



Rendering of the future Happy Valley Community Center

Annual Report

2024-25 Fiscal Year



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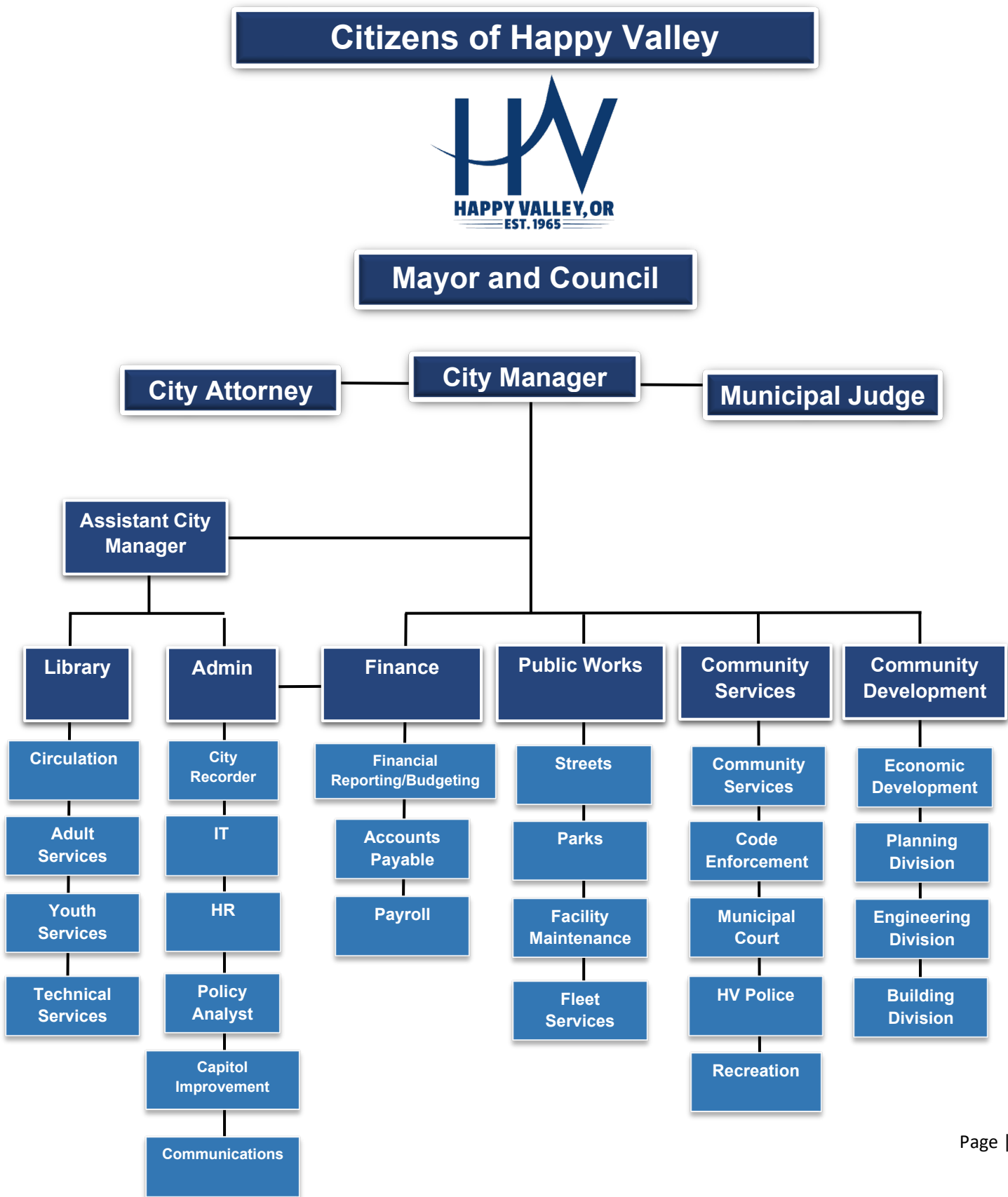
About Team Happy Valley

The City of Happy Valley was incorporated in 1965, growing from a rural area of about 300 people to a thriving community of 27,637 neighbors. Happy Valley is one of the most diverse cities in Oregon with many residents identifying as Asian (23.7 percent), of two or more races (11.6 percent), and/or Hispanic or Latino (6.6 percent). Our beautiful parks and trails, safe neighborhoods, and vibrant business community contribute to making Happy Valley a wonderful place to call home. Together, we celebrate and honor the spirit of unity bringing people together and making our Happy Valley the kind of place where everyone feels valued. Want to learn more? Click the icons below and follow the City of Happy Valley online!



Ribbon Cutting of Library Expansion

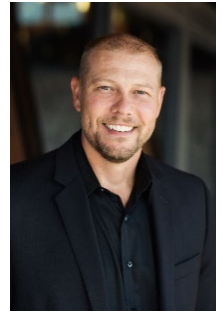
Organizational Chart



Introduction – Fiscal Year 2024-25 Annual Report

Mayor & City Council:

I'm pleased to report the progress the City has made during the 2024-25 fiscal year. As the City Council and the broader community has come to expect, the City of Happy Valley delivers quality customer and public service. Starting with the basics, local streets are kept at one of the highest pavement quality indexes in the State; parks and trails are well maintained and receive consistent upgrades; the City is safe and clean; growth is managed thoughtfully; and our community events enhance the small-town feel.



Jason Tuck, ICMA-CM
City Manager

The Annual Report highlights all the work that goes into meeting our community's expectations for basic services. Even though that takes up 90% of what we do as City employees, we continue to make monumental strides in delivering on key projects that are a priority to the City Council. Below are just a few of the many highlights:

- Finalized the library expansion;
- Continued significant progress on the future Community Center;
- Finished the Superblock sidewalk project;
- Made progress developing plans for the future Downtown;
- Passed the Public Safety Levy.

I cannot say enough how impressed I am with our entire team. Everyone at the City has played a significant role: from the City Council to our staff and volunteers.

None of this would have been possible without the support and direction from the City Council. Likewise, the volunteers on all the City committees served as a sounding board for advice and feedback. Lastly, our employees work tirelessly through challenging times to achieve our shared goals of making Happy Valley a better place. Every accomplishment highlighted in this report took a team effort. I am proud of what we have accomplished and excited for the year ahead.

Respectfully submitted,

A handwritten signature in blue ink that reads "Jason Tuck".

Jason Tuck, ICMA-CM
City Manager

Overview of Capital Improvement Projects

The City has taken a more active role in capital improvement projects. Often, these projects take millions of dollars, involve a significant amount of staff time, and span several years to complete. Below is a list of the key capital improvement projects recently completed or underway.

Completed

- 129th Avenue and King Road Roundabout
- 129th Avenue Sidewalk and Undergrounding (Gap Project)
- Superblock Phase I, II, and III
- Pleasant Valley Villages Neighborhood Park
- Scott Creek Trail Renovation/ADA Improvements
- Veterans Memorial Park Phases 1 and 1.5
- HV Library Expansion
- HV Park Sports Field Improvements

Construction Underway

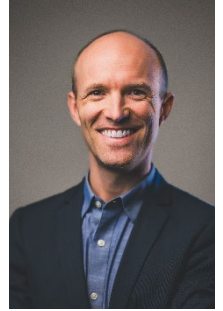
- Annual Roadway Maintenance (Crack and Slurry Seal, Striping and Roadway Reconstruction)
- Scouters Mountain Neighborhood Park

Pre-Construction Underway

- 147th Avenue Half Street Improvement – Design and property acquisition underway
- 172nd Avenue North of Sunnyside Road – Design and property acquisition underway
- 172nd Avenue Roundabout – Right-of-way acquisition and construction
- 162nd Avenue – 10% construction design
- Rock Creek BLVD – 10% construction design
- Sunrise Corridor Gateway – Visioning project with Clackamas County
- Scott Creek Trail Extension – Design and Metro approval
- Clackamas River Trail – Design
- Village Green Park Renovation – Design
- Veterans Memorial Park Phase 2 – Design
- Various Land Acquisition – Targeted for consideration
- Public Works Facility – Design
- Community Center – Design
- 40 Acre Community Park – Design
- Scouters Mt Road East – Design and regulatory review underway

General Administration

10 FTE



Ben Bryant
Assistant City Manager

General Administration (3 FTE):

2024/25 Highlights:

- Finalized the \$10 million expansion of the library.
- Continued efforts to advance the Community Center in partnership with a broader city-wide team.
 - Reached the 100% Schematic Design Milestone.
 - Developed ballot title language for a \$50 million bond measure.
 - Secured \$5 million in funding from the State Legislature.
- Led the committee appointment and reappointment application and selection process in partnership with committee staff liaisons, the City Manager, and Mayor.
- Partnered with the City's lobbyist to monitor and comment on legislation impacting the City.
- Provided city-wide perspective to communications, assisting with social media, HV News, and the Happy Valley Magazine.
- Organized the first joint meeting between the City Council and North Clackamas School District Board of Directors.
- Onboarded new Capital Improvement Program Manager to lead large projects.

2025/26 Goals:

- Continue progress on the Happy Valley Community Center.
 - Finalize the design.
 - Execute a Guaranteed Maximum Price and begin construction.
 - Provide educational materials related to the Bond Measure.
 - Develop operations and implementation plan.
- Continue partnership with the City's lobbyist to monitor upcoming legislative session and engage with local legislators.
- Finalize Intergovernmental Agreement with Metro to receive "local share" dollars as part of the Parks and Nature Bond Measure.

Communications (1 FTE):

2024/25 Highlights:

- Developed communication strategy for the Community Center Bond Measure.
- Continued partnership with Carpenter Media Group to write and edit monthly news publication and seasonal Parks & Recreation insert.
- Prepared and produced annual Happy Valley Magazine with content focusing on the business community.
- Continued support of the Core Communication Group to review City-wide communications.
- Established a consistent meeting plan to exchange information and connect with each City Department to ensure projects are routinely discussed and communication is provided to the community when needed.
- Organized the quarterly meetings between City staff and school principals to foster coordination.
- Facilitated the *If I Were Mayor* contest.
- Onboarded new Communications and Public Relations Manager.

2025/26 Goals:

- Lead communications to educate the public about the Community Center Bond Measure.
- Develop an overall communications strategy for the City.
- Continue to support the integration of Workvivo amongst internal staff.
- Continue to broaden the City's reach in communicating information on a variety of topics.
- Continue to contribute to website updates and information online regarding City programs, events, and news.

Policy Analysis (1 FTE):

2024/25 Highlights:

- Continued to track policy development at local, regional, and state tables, keeping councilors and staff up to date on regional government coordination.
- Represented Happy Valley and Clackamas Cities at regional tables focused on transportation and planning including: the Metro Transportation Policy Alternatives Committee, Regional Emergency Transportation Routes, the Clackamas Technical Advisory Committee, C4 Transit Subcommittee and Community Connectors Work Group.
- Prepared City statements and advocacy materials for 2025 Legislative session, including advocacy for a \$5 million lottery fund investment that was awarded for Happy Valley's Community Center.
- Prepared grant applications for City projects, including the Community Center and the remaining Veterans Memorial Park buildout, resulting in a \$257,000 Local Government grant awarded for Veteran's Memorial Park.
- Maintained reporting and oversight over FEMA and Oregon Parks and Recreation grants, ensuring payment of \$60,000 in Hazard Mitigation funding.
- Provided staff support to the Public Art Committee. Over the last year, the Public Art Committee has:
 - Cast a nationwide invitation for sculptors to design and construct a new art piece in the King Road and 129th Avenue Roundabout. The invitation received over 250 applications, and the artist who was ultimately selected expects to install the piece in October 2025, beautifying and distinguishing an important Happy Valley community hub.
 - Started the 2025-2027 Sculpture Garden Exhibition, selecting and installing 8 new pieces of art from regional artists to be displayed around City Hall and the Library, bringing new art into the Happy Valley community and promoting artists from the Pacific Northwest.
 - Juried the 2025 Clackamas County Artist Exhibition Program and hosted one of the program displays, promoting County artists and introducing creative art to the Happy Valley community.
 - Helped to host community events, distributing public art information and leading child craft activities during Summer Concerts, Oktoberfest, and Winter Tree Lighting events, fostering positive relationships with residents.

2025/26 Goals:

- Support City Councilors at intergovernmental tables, including pre-meeting briefings, talking points, post-meeting summaries, and direct letters and communication.
- Identify and apply for grant opportunities in support of other City departments.
- Develop and promote a legislative agenda ahead of the 2026 short session.
- Expand the city's rotating sculpture program and public art acquisitions with the Community Center project.

- Find opportunities for public art to be incorporated in other future parks projects and public facilities.
- Establish a structured yearlong routine for public art calls and selections.

Human Resources (1 FTE):

2024/25 Highlights:

- Onboarded 24 new employees (note: most of these were not new FTEs).
- Completed a full Job Description review.
- Completed the development of a formalized volunteer program in partnership with Risk Management.
- Processed many medical related leaves and workers compensation claims.
- Increased diversity and bilingual abilities in new hire population of City employees.
- Updated, managed, and monitored City access control.
- Successfully implemented a bilingual pay program for staff who assist with City business in languages in addition to English.
- Implemented and managed the City's intranet page in partnership with Information Systems and Communications teams.
- Finalized a new employee and ongoing training schedule for mandatory employee training.
- Oversaw the creation and distribution of the Safety Committee and Wellness Team newsletters.

2025/26 Goals:

- Lead the operations team for the Community Center project.
- Finalize programming for regular training programs to auto deploy.
- Finalize moving remaining electronic employee files to Laserfiche.
- Continue to develop and grow diverse and qualified applicant pools for vacant positions.
- Increase employee engagement on the City's intranet page.
- Add safety related job responsibilities to all Job Descriptions.

City Recorder (2 FTE):

2024/25 Highlights:

- Collaborated with staff to digitize 53,705 entries into Laserfiche, the City of Happy Valley's electronic records management system, over 4,000 of which were filed during a single "Laserfiche Week," an annual event to bolster digitization efforts and improve records management.
- Archived nearly all planning records from physical storage areas and began planning a similar effort for municipal court records.
- Selected an agenda management program in collaboration with committee liaisons and prepared for implementation in Fall 2025.
- Fulfilled 117 public records requests in compliance with public records law and the city's expectation of exceptional service, a 29% increase over the prior fiscal year.

2025/26 Goals:

- Continue digitization efforts with the support of managers and supervisors in the organization.
- Organize a successful Laserfiche Week to archive 2,000 or more records into the program.
- Collaborate with staff on the updated Cities Retention Schedule and modify Laserfiche processes to reflect changes.

- Draft a role-based retention policy for communications and collaborate with Information Systems for deployment.
- Prepare materials for prospective candidates for November 3, 2026 General Election.

Risk Management:

2024/25 Highlights:

- Managed the City's insurance program, supported the appraisal process, and implemented several cost-saving measures to offset premium increases.
- Offered consultative services to identify, assess, and mitigate risk that could negatively impact the organization; the overall loss ratio for general liability, property, and auto liability and physical damage remains exceptionally low.
- Acted as a point of contact for any new or existing general liability, property, and auto liability and physical damage claims, and collaborated with Human Resources on workers' compensation.
- Sought reimbursement from third parties for damaged public infrastructure.
- Served on the Safety Committee to support a safe work environment for all employees.
- Led the cleanup and reorganization of storage areas to improve accessibility and address safety concerns.
- Coordinated regular, automated training for cyber security.
- Reviewed, consulted, or advised on at least 330 Certificates of Insurance and 172 contracts.
- Served on the Board for the Oregon Public Risk Manager Association, which allowed for collaboration and knowledge sharing with risk management professionals from around the state at all levels of government.

2025/26 Goals:

- Implement leadership-supported suggestions from the Best Practices Survey with City County Insurance Services.
- Create a Laserfiche form for Facility Inspections for the Safety Committee to use for quarterly inspections.
- Coordinate contract training with the City Attorney's Office and prepare materials to support staff.

Information Systems (2 FTE):

2024/25 Highlights:

- Collaborated with OSU and its cybersecurity program to provide students with real-world data.
- Conducted a comprehensive analysis of internal and external network vulnerabilities.
- Adopted CrowdStrike as the primary endpoint and identity protection platform.
- Installed new network hardware at the HV Library to increase capacity and speeds.
- Assumed responsibility for the management and support of an additional 20 network computers at the HV Library.
- Upgraded the Nutanix server platform to newer hardware with enhanced storage capabilities.
- Enhanced network detection systems for improved threat identification and security monitoring.
- Deployed a new NG-SIEM alongside CrowdStrike to facilitate extended logging and storage of network data.
- Transitioned most data devices to a variable rate data service from FirstNet to reduce costs and enhance service quality.
- Consolidated printer and copier services under a single Canon plan for maintenance and consumables.

2025/26 Goals:

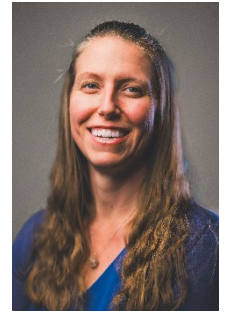
- Install enhanced network firewall with advanced security and logging.
- Deploy Canon Uniflow for centralized cloud printing and scanning.
- Partner with OSU for cybersecurity solutions and student training.
- Improve CrowdStrike integration for better reporting and monitoring.
- Upgrade 7-year-old core switching hardware.
- Launch updated city website.
- Explore AI-powered local website search.
- Evaluate AI platforms for city staff use.
- Expand Workvivo and Zoom adoption.

Library

18 FTE

2024/25 Highlights:

- Opened the library expansion on schedule and under budget.
- Raised over \$80,000 for the expansion.
- Awarded the 2024 honoree Top Projects in Oregon by the *Daily Journal of Commerce* for the expansion.
- Developed study and community rooms policy, procedures, and reservation system.
- Increased collaboration with Parks and Recreation to offer programs and services at the library.
- Began public reservations of the library expansion's community rooms.
- Updated library IT systems for improved security and workflows.
- Implemented occupancy sensors to report on library usage trends.
- Added weekly English and Citizenship classes through partnerships with Goodwill Industries.



Sarah Roller
Library Director

	FY 2024/25 ACTUALS	FY 2025/26 PROJECTION
Circulation of all library materials	759,111	760,000
New library cards issued	4,234	4,250
New items added to collection	13,578	14,000
Internet & Wi-Fi users	29,076	30,000
Number of reference questions & inquiries	30,214	30,000
Storytimes offered / attendance	90 / 4,163	120 / 5,000
Teen & Juvenile programs offered / attendance	136 / 5,202	150 / 5,700
All ages programs offered / attendance	29 / 2,785	18 / 1,500
Summer Reading program finishers	1,250	1,300
Adult Programs offered / attendance	223 / 3,642	190 / 3,300
Off-site visits / attendance	298 / 9,098	270 / 7,300
On-site visits / attendance	6 / 279	5 / 200
Volunteer hours	1,787	1,700
Door count	158,494 * Oct.-Jun. Full year data unavailable	180,000
Hours of study room use	5,019 * Oct.-Jun. Full year data unavailable	5,200

2025/26 Goals:

- Develop cost savings plans to prepare for lower projected revenues from the Library District and increased costs for materials and labor.
- Analyze occupancy data for potential staff adjustments.
- Expand Latin Heritage month to include a multi feature main event.

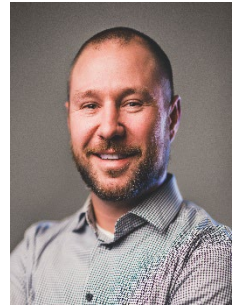
- Expand the number of Parks & Recreation programs that are offered at the library.
- Expand partnership with Goodwill Industries to offer free technology and job seeking classes.
- Update staff scheduling software for efficiency and greater staffing trends analysis.



Photos by Josh Partee.

Finance

3 FTE



Travis Warneke, CPA
Finance Director

2024/25 Highlights:

Budget

- Received the Government Finance Officers Association (GFOA) Distinguished Budget Presentation Award for the 2023-24 Budget: This was the eighth time the City submitted its budget to the GFOA for award consideration.
- Received the Certificate of Recognition for Budget presentation.
- Incorporated suggestions from the GFOA into the 2024-25 Budget submitted for award consideration.

Comprehensive Annual Financial Report

- Received the GFOA Certificate of Achievement for Excellence in Financial Reporting for the 2023 ACFR: This is the fifth year in a row the City received this award. (Awaiting results for 2024)
- Awarded for “Financial Reporting Achievement.”
- Incorporated GFOA recommendations into the 2024 ACFR which will be submitted to GFOA for award consideration.
- Received a successful annual independent audit of financial information and processes.

Annual 5-year Projection

- Updated the 5-year projection and presented it to the City Council.
- Utilized the first year of projection as the basis for the 25-26 Proposed Budget.

Cost Allocation Plan

- Provided two updates to the cost allocation plan – one using next year's budget amounts and another using the most recent actual amounts.
- Utilized the cost allocation plan in the 5-year projection and budget processes to allocate administrative costs to other funds and departments.

Other

- Implemented a new accounts payable process called AP automation. This will create efficiencies within the finance department and for department approvers. It also enhances access to digitally stored invoices. Expected go live fall of 2026.

Urban Renewal Agency

- Created fourth annual UR Budget document.
- Completed UR annual report for year 4 of the new District.

2025/26 Goals:

- Create comprehensive internal control document and review all financial policies and compare to GFOA best practices.
- Create a Capital Improvement Plan (CIP) as it relates to each Reserve for Replacement Fund to become part of the budget document.

- Begin process for the next Urban Renewal debt issuance. Debt proceeds will be primarily used for the 172nd widening project.
- Update Urban Renewal revenue projections with updated data from the building department, planning department and the tax assessor's office.



GOVERNMENT FINANCE OFFICERS ASSOCIATION

*Distinguished
Budget Presentation
Award*

PRESENTED TO

**City of Happy Valley
Oregon**

For the Fiscal Year Beginning

July 01, 2023

Christopher P. Morrell

Executive Director

Happy Valley has received four consecutive awards for Distinguished Budget Presentation, the highest form of recognition in governmental budgeting. Staff are submitting the 2024 – 2025 to GFOA to determine its eligibility for another award. In addition to the budget award, the City received awards for its Comprehensive Annual Financial Reports (CAFR) in each of the previous four fiscal years.

Economic and Community Development Department

20 FTE



Michael D. Walter, AICP
Economic & Community
Development Director

Planning & Economic Development Divisions (5 FTE):

2024/25 Highlights:

- Advanced development of the planned Happy Valley Downtown District. Supported the creation of the Downtown District conceptual design, including analyses of traffic, housing, and economic impacts to ensure the district meets community needs. Drafted zoning code amendments, evaluated the application of a Vertical Housing Development Zone, and began collaboration with the development community to establish a feasible implementation strategy.
- Adopted Housing Production Strategies. After extensive technical work and a robust community engagement process, the City Council adopted 18 Housing Production Strategies to encourage housing for all the community's needs, including accessibility and affordability.
- Adopted Code Amendments to Enhance Livability. Supported the City Council in adopting code amendments that improve community livability, streamline development processes, clarify regulatory requirements, and refine standards for cottage cluster housing.
- Engaged in Regional and State Policy Coordination. Monitored regional and state policies and collaborated with partner jurisdictions through participation in multiple committees and work groups, including the Metro Technical Advisory Committee, Transportation Policy Alternatives Committee, Clackamas County Coordinating Committee, Clackamas Transportation Advisory Committee, and the Regional Housing Coordination Strategy Work Group. Actively participated and provided guidance about the feasibility of housing legislation.
- Implemented new statewide Climate Friendly and Equitable Communities Requirements. Amended the development standards and created programs to implement the remaining components of the Climate Friendly and Equitable Communities initiative related to parking.
- Submitted Senate Bill 1537 Exemption Request. Prepared and submitted a formal exemption request to the “mandatory adjustments” section of 2024’s Senate Bill 1537.
- Updated Flood Management Regulations. Completed amendments to the Flood Management Overlay District to ensure compliance with updated FEMA requirements.
- Initiated Comprehensive Plan Update. Began background data collection to support the upcoming Comprehensive Plan update process.
- Enhanced Transparency and Process Efficiency. Improved customer experience and internal efficiency through improvements to the permitting system: updated application forms, website enhancements, and streamlined review.
- Maintained Tree City USA Designation. Successfully continued the City’s designation as a Tree City USA community.
- Strengthened GIS Capabilities. Expanded the City’s GIS program through improved data governance, staff training, implementation of new applications for street sweeping and winter weather operations, mapping support for the permitting system, and enhanced data workflow in collaboration with Clackamas County. Completed development of both public-facing and internal online mapping tools.

- Provided Ongoing Development Review Support. Continued to collaborate across divisions to support building permit review, site development review, and related processes.
- Delivered High-Quality Customer Service. Maintained a strong commitment to customer service by assisting a wide range of community members and efficiently processing land use applications and development-related inquiries.

Planning Permit/Applications

	FY 2024/25 ACTUALS	FY 2025/26 PROJECTION
Athletic Court	1	1
Accessory Dwelling Units	0	1
Annexations	2	1
Appeals	1	0
Comprehensive Plan Amendments	1	2
Comprehensive Plan Amendment Amend.	0	0
Conditional Use	2	1
Conditional Use Amend.	0	0
Cottage Cluster	0	0
Cottage Cluster Amend.	0	0
Design Review	9	10
Design Review Amend.	3	3
Environmental Review	6	6
Environmental Review Amend.	0	0
Environmental Exemption	1	2
Extension	4	1
Home Occupation Permit	1	0
Land Development Code	3	3
Lot Line Adjustment	4	4
Land Partition	1	2
Land Partition Amendment	1	1
LUCS	9	10
Master Plan	1	1
Master Plan Amend.	0	0
Model Home	0	0
Pre-Applications	25	25
Planned Unit Development	0	2
Planned Unit Development Amend.	5	2
Sign Permits	8	9
Subdivisions	0	2
Subdivisions Amend.	4	2
Temporary Sign Permits	2	2
Temporary Use Permits	6	3
Tree Permits (Type B)	32	32

Variance	3	3
Variance Amend.	0	0
Totals	134	131

2025/26 Goals:

- Advance Implementation of the Happy Valley Downtown District. Complete the conceptual development plan for the district, accompanied by amendments to the Comprehensive Plan and Zoning Map, updates to the Land Development Code, and preparation of associated technical studies.
- Initiate Comprehensive Plan Update. Begin the formal process of updating the Comprehensive Plan. This effort is anticipated to span approximately 18 months and will involve community engagement and technical analysis.
- Advance Housing Production Strategies. Implement a series of strategies designed to encourage housing that serves all community members by providing options that meet diverse needs, such as affordability and accessibility.
- Update the Land Development Code to Ensure Legal Compliance. Amend the Land Development Code to reflect and implement recent State legislation, legal requirements, and court rulings related to housing.
- Conduct Planning Fee Review and Update. Initiate a comprehensive review of current planning fees and develop recommendations to ensure cost recovery and alignment with best practices.
- Enhance Geographic Information System (GIS) Capabilities. Continue improving GIS support, including the development of a new mapping tool for the Community Services & Public Safety Department, expansion of online mapping data, and creation of formal GIS policies to guide future use and management.

Engineering Division (5 FTE):

2024/25 Highlights:

- Continued to provide development construction plan review, construction project management, and construction and erosion control inspections for new development projects.
- Reviewed, issued, and inspected right-of-way permits for work in the public right-of-way, including right-of-way inspections for the Building Division for all single-family homes.
- Streamlined the City's permitting process, which has reduced the number of permits each project is required to apply for. Right-of-way and erosion control work that used to be permitted separately from site development permitting is now issued in one comprehensive site development permit, eliminating the need for multiple applications on a single project. All work and fees associated with a project may now all be captured under a single permit.
- Managed and inspected CIP projects, including the annual paving and street maintenance projects, the King Road/129th Ave. roundabout project, Phase 3 of the Superblock project, and the Scott Creek Trail project.
- Worked to provide engineering support to the Public Works Director and the Economic & Community Development Director on projects including the future Public Works facility; the 172nd Ave. Capital Improvement Project; Scouters Mountain Rd. East extension, and the future Community Center and park, including the required frontage improvements.
- Proposed revised Title 3 (Municipal Code) language to align the separate system development charge (SDC) chapters for Parks and Transportation and to complement our upcoming revisions to the methodologies for each.
- Provided engineering conditions of approval and plat reviews for Land Use Applications.

Engineering Permits/Inspections

	FY 2024/25 ACTUALS	FY 2025/26 PROJECTION
Public ROW Permit	195	190
Site Development Permit	14	12
Erosion Control Permits	1	1
Totals	210	203
Inspections		
Erosion Control Inspections	445	425

2025/26 Goals:

- Continue to provide excellent customer service levels and quality of work on development related projects by working with internal staff, including Planning and Building, to utilize new technologies for electronic plan submittals, improve on efficiencies in review and inspections, and continually provide communication and feedback throughout the project.
- Focus on streamlining the EPL process and implementing shortcuts to be more efficient in plan review and permitting processes.
- Make necessary process changes to implement the requirements of Senate Bill 974 in regard to plan review and permitting timelines.
- Complete implementation of the new methodologies for Transportation and Parks SDCs – including revised implementation code language, an updated parks master plan, and minor update to the City's TSP.
- Continue to plan and manage the design and construction of the CIP paving and maintenance projects.
- Continue to work with Clackamas County on the future 172nd Ave. Capital Improvement Project and provide engineering support to other capital projects including the Scouters Mountain Rd. East extension and the frontage improvements associated with the proposed community center and park.
- Publish an update to the Engineering standard design drawings.
- Produce a draft ADA Transition plan identifying necessary improvements to our public facilities to provide adequate accessibility to all.
- Assess the need for an update to the City's Stormwater Master Plan.

Building Division (10 FTE):

2024/25 Highlights:

- The Building Division was able to increase the quantity of archived documents from 6,047 the previous year to 9,618 this year. This has been a huge push for the team, who continue to surpass the pace of archiving goals from years past.
- Maintained the goal of adding zero paper files to the storage room this year.
- Appropriately archived or destroyed the majority of rolled plans previously held in storage room.
- Worked through the plan review and partial construction of a large apartment complex.
- Issued certificates of occupancy for 234 new homes.
- Maintained review times for single family homes at approximately two work weeks.

Building Permit/Applications

	FY 2024/25 ACTUALS	FY 2025/26 PROJECTION
Single Family Homes (detached & attached)	185	200
Residential Alteration/Addition	44	35
Multi-family Buildings	5	8
Commercial Tenant Improvement	7	5

Commercial Buildings	4	2
Miscellaneous Permits	775	700
Permit Total	1020	950
Inspection Count	11,096	11,000

2025/26 Goals:

- Continue to archive all new house permits as they are completed and increase archival of remaining permit types as projects close.
- Complete archival of remaining rolled commercial plans.
- Provide exceptional customer service to online users as they learn to navigate HVworks.
- Provide training and ongoing support for staff to become proficient in using the EPL permitting system.
- Continue to move “all things digital” in our permitting, plan review, and inspection processes.
- Continue to pursue adoption and implementation of a city-led electrical program, including city electrical training/certification and utilization of city inspectors.

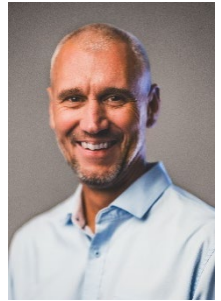
Public Works

13 FTE

General Public Works (4 FTE):

2024/25 Highlights:

- City Hall monument signs and facade rehabilitation: Staff coordinated a fresh look at both monument signs at City Hall. This work was coordinated through Pioneer Waterproofing.
- ADA door update: maintenance staff coordinated an ADA access update to the main entry door at the library after the completion of the library addition. This update continues to ensure access for users of all abilities.
- Public Works Yard Design: Work continues related to the design and plans for a future public works facility. This past year a feasibility study was conducted to determine the appropriate layout of the overall property. A final scenario has now been chosen and is moving forward into the design phase.
- Landscape Trailer Purchase: Our vehicle maintenance team purchased a new landscape trailer to better accommodate our updated mowers and satellite park maintenance equipment.
- Field mower purchase: Staff coordinated purchase of a large-scale flail mower to help process vegetation management at some of our larger land holds.



Chris Randall
Public Works Director

	FY 2024/25 ACTUALS	FY 2025/26 PROJECTION
Vehicles Maintenance		
· Services calls	360	360
· Number of recalls	10	10
· Number of surplus vehicles	3	5
Facility Maintenance		
· Calls for service at City Hall	57	70
· Calls for service at CPC	31	35
· Calls for service at Library	125	150
· Calls for service at Public Works	65	70
· Calls for service at HV Park	193	210
· Number of workstation changes	37	40
General Operations		
· Restoration projects completed	4	6

Parks Division (5 FTE):

2024/25 Highlights:

- Irrigation system commissioning (HV park): Maintenance staff coordinated calibration of our new irrigation system within Happy Valley Park. The system is unique because its holding tanks and its well feed process irrigation water outside of a connection to the domestic water system.

- Sports Field top dressing (HV park): The newly installed Sports fields at Happy Valley Park require an annual top-dressing process to ensure playability over time. Slice seeding, sand leveling, and aeration are all part of these bi-annual maintenance activities.
- Pleasant Valley Villages commissioning: Staff are now processing the full maintenance activities within this park because the warranty period expired. Several punch list items were processed during this final turnover.
- Friends of Trees annual planting (Pollinator Garden): Friends of Trees helped the city process its second round of plantings within Village Green Park associated with a pollinator garden installation. Staff will monitor survival and continue to maintain the area moving forward.
- FEMA hazardous fuel reduction grant: Staff coordinated our first ever fuels reduction process in several open spaces this last year. Hidden Falls, our Library and Nature Trail all received various treatment activities all processed by a certified landscape professional.
- Save the fish artwork: Maintenance staff successfully coordinated the placement of the fish sculpture to its new location at Village Green Park.
- Park Foundation stewardship event: Parks staff helped the Parks Foundation process its first annual park stewardship event. Volunteers removed invasives (ivy/blackberry) within Happy Valley Park. The group cleared approximately 2 acres of land.
- Friends of Trees Corporate Event: Park maintenance staff hosted an additional tree planting within Happy Valley Park that was processed free of charge by Friends of Trees. The sponsor of this specific event was the Portland Trail Blazers. In total the group provided restoration on approximately 3 acres of park land within the wetland park.
- Happy Valley Park trashcan update: Staff secured a grant to install new trashcan receptacles within Happy Valley Park. Maintenance staff coordinated new concrete pads for these new receptacles to be placed on. In total 59 cans were installed.
- Scott Creek Trail ADA improvements: Parks staff are extremely proud of the rehabilitation work related to Scott Creek Trail. Replacement of pavement, boardwalk sections, and bridge crossings were all processed with this effort. These new ADA improvements will help users of all abilities access this natural area for years to come.

	FY 2024/25 ACTUALS	FY 2025/26 PROJECTION
Splash Pad Maintenance		
· Chemical tests	385	385
· Gallons of chlorine used	275	275
· Gallons of muriatic acid used	110	110
Dog Park Maintenance		
· Service checks	350	350
· Cases of dog bags used	61	65
Community Garden		
• Gardens reserved	29	29
• Wait list applications	5	8
• Community workdays	2	2
Park Reservations		
· Reservations coordinated	103	200
· Sports Field Reservations	390	400
· People served (Park)	8,745	9500
· People served (Sports Fields)	16,547	18000

Playground Maintenance		
· Inspections performed	52	52
· Equipment repairs made	40	60
Trail System Maintenance		
· Trail system service calls	37	40
· Yards of bark dust applied to park	95	95
· Yards of chips applied to park trails, off-leash dog areas, playgrounds, and trails within the system	100	100

Streets Division (4 FTE):

2024/25 Highlights:

- Pavement maintenance program: Staff continues to coordinate our annual street maintenance program at a high level. Last year we processed approximately 800k in pavement maintenance and preservation. This effort ensures that our pavement quality index is stable over time. Currently, our pavement index is 83. For reference, a newly constructed roadway is 100. Functions like slurry seal, crack seal and re-paving ensure we meet our maintenance goals annually.
- Annual street sweeping: The City continues to meet the Department of Environmental Quality's (DEQ) requirements related to our Municipal Separate Storm Sewer System permit (MS4) through our street sweeping program. Staff work diligently on this activity year-round to maintain our roadways at this high level related to debris management.
- Annual street striping: Last year the City processed a large-scale thermo-plastic striping update. This update allows us to monitor roadway striping in these areas for up to 7 years without the need for a complete re-strip (depending on overall wear). All painted markings will continue to see an annual update as that specific product requires yearly maintenance.
- Winter weather: Last year staff coordinated 10,000 gallons of de-icer and 150 yards of roadway sand associated with inclement weather. These products ensure that the City continues to provide safe and drivable roadways year-round.
- Driver feedback signs: Maintenance staff coordinated the replacement of all 13 of the City's driver feedback signs. This update allows our law enforcement group to remotely access devices providing data that helps better inform drivers habits.

	FY 2024/25 ACTUALS	FY 2025/26 PROJECTION
Stop Bars/Thermo-plastic Applied		
· LF of thermos-plastic installed	No 4" or 8" thermos were applied but 18 total thermos stop bars were included.	500 LF 4" Wide 1000 LF 4" double wide 1000 LF 8" wide
Traffic Control Changes	12	10
Winter Storm/De-icing		
· Yards of de-icing sand applied	150	200

· Gallons of de-icing chemicals applied	9,925	10,000
· Yards of de-icing sand re-claimed	90	120
ROW Trees		
· Street trees installed	12	10
Pothole Patching/Pavement Maintenance Program		
· Tons of asphalt used for pothole patching	45.1	50
· Linear feet of pavement improvement		
· Square yards of slurry seal applied	11,593	15,000
· Linear feet of crack seal installed for pavement maintenance	174,960	200,000
Roadway/Parking Lot Striping		
· Gallons of yellow traffic paint applied to area roadways	188	300
· Gallons of white traffic paint applied to area roadways/parking lots	50	100
Street Sweeping		
· Lane miles of streets swept	1,546.08	1700
· Yards of material collected	1,455	1600
Sign Maintenance		
· New signs installed	169	175
· Sign service checks	215	230

2025/26 Goals:

- Deliver the 147th half street improvement project: Staff are currently working with the adjacent property owner on the right-of-way needed for this project. The design engineer is also processing the project design documents as well.
- Finalize construction on the Scouters Mountain neighborhood park: This project is currently under construction with an anticipated delivery date of fall/winter of 2025.
- Finalize the Community Center Design: As noted, this project is currently under the design development stage. We expect several additional project estimates to be processed during the next year with a construction plan set presented by this winter.
- Process the community park design and layout: This effort is currently in review by the design team. Efforts to provide a baseline budget and operating/staffing level analysis are underway.
- Coordinate a property sale to PGE associated with the Public Works Facility: Staff are currently working with PGE to identify an appropriate sale price for a given portion (approximately 8 acres of land) of this parcel. If all goes as planned, PGE would like to process a transaction before the end of 2025.
- Start construction on SE Scouters Mt Rd from 172nd to the Community Center: This effort is currently in the permitting phase with engineering drawings getting close to the 30% drafting mark. If all goes well, this project will be out to bid this coming spring.

- Rock Creek Interceptor coordination: Staff continue to coordinate with Water Environment Services associated with this project timeline. The construction deadline for this work is tight and a phased bid approach will more than likely be coordinated as this final design comes together.
- Process the feasibility review for the trail connection from Southern Lites Park to Mt. Talbert: This project is grant funded by Metro with the intent to explore the feasibility of a trail connection in general. Both an on-street and off-street solution will be explored with the potential for a property acquisition process to follow.
- Purchase of the City's first electric vehicle: The fleet division anticipates the first purchase of an electric vehicle this fall. Electrical upgrades will be processed at our City Hall facility to accommodate this purchase.
- Happy Valley Drive pothole and spring repair: Staff have identified a roadway hazard associated with an ongoing spring on Happy Valley Drive. Our engineering team is working to process a repair that will be coordinated over the next several months. The goal is to have the area rehabbed by the beginning of this fall.

Community Services and Public Safety

15 FTE

Community Services and Recreation (7 FTE):

2024/25 Highlights:

Business Support

- Ribbon Cuttings:
 - Cafe LeFleur
 - DesMadre Spa
 - Stretch Lab
 - Valley Public Pinball
 - Body 20 Studio
 - Superblock
 - Mane Bridal
 - Home Place PDX
 - Sunnysides & The Last Sip
 - Track Trails
 - Zoom Care
- Provided Support to the Happy Valley Business Alliance (HVBA)
 - Assisted with Facebook posts.
 - Hosted and facilitated all HVBA meetings in person.
 - Completed the HVBA Community and Business Magazine.



Steve Campbell
Director of Community
Services & Public Safety

Happy Valley Youth Council

- Attended NLC Conference in Washington DC in March.
- Hosted 3rd Annual Teen Car Care Clinic. Partnered with Les Schwab, AAA, and Happy Valley Police. Helped educate over 25 resident teens and adults about car operations and care.
- Organized annual Rx Drug Turn-in event. Helped over 100 cars drive through to drop off unused prescription drugs. Collected over 342 lbs. of unwanted drugs.
- Facilitated Youth Council retreat in Seaside, OR. Planned programming and events for the upcoming year. Elected new Executive members.
- Worked with LOC to expand their Annual Conference to include programs about Youth Councils. The fall conference was informational and intended to attract cities without youth councils to start them. Happy Valley and Lake Oswego Youth Advisors attended and ran a session on building a "Youth Council 101."
- Coordinated with LOC to make City Day also part of the Youth Annual Summit. We worked with LOC to create programming for youth councils at the City Day held in Salem. This annual youth summit brought in over 80 youth from the state.
- Worked with LOC on a subcommittee to design programming for DC that better suits the Oregon youth delegation.
- Adopted a Resolution to Support Youth against Flavored Tobacco.

Local School Participation

- Participated in the *If I were Mayor* contest. Outreach efforts were done via social media, the City's community newspaper, and in-person presentations to elementary classes and local principals. Local winners were celebrated in person at a City Council meeting.

- Continued meeting quarterly with North Clackamas School District (NCSd) school principals. Every HV area school had representation at these City meetings at least once during the school year.
- Continued to add to the official educational outreach webpage on the City website that outlines and promotes every component of partnership between North Clackamas School District and Community Services.
- A formal request process for in-kind donations to schools and PTO/PTA organizations was utilized last year to streamline in-kind requests.
- Coordinated kindergarten classroom visits with the Happy Valley Police to support Happy Valley Elementary's "Community Helper" curriculum.
- Organized and led the 2nd grade tours for all our local 2nd graders from HV schools. Developed a new, engaging presentation tailored for 2nd graders, featuring interactive elements to capture interest and enhance learning.
- Worked with Clackamas County and NCSd on Safe Route to School issues at Scouters Mountain Elementary.
- Working with NCSd on redesigning the layout at Cannady Elementary School to ease traffic flow at drop off and pick up.

Recreation Services / Facility Rentals

- Processed sports field reservations for three different youth and adult sports organizations (Clackamas/Nelson Jr. Baseball, Clackamas United Soccer, Eastside Timbers).
- Processed 390 sports field reservations, estimating 16,547 people attending.
- Processed 103 park reservations with 8,745 users.
- Promoted, registered, and facilitated the following activities:
 - Hiking trip at Silver Falls State Park – 18 participants
 - Snowshoe and Timberline Lodge Tour – 23 participants
 - Field Trip Friday to Wooden Shoe Tulip Festival and St. Josef's Winery – 12 participants
 - Field Trip Friday wildflower hike to Tom McCall Point along the Columbia Gorge – 10 participants
 - Field trip Friday to hike a portion of the Salmon River Trail in Welches, OR – 12 participants
 - Field trip Friday trip to Portland's Haunted Ghost Tour – 12 participants
 - Field trip Friday to Carson Hot Springs and lunch in Carson, WA (x2 trips) – 16 participants
 - Field trip Friday trip to Evergreen Aviation & Space Museum – 7 participants
 - Field trip Friday trip to Hood River Fruit Loop – 12 participants
 - Field trip Friday trip to Pine St Market & SIX The Musical – 10 participants
 - Field Trip Friday to OMSI & Holiday Express Train Ride – 12 participants
 - Field Trip Friday to Portland Holiday Market – 6 participants
 - Adult & Pediatric First Aid/CPR/AED Certification Course – 21 students and 11 city staff
 - Babysitter Training – certified 42 students
 - Bird Walks – 17 participants on two guided bird walks at Scouter's Mountain Nature Park and Mt. Talbert
 - Birdie Bungalow Build – 27 participants
 - Chair Yoga Series – 22 participants
 - Taiwan Sky Lantern Workshop – 20 participants
 - DASH Into Wellness cooking demo course – 12 participants
 - Clayhouse Potters hand-building and wheel classes – 15 participants
 - Sweet Lomy Fused Glass workshops – 62 participants
 - Astronomy Classes – 10 participants

- Fly Fishing Course – 14 participants
- Organized open gym nights for youth basketball at Scouter’s Mountain Elementary.
- Facilitated and helped with the 1st Annual Clackamas County Kids Camp Expo, a community-driven event designed to connect parents with local summer camp programs. More than 30 vendors from Clackamas County were set up to share their summer activities with families.
- Opened a TRACK Trail at Happy Valley Park, part of the nationwide Kids in Parks program designed to make outdoor adventures more engaging for children and families. TRACK Trails are self-guided, family-friendly adventures that turn a simple walk into an educational journey. At the trailhead kiosk, families can pick up brochures that guide them through fun, themed activities. Once a trail is completed, kids can log their adventure at kidsinparks.com to earn free nature-themed prizes, encouraging continued exploration and time outdoors.
- Continued partnerships with local businesses to provide a plethora of programming:
 - Skyhawks Sports Academy
 - Soccer Shots
 - Venvino Art Studios
 - My Gym Happy Valley
 - Engineering For Kids
 - Barre3
 - Breathe Yoga
 - Clayhouse Potters
 - Jordan Kent Just Kid Sports Camps
 - Providence Basecamp
 - Northwest Fly Fishing Outfitters
 - Tippi Toes Dance
 - Journey To STEAM
 - YMCA
 - Backyard Bird Shop
 - Kidokinetics
 - HealthyU Nutrition
 - Sweet Lomy Art
- Continued contract with **Meals on Wheels People** to provide senior nutrition for homebound seniors. Delivery of weekly meals to 6-8 clients each week. Facilitated third year of Meals on Wheel fundraising campaign called Pints with Purpose partnering with Valley Public House, Happy Valley Station, Stickmen Brewing, Sports on Tap and Happy Hollow. \$1 from every featured pint was donated back to the program. Over \$2,200 was raised.
- Facilitated three separate days of activities to celebrate **International Day of Happiness** at local parks.
- Organized extra activities during Spring Break week for families who stayed in town.
- Deployed **RecMobile** 2 days a week. Programing includes crafts, sporting activities, and opportunities for residents. Developed a parks rotation schedule and operated during the summer months.

Community Events

- **4th of July** – A Day-long annual festival. Main Business Sponsors – Fiscal Year-long Sponsors at \$3,500 each = \$38,500
 - Clackamas Water Environment Services
 - Umpqua Bank
 - Tree City Real Estate
 - Mt. Scott Family Dental
 - Sun Glow Heating & Air

- Kona Shave Ice
 - HVBA
 - Valley Public House
 - Root Mortgage
 - Papa Murphy's
 - iQ Credit Union
- **Summer Concerts** – Seven weeks, every Thursday from 6:30-8:30pm. Secured five sponsors who donated \$3,500 each = totaling \$17,500.
 - iQ Credit Union
 - Kona Shave Ice
 - Sun Glow Heating & Air Conditioning
 - Sunnyside Dentistry
 - Tree City Real Estate
 - Happy Zone – Activities for kids during the concert series. Games and activities on the tennis courts, keeping kids entertained while attendees enjoyed the concerts. Kidokinetics, My Gym, Venvino Art Studios, and Adrienne C Nelson High School Key Club partnered to also provide activities alongside Parks and Rec. An average of 300 kids & parents filtered through the Happy Zone each concert night. Members of the Happy Valley Youth Council assisted Parks and Rec. staff as volunteers.
- The **National Night Out** event was held at Happy Valley Park. Over 20 interactive safety booths and food vendors were present. Hit Machine performed and a new addition of a Drone Show in the dark entertained the attendees with a fabulous show.
- **Oktoberfest** Oct. 5, Residents and visitors gathered at Happy Valley Park to enjoy the return of Oktoberfest. Hosted by Happy Valley Parks and Recreation in collaboration with the Rotary Club of Clackamas. The festivities included pumpkins, children's crafts, dog races, and a bustling beer garden, making for a memorable day in the Valley.
 - 10 adults and 10 kids participated in the pie eating contest.
 - 20 dogs raced their tails off.
 - 25 people competed in the pedal tractor races.
 - 16 attendees competed in the stein hoisting competition.
- Les Schwab **Tire Check and Chain Clinic** – facilitated through registrations and promotions.
- **Tree Lighting** was held outside in City Hall parking lot. The City had live music, cocoa, coffee, kettle corn, and crafts for kids. The Library and Public Art Committee had craft tables in the Council Chambers. We had live performances by Happy Valley Elementary and Middle School bands and choirs.
- American Red Cross Blood Drives – hosted 6 drives in the council chamber throughout the year, during which over 180 donors offered lifesaving blood for those in need.
- **Public Works Day** for public to celebrate Public Works Staff
- **Paws in the Park** – Bringing back an event last held in 2011, the Paws in the Park was held May 31st of this year. With 20 vendors offering free samples, services and activities for all canines and their owners. Dream Doggie Home silent auction with all proceeds benefiting Fences for Fido, a non-profit that unchains dogs and transforms lives.
- **Dumpster Day** – 625 vehicles went through Happy Valley Park to deposit waste and unwanted goods. Over 75 volunteers helped from the National Charity League, Boys Team Charity, Youth Council, and National Guard joined. Total collected:
 - Waste: 37.8 tons
 - Shredding: 1440 Gallons
 - Scrap Metal: 10.12 tons
 - GoodWill: filled (2) 28' box trailer with donatable items
 - Les Schwab: 350 tires/wheels and 50 batteries
 - Reborn Bikes: 87 bikes, two trikes, and three bike trailers
 - Metro: Household battery: 384 lbs., CFL/Flo Tubes: 53 lbs., Sharps: 10 containers dist.

- Launched the Youth Entrepreneur year-long program in partnership with the HVBA. 15 students applied and were able to market, promote and sell their handmade items at 5 different community events throughout the year.
- Created a community T-shirt design contest, inviting residents of all ages to submit original artwork inspired by what makes our city special. The winning design was featured on limited-edition shirts and sold at our store at City Hall as well as community events, while all other entries were transformed into collectible postcards to showcase and celebrate our local creativity.
- Created a partnership with the Rotary Club of Clackamas, Boys Team Charity, and the Happy Valley Hikers to clean the historic Christilla Pioneer Cemetery atop Scouters Mountain. Volunteers gathered to remove overgrowth, clear invasive plants, and support the City's Wildfire Risk Reduction Program while helping preserve one of the community's most treasured landmark. Another cleanup is scheduled, after which the cemetery will be open to the public to visit and enjoy.

Community Service Administration

- Established a new Community Outreach Position to support all community services/Parks and Recreation events and programs. This position also works closely with the business community and outside organizations.
- Continue supporting the City-wide implementation and fine tuning of the online permit software allowing customers to apply/renew dog licenses, alarm permits, business licenses and tree permits on the City's website.
- Added Burn Permits and Short-Term Rental application process in EPL/HVWORKS.
- Working with EPL consultants in developing additional processes and procedures within the online permit software (EPL/HVWORKS).
- Implemented new alarm program aimed at reducing false alarms and increasing compliance. This program led to a record number of new alarm permits. The main accomplishment was allowing police to be more proactive with patrols rather than responding to false alarms, thus enhancing community safety and embodying community policing principles. Our numbers reflect the decrease in false alarms while showing an increase in revenue pertaining to false alarm penalties and compliance. False alarms are down 19% from previous years.

Passport Services

- All seven passport agents passed the annual training for re-certification. Being a passport agent is an ancillary position to their full-time positions working within the Community Services Department.
- Processed 2,667 passport applications and collected \$117,003.90 in passport fees.
- Continue passport services by appointment only.
- The City of Happy Valley passed the annual site inspection by the Acceptance Facility Oversight (AFO) of Passport Services.

2025/26 Goals:

- Continue to research and develop prospective programs that may be utilized in Happy Valley to bolster Community Safety (Lock Box program) and Parks and Recreation marketing (Marketing Brand Representatives).
- Continue working with finance and consultants to utilize best practices for online dog, business, and alarm licensing and permitting functionality with EPL.
- Increase knowledge of EPL through training and collaboration meetings with city staff.
- Continue to assist applicants with online EPL portal. This will be a continued process due to the varied expiration dates of dog licenses and alarm permits.

- Continuing to discover other aspects and functions of ACTIVE Net, allowing staff to efficiently meet the needs of residents.
- Enhance recreation programming and continue building programming for youth, adults, and seniors in the City.
- Continue to build Meals on Wheels fundraising opportunities through the success of Pints with Purpose. Search for other ways to help with funding the growing service in Happy Valley.
- Continue to accept passport applications by walk-in Monday, Tuesday, Thursday, Friday 9 a.m.-2:30 p.m. – no passport services on Wednesday. Add in applicants when staff time allows.
- Train additional passport agents to offer walk in services and possible Passport Saturday's.

Public Safety (24.5 FTE for all public safety)

Emergency Management:

2024/25 Highlights:

- Developed the evacuation route plan in conjunction with Clackamas County.
- Launched a Wildfire Mitigation Program to reduce wildfire risk through community-led green space cleanup events in partnership with local HOAs. 14 HOA's were deemed in high fire danger from a previous assessment done in 2020. Supported by grant funding, the program provides on-site guidance from Community Service Officers and resources and tools to help residents create defensible space and implement fire-safe practices. As part of this effort, the City also hosted a wildfire preparedness training led by a Wildfire Reduction Specialist from the State Fire Marshal's Office, open to all HOAs and residents. Of the 14 HOA areas identified for clean-up, 4 have already completed their wildfire mitigation work.
- Attended the Emergency Management Conference.

2025/26 Goals:

- Develop tabletop exercises to increase EOC staff participation.
- Develop a tabletop exercise with NCSO focused on response to school emergencies.
- Engage management and encourage ICS classes for EOC roles.
- Budget and partner with CCFD on funding projects related to hazard fuel removal and mitigation.

Code Enforcement (5FTE):

2024/25 Highlights:

- Amended ordinance to add new backyard burn regulations.
- Adopted new policy for exceptions on backyard burning.
- Increased response to more code enforcement cases and animal control reports than previous years.
- Updated information on HOA's and boards. Created and kept a database with updated information bi-annually.
- Continued to work with HOA's on re-establishing their associations.
- Started fire mitigation with HOA's focusing on open space concerns.
- Continued partnerships with local veterinarians and Clackamas County Dog Services to increase dog licenses within the city. Flyers, posters, pamphlets and the link to HVWORKS new portal were provided to the veterinarians to educate residents on licensing their dog(s).
- Continued rabies project with CCDS.

- The dog shelter billing project continues to collect shelter fees when dogs are brought to Clackamas County dog shelter.
- Renewed contract with Ray's Towing (for inclement weather and slurry seal project) that was created June of 2023.
- Obtained a new security contract with Chiron Security Solutions.
- Renewed contract with D&H Flagging for egress at Happy Valley 4th of July Family Fun Festival.
- The Apartment Safe Neighborhood Initiative Program (ASNI) is in effect and running successfully. This includes training and developing solutions to lower Police response.
- Through ASNI, we create an opportunity for dog licensing for all tenants prior to moving in.
- Homeless liaison continued to work with Clackamas County on issues surrounding homelessness. Partnered with LoveOne, Father's Heart, Clackamas County Housing Authority, AntFarm, 4D Recovery, and Bybee Lakes Recovery Center.
- Hired a new temporary Park Ranger for the summer months of 2025. This position helps to educate park patrons to ensure that the park rules are being followed.
- Implemented a new process for noxious vegetation case management.
- Code Admin Assistant started a new process for overdue fees which includes a phone call to give 7 days to pay fees. This is to limit the number of cases being assigned to the Community Service Officers so they can focus on higher priority calls.
- CSO Hodges completed training to achieve his Arborist certification.
- Created a new process for reporting graffiti and vandalism with Code Enforcement, Public Works and Happy Valley Police.

	FY 2024/25 ACTUALS	FY 2025/26 PROJECTION
Community Watch Patrols - Total Volunteer Hours	600	600
Code Cases for this time period	2435	2250
Animal Cases-including dog bite, abuse investigations, Rabies project and exp DL	958	700
Construction Site Violations/inspections	1840	1900
Noxious Vegetation Complaints and enforcement	205	250
Dog Licenses		
· NEW	932	750
· RENEW	639	480
Tree Permits – Type A	122	140
Business Licenses		
· NEW	897 **	160
· RENEW	-----	800
Alarm Permits		
• NEW	120	150
• RENEW	665	650
Special Event Permits/Block Parties	25	25
Park Patrols	2095	2195

Noise/Construction Variances	15	15
Burn Permits	24	30

Statistics Notes:

- ** Business License FY 2024/25 actuals are from businesses applying as a new business in EPL. There were no business license renewals until FY 2025-26.
- Staff will continue to monitor the false alarm penalties. We have seen an increase in revenue however since the program is in its first year, the revenue will continue to climb then eventually plateau and level out. Ultimately, the goal is for false alarms to go down, penalties to go down and compliance with alarm permits to increase. We are heading in the right direction.
- Continued rabies project with CCDS. Project launched 03/01/23 with 128 unlicensed dogs with rabies vaccinations – to date 1425 letters have been sent to unlicensed dogs with rabies vaccinations. 457 referred to Code. Only 18 out of compliance as of the end of July.

2025/26 Goals:

- Develop guidelines for lost children at city events.
- CSO Hodges to test for the NFPA wildfire mitigation specialist certification.
- Continue working with local veterinarians in educating residents about licensing their dog(s).
- Continue partnership with CCDS on rabies licensing project.
- Continue developing and working with Clackamas County and Metro regarding homelessness concerns.
- Work on developing a GIS program to help City employees identify HOA locations and information.
- Continued efforts to minimize signs in right of way by quickly addressing and educating those who are in violation.

Municipal Court (2 FTE):

2024/25 Highlights:

- Issued the following citations for the period from July 1, 2024, through June 30, 2025. These figures reflect citations issued through Police, Code Enforcement, and the Weighmaster:
 - Citations 2,617
 - Total Violations 3,655
 - Parking 883
 - Warnings 1,226
- Collected \$256,843.07 in outstanding debt through The Western Agency.
- Added 9 new properties to the Lien Docket.
- Added \$37,000.00 in fines to our Lien Docket.
- Brionna achieved Oregon Court Administration Certification Levels 1 and 2.
- Kim achieved Oregon Court Administration Certification Levels 3.

2025/26 Goals:

- Study speed/red light camera program at City Council direction.
- Research offsite Web-based system through Tyler Incode Cloud.
- Research Tyler Case Management System - (TCM) electronic storage of case files.
- Oregon Court Administration Certification Level 3 – Brionna
- Implementation of electronic convictions with DMV.

- Implementation of Laserfiche storage for court files.

Juvenile Diversion

2024/25 Highlights:

- Built a collaborative working relationship with Clackamas County Juvenile staff. Receiving quarterly reports and coordinating volunteer opportunities for juveniles for project payback.
- Arranged community service work with CCJ for youth offenders to perform community service at Summer Concert events.

2025/26 Goals:

- Look for more opportunities for community service projects for youth offenders.

Police Services (17 FTE):

2024/25 Highlights:

- Completed the online reporting program allowing residents to get real time crime data through a link to our police webpage.
- Completed online criminal complaint reporting system, enabling residents to report low level crimes with no suspect information.
- Improved CCSO's webpage on contract cities, highlighting the mutual benefits.
- Implemented monthly joint agency traffic crash reduction operations on Sunnyside Road.
- Selected and assigned Apartment Safe Neighborhood Initiative (ASNI) Deputy to work collaboratively with Happy Valley Code Enforcement, Apartment Management, and other community partners to more effectively respond to both criminal and neighborhood livability matters.
- Coordinated multiple Multi-Agency Traffic Team (MATT) details to deliver directed enhanced patrol to high traffic complaint areas.
- Selected Homeless Response Deputy to work with Happy Valley Community Service Officers in developing an effective and compassionate response to individuals experiencing homelessness.
- Explored 12-hour shift program to help enhance our current staffing levels provide more efficient use of patrol time.
- Added an additional Patrol Sergeant to graveyard hours. This will be the first time Happy Valley Police have had two sworn law enforcement officers scheduled 24 hours a day, 365 days a year. It will also provide better supervision and guidance, that is City-directed, during times when more junior Deputies are typically on duty.
- Added 15 new driver feedback signs in high speed and traffic areas, based on input from the Traffic & Public Safety Committee. These new interactive speed signs provide real-time data every 15 minutes to the speed cloud. This information is accessible to any law enforcement officer working in the city, allowing them to monitor speeding issues in real time. The speed program will be deployed beginning this August/September
- Implemented new alarm program aimed at reducing false alarms and increasing compliance. This program led to a record number of new alarm permits. The main accomplishment was allowing police to be more proactive with patrols rather than responding to false alarms, thus enhancing community safety and embodying community policing principles. Our numbers reflect the decrease in false alarms while showing an

increase in revenue pertaining to false alarm penalties and compliance. False alarms are down 19% from previous years.

2025/26 Goals:

- Explore the addition of a second Detective assigned to the City of Happy Valley to reduce backflow of work to patrol, thus providing more efficient investigations and keeping patrol resources available for proactive community patrols.
- Continue to explore 12-hour, or other alternative schedules, to provide more consistent patrol services throughout the 24-hour day.
- Address increased traffic volume by implementing targeted enforcement and education campaigns.
- Continue to explore geographic patrol areas with a focus on improving response times to priority 1 and 2 calls for service.
- Continue working with the Police Oversight Committee for Contract Cities to finalize the new IGA. This includes working with CCSO and 3 contract police cities to review the IGA and Cost Book. It's been more than 10 years since the last contract review and IGA agreement.
- Enhance community outreach with police and residents.
- Review data to create boundaries for two patrol districts.
- Explore adding additional Detective to ensure manageable caseload and reduce diversion of patrol resources toward more complex investigations.
- Continue to review crime and safety data and analyze growth to maintain effective staffing levels, consistent with the 5-year staffing plan.