyPDConnect online complaints | 31 | 30 |
| Voice Mail Complaints | 13 | 17 |
| Radio Dispatch (MDT, Lobby Walk-Ins) | 7 | 7 |
| Sex Offender Registrations | 0 | 2 |
| Proactive / Self-Initiated | 66 | 50 |
| Type of Complaints | | |
| Property Maintenance (Noxious Weeds, Vegetation, Trash) | 3 | 5 |
| Planning Code | 5 | 8 |
| Zoning Code (Illegal Camping, etc.) | 4 | 3 |
| Parking (Chalked) | 21 | 19 |
| Parking (Impound Tags) | 3 | 4 |
| Graffiti | 8 | 2 |
| Finance / Business License Violations | 10 | 2 |
| Animal Complaints | | |
| Noise (Barking, etc.) | 2 | 1 |
| Special Animal Permit Violations | 1 | 1 |
| Outcomes / Resolutions | | |
| Violations Confirmed | 10 | 10 |
| Violations Abated Voluntarily | 6 | 4 |
| Parking Citations Issued | 3 | 5 |
| UTC Issued / Enforcement Action | 0 | 0 |
| Noticed of Violation / Compliance Letters | 8 | 9 |
| Towed Vehicles (Including Tow Notices) | 0 | 1 |
| Reports Written (Original and Supplemental) | 0 | 1 |

POLICE DEPARTMENT ACTIVITIES & EVENTS:

- Launched Online Reporting via MyPDConnect December 2025

Report Counts by Month Submitted

Date range 12/02/2025 to 12/31/2025

| Year/Month Submitted | Report Count |
|----------------------|--------------|
| 2025-12 | 18 |

- Light Up the Night
- Shop with a Cop
- Sgt. Nelson Promotion / Officers Yoder and Gaither Swearing-In at Council Meeting
- Police Department Firearms Training
- Monthly Clackamas County Law Enforcement Executive Meeting
- Monthly CPD / CFD Meeting
- Monthly C800 Board Meeting
- Monthly Clackamas County Department of Communications (C-COM) Meeting



City of Canby Bi-Monthly Report
Department: Public Works
For Months of: November & December 2025

To: The Honorable Mayor Hodson & City Council
From: Todd Wood, Transit/ Fleet/ IT Director
Prepared by: Maria Toledo, Office Specialist
Through: Randy Ealy, Interim City Administrator
Date: January 21, 2026

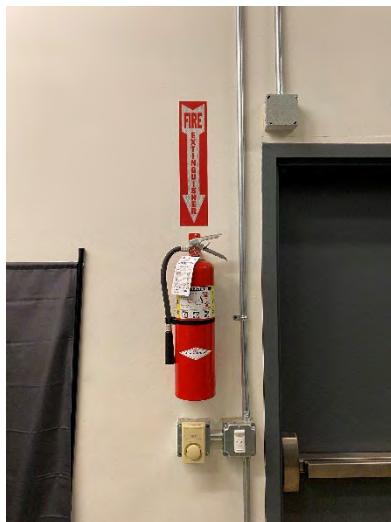
Facilities Maintenance Department

Statistics:

| Facilities | Total Hours |
|------------|-------------|
| November | 120 |
| December | 150 |

Department Activities:

Over the past couple of months, Facilities have worked closely with the Fire Marshal to ensure all City buildings are up to date with fire extinguishers and in compliance with fire safety regulations. In several areas, new fire extinguisher signage was installed to improve visibility and ensure accessibility for all individuals in the event of an emergency.



Parks Department

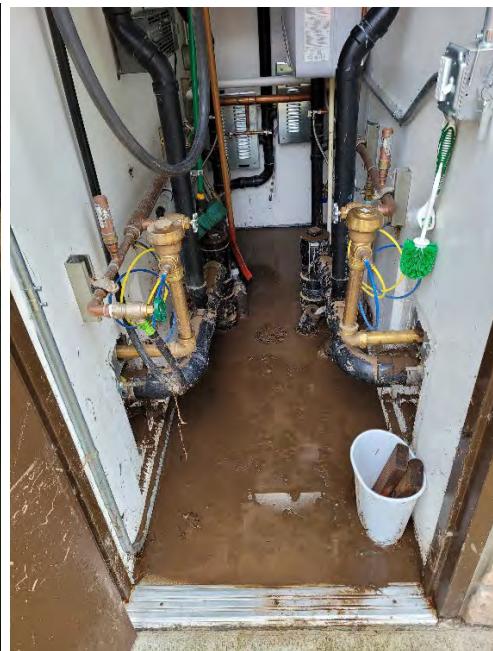
Statistics:

November hours: 840.5

December hours: 952.5

Department Activities: The months of November and December were very busy for the Parks Dept. November started out with Christmas light décor at Wait Park. The usual leaf cleanup was also in order. December involved wind and rainstorms that are making cleanup a challenge. Community Park lower restroom was flooded by the river. We estimated that 30 inches of water engulfed the lower parking/restroom. Cleanup was challenging, but everything is in working order now. Arneson Gardens was hit the most by the windstorm. The park is closed now due to the volume of trees down and debris. We will see how to tackle this in the next couple of weeks. Zion Cemetery had 5 headstones kicked over. Vandalized. A few Parks employees spent a day putting back up.







Sewer Collections Department

Statistics:

| Sewer | November Total Hours | December Total Hours |
|---------------------------------|----------------------|----------------------|
| Sewer Cleaning | 0 | 48 |
| Sewer Maintenance/Repair | 10 | 50 |
| Sewer TV'ing | 4 | 3 |
| Lift Station Maintenance | 30 | 30 |
| Locating Utilities | 26 | 35 |
| Sewer Inspections | 8 | 10 |

Department Activities:

Sewer Collection has been focusing on fixing sewer laterals, especially during the rainy season, to help water flow through the system and reduce flooding. The team got a couple of calls from some residents' experience backups on their property. In a few cases, the issue was caused by tree roots growing into the pipes, creating blockages that led to backups inside their homes. The crew handled these problems on the spot and made repairs helping both the residents and the city.



Streets Department

Statistics:

| Streets | November Total Hours | December Total Hours |
|--------------------------------------|----------------------|----------------------|
| Street Maintenance | 400 | 411 |
| Sidewalk Inspections | 6 | 0 |
| Driveway Approach Inspections | 1 | 0 |
| Street Sign Manufacturing | 22 | 37 |
| Street Sign Maintenance | 9 | 16 |
| Street Light Repair | 9 | 0 |
| Tree Maintenance | 0 | 11 |
| Dump Truck | 20 | 0 |

Department Activities:

Over the past couple of months, the crew has focused on clearing overgrown debris along city streets to improve driver visibility and enhance the overall appearance of the city. Additionally, during the last heavy rainstorm, the crew proactively placed warning signs throughout high-water areas to ensure residents were aware of potential hazards and could travel safely.



Storm Water

Statistics:

| Storm Water | November Total Hours | December Total Hours |
|--------------------------------------|----------------------|----------------------|
| Catch Basin Maintenance | 61 | 131 |
| Drywell Maintenance | 6 | 11 |
| Erosion Control Inspections | 1 | 0 |
| Storm line Maintenance/Repair | 0 | 0 |
| Storm Line Inspections | 0 | 5 |
| Drying Beds | 4 | 0 |

Department Activities:

In November and December, the stormwater crew focused mainly on catch basin maintenance, with additional time spent in December due to heavy rainfall to keep drainage systems working properly. The crew stayed on top of routine maintenance and completed repairs as needed to ensure the stormwater system continued to function efficiently and prevent drainage issues during wet weather.





**City of Canby Bi-Monthly Report
Department: Canby Swim Center
For Months of: November & December 2025**

To: The Honorable Mayor Hodson & City Council
From: Nathan Templeman, Aquatics Program Manager
Prepared by: Same as Above
Through: Randy Ealy, Interim City Administrator
Date: January 21, 2026

2025 Council Goals & Objectives: N/A. See Department Activities.

Statistics (see attached):

Combined attendance for November–December 2025 totaled 6,614 visits, compared to 6,873 over the same period in 2024 (–3.8% year over year). November attendance declined (–17% YoY), driven primarily by lower afternoon public use and reduced evening lessons, while December rebounded strongly, with attendance up 16% YoY, offsetting much of the November decline.

Across both months, pass usage remained relatively stable, while admissions declined, particularly in November. Lap swim (noon and evening) and team programs (Canby Gators and Canby High School Swim) continued to perform well, and December showed clear gains in afternoon and evening public swim. Morning programming was flat to slightly lower, consistent with seasonal trends.

Revenue for the two-month period trended modestly below the prior year, reflecting the November dip, with improved utilization in December helping to stabilize overall performance. Year-to-date attendance for FY 25–26 is 27,952, tracking slightly below FY 24–25 (28,996) at this point in the fiscal year.

Department Activities

Staffing Update:

The Summit Staffing Services contract has been approved to support part-time operations. Eric Laitinen retired from the Program Manager role, and Nathan Templeman was promoted internally. Interviews for the Program Coordinator position are scheduled for Wednesday, January 14, and the Pool Operator position is now open and posted. Recruitment remains a priority to improve coverage and support long-term operational stability.

Renovation:

Renovation planning continues, with scope refinement and coordination underway in preparation for upcoming phases of work. Sequencing and timing remain under review to minimize operational disruption. Additional updates will be provided as schedules and next steps are finalized.

November 2025 Canby Swim Center Monthly Attendance Numbers

| | ADMIT 2024 | ADMIT 2025 | PASS 2024 | PASS 2025 | TOTAL 2024 | TOTAL 2025 | YTD TOTAL 24-25 | YTD TOTAL 25-26 |
|--------------------------|---------------|---------------|--------------|--------------|---------------|---------------|--------------------|--------------------|
| MORNING LAP | 63 | 19 | 294 | 284 | 357 | 303 | 1868 | 1593 |
| ADULT RECREATION SWIM | 17 | 29 | 350 | 290 | 367 | 319 | 2248 | 1829 |
| MORNING WATER EXERCISE | 69 | 55 | 147 | 177 | 216 | 232 | 1205 | 1014 |
| PARENT/CHILD/FAMILY SWIM | 112 | 112 | 0 | 0 | 112 | 112 | 1776 | 1794 |
| MORNING PUBLIC LESSONS | 0 | 0 | 0 | 0 | 0 | 0 | 3262 | 3574 |
| SCHOOL LESSONS | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| NOON LAP | 99 | 107 | 359 | 326 | 458 | 433 | 1855 | 1665 |
| AFTERNOON PUBLIC | 799 | 248 | 2 | 7 | 801 | 255 | 2505 | 1752 |
| PENGUIN CLUB | 0 | 0 | 0 | 0 | 0 | 0 | 628 | 820 |
| CANBY H.S. SWIM TEAM | 0 | 0 | 153 | 231 | 153 | 231 | 153 | 231 |
| CANBY GATORS | 0 | 0 | 770 | 730 | 770 | 730 | 2727 | 3100 |
| MASTER SWIMMING | 0 | 0 | 20 | 20 | 20 | 20 | 62 | 59 |
| EVENING LESSONS | 608 | 497 | 0 | 0 | 608 | 497 | 6027 | 5453 |
| EVENING LAP SWIM | 58 | 24 | 39 | 51 | 97 | 75 | 494 | 454 |
| EVENING PUBLIC SWIM | 91 | 131 | 5 | 5 | 96 | 136 | 1268 | 1215 |
| ADULT LESSONS | 15 | 66 | 0 | 0 | 15 | 66 | 102 | 163 |
| GROUPS AND RENTALS | 0 | 5 | 0 | 0 | 0 | 5 | 13 | 20 |
| OUTREACH SWIMMING | 40 | 0 | 0 | 0 | 40 | 0 | 40 | 16 |
| TOTAL ATTENDANCE | 1,971 | 1,293 | 2,139 | 2,121 | 4,110 | 3,414 | 26,233 | 24,752 |

December 2025 Canby Swim Center Monthly Attendance Numbers

| | ADMIT 2024 | ADMIT 2025 | PASS 2024 | PASS 2025 | TOTAL 2024 | TOTAL 2025 | YTD TOTAL 24-25 | YTD TOTAL 25-26 |
|--------------------------|---------------|---------------|--------------|--------------|---------------|---------------|--------------------|--------------------|
| MORNING LAP | 53 | 33 | 311 | 321 | 364 | 354 | 2232 | 1947 |
| ADULT RECREATION SWIM | 35 | 31 | 373 | 366 | 408 | 397 | 2656 | 2226 |
| MORNING WATER EXERCISE | 73 | 60 | 167 | 158 | 240 | 218 | 1445 | 1232 |
| PARENT/CHILD/FAMILY SWIM | 8 | 0 | 0 | 0 | 8 | 0 | 1784 | 1794 |
| MORNING PUBLIC LESSONS | 0 | 0 | 0 | 0 | 0 | 0 | 3262 | 3574 |
| SCHOOL LESSONS | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| NOON LAP | 115 | 136 | 378 | 412 | 493 | 548 | 2348 | 2213 |
| AFTERNOON PUBLIC | 212 | 311 | 5 | 33 | 217 | 344 | 2722 | 2096 |
| PENGUIN CLUB | 0 | 0 | 0 | 0 | 0 | 0 | 628 | 820 |
| CANBY H.S. SWIM TEAM | 0 | | 367 | 512 | 367 | 512 | 520 | 743 |
| CANBY GATORS | 0 | | 528 | 650 | 528 | 650 | 3255 | 3750 |
| MASTER SWIMMING | 0 | 0 | 24 | 21 | 24 | 21 | 86 | 80 |
| EVENING LESSONS | 0 | 0 | 0 | | 0 | 0 | 6027 | 5453 |
| EVENING LAP SWIM | 10 | 29 | 19 | 26 | 29 | 55 | 523 | 509 |
| EVENING PUBLIC SWIM | 44 | 98 | 2 | 3 | 46 | 101 | 1314 | 1316 |
| ADULT LESSONS | 9 | 0 | 0 | | 9 | 0 | 111 | 163 |
| GROUPS AND RENTALS | 0 | 0 | 0 | | 0 | 0 | 13 | 20 |
| OUTREACH SWIMMING | 30 | 0 | 0 | | 30 | 0 | 70 | 16 |
| TOTAL ATTENDANCE | 589 | 698 | 2,174 | 2,502 | 2,763 | 3,200 | 28,996 | 27,952 |



**City of Canby Bi-Monthly Report
Department: Transit
For Months of: November & December 2025**

To: The Honorable Mayor Hodson & City Council
From: Todd Wood, Transit/ Fleet/ IT Director
Prepared by: Same as above
Through: Randy Ealy, Interim City Administrator
Date: January 21, 2026

2025 Council Goals & Objectives:

Goal 1: Promote Financial Stability

See Grant Activities below

Goal 3: Plan a transportation system that eases the impacts of growth

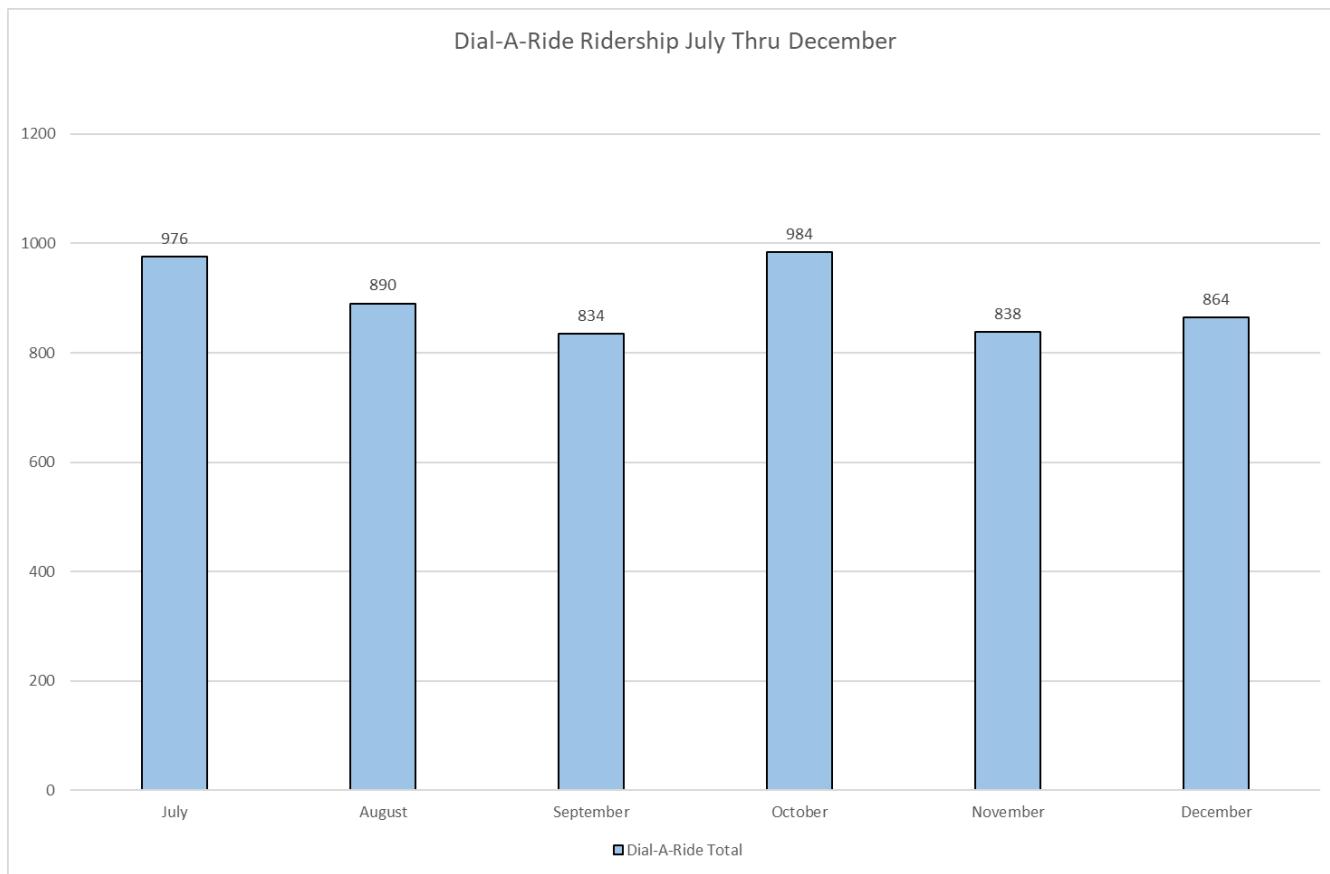
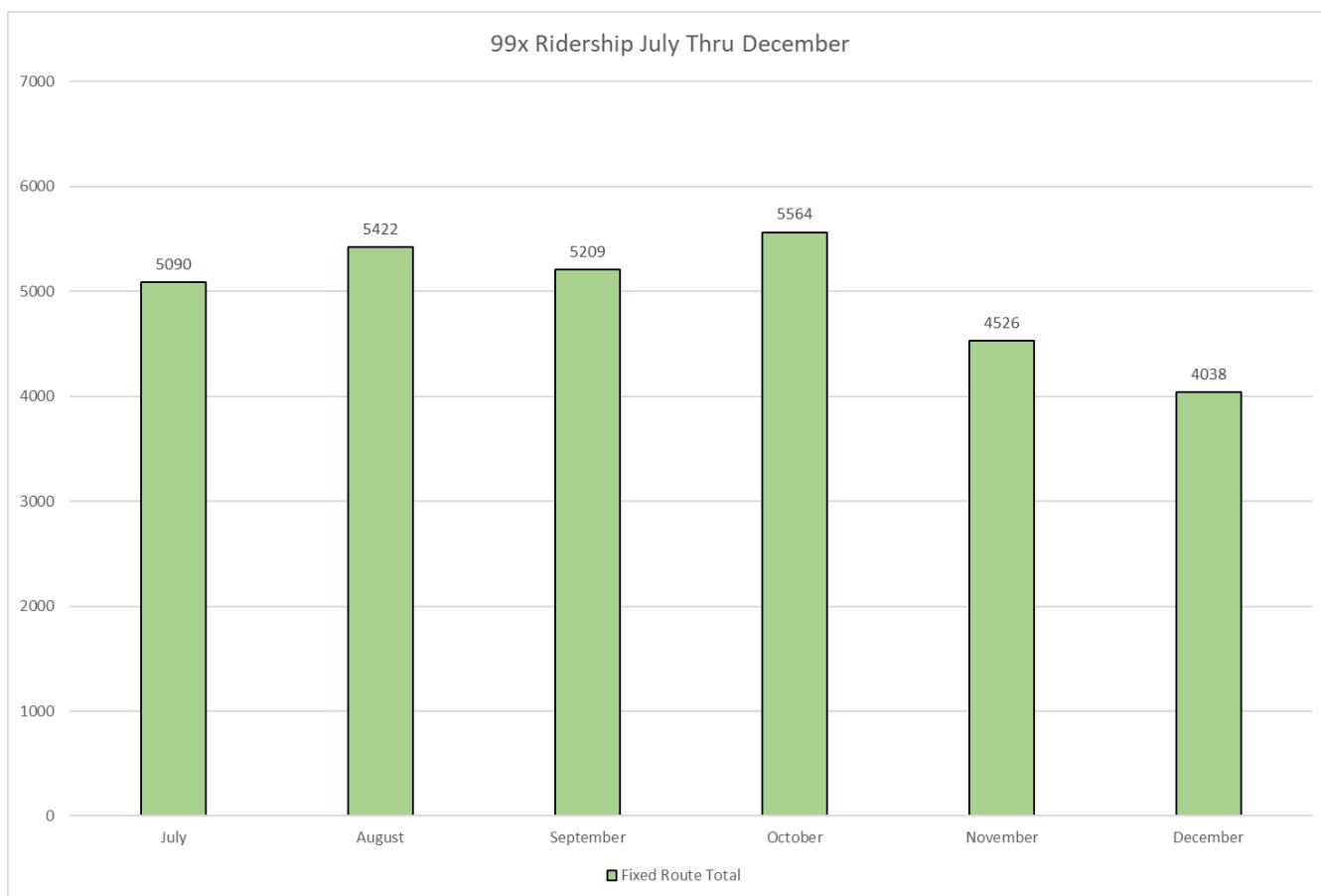
See Transit Statistics below

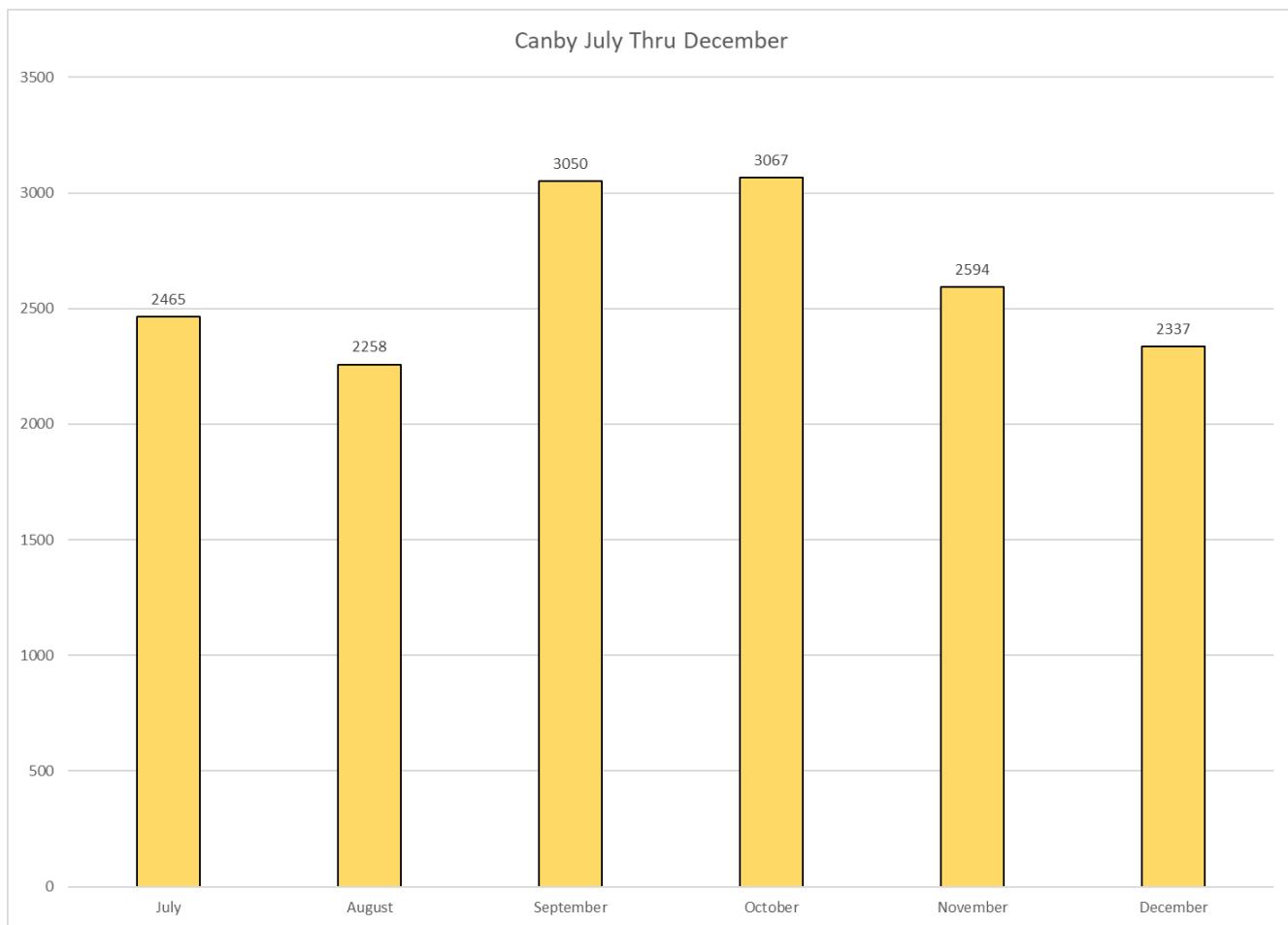
Statistics:

November average daily weekday daily 99x route ridership: 208 trips
November average daily weekend daily 99x route ridership: 113 trips
December average daily weekday daily 99x route ridership: 149 trips
December average daily weekend daily 99x route ridership: 188 trips

November average daily weekday Dial-a-Ride route ridership: 37 trips
November average daily weekend Dial-a-Ride route ridership: 27 trips
December average daily weekday Dial-a-Ride route ridership: 36 trips
December average daily weekend Dial-a-Ride route ridership: 31 trips

November average daily weekday daily Loop route ridership: 121 trips
November average daily weekend daily Loop route ridership: 58 trips
December average daily weekday daily Loop route ridership: 87 trips
December average daily weekend daily Loop route ridership: 106 trips





Department Activities:

1) Grant Activities:

Submitted Reports for 5310, 5310, STIF
Submitted Annual NTD Report
Submitted Quarterly Charter Reports

2) New Vehicles:

Four New Transit Vans will be delivered in January and will be placed into service in February.