



AGENDA STAYTON CITY COUNCIL MEETING

Tuesday, January 22, 2013

Stayton Community Center
400 W. Virginia Street
Stayton, Oregon 97383

CALL TO ORDER

7:00 PM

Mayor Vigil

FLAG SALUTE

ROLL CALL/STAFF INTRODUCTIONS

PRESENTATIONS/COMMENTS FROM THE PUBLIC

Request for Recognition: If you wish to address the Council, please fill out a green “Request for Recognition” form. Forms are on the table at the back of the room.

Recommended time for presentation is 10 minutes.

Recommended time for comments from the public is 3 minutes.

ANNOUNCEMENTS – PLEASE READ CAREFULLY

Items not on the agenda but relevant to City business may be discussed at this meeting. Citizens are encouraged to attend all meetings of the City Council to insure that they stay informed. Agenda items may be moved forward if a Public Hearing is scheduled.

- a. Additions to the agenda
- b. Declaration of Ex Parte Contacts, Conflict of Interest, Bias, etc.

CONSENT AGENDA

- a. January 7, 2012 City Council Meeting Minutes

Purpose of the Consent Agenda:

In order to make more efficient use of meeting time, resolutions, minutes, bills, and other items which are routine in nature and for which no debate is anticipated, shall be placed on the Consent Agenda. Any item placed on the Consent Agenda may be removed at the request of any council member prior to the time a vote is taken. All remaining items of the Consent Agenda are then disposed of in a single motion to adopt the Consent Agenda. This motion is not debatable. The Recorder to the Council will then poll the council members individually by a roll call vote. If there are any dissenting votes, each item on the consent Agenda is then voted on individually by roll call vote. Copies of the Council packets include more detailed staff reports, letters, resolutions, and other supporting materials. A citizen wishing to review these materials may do so at Stayton City Hall, 362 N. Third Avenue, Stayton, or the Stayton Public Library, 515 N. First Avenue, Stayton.

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 prior to the meeting. If you require special accommodations, please contact Alissa Angelo, Deputy City Recorder at (503) 769-3425.

PUBLIC HEARING

Ordinance No. 951, Fence and Hedge Regulations in Stayton Municipal Code, Title 17 (Land Use File # 10-11/12)

Action

- a. Commencement of Public Hearing
- b. Staff Report – Dan Fleishman
- c. Questions from Council
- d. Proponents’ Testimony
- e. Opponents’ Testimony
- f. General Testimony
- g. Questions from Public
- h. Questions from Council
- i. Staff Summary
- j. Close of Hearing
- k. Council Deliberation
- l. Council Decision

UNFINISHED BUSINESS

Ordinance No. 949, Comprehensive Plan

- a. Staff Report – Dan Fleishman
- b. Council Deliberation
- c. Council Decision

NEW BUSINESS

Ordinance No. 950, Pacific Power Franchise

Action

- a. Staff Report – Christine Shaffer
- b. Council Deliberation
- c. Council Decision

Ordinance No. 952, the annexation of land located at the northern terminus of Quail Run Avenue into the City limits

Action

- a. Staff Report – Dan Fleishman
- b. Council Deliberation
- c. Council Decision

Community Grant Request

Action

- a. Staff Report – Christine Shaffer
- b. Council Deliberation
- c. Council Decision

STAFF/COMMISSION REPORTS

Finance Director’s Report – Christine Shaffer

Informational

- a. December 2012 Monthly Finance Department Report

Police Chief’s Report – Rich Sebens

Informational

- a. December 2012 Statistical Report

Public Works Director’s Report – Dave Kinney

Informational

- a. December 2012 Operating Report
- b. Sidewalk Repair Notifications for Downtown Area (Verbal)

Pool Manager's Report – Rebekah Meeks
a. December 2012 Monthly Operating Report

Informational

Library Director's Report – Louise Meyers
a. December 2012 Activities/Statistics

Informational

PRESENTATIONS/COMMENTS FROM THE PUBLIC
Recommended time for presentations is 10 minutes.
Recommended time for comments from the public is 3 minutes.

BUSINESS FROM THE CITY ADMINISTRATOR

BUSINESS FROM THE MAYOR

- a. Appointment of Michael Woodhouse to the Planning Commission
- b. Reappointments to the Public Safety Commission
 - Mike Jaeger
 - Wendy Nau
 - Don Walters

BUSINESS FROM THE COUNCIL

FUTURE AGENDA ITEMS

ADJOURN

CALENDAR OF EVENTS

JANUARY 2013

Monday	January 21	CITY OFFICES CLOSED IN OBSERVANCE OF MARTIN LUTHER KING DAY		
Tuesday	January 22	City Council	7:00 p.m.	Community Center (north end)
Monday	January 28	Planning Commission	7:00 p.m.	Community Center (north end)

FEBRUARY 2013

Monday	February 4	City Council	7:00 p.m.	Community Center (north end)
Tuesday	February 5	Parks & Recreation Board	7:00 p.m.	E.G. Siegmund Meeting Room
Friday	February 8	Community Leaders Meeting	7:30 a.m.	Covered Bridge Café
Monday	February 11	P.E.G. Access Commission	12:00 p.m.	City Hall Conference Room
Tuesday	February 12	Commissioner's Breakfast	7:30 a.m.	Covered Bridge Café
Saturday	February 16	City Council Goal Setting	9:00 a.m.	E.G. Siegmund Meeting Room
Monday	February 18	CITY OFFICES CLOSED IN OBSERVANCE OF PRESIDENTS' DAY		
Tuesday	February 19	City Council	7:00 p.m.	Community Center (north end)
Wednesday	February 20	Library Board	6:00 p.m.	E.G. Siegmund Meeting Room
Wednesday	February 20	Public Safety Commission	6:00 p.m.	City Hall Conference Room
Monday	February 25	Planning Commission	7:00 p.m.	Community Center (north end)

MARCH 2013

Monday	March 4	City Council	7:00 p.m.	Community Center (north end)
Tuesday	March 5	Parks & Recreation Board	7:00 p.m.	E.G. Siegmund Meeting Room
Friday	March 8	Community Leaders Meeting	7:30 a.m.	Covered Bridge Café
Tuesday	March 12	Commissioner's Breakfast	7:30 a.m.	Covered Bridge Café
Monday	March 18	City Council	7:00 p.m.	Community Center (north end)
Wednesday	March 20	Library Board	6:00 p.m.	E.G. Siegmund Meeting Room
Monday	March 25	Planning Commission	7:00 p.m.	Community Center (north end)

APRIL 2013

Monday	April 1	City Council	7:00 p.m.	Community Center (north end)
Tuesday	April 2	Parks & Recreation Board	7:00 p.m.	E.G. Siegmund Meeting Room
Tuesday	April 9	Commissioner's Breakfast	7:30 a.m.	Covered Bridge Café
Friday	April 12	Community Leaders Meeting	7:30 a.m.	Covered Bridge Café
Monday	April 15	City Council	7:00 p.m.	Community Center (north end)
Wednesday	April 17	Library Board	6:00 p.m.	E.G. Siegmund Meeting Room
Monday	April 29	Planning Commission	7:00 p.m.	Community Center (north end)

Consent Agenda

**STAYTON CITY COUNCIL
MEETING MINUTES
January 7, 2013**

CALL TO ORDER

7:04 p.m.

Mayor Vigil

FLAG SALUTE

OATH OF OFFICE

- a. **Oath of Office for Mayor Scott Vigil:** Deputy City Recorder Alissa Angelo administered the Oath of Office for Mayor Scott Vigil.
- b. **Oath of Office for Councilor's Catherine Hemshorn, Jennifer Niegel, and Brian Quigley:** Mayor Scott Vigil administered the Oath of Office for Councilors Catherine Hemshorn, Jennifer Niegel, and Brian Quigley.

PRESENTATIONS/COMMENTS FROM THE PUBLIC

- a. **Letter of Commendation for Finance Director Christine Shaffer:** Mayor Vigil read a letter of commendation regarding the recent refinance of two outstanding sewer bonds for the City. This refinancing saved the Stayton ratepayers \$1.58 million.

ROLL CALL

Mayor Scott Vigil	Councilor Jennifer Niegel
Councilor Henry Porter	Councilor Catherine Hemshorn
Councilor Brian Quigley	Councilor Emily Gooch

STAFF

Don Eubank, City Administrator
Christine Shaffer, Finance Director
Rich Sebens, Police Chief
Dan Fleishman, Director of Planning and Development, excused
Louise Meyers, Library Director
David Kinney, Public Works Director
David A. Rhoten, City Attorney
Alissa Angelo, Deputy City Recorder

PRESENTATIONS/COMMENTS FROM THE PUBLIC – None.

ANNOUNCEMENTS

- a. **Additions to the Agenda:** None.
- b. **Declaration of Ex Parte Contacts, Conflict of Interest, Bias, etc.:** None.

CONSENT AGENDA

- a. **December 3, 2012 City Council Meeting Minutes**
- b. **Authorization for Acceptance and Execution of Deeds and Easements**

MOTION: From Councilor Quigley, seconded by Councilor Gooch, to adopt the Consent Agenda.

Council Discussion

Councilor Porter stated he felt it was a breath of fresh air to have someone offer a motion rather than make a motion.

Motion passed 5:0.

PUBLIC HEARING – None.

UNFINISHED BUSINESS – None.

NEW BUSINESS

Procedure for Adopting Ordinances (2010 City Charter)

- a. **Staff Report:** Mr. Rhoten reviewed his staff report included in the Council packet regarding the procedure for adopting Ordinances. He asked that the Council approve and ratify Ordinance No. 947, retroactively to June 18, 2012.
- b. **Council Deliberation:** None.
- c. **Council Decision:**

MOTION: From Councilor Gooch, seconded by Councilor Quigley, to approve and ratify Ordinance No. 947, by title only, retroactively to June 18, 2012.

Council Discussion

Councilor Quigley stated he thought this had been pointed out at the meeting but they had reached the conclusion it was ok to move forward with adoption. He was glad this was brought back and being corrected.

Motion passed 4:0 (Niegel abstained)

STAFF / COMMISSION REPORTS

Finance Director's Report – Christine Shaffer

November 2012 Monthly Finance Department Report: Ms. Shaffer briefly reviewed her monthly report. Taxes are beginning to come in; however, they are lower than expected. Councilor Quigley asked how much lower taxes were. Ms. Shaffer stated Marion County had projected them an increase of 2% in assessed valuation over last year and the budget was based on that projection. However, the actual increase was 0.34%.

- a. **Sewer Debt Refinancing Update:** No further discussion.

Police Chief's Report – Rich Sebens

- a. **November 2012 Statistical Report:** Chief Sebens reviewed the November 2012 report included in the Council packet.
- b. **Verbal Report Regarding School Incidents:** Chief Sebens spoke about incidents affecting the school district in mid-December following the school shooting in Connecticut and “doomsday” predictions. On Thursday, December 20, two arrests were made in connection with threats to schools in the Stayton area. The following day, sixteen officers were present at schools throughout the district. Many of these officers were voluntarily sent out by other surrounding agencies to help out.

Councilor Quigley asked what caused the significant drop in Reserve Volunteer hours. Chief Sebens explained that during the month of November, the new Reserve's were at the Reserve Academy.

Public Works Director's Report – David Kinney

- a. **November 2012 Monthly Operating Report:** Mr. Kinney reviewed the monthly operating report.

Pool Manager's Report – Rebekah Meeks

- a. **October and November 2012 Monthly Operating Reports:** Ms. Meeks briefly reviewed the October and November monthly operating reports.

Library Director's Report – Louise Meyers

- a. **November 2012 Activities / Statistics:** Ms. Meyers reviewed the November Library Director's report and spoke about what activities are happening at the Library.

Councilor Porter asked how many cultural passes are available at the Library. Ms. Meyers stated there are seven passes. These are purchased through the City's budget, except for one that was donated by the Pool.

Councilor Quigley inquired about the recent Ebay training offered by the Library and how it's funded. Ms. Meyers explained these trainings are put together by Library staff at no cost to those who attend, and the only cost is staff time.

PRESENTATIONS/COMMENTS FROM THE PUBLIC – None.

BUSINESS FROM THE CITY ADMINISTRATOR

- a. **City Council Goal Setting, facilitated by Doris Johnston, Regional Community Manager for Pacific Power (no charge):** The Council reached a consensus to schedule the City Council Goal Setting Session for Saturday, February 16th.
- b. **Town Hall Meetings:** Mr. Eubank asked the Council to think about whether they would like to continue holding Town Hall meetings. The decision doesn't have to be made this evening. If another Town Hall is held, it will be scheduled in the month of March.

- c. **Meetings with various Boards / Commissions:** Mr. Eubank spoke about the Council's past interaction with various Boards and Commissions in our area. He feels these meetings are important and he asked the Council to consider continuing holding them.
- d. **Informational Letter – Allied Waste Name Change Notice:** No discussion.
- e. **Informational Letter – Wave Broadband Rate Adjustment Notice:** No discussion.

BUSINESS FROM THE MAYOR

- a. Mayor Vigil asked the Council to ratify the reappointments of Dan Brummer, Griffin Green, and Richard Lewis to the Parks and Recreation Board.

MOTION: From Councilor Niegel, seconded by Councilor Hemshorn, to ratify the reappointments of Dan Brummer, Griffin Green, and Richard Lewis to the Parks and Recreation Board.

Council Discussion

Councilor Hemshorn commented that prior to serving on the Council, she was a member of the Parks and Recreation Board and what a great group of people make up the Board.

Councilor Porter stated in the future he thought it would be helpful to the Council to receive brief biographical information when making appointments and reappointments to Boards and Commissions.

Motion passed 5:0.

BUSINESS FROM THE COUNCIL

Councilor Niegel spoke about a Rotary can and bottle drive for a drug k9 dog for the Stayton Police Department. The drive will be held on Saturday, February 9.

Councilor Gooch spoke about the Santiam Regional Transportation Authority meeting she recently attended. This group deals with the CARTS bus that runs in the Santiam Canyon area. CARTS has added an additional stop at St. Mary's School to give students a ride home that live in other areas of the Canyon.

Councilor Quigley pointed out the City Charter states the Council needs to appoint a Council President at its first meeting of the year. He nominated Councilor Porter to continue serving in this position. Being there were no other nominations, the Council reached a consensus to reappoint Councilor Porter as Council President. Councilor Porter accepted.

Councilor Gooch recognized Eagle Scout Keen Forson of Scio who recently organized the repainting of the interior of the Community Center.

FUTURE AGENDA ITEMS

- a. **Draft Comprehensive Plan**
- b. **Public Hearing Regarding Fence Regulations**

ADJOURN

There being no further business, the meeting was adjourned at 7:40 p.m.

APPROVED BY THE STAYTON CITY COUNCIL THIS 22ND DAY OF JANUARY 2013,
BY A ____ VOTE OF THE STAYTON CITY COUNCIL.

CITY OF STAYTON

Date: _____

By: _____

A. Scott Vigil, Mayor

Date: _____

Attest: _____

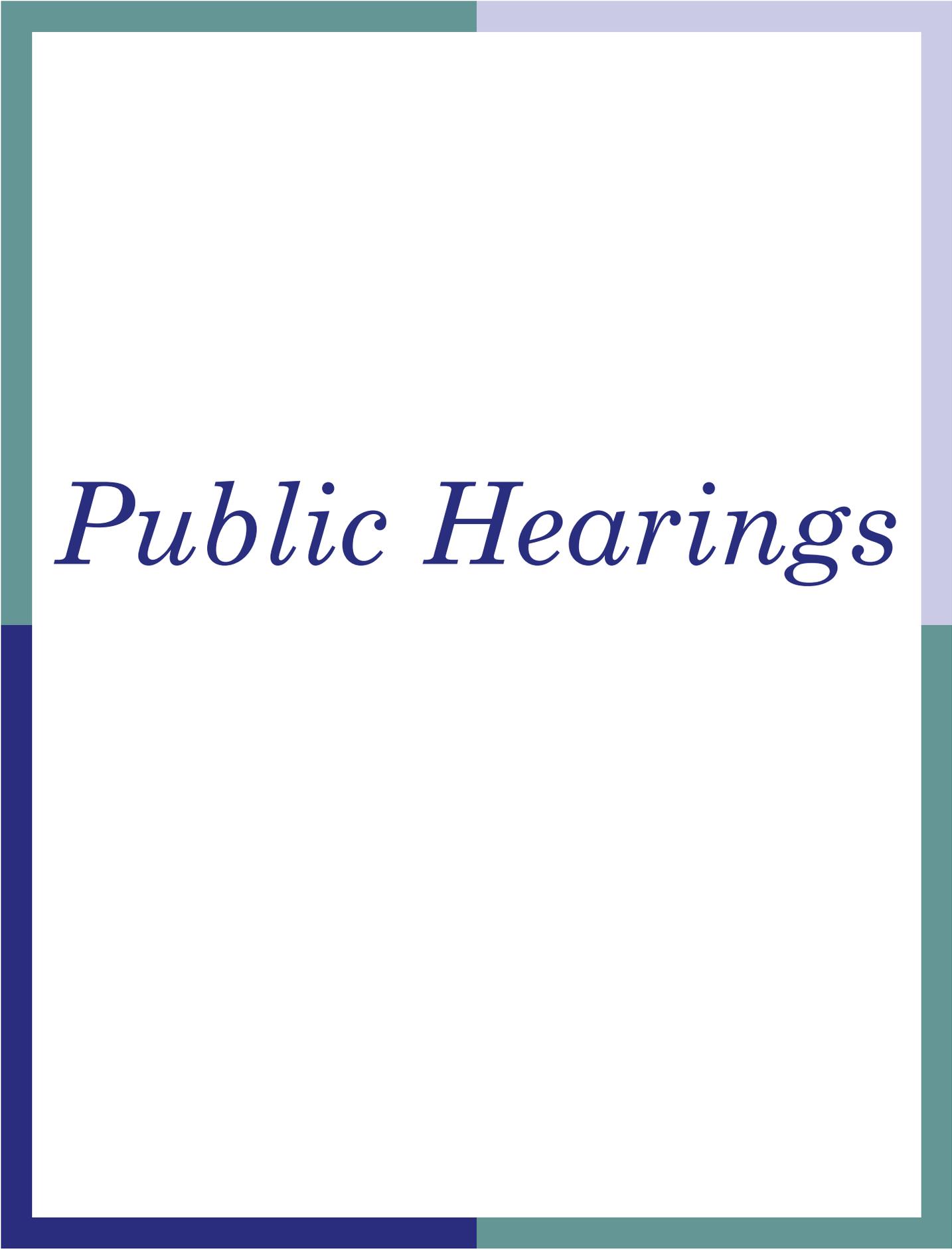
Don Eubank, City Administrator

Date: _____

Transcribed by: _____

Alissa Angelo, Deputy City Recorder

DRAFT



Public Hearings



City of Stayton

Planning and Development Department

Mailing address: 362 N. Third Avenue · Stayton, OR 97383

Office location: 311 N. Third Avenue

Phone: (503) 769-2998 · FAX: (503) 767-2134

Email: dfleishman@ci.stayton.or.us

www.staytonoregon.gov

MEMORANDUM

TO: Mayor Vigil and City Council Members
FROM: Dan Fleishman, Director of Planning and Development
DATE: January 22, 2013
SUBJECT: Public Hearing on Proposed Code Amendments to Fence Regulations
(Land Use File 10-11/12)

ISSUE

The issue before the City Council is a public hearing on a proposed legislative amendment to the Stayton Land Use and Development Code, Title 17, Chapter 17.20, Section 17.20.050.1 regarding the standards for fences and hedges in residential zones.

BACKGROUND

At their September, meeting the Planning Commission discussed the 2007 changes in the Code and how they made certain fences and hedges nonconforming, specifically those on a corner lot.

At the October meeting the Planning Commission's reviewed some possible amendments to the code that were developed in conjunction with the Public Works Department and scheduled a public hearing for the November meeting. Following their public hearing the Planning Commission adopted an order forwarding the amendments to the City Council with a recommendation for adoption. The Planning Commission's Order is attached. Also attached is Ordinance 951, which would enact the amendments, if adopted.

Currently, Stayton Municipal Code (SMC) Section 17.20.050.1.a requires that fences, walls and hedges that are within 10 feet of a front lot line shall be no more than 4 feet tall and that portion above 2 feet in height must be 50% open. Under the definitions in Section 17.04.100, corner lots have two front lot lines and the above provisions apply along both streets.

In 2007 there were two different code amendments that created the current requirements. First, in Section 17.04.100, the definition of Front Lot Line was changed. Prior to 2007 the Code said "... in the case of a corner lot, a line separating the lot from the street on which the improvement or contemplated improvement will face." That meant that a corner lot had only one front lot line and two side lines. The current Code now defines front lot line as "...the lines separating the lot from either street right-of-way."

Secondly, prior to 2007, the fence regulations specifically said that "On corner lots, a hedge, wall, or fence of up to seven (7) feet in height may be placed on or within ten (10) feet of the property line on

the side yard abutting a street.” That language was removed in the current code. These discussions took place within my first months in Stayton and I recall the Planning Commission at that time choosing the options it did.

There are two purposes to the height restrictions on fences along front yards. One is to assure that we don’t create tall walls along all of the street frontages. The second is for traffic safety, assuring that drivers can see at intersections and driveways. The proposed amendment still meets both objectives yet allows corner homeowners to create a privacy fence or hedge along the street on which they do not have a driveway.

The main objective of the proposed amendments is to assure that drivers’ sight distance is not blocked by a fence or hedge, thereby creating a traffic safety hazard. The Code currently defines the term “Sight Distance Triangle,” as the area necessary for a driver, positioned 15 feet from the edge of the street travel lane to see an object on the street 4 ¼ feet in height. If fences taller than 4 feet in height are allowed along a front lot line but restricted from the sight distance triangle, then traffic safety should be maintained. The proposed amendment also establishes a new requirement that hedges be planted at least three feet from a front lot line. The City has a number of examples where hedges have been placed too close to sidewalks and may not be properly trimmed to keep the sidewalk passable and the hedges green.

RECOMMENDATION

The Planning Commission forwarded the amendments to the City Council with a recommendation of approval. Staff also recommends approval. A draft ordinance has been prepared that would accomplish that recommendation.

Depending on the testimony presented at the public hearing, changes to the draft ordinance may be necessary.

OPTIONS AND SUGGESTED MOTIONS

1. Approve the first consideration of Ordinance 951 as presented

Move to approve Ordinance No 951, amending the regulations for fences and hedges in the front yard.

The City Recorder shall call the roll and the names of each Councilor present and their vote shall be recorded in the meeting minutes. If the vote is unanimous, Ordinance No. 951 is enacted and will be presented to the Mayor for his approval.

If the vote is not unanimous, Ordinance No. 951 will be brought before the Council for a second consideration at the February 4, 2013 meeting.

2. Approve the first consideration of Ordinance 951 with modifications

Move to approve Ordinance No. 951 with the following changes ... and direct staff to incorporate these changes into the Ordinance before the Ordinance is presented to the City Council for a second consideration.

The City Recorder shall call the roll and the names of each Councilor present and their vote shall be recorded in the meeting minutes. If the first consideration is approved, Ordinance No. 951 will be brought before the Council for a second consideration at its February 4, 2013 meeting.

3. Retain the Code unchanged

No motion is necessary.

ORDINANCE NO. 951

AN ORDINANCE AMENDING THE FENCE AND HEDGE REGULATIONS IN STAYTON MUNICIPAL CODE TITLE 17

WHEREAS, Stayton Municipal Code (SMC) Title 17 Section 17.04.100 defines the term Front Lot Line in such a manner that a corner lot has two front lot lines;

WHEREAS, SMC, Title 17, Section 17.20.050.1 contains the regulations for fences in the front yards of parcels in residential zones and prohibits fences taller than four feet in height within 10 feet of a front lot line;

WHEREAS, SMC Section 17.20.050.1 creates difficulty for homeowners on corner lots in creating privacy in their rear yards;

WHEREAS, the City of Stayton has experienced difficulties with homeowners planting hedges too close to the front property line, subsequently growing in such a manner to infringe on the public right of way;

WHEREAS, the Stayton Planning Commission held a public hearing on November 26, 2012 and recommended amendments to the SMC;

WHEREAS, the Stayton City Council held a public hearing on January 22, 2013;

NOW, THEREFORE, the Stayton City Council does ordain as follows:

Section 1. Section 17.20.050.1 amended. Stayton Municipal Code, Title 17, Section 17.20.050.1 is hereby amended as follows:

Additions are underlined, Deletions are ~~crossed-out~~

17.20.050 FENCES

1. RESIDENTIAL ZONES.

a. Front Yards.

- 1) Fences, walls and hedges must be placed on private property and not extend into or over the street right of way.
- 2) Fences, walls, and hedges that are within 10 feet of a front lot line shall be no more than 48 inches tall and that portion above 24 inches shall be 50% open. A hedge shall not be planted within three feet of the front lot line.
- 3) On a corner lot, a wall or fence of up to 6 feet in height may be placed within 10 feet of the property line on the front lot line that does not have a driveway entering a street, provided the wall or fence is not located within the sight distance triangle adjacent to a street intersection or driveway entrance to a street. On a corner lot, a hedge of up to 6 feet in height may be placed within 10 feet, but no less than 3 feet, of the property line on the front lot line that does not have a driveway entering a street, provided the hedge is not located within the sight distance triangle adjacent to a street intersection or driveway entrance to a street.
- 4) Fences, walls or hedges in a front yard more than 10 feet from the property line may be up to 6 feet in height.
- 5) Notwithstanding the above, a masonry wall up to 7 feet in height may be placed on or within 10 feet of the property line abutting a street when the wall is approved as a part of a site plan approval or a subdivision approval.

b. Side and Rear Yards.

1) Fences and walls located within a side or rear yard area may be up to 7 feet in height. Hedges on side and rear yards shall have no height restriction.

2) For lots with double frontage, the yard opposite the front of the house shall be considered a rear yard for the purposes of Section 17.20.050.

Section 2. Effective Date. This ordinance shall become effective 30 days after adoption by the Stayton City Council and the Mayor’s signing.

Section 3. Notification to State. A copy of this Ordinance shall be furnished to the State of Oregon, Department of Land Conservation and Development forthwith.

ADOPTED BY THE STAYTON CITY COUNCIL this 22nd day of January, 2013.

CITY OF STAYTON

Signed: _____, 2013

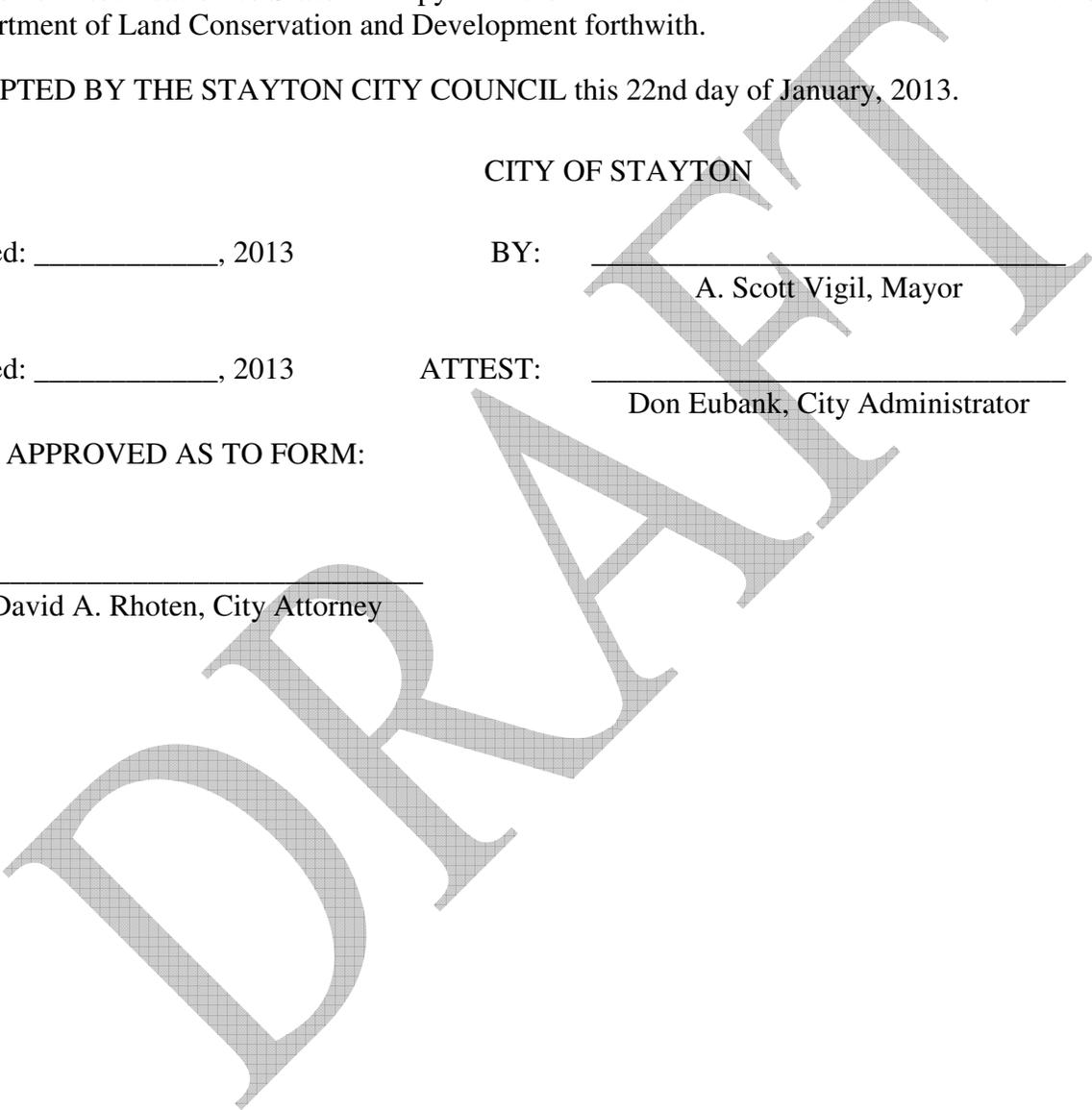
BY: _____
A. Scott Vigil, Mayor

Signed: _____, 2013

ATTEST: _____
Don Eubank, City Administrator

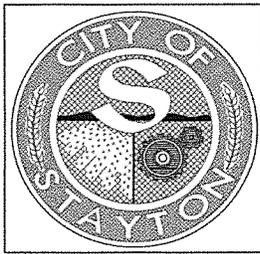
APPROVED AS TO FORM:

David A. Rhoten, City Attorney





New Business



MEMORANDUM

TO: Mayor Scott Vigil and Stayton City Councilor

FROM: Christine Shaffer, Finance Director

DATE: January 22, 2013

SUBJECT: Increase Pacific Power franchise fee

BACKGROUND INFORMATION:

The League of Oregon Cities has conducted a survey of franchise agreements and rates. In review of the survey results we see that the majority of the City's served by Pacific Power are collecting a franchise fee of 7%, the City of Stayton currently is collecting 5%. City's collecting 7%, Aumsville, Dallas, Falls City, Gates, Jefferson, Klamath Falls, Madras, Myrtle Creek, North Bend, Oregon City, Redmond, Roseburg, Shady Cove, and Waterloo.

The PUC regulates how much of the franchise fee can be billed to the customer the current limit is 3.5%. Any franchise fee that Pacific Power pays to the City above that rate is paid from their operating budget. Pacific Power is the City's largest Franchise, this current budget year we will collect more then \$375,000. Increasing the Pacific Power Franchise rate by 2% would be an increase in General Fund revenues of approximately \$150,000 in future budget years.

The City's franchise agreement contains a clause allowing the City to increase the rate at anytime. City Administrator, Don Eubank phoned the Regional Community Manager of Pacific Power, Doris Johnston to let her know what we were considering. Pacific Power has no problem with the City's requested increase.

STAFF RECOMMENDATION:

Adopting Ordinance No. 950, increasing the Pacific Power franchise rate to 7%.

OPTIONS:

1. Adopt Ordinance No. 950 as presented.
2. Do nothing.

MOTION(S)

1. Offer a motion to adopt Ordinance No. 950 increasing the Pacific Power Franchise fee to 7%.
2. No motion necessary.



Pacific Power Pays \$44 million in Oregon Property Taxes and Franchise Fees

March 08, 2011

PORTLAND, Ore. – Pacific Power has made its fiscal year 2010-2011 property tax and calendar year 2010 franchise fee payments in support of Oregon schools, counties and cities. The total paid in Oregon is almost \$44 million. For all states PacifiCorp serves, the company has paid \$107.5 million in the last fiscal year just in property taxes.

The property tax payments are based on the investments in utility property used to provide electric service to customers. The company's investment ranges from power plants, transmission lines and distribution circuits to transformers and meters. The payments benefit 30 of Oregon's 36 counties, and make Pacific Power one of the largest property tax-paying entities in Oregon.

The franchise fee payments are in addition to those franchise fees and taxes collected directly from in-city customers as an additional charge on their bill.

"These tax payments are our responsibility, and we pay them gladly. They do their part to help Pacific Power-served counties and communities provide essential services to residents," said Pat Reiten, president of Pacific Power. "The tax payments support the many critical services that residents expect from local government including police and fire protection, education, public health and environmental services."

Property taxes paid to individual counties vary based on the amount of Pacific Power property located within each county (see attached listing). The single largest property tax bill installment of \$4.96 million was paid in Multnomah County, followed by Jackson County at \$2.51 million.

Pacific Power serves 558,000 customers in the state of Oregon, and is part of PacifiCorp, which serves 1.7 million customers as Pacific Power in Oregon, Washington and northern California, and as Rocky Mountain Power in Utah, Wyoming and Idaho. Overall, PacifiCorp paid \$107.5 million in property taxes during the last fiscal year, tied to investments and facilities in ten western states. PacifiCorp is one of the lowest-cost electricity producers in the United States, and continues to invest to meet growing energy demand of its customers. PacifiCorp has a net generation capacity of 10,623 megawatts from coal, hydro, gas-fired combustion turbines and renewable wind and geothermal power, and owns and operates 16,200 miles of transmission lines across the West.

PacifiCorp/Pacific Power		
Property Tax and Franchise Fee Payments*		
	Property Taxes	Franchise Fees
County	Fiscal Year 2010-2011	Calendar Year 2010
Benton	\$461,000	\$1,462,000
Clackamas	115,000	
Clatsop	463,000	780,000
Columbia	2,000	
Coos	421,000	973,000
Crook	256,000	240,000
Deschutes	1,158,000	2,465,000
Douglas	2,127,000	1,121,000
Gilliam	1,328,000	28,000
Harney	274,000	
Hood River	124,000	231,000
Jackson	2,508,000	3,020,000
Jefferson	455,000	271,000
Josephine	597,000	1,003,000
Klamath	1,606,000	631,000
Lake	223,000	78,000
Lane	195,000	419,000
Lincoln	242,000	307,000
Linn	1,184,000	2,514,000
Malheur	103,000	

Marion	224,000	440,000
Morrow	40,000	
Multnomah	4,960,000	4,878,000
Polk	181,000	449,000
Sherman	76,000	40,000
Tillamook	21,000	
Umatilla	1,923,000	745,000
Union	19,000	
Wallowa	157,000	142,000
Wasco	46,000	11,000
Total Oregon	\$21,489,000	\$22,248,000

* The above amounts were paid during 2010, and will be reported as such within PacifiCorp's 2010 FERC Form 1 report. The above table does not include income taxes, franchise taxes that are directly billed as a separate line item on customer bills, public utility taxes, and other taxes and fees.

©2013 PacifiCorp, a subsidiary of MidAmerican Energy Holdings Company

ORDINANCE NO. 950

AN ORDINANCE AMENDING ORDINANCE NO. 939 (PACIFIC CORP dba PACIFIC POWER & LIGHT COMPANY [“PP&L”] FRANCHISE) SECTION 4.12.060 FINANCIAL, 1. COMPENSATION, a. “. . . five percent (5%) of its gross revenues derived from within the corporate limits [of Stayton]. . .” TO SEVEN PERCENT (7.0%).

WHEREAS, the PP&L electric utility franchise was adopted as Ordinance No. 939 by the Stayton City Council, September 7, 2011, which provided for a five percent (5.0%) franchise fee;

WHEREAS, it is appropriate and timely that the fee be increased to seven percent (7.0%), such change to become effective sixty (60) days after the City of Stayton’s written notice thereof to PacificCorp.

NOW, THEREFORE, the Stayton City Council does ordain as follows:

Section 1. Stayton City Ordinance No. 939, Section 4.12.060, FINANCIAL, 1. Compensation, a. is amended to delete “. . . five percent (5%) . . .” to be substituted by “. . . seven percent (7%) of its gross revenues . . .”.

Section 2. “The increase shall be effective sixty (60) days after City has provided PacificCorp with such written Notice.” Ordinance No. 939, Section 4.12.060 FINANCIAL 1., Compensation. a.

ADOPTED BY THE STAYTON CITY COUNCIL this 22nd day of January, 2013.

Signed: _____, 2013

CITY OF STAYTON

By: _____
A. Scott Vigil, Mayor

Signed: _____, 2013

ATTEST: _____
Don L. Eubank, City Administrator

APPROVED AS TO FORM:

David A. Rhoten, City Attorney



City of Stayton

Planning and Development Department

Mailing address: 362 N. Third Avenue · Stayton, OR 97383

Office location: 311 N. Third Avenue

Phone: (503) 769-2998 · FAX: (503) 767-2134

Email: dfleishman@ci.stayton.or.us

www.staytonoregon.gov

MEMORANDUM

TO: Mayor Scott Vigil and City Council Members
FROM: Dan Fleishman, Director of Planning and Development
DATE: January 22, 2013
SUBJECT: Ordinance finalizing Annexation of Land North of Quail Run Avenue
(Land Use File 5-05/12)

ISSUE

The issue before the City Council is consideration of Ordinance 952 that would finalize the annexation of 10 acres of land north of the termination of Quail Run Ave.

BACKGROUND

In August 2012, the previous City Council approved the City-initiated annexation of approximately 10 acres of land north of the terminus of Quail Run Ave, owned by JCNW Family LLC. The Council's approval sent the matter to the voters of Stayton under the terms of the City Charter.

At the Council's December 3 meeting, the City Council accepted the abstract of election results from the November 6 general election. At the election, the voters of Stayton approved the annexation.

The final step in the process is the adoption of an ordinance by the City Council, formally annexing the land into the city and changing the zoning from Marion County Urban Transition to Stayton's Low Density Residential. Once the ordinance is enacted, notice is then sent to various County and State agencies and the private utilities.

RECOMMENDATION

Staff recommends the City Council approve ordinance.

OPTIONS AND SUGGESTED MOTIONS

1. Approve the first consideration of Ordinance 952.

Move to approve Ordinance No 952, annexing land at the northern terminus of Quail Run Ave and amending the Stayton Zoning Map.

The City Recorder shall call the roll and the names of each Councilor present and their vote shall be recorded in the meeting minutes. If the vote is unanimous, Ordinance No. 952 is enacted and will be presented to the Mayor for his approval.

If the vote is not unanimous, Ordinance No. 952 will be brought before the Council for a second consideration at the February 4, 2013 meeting.

2. Approve the Ordinance with modifications

Move to approve Ordinance No. 952 with the following changes ... and direct staff to incorporate these changes into the Ordinance before the Ordinance is presented to the City Council for a second consideration.

The City Recorder shall call the roll and the names of each Councilor present and their vote shall be recorded in the meeting minutes. If the first consideration is approved, Ordinance No. 952 will be brought before the Council for a second consideration at its February 4, 2013 meeting.

ORDINANCE NO. 952

AN ORDINANCE ANNEXING INTO THE CITY OF STAYTON 10 ACRES OF LAND AT THE NORTHERN TERMINUS OF QUAIL RUN AVENUE AND AMENDING THE CITY OF STAYTON ZONING MAP FROM MARION COUNTY URBAN TRANSITIONAL (UT) TO CITY OF STAYTON LOW DENSITY RESIDENTIAL (LD).

WHEREAS, JCNW Family LLC, a majority of the property owners who also own the majority of the property within the territory and of real property therein representing the majority of the assessed value of all real property in the territory, have initiated annexation of that certain real property located at the northern terminus of Quail Run Avenue, Stayton, Marion County, Oregon, more particularly described in Exhibit 1 attached hereto and incorporated herein, and further illustrated on a map shown in Exhibit 2 attached hereto and incorporated herein;

WHEREAS, on June 18, 2012 pursuant to ORS 222.125, the Stayton City Council enacted a resolution initiating annexation proceedings for the territory;

WHEREAS, the Stayton City Council held a public hearing as required by law on August 20, 2012, whereupon the Stayton City Council adopted Resolution 890 containing findings and conclusions in support of its decision and referring the application to the electors of the City of Stayton a measure to approve the proposed annexation; and

WHEREAS, on November 6, 2012, a majority of the electors of the City of Stayton voted in the affirmative regarding the annexation.

NOW THEREFORE, the City of Stayton ordains:

Section 1. Pursuant to ORS 222.125, the Stayton City Council hereby proclaims the annexation into the City of Stayton, Oregon, of territory at the northern terminus of Quail Run Avenue, the legal description of which is described in Exhibit 1, which is attached hereto and by reference incorporated herein.

Section 2. Pursuant to ORS 222.005 the Stayton City Recorder shall provide by certified mail to all public utilities, telecommunication facilities, and franchise holders operating within the City a written notice of each site address to be annexed as recorded on the Marion County assessment and tax roles, a legal description and map of the proposed boundary change, and a copy of this ordinance. This notice shall be mailed within (10) ten working days of the passage of this Ordinance.

Section 3. Pursuant to ORS 222.010 the Stayton City Recorder shall, within ten (10) days of the passage of this Ordinance, provide to the Marion County Clerk, and Marion County Assessor a report of the annexation including a detailed legal description of the new boundaries established by the City.

Section 4. Pursuant to ORS 308.225(2) the Stayton City Recorder shall, provide to the Oregon Department of Revenue, a copy of this Ordinance, containing the legal description and map of the territory being annexed.

Section 5. The Stayton Official Zoning Map is hereby amended to include the annexed territory as Low Density Residential.

Section 6. Upon adoption by the Stayton City Council and the Mayor's signing, this Ordinance shall become effective 30 days after the date of signing.

ADOPTED BY THE CITY COUNCIL this 22nd day of January, 2013.

CITY OF STAYTON

Signed: _____, 2013

BY: _____
A. Scott Vigil, Mayor

Signed: _____, 2013

ATTEST: _____
Don Eubank, City Administrator

APPROVED AS TO FORM:

David A. Rhoten, City Attorney

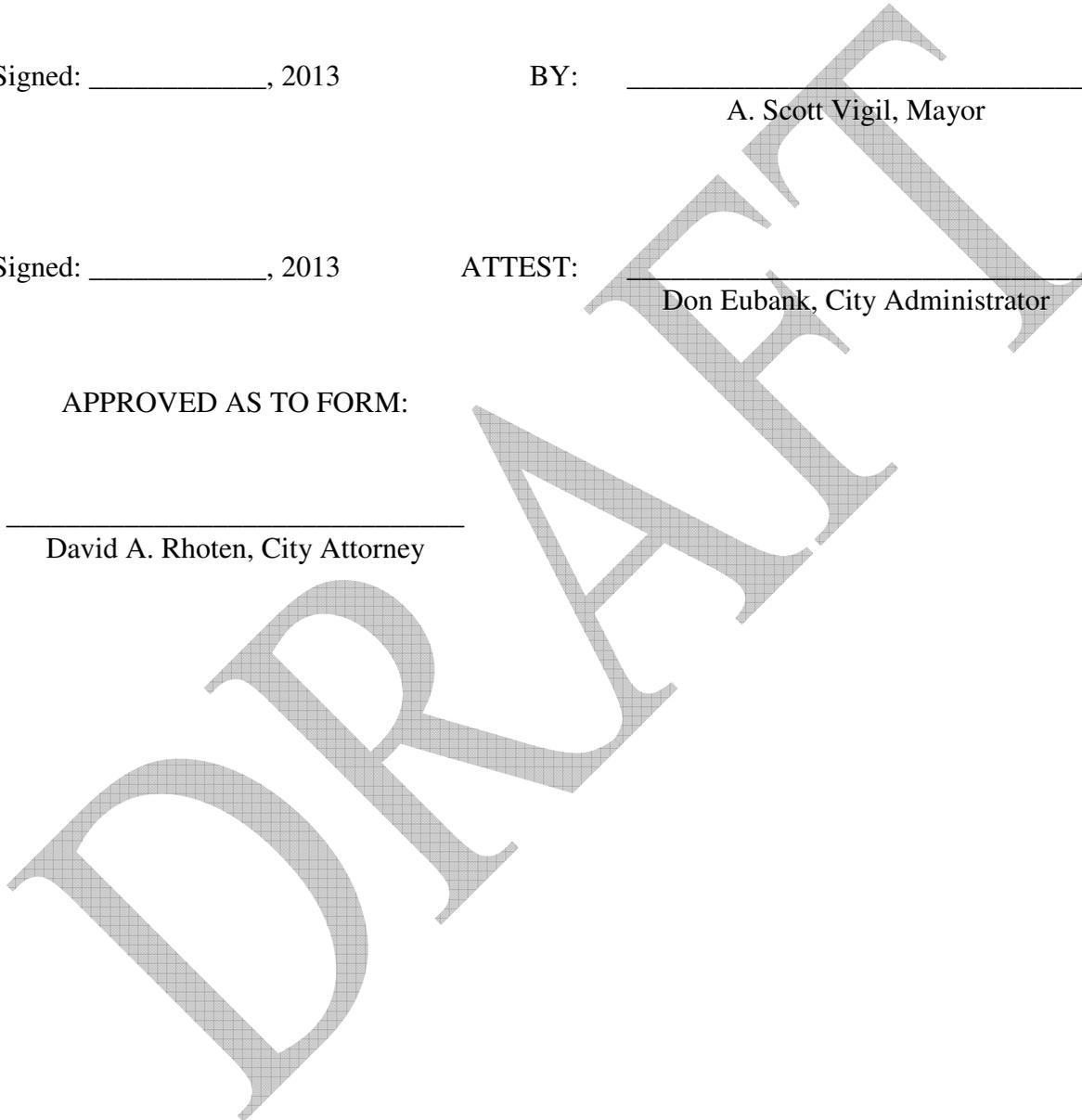


EXHIBIT 1, Annexation Area

That certain tract of land located in Marion County, Oregon and which is legally described as follows:

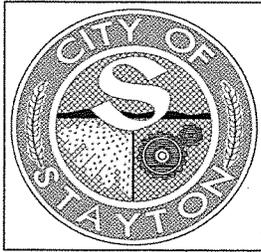
The Westerly one half of the following described property:

Beginning at an iron pipe which is 1,349.70 feet South 89° 45' West and 1,254.00 feet North 00° 17' West from the Southeast corner of the Henry Foster Donation Land Claim in Township 9 South, Range 1 West of the Willamette Meridian, Marion County, Oregon, and running thence South 89° 45' West 1,423.49 feet to an iron pipe in the West line of that certain tract of land conveyed to William Rauscher by deed recorded in Volume 506, Page 619, Marion County Deed Records; thence North 00° 09' 30" West, along said West line, 596.90 feet to an iron pipe, which iron pipe is 602.13 feet South 00° 09' 30" East from the Northwest corner of said Rauscher Tract; thence North 89° 45' East 1,422.19 feet to an iron pipe; thence South 00° 17' East 596.90 feet to the point of beginning and containing 19.50 acres of land.

EXHIBIT 2, Map of Annexed Territory



DK



MEMORANDUM

TO: Mayor Scott Vigil and Stayton City Councilors

FROM: Christine Shaffer, Finance Director *CS*

DATE: January 22, 2013

SUBJECT: Community Grant Request

ISSUE:

A Grant Application has been received requesting Community Grant Funds to support non-profit activity in our community.

BACKGROUND INFORMATION:

The Finance Department has received a Community Grant Application from Santiam Youth Sports. Santiam Youth Sports is requesting funds to replace worn equipment, which serves approximately 432 children in our community.

FISCAL IMPACT:

The balance in the Community Grant fund is \$300.00.

OPTIONS:

1. Award Community Grants as directed by the City Council.
2. Do not award a Community Grant funds at this time



City of Stayton Community Grant Application

Date of Application: 1-13-13
Application Submitted to: _____

ORGANIZATION INFORMATION

Name of organization: Santiam Youth Sports
Legal name, if different: _____
Address: P.O. Box 71
City, State, Zip: Sublimity, OR 97385
Phone: 503-769-8771 Fax: _____ Website: Santiamyouthsports.com
Contact person regarding this application:
Title: President Phone: 503-871-7020 E-mail: Santiamyouthsports@gmail.com

Is your organization an IRS 501(c)(3) not for profit? Yes No
205896121

PROPOSAL INFORMATION

Please type a 1 page summary of request and attach it to this application, along with program or agency annual budget.

Population Served:

If your Agency has previously received grant funds from the City of Stayton, please list the year and amount of grant funds received.

Funds are being requested for (check one)

- General operating support
- Start-up costs
- Capital
- Project/program support
- Technical assistance
- Other (please specify) Equipment replacement

Project dates (if applicable): March 1st
Fiscal year end: Dec 31st

BUDGET

Dollar amount requested: \$ 500.00
Total annual organization budget: \$ _____
Total project budget: \$ 2000.00
Operating: _____

AUTHORIZATION

Name and title of top paid staff or board chair:
Billie Maurer Name
President Position
Signature: [Signature] Date: 1-13-13

For office use only:	
Date Received:	Completed:
Proposal:	Approved: <input type="checkbox"/> Yes <input type="checkbox"/> No

City of Stayton Signature: _____

City Administrator (staff report to be forwarded to City Council for approval)

SANTIAM YOUTH SPORTS

P.O. Box 71 Sublimity, Oregon 97385

12/17/2012

City of Stayton
City Council
362 N.3rd Avenue Stayton, Oregon 97383

Dear Stayton City Council,

I am Billie Maurer, and I represent the Santiam Youth Sports Organization, which is a nonprofit organization. This organization has represented this community proudly for many years. Santiam Youth Sports, makes sure children of all ages have the opportunity to play baseball and softball. When the school district dropped baseball and softball from their spring sports program, (2) two years ago, our organization took those age groups (7th and 8th graders) into our program. We added 6 teams to the organization and now there is no gap in our area's baseball/softball program. We have approximately 432 children in the community playing ball in the spring and summer months.

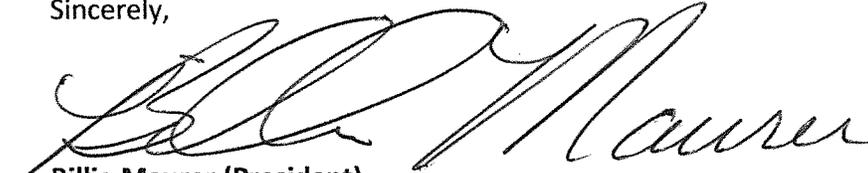
In the years that Santiam Youth Sports has been operating, we have been able to keep the cost down, so that it is affordable for families with active kids in baseball/softball. We have a scholarship program, so that parents and children can do extra volunteer hours in exchange for financial help. We feel it is important that they are not left out and have the same opportunities as the next kid.

This year, we are faced with having to replace a lot of our equipment that are much wear, and with rule changes have to be replaced. The equipment that has to be replaced is,our batting helmets, catchers gear and bats. The approximate cost is \$1500 to \$2000 dollars.

Since we operate on sponsorships and player fees, to come up with this amount of money, we would have to raise player fees. That is why our organization is coming to you for help. A \$500 donation, or more or whatever the City Council could do to help fill the gap would be appreciated. In return for your help, we would like to add your city name to our sponsorship banner. We would like to Let our

Communities know you support the children that are representing your community here and in other communities they play in.

Sincerely,



Billie Maurer (President)

2013 SYS BUDGET

CURRENT BALANCES (as of 12/31/12):

General Fund:	\$9623.60
Concession Fund:	\$5157.95

ESTIMATED INCOME FOR 2013 (income is under estimated):

Registration Fees:	\$16000
Sponsor Donations:	\$6000
Volunteer Fees:	\$2500
Total income:	\$24,500

ESTIMATED EXPENSES FOR 2013 (expenses are over estimated):

Business Expenses:	\$2600
Equipment:	\$2000
Facility Rental:	\$1700
Field Expenses:	\$2500
Garbage:	\$1000
Intellicorp:	\$250
League Expenses:	\$2250
Insurance:	\$2600
Toilets:	\$1700
Trophies/Medals:	\$1500
Umpire:	\$1700
Uniforms/Hats:	\$7000
Miscellaneous:	\$1000
Total:	\$27,800

Estimated Income for 2013:	\$24,500
Estimated Expenses for 2013:	-\$27,800
Difference	-\$3,300

2012 EXPENSES

BUSINESS EXPENSES:

Total: \$2516.37

EQUIPMENT:

Equipment: \$1724.59

FACILITY RENTAL:

Rental: \$1612.50

FIELD EXPENSES:

Field expenses: \$839.33

GARBAGE:

Garbage service: \$969.46

INTELLICORP:

Background checks: \$136.05

LEAGUE EXPENSES:

KYSA: \$1500

JBO: \$550

Total: \$2050

INSURANCE:

Insurance: \$2578.62

TOILETS:

Toilet services: \$1644.00

TROPHIES/MEDALS:

Trophies: \$1394.50

UMPIRES:

Umpire fees: \$1624.00

UNIFORMS/HATS:

Uniforms/Hats: \$6938.00

TOTAL EXPENSES FOR 2012:

\$24,027.42

2012 INCOME

REGISTRATION FEES:

\$18630.74

SPONSORSHIP DONATIONS:

\$6750

VOLUNTEER FEES:

\$2885

TOTAL INCOME FOR 2012:

\$28265.74



*Staff / Commission
Reports*



MEMORANDUM

TO: Mayor Scott Vigil and the Stayton City Council
FROM: Christine Shaffer, Finance Director *CS*
DATE: January 22, 2013
SUBJECT: Monthly Finance Department Report

Attached are the month-end reports for the major operating funds of the City. I have identified the following funds as the major operating funds: General Fund, Public Works Administration Fund, Library Fund, Water Fund, Sewer Fund, Street Fund and Swimming Pool Fund. If you have any questions, please let me know.

Departmental activity:

Utility Billing:	December 2012	November 2012
Number of Bills sent out	2,625	2,625
Delinquent Notices sent out	469	470
Courtesy Delinquent Notices sent to Landlords	231	235
Notified of Impending Shut off & Penalty	120	130
Customers with Interrupted Services Non-Payment	17	28
Services still Disconnected	0	0

Accounts Payable:	December 2012	November 2012
Number of Checks Issued	183	157
Total Amount of Checks	\$478,075.89	\$1,101,037.29

Accounts Receivable:	December 2012	November 2012
Number of Invoices Sent Out	5	2
Total Amount of Invoices	\$3,915.00	\$1,588.75

CITY OF STAYTON
 FUND SUMMARY
 FOR THE 6 MONTHS ENDING DECEMBER 31, 2012

GENERAL FUND

	YTD ACTUAL	BUDGET	VARIANCE	PCNT
<u>REVENUE</u>				
PROPERTY TAXES	1,539,103.21	1,708,922.00	169,818.79	90.1
CHARGES FOR SERVICES	2,330.81	7,200.00	4,869.19	32.4
GRANTS & CONTRIBUTIONS	375.00	1,500.00	1,125.00	25.0
FRANCHISE FEES	318,382.24	626,000.00	307,617.76	50.9
LICENSES, PERMITS & FEES	6,709.83	16,000.00	9,290.17	41.9
FINES & FORFEITURES	18,722.63	20,500.00	1,777.37	91.3
INTERGOVERNMENTAL	87,219.50	163,200.00	75,980.50	53.4
INTEREST	(2,683.69)	1,000.00	3,683.69	(268.4)
MISCELLANEOUS/TRANSFERS	196,494.99	385,425.00	188,930.01	51.0
	<u>2,166,654.52</u>	<u>2,929,747.00</u>	<u>763,092.48</u>	<u>74.0</u>
<u>EXPENDITURES</u>				
NON-DEPARTMENTAL	168,124.16	411,000.00	242,875.84	40.9
ADMINISTRATION	216,885.90	461,973.00	245,087.10	47.0
POLICE	879,020.97	1,866,232.00	987,211.03	47.1
PLANNING	68,532.90	138,224.00	69,691.10	49.6
COMMUNITY CENTER	22,929.12	56,798.00	33,868.88	40.4
PARKS	72,703.57	141,576.00	68,872.43	51.4
STREET LIGHTING	43,902.64	103,915.00	60,012.36	42.3
	<u>1,472,099.26</u>	<u>3,179,718.00</u>	<u>1,707,618.74</u>	<u>46.3</u>

CITY OF STAYTON
 FUND SUMMARY
 FOR THE 6 MONTHS ENDING DECEMBER 31, 2012

PUBLIC WORKS ADMINISTRATION

	YTD ACTUAL	BUDGET	VARIANCE	PCNT
<u>REVENUE</u>				
INTEREST	89.32	100.00	10.68	89.3
MISCELLANEOUS/TRANSFERS	206,537.65	415,000.00	208,462.35	49.8
	<u>206,626.97</u>	<u>415,100.00</u>	<u>208,473.03</u>	<u>49.8</u>
<u>EXPENDITURES</u>				
DEPARTMENT 80	187,032.22	438,423.00	251,390.78	42.7
	<u>187,032.22</u>	<u>438,423.00</u>	<u>251,390.78</u>	<u>42.7</u>

CITY OF STAYTON
 FUND SUMMARY
 FOR THE 6 MONTHS ENDING DECEMBER 31, 2012

LIBRARY FUND

	YTD ACTUAL	BUDGET	VARIANCE	PCNT
<u>REVENUE</u>				
PROPERTY TAXES	125,569.47	134,700.00	9,130.53	93.2
CHARGES FOR SERVICES	36,328.50	80,450.00	44,121.50	45.2
GRANTS & CONTRIBUTIONS	150.00	30,000.00	29,850.00	.5
LICENSES, PERMITS & FEES	6,592.75	12,300.00	5,707.25	53.6
FINES & FORFEITURES	8,541.48	15,000.00	6,458.52	56.9
INTERGOVERNMENTAL	1,118.00	1,100.00	(18.00)	101.6
INTEREST	191.94	200.00	8.06	96.0
MISCELLANEOUS/TRANSFERS	64,750.00	131,100.00	66,350.00	49.4
	<u>243,242.14</u>	<u>404,850.00</u>	<u>161,607.86</u>	<u>60.1</u>
<u>EXPENDITURES</u>				
DEPARTMENT 80	212,505.00	444,912.00	232,407.00	47.8
	<u>212,505.00</u>	<u>444,912.00</u>	<u>232,407.00</u>	<u>47.8</u>

CITY OF STAYTON
 FUND SUMMARY
 FOR THE 6 MONTHS ENDING DECEMBER 31, 2012

WATER ENTERPRISE FUND

	YTD ACTUAL	BUDGET	VARIANCE	PCNT
<u>REVENUE</u>				
CHARGES FOR SERVICES	1,063,994.55	1,745,000.00	681,005.45	61.0
LICENSES, PERMITS & FEES	16,455.00	29,000.00	12,545.00	56.7
INTEREST	2,929.57	3,500.00	570.43	83.7
MISCELLANEOUS/TRANSFERS	258.07	11,000.00	10,741.93	2.4
	<u>1,083,637.19</u>	<u>1,788,500.00</u>	<u>704,862.81</u>	<u>60.6</u>
<u>EXPENDITURES</u>				
DEPARTMENT 86	<u>1,467,395.57</u>	<u>2,324,761.00</u>	<u>857,365.43</u>	<u>63.1</u>
	<u>1,467,395.57</u>	<u>2,324,761.00</u>	<u>857,365.43</u>	<u>63.1</u>

CITY OF STAYTON
 FUND SUMMARY
 FOR THE 6 MONTHS ENDING DECEMBER 31, 2012

SEWER ENTERPRISE FUND

	YTD ACTUAL	BUDGET	VARIANCE	PCNT
<u>REVENUE</u>				
CHARGES FOR SERVICES	1,356,939.75	2,626,680.00	1,269,740.25	51.7
INTEREST	6,479.58	9,000.00	2,520.42	72.0
MISCELLANEOUS/TRANSFERS	32,367.80	2,500.00	(29,867.80)	1294.7
	<u>1,395,787.13</u>	<u>2,638,180.00</u>	<u>1,242,392.87</u>	<u>52.9</u>
<u>EXPENDITURES</u>				
DEPARTMENT 86	1,049,129.37	3,405,469.00	2,356,339.63	30.8
	<u>1,049,129.37</u>	<u>3,405,469.00</u>	<u>2,356,339.63</u>	<u>30.8</u>

CITY OF STAYTON
 FUND SUMMARY
 FOR THE 6 MONTHS ENDING DECEMBER 31, 2012

STREET FUND

	YTD ACTUAL	BUDGET	VARIANCE	PCNT
<u>REVENUE</u>				
CHARGES FOR SERVICES	42,941.40	84,000.00	41,058.60	51.1
LICENSES, PERMITS & FEES	3.61	.00	(3.61)	.0
INTERGOVERNMENTAL	560,893.21	861,119.00	300,225.79	65.1
INTEREST	207.91	250.00	42.09	83.2
MISCELLANEOUS/TRANSFERS	13.65	250.00	236.35	5.5
	<u>604,059.78</u>	<u>945,619.00</u>	<u>341,559.22</u>	<u>63.9</u>
<u>EXPENDITURES</u>				
DEPARTMENT 80	<u>551,991.12</u>	<u>977,462.00</u>	<u>425,470.88</u>	<u>56.5</u>
	<u>551,991.12</u>	<u>977,462.00</u>	<u>425,470.88</u>	<u>56.5</u>

CITY OF STAYTON
 FUND SUMMARY
 FOR THE 6 MONTHS ENDING DECEMBER 31, 2012

SWIMMING POOL FUND

	YTD ACTUAL	BUDGET	VARIANCE	PCNT
<u>REVENUE</u>				
PROPERTY TAXES	143,744.04	153,400.00	9,655.96	93.7
CHARGES FOR SERVICES	48,230.61	105,000.00	56,769.39	45.9
GRANTS & CONTRIBUTIONS	16.00	20,000.00	19,984.00	.1
INTEREST	134.12	300.00	165.88	44.7
MISCELLANEOUS/TRANSFERS	37,628.73	79,000.00	41,371.27	47.6
	<u>229,753.50</u>	<u>357,700.00</u>	<u>127,946.50</u>	<u>64.2</u>
<u>EXPENDITURES</u>				
DEPARTMENT 86	<u>175,394.20</u>	<u>408,958.00</u>	<u>233,563.80</u>	<u>42.9</u>
	<u>175,394.20</u>	<u>408,958.00</u>	<u>233,563.80</u>	<u>42.9</u>



MEMORANDUM

TO: Mayor Vigil and the Stayton City Council

FROM: Rich Sebens, Chief of Police

SUBJECT: Monthly Crime Rate Comparison Statistical Sheets

DATE: January 22, 2013

Below you will see the stats for the Police Department for the month of December. Activity is in line with previous months with some increases in the categorized report overall for the year. Officers were very busy in December with both people and property crimes. Aside from investigating crime the Officers were busy spending time in the schools and they helped out with the annual tree lighting parade.

	Dec. 2012	Jan. thru Dec. 2012	Dec. 2011	Jan. thru Dec. 2011
Police Activity	721	9275	795	-
Investigated Incidents	338	4225	300	4356
Citations/Warning	153	2823	343	3226
Traffic Accidents	12	151	6	120
Arrests	77	633	44	580
Reserve Volunteer Hours	211	2594.25	278	3495
Citizen Volunteer Hours	17.5	-	-	-
Peer Court Referrals:	2	56	5	67

STAYTON POLICE DEPARTMENT CONSOLIDATED MONTHLY CATEGORIZED REPORT-NIBRS 12/1/2012 - 12/31/2012

PERSON	CRIMES						CRIMES CLEARED BY ARREST & EXCEPTION						PERCENT CLEARED						PERSONS ARRESTED						
	12/1/12 to 12/31/12		1/1/12 to 12/31/12		1/1/11 to 12/31/11		12/1/12 to 12/31/12		1/1/12 to 12/31/11		12/1/12 to 12/31/11		12/1/12 to 12/31/11												
	Count	Percent Change	Count	Percent Change	Count	Percent Change	Count	Percent Change	Count	Percent Change	Count	Percent Change	Count	Percent Change	Count	Percent Change	Count	Percent Change	Juv	Adult	Total	Count	Percent Change		
NON-CRIMINAL																									
ACCIDENT-INJURY	1	16	10	60.0%	0	0	0	0.0%	0	0	0	0.0%	0	0	0	0.0%	0	0	0	0	0	0	0	0	
ACCIDENT-PROPERTY	7	84	58	44.8%	0	0	0	0.0%	0	0	0	0.0%	0	0	0	0.0%	0	0	0	0	0	0	0	0	
ALL OTHER NON-CRIMINAL	217	2,844	3,033	-6.2%	0	0	0	0.0%	0	0	0	0.0%	0	0	0	0.0%	0	0	0	0	0	0	0	0	
NON CRIMINAL DOMESTIC DISTURBANCE	6	126	134	-6.0%	0	0	0	0.0%	0	0	0	0.0%	0	0	0	0.0%	0	0	0	0	0	0	0	0	
	231	3,070	3,235	-5.1%	11	152	150	24.4%	11	152	150	24.4%	11	152	150	24.4%	11	152	150	163	163	11	11	11	
PERSON																									
AGGRAVATED ASSAULT	3	22	27	-18.5%	3	19	26	100.0%	86.4%	96.3%	0	0	0	0.0%	0	0	0	0.0%	0	0	0	0	0	0	0
KIDNAPPING	0	2	4	-50.0%	0	2	4	0.0%	100.0%	100.0%	0	0	0	0.0%	0	0	0	0.0%	0	0	0	0	0	0	0
OFFENSE AGAINST FAMILY	0	6	11	-45.5%	0	5	10	0.0%	83.3%	90.9%	0	0	0	0.0%	0	0	0	0.0%	0	0	0	0	0	0	0
OTHER ASSAULTS	15	87	58	50.0%	12	69	53	80.0%	79.3%	91.4%	8	6	14	62	5	62	5	62	5	62	5	62	5	62	5
RAPE	0	3	4	-25.0%	0	2	2	0.0%	66.7%	50.0%	0	0	0	0	0	0	0	0.0%	0	0	0	0	0	0	0
RESTRAINING ORDER VIOLATION	0	6	3	100.0%	0	6	3	0.0%	100.0%	100.0%	0	0	0	0	0	0	0	0.0%	0	0	0	0	0	0	0
SEX OFFENSES	1	16	16	0.0%	1	12	10	100.0%	75.0%	62.5%	0	0	0	0	0	0	0	0.0%	0	0	0	0	0	0	0
	19	142	123	15.4%	16	115	108	84.2%	81.0%	87.8%	8	14	22	110	10	110	10	110	10	110	10	110	10	110	10
PROPERTY																									
ARSON	0	0	1	-100.0%	0	0	0	0.0%	0.0%	0.0%	0	0	0	0	0	0	0	0.0%	0	0	0	0	0	0	0
BURGLARY - BUSINESS	0	15	1	1400.0%	0	1	0	0.0%	6.7%	0.0%	0	0	0	0	0	0	0	0.0%	0	0	0	0	0	0	0
BURGLARY - OTHER STRUCTURE	0	15	5	200.0%	0	3	0	0.0%	20.0%	0.0%	0	0	0	0	0	0	0	0.0%	0	0	0	0	0	0	0
BURGLARY - RESIDENCE	4	50	31	61.3%	1	8	9	25.0%	16.0%	29.0%	0	2	2	10	0	10	0	25.0%	16.0%	29.0%	0	2	2	10	0
COUNTERFEITING/FORGERY	5	13	13	0.0%	0	3	4	0.0%	23.1%	30.8%	0	0	0	0	0	0	0	0.0%	0	0	0	0	0	0	0
EMBEZZLEMENT	0	0	2	-100.0%	0	0	1	0.0%	0.0%	50.0%	0	0	0	0	0	0	0	0.0%	0	0	0	0	0	0	0
FRAUD	1	39	52	-25.0%	1	16	22	100.0%	41.0%	42.3%	0	0	0	0	0	0	0	100.0%	41.0%	42.3%	0	0	0	0	0
LARCENY	23	294	262	12.2%	5	66	71	21.7%	22.4%	27.1%	2	5	7	58	5	58	5	21.7%	22.4%	27.1%	2	5	7	58	5
MOTOR VEHICLE THEFT	6	34	7	385.7%	0	7	1	0.0%	20.6%	14.3%	0	0	0	0	0	0	0	0.0%	20.6%	14.3%	0	0	0	0	0
ROBBERY	0	4	1	300.0%	0	3	1	0.0%	75.0%	100.0%	0	0	0	0	0	0	0	0.0%	75.0%	100.0%	0	0	0	0	0
STOLEN PROPERTY	1	4	3	33.3%	1	4	3	100.0%	100.0%	100.0%	1	0	1	5	1	5	1	100.0%	100.0%	100.0%	1	0	1	5	1
VANDALISM	5	152	160	-5.0%	3	41	38	60.0%	27.0%	23.8%	4	2	6	58	2	58	2	60.0%	27.0%	23.8%	4	2	6	58	2
	45	620	538	15.2%	11	152	150	24.4%	24.5%	27.9%	7	9	16	163	11	163	11	24.4%	24.5%	27.9%	7	9	16	163	11
SOCIETY																									
ALL OTHER	16	231	248	-6.9%	10	131	141	62.5%	56.7%	56.9%	0	3	3	52	6	52	6	62.5%	56.7%	56.9%	0	3	3	52	6
ANIMAL	0	2	2	0.0%	0	1	2	0.0%	50.0%	100.0%	0	0	0	0	0	0	0	0.0%	50.0%	100.0%	0	0	0	0	0
CURFEW	5	35	37	-5.4%	5	35	37	100.0%	100.0%	100.0%	5	0	5	43	3	43	3	100.0%	100.0%	100.0%	5	0	5	43	3
CUSTODY-MATERIAL WITNESS	0	0	0	0.0%	0	0	0	0.0%	0.0%	0.0%	0	0	0	0	0	0	0	0.0%	0.0%	0.0%	0	0	0	0	0
CUSTODY-MENTAL	1	10	9	11.1%	0	9	9	0.0%	90.0%	100.0%	0	0	0	0	0	0	0	0.0%	90.0%	100.0%	0	0	0	0	0

CRIMES	12/1/12 to 12/31/12		1/1/12 to 12/31/11		Percent Change	CRIMES CLEARED BY ARREST & EXCEPTION		PERCENT CLEARED		PERSONS ARRESTED					
	12/1/12	1/1/12	12/31/12	1/1/11		12/1/12	1/1/12	12/31/12	1/1/11	Juv	Adult	Total	12/31/12	1/1/11	
DISORDERLY CONDUCT	8	65	55	18.2%	8	61	43	100.0%	93.8%	78.2%	3	5	8	57	3
DR WHILE SUSP	4	11	26	-57.7%	4	11	26	100.0%	100.0%	100.0%	0	4	4	11	2
DRIVING UNDER INFLUENCE	10	65	61	6.6%	10	65	61	100.0%	100.0%	100.0%	0	10	10	65	6
ELUDING	0	3	4	-25.0%	0	3	3	0.0%	100.0%	75.0%	0	0	0	2	0
ESCAPE	0	4	1	300.0%	0	4	1	0.0%	100.0%	100.0%	0	0	0	4	0
FAIL TO DISPLAY DL	0	1	2	-50.0%	0	1	2	0.0%	100.0%	100.0%	0	0	0	1	1
FUGITIVE	7	94	98	-4.1%	7	100	98	100.0%	106.4%	100.0%	0	0	0	1	9
HIT & RUN	4	43	52	-17.3%	1	9	12	25.0%	20.9%	23.1%	0	0	0	5	5
LIQUOR LAWS	3	23	29	-20.7%	4	27	31	133.3%	117.4%	106.9%	2	3	5	37	5
MIP TOBACCO	3	20	8	150.0%	3	21	8	100.0%	105.0%	100.0%	3	0	3	22	1
NARCOTICS/DRUGS	17	85	67	26.9%	15	88	75	88.2%	103.5%	111.9%	3	19	22	92	8
PROP RECOVERED - FOR OTHER AGENCY	0	9	2	350.0%	0	1	2	0.0%	11.1%	100.0%	0	0	0	0	0
RECKLESS DRIVING	0	4	4	0.0%	0	4	3	0.0%	100.0%	75.0%	0	0	0	3	3
RUNAWAY	7	53	24	120.8%	7	51	23	100.0%	96.2%	95.8%	5	0	5	45	1
SEX OFFENSES	0	1	1	0.0%	0	0	0	0.0%	0.0%	0.0%	0	0	0	0	0
TRESPASS	4	60	56	7.1%	3	41	44	75.0%	68.3%	78.6%	0	2	2	23	1
VEH RECOVERED - FOR OTHER AGENCY	0	2	1	100.0%	0	2	0	0.0%	100.0%	0.0%	0	0	0	0	0
WARRANT	2	38	24	58.3%	2	39	24	100.0%	102.6%	100.0%	0	8	8	115	5
WEAPONS	1	7	3	133.3%	1	8	4	100.0%	114.3%	133.3%	0	1	1	8	8
GRAND TOTALS	387	4,698	4,710	-0.3%	80	712	649	87.0%	82.2%	79.7%	21	56	77	633	58



CITY OF STAYTON

MONTHLY OPERATING REPORT

TO: Mayor A. Scott Vigil and the Stayton City Council
FROM: Jennifer Russell, Administrative Assistant
THRU: Dave Kinney, Public Works Director
DATE: January 22, 2013
SUBJECT: December Monthly Operating Report

KEY ACTIVITIES **STATUS**

- **WWTP Facility** Effluent flows: 89.41 million gallons were treated during December. The highest flow was 4.30 million gallons on December 4th, and the lowest flow was 1.96 million gallons on December 15th. The average flow was 2.88 million gallons. Total rainfall for December was 9.80 inches. 9.79 tons of dewatered biosolids were produced. The dryer ran for 10 days.
- **WTP** Highest production day was 2,488,000 on the December 14th.
- **Water System** City crews installed 1 new meter, replaced 4 meters and added 9 new radio meters. Cleaned # 2 filter bed. Abandoned water line at Fir and 6th. Replaced fire hydrant at 6th and Fir. Replaced meter stop on Wilshire. Repaired a water service on Norblad Ln. Replaced 3 water meter shut-offs. Adjusted 3 water valve boxes on Regis.
- **Streets** Swept 168 curb miles and removed approximately 68 cubic yards of material. On December 8th we had the Fall Leaf Pick-up Day and collected 50 yards of leaves and brush and 163 lbs of food and \$15.00 cash that was donated to the Stayton Food Bank.
- **Parks** Court ordered Community Service: 59.5 hours; Volunteers: 82 hours.
- **Building Permits**

Permit Type	Issued	SDC's Paid
New Single Family Dwelling	1	\$11,065.00
Residential Building Addition/Alteration/Other	2	0
Commercial Building Addition/Alteration/Other	1	0
Electrical	0	0
Mechanical	1	0
Plumbing	0	0
TOTAL	5	\$11,065.00

One (1) Residential SDC = \$11,065



CITY OF STAYTON

MONTHLY OPERATING REPORT

TO: Mayor Scott Vigil and the Stayton City Council

FROM: Rebekah Meeks, Pool Manager

DATE: January 22, 2013

SUBJECT: December 2012 Pool Monthly Operating Report

SALES

	DEC 2012 SALES	2012-2013 YTD	DEC 2011 SALES	2011-2012 YTD
Swim Lessons	\$ 420.00	\$ 7,395.25	\$ 2,538.00	\$ 7,367.55
Daily Receipts	\$ 1,123.52	\$ 12,761.17	\$ 1,806.75	\$ 16,931.93
Pool Rentals	\$ 2,895.00	\$ 6,962.00	\$ 1,485.00	\$ 4,743.00
Pool Vending	\$ 50.00	\$ 845.88	\$ 109.85	\$ 1,192.75
Memberships	\$ 3,841.00	\$ 21,112.19	\$ 1,918.50	\$ 13,716.14
Lifeguard Training	\$ 0.00	\$ 35.00	\$ 0.00	\$ 0.00
Other	\$ 5.00	\$ 5.00	\$ 0.00	\$ 456.50
TOTAL	\$ 8,334.52	\$49,116.49	\$ 7,858.10	\$44,407.87
Target revenue above general fund and levy subsidies is \$108,500 . YTD sales represent approximately 45% of that target.				



MEMORANDUM

TO: Mayor Scott Vigil and Stayton City Councilors

FROM: Louise Meyers

DATE: January 22, 2013

SUBJECT: Library Director's Report, December Activities

Updates:

In December we participated in "12 days, 12,000 Books" Holiday Book Drive, and collected more than 200 books for Reading for All. We will use these and other books received from collection sites at Roth's Fresh Markets and the schools to give to children in our community.

We have been offering a series of classes on computers to patrons, including, setting up E-mail, using e-bay, Microsoft Word and Excel. These are taught by staff before the Library opens and we allow people to bring their own laptops if the signup exceeds the number of computers available. These classes are very popular, and we feel lucky to have such knowledgeable staff to teach them that are willing to give their time.

2012 - 2013 Monthly Library Statistics

	July	August	Sept.	Oct.	Nov.	Dec.	Jan.	Feb.	March	April	May	June	2011-12	2012-13 YTD	% Change
CHECKOUTS	13,918	11,223	10,448	12,667	11,707	9,573							60,820	69,536	14%
INCOME Received															
Non-resident cards	\$1,046.00	\$692.00	\$307.00	\$705.00	\$1,647.00	\$325.00							\$4,249.00	\$4,722.00	11%
Fines: overdue books	\$866.00	\$1,011.00	\$1,903.00	\$1,129.00	\$1,535.00	\$696.20							\$6,188.00	\$7,140.20	15%
Room fees	\$109.00	0	\$526.25	\$49.50	\$538.25	\$648.00							\$634.00	\$1,871.00	195%
Fees-cards and lost books	\$776.00	\$140.00	\$299.00	\$127.00	\$171.00	\$283.00							\$1,213.00	\$1,796.00	48%
												Total	\$12,284.00	\$15,529.20	26%
REFERENCE QUESTIONS															
Reference questions	559	528	461	543	561	376							1,801	3,028	68%
Telephone	302	346	290	327	292	246							1,391	1,803	30%
												Total	3,192	4,831	51%
INTERNET USE	1,946	1,837	1,482	1,580	1,507	1,526							9,371	9,878	5%
PROGRAM ATTENDANCE															
Children/teens	827	224	199	341	252	183							2,390	2,026	-15%
Adults	350	79	100	185	134	101							1,263	949	-25%
Outreach	75	57	212	828	675	499							1,386	2,346	69%
												Total	5,039	5,321	6%
MEETING ROOM ATTENDANCE	1,217	341	617	1,126	532	284							4,337	4,117	-5%
PATRON VISITS	9,383	8,069	6,721	8,194	7,441	6,355							38,745	46,163	19%