



**CITY OF STAYTON**  
**M E M O R A N D U M**

**TO:** Mayor Henry Porter and the Stayton City Council  
**FROM:** Lisa Meyer, Administrative Assistant  
**DATE:** January 16, 2018  
**SUBJECT:** Public Works Monthly Operating Report for December 2017

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**KEY ACTIVITIES**                      **STATUS**

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- **WWTP Facility**                      Effluent flows: 60.15 million gallons were treated during December. The highest flow was 2.86 million gallons on December 3<sup>rd</sup> and the lowest flow was 1.42 million gallons on December 19<sup>th</sup>. The average flow was 1.94 million gallons. Total rainfall for December was 4.39 inches.
  
- **WTP**                                      Highest production day was 2,547,000 gallons on December 21, 2017.
  
- **Water System**                      Installed 3 new meters and 3 radio readers. Replaced 5 meters. Raised a valve box on Wilco RD. Started a tracer study at Water Treatment Facility. The tracer study is information on chlorine contact time with the water during the time the water is pumped into the water distribution system. This information is one of the components used in reporting to the Drinking Water Health Division. Water Operators were watchful during the fuel spill on Highway 22 to continue to provide safe clean water.
  
- **Streets**                                  Swept 84 curb miles and collected 27 cubic yards of material. The Annual Yard Debris Collection took place at the City Shops on December 9<sup>th</sup>. The City collected 65 cubic yards of material. 25 community volunteers raked and hauled away leaves for seniors. 317 lbs. of donated nonperishable food was given to the Stayton Community Food Bank along with \$25 cash.
  
- **Parks**                                      Volunteers:  
Community Service: Total # of Volunteers = 0, Total # of hours = 0  
Life skills High School Students: Total # of Volunteers = 0, Total # of hours = 0  
Parks Board: Total # of Volunteers = 0, Total # of hours = 0
  
- **Building Permits**

<u>Permit Type</u>	<u>Issued</u>	<u>SDC's Paid</u>
New Single Family Dwelling - 2384 Deer Ave. Duplexes- 784 Fox St., 795 Rabbit Run St.	3	\$44,625.00
Commercial Building Addition/Alter/Other	3	\$0
<b>TOTAL</b>	<b>6</b>	<b>\$44,625.00</b>

*One (1) Residential SDC = \$11,288.00 + \$733.00 for Mill Creek SDC + Storm Water SDC \$1990.00 or \$2854.00*