



# AGENDA

## STAYTON CITY COUNCIL MEETING

Tuesday, January 19, 2016

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

**CALL TO ORDER**

**7:00 PM**

**Mayor Porter**

**FLAG SALUTE**

**ROLL CALL/STAFF INTRODUCTIONS**

### **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.

### **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.*

- a. Citizen Recognition by Chief Rich Sebens

### **CONSENT AGENDA**

- a. December 7, 2015 City Council 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 other accommodations for persons with disabilities should be made at least 48 hours prior to the meeting. If you require special accommodations contact Deputy City Recorder Alissa Angelo at (503) 769-3425.***

**PUBLIC HEARING – None**

**UNFINISHED BUSINESS – None**

**NEW BUSINESS**

**Ordinance No. 992 & Resolution No. 937, Marijuana Tax** **Action**

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

**Resolution No. 938, Local Option Levy for Library, Pool, and Parks** **Action**

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

**Competition for Establishment of a City of Stayton Flag** **Action**

- a. Staff Report – Keith Campbell
- b. Council Deliberation
- c. Council Decision

**STAFF/COMMISSION REPORTS**

**Finance Director’s Report – Christine Shaffer** **Informational**

- a. November 2015 Monthly Finance Department Report
- b. December 2015 Monthly Finance Department Report

**Police Chief’s Report – Rich Sebens** **Informational**

- a. November 2015 Statistical Report
- b. December 2015 Statistical Report

**Public Works Director’s Report – Lance Ludwick** **Informational**

- a. November 2015 Operating Report
- b. December 2015 Operating Report

**Planning & Development Director’s Report – Dan Fleishman** **Informational**

- a. November 2015 Activities Report
- b. December 2015 Activities Report

**Library Director’s Report – Pam Pugsley** **Informational**

- a. November 2015 Activities
- b. December 2015 Activities

**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. Parks and Recreation Board Reappointments
  - Cherie Douglas
  - Dennis Vietzke
  
- b. Budget Committee Reappointment
  - Alan Kingsley
  - Scott West

**BUSINESS FROM THE COUNCIL**

**FUTURE AGENDA ITEMS – February 1, 2016**

- a. Open Space Dedication

**ADJOURN**

# CALENDAR OF EVENTS

## JANUARY 2016

Monday	January 18	<b>CITY OFFICES CLOSED IN OBSERVANCE OF MARTIN LUTHER KING DAY</b>		
Tuesday	January 19	City Council	7:00 p.m.	Community Center (north end)
Wednesday	January 20	Library Board	6:00 p.m.	E.G. Siegmund Meeting Room
Monday	January 25	Planning Commission	7:00 p.m.	Community Center (north end)

## FEBRUARY 2016

Monday	February 1	City Council	7:00 p.m.	Community Center (north end)
Tuesday	February 2	Parks & Recreation Board	7:00 p.m.	E.G. Siegmund Meeting Room
Tuesday	February 9	Commissioner's Breakfast	7:30 a.m.	Covered Bridge Café
Friday	February 12	Community Leaders Meeting	7:30 a.m.	Covered Bridge Café
Monday	February 15	<b>CITY OFFICES CLOSED IN OBSERVANCE OF PRESIDENTS DAY</b>		
Tuesday	February 16	City Council	7:00 p.m.	Community Center (north end)
Wednesday	February 17	Library Board	6:00 p.m.	E.G. Siegmund Meeting Room
Monday	February 29	Planning Commission	7:00 p.m.	Community Center (north end)

## MARCH 2016

Tuesday	March 1	Parks & Recreation Board	7:00 p.m.	E.G. Siegmund Meeting Room
Monday	March 7	City Council	7:00 p.m.	Community Center (north end)
Tuesday	March 8	Commissioner's Breakfast	7:30 a.m.	Covered Bridge Café
Friday	March 11	Community Leaders Meeting	7:30 a.m.	Covered Bridge Café
Wednesday	March 16	Library Board	6:00 p.m.	E.G. Siegmund Meeting Room
Monday	March 21	City Council	7:00 p.m.	Community Center (north end)
Monday	March 28	Planning Commission	7:00 p.m.	Community Center (north end)

## April 2016

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

**City of Stayton  
City Council Meeting Action Minutes  
December 7, 2015**

**LOCATION:** STAYTON COMMUNITY CENTER, 400 W. VIRGINIA STREET, STAYTON

**Time Start:** 7:02 P.M.

**Time End:** 8:37 P.M.

**COUNCIL MEETING ATTENDANCE LOG**

COUNCIL	STAYTON STAFF
Mayor Henry Porter	Alissa Angelo, Deputy City Recorder
Councilor Priscilla Glidewell	Keith Campbell, City Administrator
Councilor Ralph Lewis	Dan Fleishman, Director of Planning & Development
Councilor Jennifer Niegel	Katinka Bryk, Library Director
Councilor Brian Quigley	Rich Sebens, Police Chief
Councilor Joe Usselman	Christine Shaffer, Finance Director
	David Rhoten, City Attorney (excused)

AGENDA	ACTIONS
<b>REGULAR MEETING</b>	
<b>Announcements</b>	
a. Additions to the Agenda	None
b. Declaration of Ex Parte Contacts, Conflict of Interest, Bias, etc.	None
<b>Presentations / Comments from the Public</b>	
a. Sharon Goodman	Ms. Goodman spoke about Peer Court and their Community Grant application. Discussion and questions from the Council regarding Peer Court funding and their impact within the community.
b. Stayton Municipal Court Update from Judge Jonathan Clark	Judge Clark spoke in support of the Peer Court. He also provided an update on the Stayton Municipal Court.
c. Dave Edwards, Smokin' Down the Highway	Mr. Edwards spoke about the Smokin' Down the Highway event and their Community Grant application.
<b>Consent Agenda</b>	
a. November 16, 2015 City Council Meeting Minutes	Motion from Councilor Quigley, seconded by Councilor Niegel, to approve the consent agenda. <b>Motion passed 5:0.</b>
<b>Public Hearing</b>	
	None
<b>Unfinished Business</b>	
	None
<b>New Business</b>	
<b>Community Grant Scoring Criteria</b>	
a. Staff Report – Christine Shaffer	Ms. Shaffer reviewed the staff report and draft scoring criteria included in the Council packet.
b. Council Deliberation	The Council discussed the draft scoring criteria.

Further discussion of motion made at the November 2 meeting to award funds based on an even percentage between all applicants.

Motion from Councilor Quigley, seconded by Councilor Usselman, to rescind the motion from the November 2, 2015 Council meeting distributing funds evenly between applicants and starting anew.

Council Discussion

Councilor Glidewell expressed concern about politics and pet projects coming into play by overturning the previous decision. She is in favor of the proposed matrix but feels it should be implemented on the next round of grant applications.

Councilor Quigley felt politics played no part in his reasons for making this motion.

**Motion passed 3:2 (Lewis, Glidewell).**

Motion from Councilor Niegel, seconded by Councilor Quigley to adopt the Community Grant Scoring Criteria as presented.

Council Discussion

Councilor Glidewell spoke briefly about the scoring criteria and how each group's impacts on the community may be viewed differently.

**Motion passed 5:0.**

Return at the January 4<sup>th</sup> Council meeting. Ask applicants if they would like to resubmit.

Ms. Shaffer reviewed the staff report included in the Council packet.

Discussion of how gas tax funds can be used and when the issue would be placed on the ballot for the voters.

Motion from Councilor Lewis, seconded by Councilor Usselman, to direct staff to prepare an ordinance adding a chapter to the Stayton Municipal Code adding a \$0.03 gas tax. **Motion passed 5:0.**

c. Council Decision

**Gas Tax to the Voters**

a. Staff Report – Christine Shaffer

b. Council Deliberation

c. Council Decision

<b>Staff / Commission Reports</b> <b>Public Works Director's Report</b> a. Walking Bridge Grant Update (Verbal)	Mr. Ludwick provided an update on the Walking Bridge Grant. The Oregon Parks and Recreation Department has awarded the City the grant, but with some conditions including extension of the City's agreement with the SWCD for Wilderness Park.
<b>Presentations / Comments From the Public</b>	None
<b>Business from the City Administrator</b> a. Cancellation of December 21, 2015 Council Meeting  b. Heavy Rains	Consensus to cancel December 21, 2015 City Council meeting.  Chief Sebens briefly spoke about the heavy rains today and projected throughout the week. If needed, sandbags are available at Knife River.
<b>Business from the Mayor</b> a. Parks and Recreation Board Reappointments <ul style="list-style-type: none"> <li>• Pam Pugsley</li> <li>• Mark Kronquist</li> </ul>	Motion from Councilor Niegel, seconded by Councilor Quigley, to ratify the appointment of Pam Pugsley and Mark Kronquist to the Parks and Recreation Board. Motion passed 5:0.
<b>Business from the Council</b>	None
<b>Future Agenda Items – December 21, 2015</b> a. Meeting Cancelled	

APPROVED BY THE STAYTON CITY COUNCIL THIS 4<sup>TH</sup> DAY OF JANUARY 2016, BY A \_\_\_\_ VOTE OF THE STAYTON CITY COUNCIL.

Date: \_\_\_\_\_ By: \_\_\_\_\_  
Henry A. Porter, Mayor

Date: \_\_\_\_\_ Attest: \_\_\_\_\_  
Keith D. Campbell, City Administrator

Date: \_\_\_\_\_ Transcribed by: \_\_\_\_\_  
Alissa Angelo, Deputy City Recorder



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

**TO:** Mayor Henry A. Porter and the Stayton City Council  
**FROM:** Christine Shaffer, Finance Director  
**DATE:** January 18, 2016  
**SUBJECT:** Ord No. 992 & Res. No. 937 Marijuana Tax

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**ISSUE**

HB3400A was signed into law by Governor Brown on June 30, 2015 allowing local government to ask the voters of the City of Stayton to implement a sales tax of up to 3% percent. Ord. No. 992 changes the Code adding the 3% sales tax on recreational marijuana sales in the City, Res. No. 937 directs staff to move forward with all of the needed documentation to place the tax on the November 8, 2016 ballot for the voter's consideration.

The State of Oregon has released the Temporary Administrative Rules for Marijuana tax. Local governments were hoping these temporary rules would clarify if a City could levy an additional tax on recreational marijuana, unfortunately they did not. The State of Oregon will be forming a committee in the spring of 2016 to begin working on the full set of rules, which will clarify the local tax restrictions.

**MOTION(S): OPTIONS AND MOTIONS**

The City Council is presented with the following options.

**1. Approve the first consideration of Ordinance 992**

Move to approve Ordinance No 992 as presented.

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. 992 is enacted and will be presented to the Mayor for his approval.

If the vote is not unanimous, Ordinance No. 992 will be brought before the Council for a second consideration at the January 18, 2016 meeting.

**2. Approve the Ordinance with modifications**

Move to approve Ordinance No. 992 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. 983 will be brought before the Council for a second consideration at its January 18, 2016 meeting.

**3. Retain the Code unchanged**

No motion is necessary.

**Resolution No. 937**

**OPTIONS:**

1. Adopt Resolution No. 937 as presented.
2. Adopt Resolution No. 937 as amended.

**MOTION(S):**

For Option 1: Offer a motion to approve Resolution No. 937, which directs staff to place a ballot before the voters in the November 8, 2016 election.

For Option 2: Offer a motion to approve Resolution No. 937 as amended, which directs staff to place a ballot before the voters in the November 8, 2016 election.

## RESOLUTION NO. 937

### A RESOLUTION APPROVING REFERAL TO THE ELECTORS OF THE CITY OF STAYTON THE QUESTION OF IMPOSING A THREE PERCENT TAX ON THE SALE OF MARIJUANA ITEMS BY A MARIJUANA RETAILER WITHIN THE CITY

WHEREAS, section 34a of House Bill 3400 (2015) provides that a city council may adopt an ordinance to be referred to the voters that imposes up to a three percent tax or fee on the sale of marijuana items by a marijuana retailer in the area subject to the jurisdiction of the city;

WHEREAS, the city of Stayton city council adopted Ordinance 992, which imposes a tax of to three percent on the sale of marijuana items by a marijuana retailer in the area subject to the jurisdiction of the city;

NOW, THEREFORE, THE CITY OF STAYTON RESOLVES AS FOLLOWS:

MEASURE. A measure election is hereby called for the purpose of submitting to the electors of the city of Stayton a measure imposing a three percent tax on the sale of marijuana items by a marijuana retailer in the area subject to the jurisdiction of the city.

ELECTION CONDUCTED BY MAIL. The measure election shall be held in the city of Stayton on November 8, 2016 for the next general election. As required by ORS 254.465, the measure election shall be conducted by mail by the County Clerk of Marion County, according to the procedures adopted by the Oregon Secretary of State.

DELEGATION. The city of Stayton authorizes the City Administrator, or the City Administrator's designee, to act on behalf of the city and to take such further action as is necessary to carry out the intent and purposes set forth herein, in compliance with the applicable provisions of law.

PREPARATION OF BALLOT TITLE. The City Attorney is hereby directed to prepare the ballot title for the measure, and deposit the ballot title with the Deputy City Recorder within the times set forth by law.

NOTICE OF BALLOT TITLE AND RIGHT TO APPEAL. Upon receiving the ballot title for this measure, the Deputy City Recorder shall publish in the next available edition of a newspaper of general circulation in the city a notice of receipt of the ballot title, including notice that an elector may file a petition for review of the ballot title.

FILING WITH COUNTY ELECTIONS OFFICE. The Deputy City Recorder shall deliver the Notice of Measure Election to the county clerk for Marion County for inclusion on the ballot for the November 8, 2016 election.

EFFECTIVE DATE. This resolution is effective upon adoption.

This Resolution shall become effective upon its adoption by the Stayton City Council.

ADOPTED BY THE STAYTON CITY COUNCIL this 18th day of January, 2016.

CITY OF STAYTON

Signed: \_\_\_\_\_, 2016

By: \_\_\_\_\_  
Henry A. Porter, Mayor

Signed: \_\_\_\_\_, 2016

ATTEST: \_\_\_\_\_  
Keith D. Campbell, City Administrator

APPROVED AS TO FORM:

\_\_\_\_\_  
David A. Rhoten, City Attorney

**ORDINANCE NO. 992**

**AN ORDINANCE AMENDING STAYTON MUNICIPAL CODE TITLE 3.20,  
IMPOSING A THREE PERCENT TAX ON THE SALE OF MARIJUANA ITEMS BY A  
MARIJUANA RETAILER AND REFERRING ORDINANCE TO VOTERS**

WHEREAS, section 34a of House Bill 3400 (2015) provides that a city council may adopt an ordinance to be referred to the voters that imposes up to a three percent tax or fee on the sale of marijuana items by a marijuana retailer in the area subject to the jurisdiction of the city; and,

WHEREAS, the City Council wants to impose a tax on the sale of marijuana items by a marijuana retailer in the area subject to the jurisdiction of the city.

**NOW, THEREFORE, THE CITY OF STAYTON ORDAINS AS FOLLOWS:**

**Section 1.** Chapter 3.20 of the Stayton Municipal Code relating to Marijuana Retailers is hereby added to the Stayton Municipal Code as set forth in Exhibit "A", attached hereto and incorporated herein.

**Section 2.** Referral. This ordinance shall be referred to the electors of Stayton at the next statewide general election on Tuesday, November 8, 2016 is the next statewide general election.

**Section 3.** This Ordinance shall be effective 30 days from date of its adoption by the Council and approval by the Mayor.

ADOPTED BY THE STAYTON CITY COUNCIL THIS 18<sup>th</sup> DAY OF JANUARY, 2016.

Signed \_\_\_\_\_, 2016

By: \_\_\_\_\_  
Henry A. Porter, Mayor

Signed \_\_\_\_\_, 2016

Attest: \_\_\_\_\_  
Keith D. Campbell, City Administrator

APPROVED AS TO FORM:

\_\_\_\_\_  
David A. Rhoten, City Attorney

**CHAPTER 3.20**  
**MARIJUANA RETAILER TAX**

**3.20.010        DEFINITIONS**

- **MARIJUANA ITEM:** Has the meaning given that term in Oregon Laws 2015, chapter 614, section 1.
- **MARIJUANA RETAILER:** Means a person who sells marijuana items to a consumer in this state.
- **RETAIL SALES PRICE:** Means the price paid for a marijuana item, excluding tax, to a marijuana retailer by or on behalf of a consumer of the marijuana item.

**3.20.020        TAX IMPOSED**

As described in section 34a of House Bill 3400 (2015), the City of Stayton hereby imposes a tax of three percent on the retail sale price of marijuana items by a marijuana retailer in the area subject to the jurisdiction of the city.

**3.20.030        COLLECTION**

The tax shall be collected at the point of sale of a marijuana item by a marijuana retailer at the time at which the retail sale occurs and remitted by each marijuana retailer that engages in the retail sale of marijuana items.



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

**TO:** Mayor Henry A. Porter and the Stayton City Council  
**FROM:** Christine Shaffer, Finance Director  
**DATE:** January 18, 2016  
**SUBJECT:** Res. No. 938 Local Option Tax Ballot Title

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**ISSUE:**

Resolution No. 938, calling for a Local Option Tax Ballot Title to be placed on the May 17, 2016 Primary Election ballot.

**STAFF RECOMMENDATION:**

Staff recommends approval of the Resolution as presented.

**BACKGROUND INFORMATION:**

The proposed 4-year Local Option Tax is essentially a renewal of the existing Local Option Tax which ends with Fiscal Year (FY) 2016-2017. Like previous Local Option Tax levies, this one is intended to provide continued financial support of two non-essential but very important City programs, the Stayton Public Library and the Stayton Family Memorial Pool, in addition it will offer grant contribution money for future Parks projects.

The City has relied on Local Option Tax levies for this purpose continuously since 1999. The need for Local Option Tax levies results from the statewide tax limitation measures, Measures 47 and 50, passed in 1996 and 1997 respectively.

Staff has spent time carefully and thoughtfully defining the things that will be accomplished by the Local Option Tax; primarily operating both the library and pool and a specific list of important maintenance-related projects. Further particulars regarding the project list are noted in the draft Explanatory Statement for the county Voter's Pamphlet, included for information purposes only. As indicated in the Resolution, the Explanatory Statement will be filed in conjunction with the filing of the Ballot Title.

**FACTS AND FINDINGS:**

The impact of the proposed Local Option Tax levy at a fixed rate of \$.60 per \$1,000 of assessed value (e.g.- \$84.00 per year for a residence with an assessed value of \$140,000).

**FISCAL IMPACT:**

Revenue of \$1,450,000 over the next four years (less allowance for uncollectible taxes), beginning in FY 2017-2018, to accrue to the Pool Fund, Library Fund, and Park Fund.

**OPTIONS:**

1. Approve Resolution No. 938 as presented.
2. Approve the Resolution in some modified manner if determined appropriate.

**MOTION(S):**

For Option 1: Offer a motion to approve Resolution No. 938, which directs staff to place a ballot before the voters in the May 17, 2016 election.

For Option 2: Offer a motion to approve Resolution No. 938 as amended, which directs staff to place a ballot before the voters in the May 17, 2016 election.

**RESOLUTION NO. 938**

**A RESOLUTION CALLING FOR A MEASURE ELECTION TO SUBMIT TO THE ELECTORS OF THE CITY OF STAYTON THE QUESTION OF A FOUR-YEAR LOCAL OPTION TAX, LEVYING A TAX RATE OF \$.60 PER THOUSAND, BEGINNING FISCAL YEAR 2017-2018, TO BE PLACED ON THE MAY 15, 2016 PRIMARY ELECTION BALLOT, FOR PARTIAL SUPPORT OF THE CITY'S LIBRARY AND POOL PROGRAMS.**

WHEREAS, the City of Stayton has determined there will continue to be insufficient revenues in fiscal years 2017-18 through 2020-21 to ensure adequate funding of mandated City functions and still properly allow for other programs directed toward providing or enhancing desirable levels of recreational and leisure services to Stayton residents;

WHEREAS, the Stayton City Council has determined that \$1,450,000 in additional revenue sources, not presently available within the permanent tax rate imposed by State of Oregon Ballot Measures 47 and 50, are necessary, over the next four fiscal years, to partially fund the City's Parks, Library and Pool programs;

WHEREAS, State of Oregon Ballot Measures 47 and 50, passed by Oregon voters on November 5, 1996 and May 20, 1997, respectively, provide the framework and limitations for voter-approved local option taxes;

WHEREAS, consecutive local option tax measures, for similar purposes, were approved by Stayton voters on November 3, 1998, May 21, 2002, May 18, 2004, May 20, 2008, and May 15, 2012 respectively;

WHEREAS, it is the Stayton City Council's desire to submit a ballot measure for the May 17, 2016 Statewide Primary Election, for a four year local option tax, to the registered voters of the City of Stayton for approval.

NOW THEREFORE, the Stayton City Council resolves as follows:

1. A measure election is hereby called for the purpose of submitting to the electors of the City of Stayton ("City") the question of a four year local option tax at the fixed rate of \$.60 per thousand, within the limitations of Article XI, Section 11b of the Oregon Constitution, beginning in Fiscal Year 2017-2018.

2. The measure election hereby called shall be held in the City on the 17th day of May, 2016. As authorized by the County Clerk of Marion County, Oregon, and the Oregon Secretary of State, the election shall be conducted by mail pursuant to ORS 254.465 and 254.470.

3. The City authorizes its City Administrator ("Authorized Representative"), or a designee of the Authorized Representative, to act on behalf of the City and to take such further

action as is necessary to carry out the intent and purposes herein in compliance with the applicable provisions of law.

4. The following is hereby approved as the official Ballot Title:

*Referred to the People by the City Council*

**Title:** Four Year Local Option Tax for Library, Pool, Parks Support

**Question:** Shall the City of Stayton implement a \$.60 per thousand operating tax annually for four years, beginning in Fiscal Year 2017-2018? This measure renews current local option tax of \$.60 per thousand.

**Summary:** The City of Stayton is seeking a four-year local option tax of \$.60 per thousand, beginning in Fiscal Year 2017-2018, to continue partial funding of the library and swimming pool programs.

The proposed tax will offset the expiration of the existing four-year local option tax, passed in 2012, which ends with Fiscal Year 2016-2017.

Library support includes maintaining annual operating expenses, continuing current book and audio-visual budgets, annual support of the Storyteller outreach program and accomplish maintenance projects such as replacement of the roof.

Pool support includes maintaining established operating expenses and accomplish maintenance projects including replacing the roof and the building entrance.

Parks will receive funding for projects and improvements recommended by the Parks Board to the City Council.

A tax at rate of \$.60 per \$1,000 of assessed value would be an average annual tax of \$84.00 for the average home owner in the City of Stayton with a home assessed at \$140,000. It is estimated this would generate \$1,450,000 over the four years; an allowance has been made for uncollected taxes. The estimated tax for this measure is an ESTIMATE ONLY based on the best information available from the county assessor at the time of estimate.

5. Pursuant to ORS 250.275(5) and 250.285, the City Elections Officer shall publish in the next available edition of *The Stayton Mail*, or in some other newspaper of general distribution within the City, a notice of receipt of the ballot title including notice that an elector may file a petition for review of the ballot title not later than the seventh business day after the title is filed with the City Elections Officer in a form approved by law.

6. Pursuant to ORS 254.095(2) the City directs the City Elections Officer to deliver appropriate notice and the Ballot Title to the Marion County Elections Office immediately following approval of this Resolution by the Stayton City Council.

7. Pursuant to ORS 251.345, the City shall file, prior to applicable filing deadlines, an impartial Explanatory Statement for the local Voter’s Pamphlet. The Explanatory Statement shall be not more than 500 words and shall be a fair and impartial statement describing the proposed measure and the reasons for it.

8. This Resolution shall take effect immediately upon its adoption by the Stayton City Council.

ADOPTED BY THE STAYTON CITY COUNCIL this 18th day of January, 2016.

CITY OF STAYTON

Signed: \_\_\_\_\_, 2016

By: \_\_\_\_\_  
Henry A. Porter, Mayor

Signed: \_\_\_\_\_, 2016

ATTEST: \_\_\_\_\_  
Keith D. Campbell, City Administrator

APPROVED AS TO FORM:

\_\_\_\_\_  
David A. Rhoten, City Attorney



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

**TO: Mayor Henry A. Porter and the Stayton City Council**  
**FROM: Keith Campbell, City Administrator**  
**DATE: January 4, 2016**  
**SUBJECT: Competition for Establishment of a City of Stayton Flag**

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**ISSUE**

Would the Governing Body be in support of a competition to establish an official City of Stayton Flag?

**BACKGROUND INFORMATION**

2016 is the quasquicentennial, or 125<sup>th</sup> anniversary of the incorporation of the City of Stayton.

Staff would like to do an open competition to the community and local students inviting them to submit a design for a City of Stayton flag. A local panel of volunteers would be formed to promote the competition and to create the official rules, review submissions, and make recommendations to the City Council for consideration of designs for the official City of Stayton flag.

**STAFF RECOMMENDATION**

Staff recommends approval of a competition to establish an official City of Stayton Flag

**MOTION(S)**

- 1) Motion to direct staff to establish a local competition for design of a City of Stayton Flag for the quasquicentennial anniversary of Stayton's incorporation.
- 2) Deny request. No motion needed.



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

**TO: Mayor Henry A. Porter and the Stayton City Council**  
**FROM: Christine Shaffer, Finance Director**  
**DATE: January 4, 2016**  
**SUBJECT: Monthly Staff Report**

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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, Storm Water, Sewer Fund, Street Fund and Swimming Pool Fund. If you have any questions, please let me know.

Departmental activity:

Utility Billing:	November 2015	October 2015
Number of Bills sent out	2,601	2,595
Delinquent Notices sent out	317	534
Courtesy Delinquent Notices sent to Landlords	160	144
Notified of Impending Shut off & Penalty	110	141
Customers with Interrupted Services Non-Payment	12	20
Services still Disconnected	0	0

Accounts Payable:

Number of Checks Issued	172	157
Total Amount of Checks	\$824,729.94	\$371,037.38

CITY OF STAYTON  
FUND SUMMARY  
FOR THE 5 MONTHS ENDING NOVEMBER 30, 2015

GENERAL FUND

	YTD ACTUAL	BUDGET	VARIANCE	PCNT
<u>REVENUE</u>				
PROPERTY TAXES	1,191,714.87	1,809,000.00	617,285.13	65.9
CHARGES FOR SERVICES	3,112.58	7,200.00	4,087.42	43.2
GRANTS & CONTRIBUTIONS	2,089.82	1,500.00	( 589.82)	139.3
FRANCHISE FEES	350,668.35	788,000.00	437,331.65	44.5
LICENSES, PERMITS & FEES	6,928.98	20,000.00	13,071.02	34.6
FINES & FORFEITURES	63,446.72	105,500.00	42,053.28	60.1
INTERGOVERNMENTAL	75,633.71	175,190.00	99,556.29	43.2
INTEREST	( 699.56)	2,000.00	2,699.56	( 35.0)
MISCELLANEOUS/TRANSFERS	110,085.99	402,455.00	292,369.01	27.4
	<u>1,802,981.46</u>	<u>3,310,845.00</u>	<u>1,507,863.54</u>	<u>54.5</u>
<u>EXPENDITURES</u>				
NON-DEPARTMENTAL	101,688.23	418,300.00	316,611.77	24.3
ADMINISTRATION	199,600.12	495,852.00	296,251.88	40.3
POLICE	813,302.82	1,968,841.00	1,155,538.18	41.3
PLANNING	59,408.17	181,340.00	121,931.83	32.8
COMMUNITY CENTER	46,741.18	89,948.00	43,206.82	52.0
PARKS	60,864.93	171,383.00	110,518.07	35.5
MUNICIPAL COURT	34,330.15	128,859.00	94,528.85	26.6
STREET LIGHTING	35,984.87	116,685.00	80,700.13	30.8
	<u>1,351,920.47</u>	<u>3,571,208.00</u>	<u>2,219,287.53</u>	<u>37.9</u>

CITY OF STAYTON  
 FUND SUMMARY  
 FOR THE 5 MONTHS ENDING NOVEMBER 30, 2015

PUBLIC WORKS ADMINISTRATION

	<u>YTD ACTUAL</u>	<u>BUDGET</u>	<u>VARIANCE</u>	<u>PCNT</u>
<u>REVENUE</u>				
INTEREST	89.52	100.00	10.48	89.5
MISCELLANEOUS/TRANSFERS	152,937.97	426,390.00	273,452.03	35.9
	<u>153,027.49</u>	<u>426,490.00</u>	<u>273,462.51</u>	<u>35.9</u>
<u>EXPENDITURES</u>				
DEPARTMENT 80	166,991.04	457,852.00	290,860.96	36.5
	<u>166,991.04</u>	<u>457,852.00</u>	<u>290,860.96</u>	<u>36.5</u>

CITY OF STAYTON  
 FUND SUMMARY  
 FOR THE 5 MONTHS ENDING NOVEMBER 30, 2015

LIBRARY FUND

	YTD ACTUAL	BUDGET	VARIANCE	PCNT
<u>REVENUE</u>				
PROPERTY TAXES	102,333.43	157,262.00	54,928.57	65.1
CHARGES FOR SERVICES	20,391.72	82,647.00	62,255.28	24.7
GRANTS & CONTRIBUTIONS	.00	25,200.00	25,200.00	.0
LICENSES, PERMITS & FEES	6,396.00	13,000.00	6,604.00	49.2
FINES & FORFEITURES	3,554.14	12,000.00	8,445.86	29.6
INTERGOVERNMENTAL	.00	1,351.00	1,351.00	.0
INTEREST	152.49	400.00	247.51	38.1
MISCELLANEOUS/TRANSFERS	29,875.00	120,000.00	90,125.00	24.9
	<u>162,702.78</u>	<u>411,860.00</u>	<u>249,157.22</u>	<u>39.5</u>
<u>EXPENDITURES</u>				
DEPARTMENT 80	<u>158,918.70</u>	<u>446,550.00</u>	<u>287,631.30</u>	<u>35.6</u>
	<u>158,918.70</u>	<u>446,550.00</u>	<u>287,631.30</u>	<u>35.6</u>

CITY OF STAYTON  
 FUND SUMMARY  
 FOR THE 5 MONTHS ENDING NOVEMBER 30, 2015

WATER ENTERPRISE FUND

	YTD ACTUAL	BUDGET	VARIANCE	PCNT
<u>REVENUE</u>				
CHARGES FOR SERVICES	964,333.40	1,754,000.00	789,666.60	55.0
LICENSES, PERMITS & FEES	10,975.88	30,000.00	19,024.12	36.6
INTEREST	1,886.45	4,000.00	2,113.55	47.2
MISCELLANEOUS/TRANSFERS	849.20	2,000.00	1,150.80	42.5
	<u>978,044.93</u>	<u>1,790,000.00</u>	<u>811,955.07</u>	<u>54.6</u>
<u>EXPENDITURES</u>				
DEPARTMENT 86	<u>859,542.73</u>	<u>2,109,665.00</u>	<u>1,250,122.27</u>	<u>40.7</u>
	<u>859,542.73</u>	<u>2,109,665.00</u>	<u>1,250,122.27</u>	<u>40.7</u>

CITY OF STAYTON  
 FUND SUMMARY  
 FOR THE 5 MONTHS ENDING NOVEMBER 30, 2015

STORM WATER ENTERPRISE FUND

	YTD ACTUAL	BUDGET	VARIANCE	PCNT
<u>REVENUE</u>				
CHARGES FOR SERVICE	99,065.02	260,000.00	160,934.98	38.1
INTEREST	288.76	200.00	( 88.76)	144.4
MISCELLANEOUS/TRANSFERS	46,811.66	240,000.00	193,188.34	19.5
	<u>146,165.44</u>	<u>500,200.00</u>	<u>354,034.56</u>	<u>29.2</u>
<u>EXPENDITURES</u>				
DEPARTMENT 86	<u>87,102.38</u>	<u>447,205.00</u>	<u>360,102.62</u>	<u>19.5</u>
	<u>87,102.38</u>	<u>447,205.00</u>	<u>360,102.62</u>	<u>19.5</u>

CITY OF STAYTON  
 FUND SUMMARY  
 FOR THE 5 MONTHS ENDING NOVEMBER 30, 2015

SEWER ENTERPRISE FUND

	YTD ACTUAL	BUDGET	VARIANCE	PCNT
<u>REVENUE</u>				
CHARGES FOR SERVICES	1,213,070.43	2,997,498.00	1,784,427.57	40.5
INTEREST	6,695.39	12,500.00	5,804.61	53.6
MISCELLANEOUS/TRANSFERS	100.00	12,500.00	12,400.00	.8
	<u>1,219,865.82</u>	<u>3,022,498.00</u>	<u>1,802,632.18</u>	<u>40.4</u>
<u>EXPENDITURES</u>				
DEPARTMENT 86	1,055,337.03	3,784,956.00	2,729,618.97	27.9
	<u>1,055,337.03</u>	<u>3,784,956.00</u>	<u>2,729,618.97</u>	<u>27.9</u>

CITY OF STAYTON  
 FUND SUMMARY  
 FOR THE 5 MONTHS ENDING NOVEMBER 30, 2015

STREET FUND

	YTD ACTUAL	BUDGET	VARIANCE	PCNT
<u>REVENUE</u>				
CHARGES FOR SERVICES	35,981.19	84,000.00	48,018.81	42.8
INTERGOVERNMENTAL	155,124.17	511,876.00	356,751.83	30.3
INTEREST	1,317.82	900.00	( 417.82)	146.4
MISCELLANEOUS/TRANSFERS	6,591.65	50,250.00	43,658.35	13.1
	<u>199,014.83</u>	<u>647,026.00</u>	<u>448,011.17</u>	<u>30.8</u>
<u>EXPENDITURES</u>				
DEPARTMENT 80	101,498.65	878,552.00	777,053.35	11.6
	<u>101,498.65</u>	<u>878,552.00</u>	<u>777,053.35</u>	<u>11.6</u>

CITY OF STAYTON  
 FUND SUMMARY  
 FOR THE 5 MONTHS ENDING NOVEMBER 30, 2015

SWIMMING POOL FUND

	YTD ACTUAL	BUDGET	VARIANCE	PCNT
<u>REVENUE</u>				
PROPERTY TAXES	105,328.80	159,750.00	54,421.20	65.9
GRANTS & CONTRIBUTIONS	.00	10,000.00	10,000.00	.0
INTEREST	48.74	250.00	201.26	19.5
MISCELLANEOUS/TRANSFERS	3,882.62	15,000.00	11,117.38	25.9
	<u>109,260.16</u>	<u>185,000.00</u>	<u>75,739.84</u>	<u>59.1</u>
<u>EXPENDITURES</u>				
DEPARTMENT 86	59,479.10	205,928.00	146,448.90	28.9
	<u>59,479.10</u>	<u>205,928.00</u>	<u>146,448.90</u>	<u>28.9</u>



**CITY OF STAYTON**  
**MEMORANDUM**

**TO:** Mayor Henry A. Porter and the Stayton City Council  
**FROM:** Christine Shaffer, Finance Director  
**DATE:** January 18, 2016  
**SUBJECT:** Monthly Staff Report

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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, Storm Water, Sewer Fund, Street Fund and Swimming Pool Fund. If you have any questions, please let me know.

Departmental activity:

Utility Billing:	November 2015	December 2015
Number of Bills Mailed	2,601	2,343
Number of Bills Emailed		332
Delinquent Notices sent out	317	556
Courtesy Delinquent Notices sent to Landlords	160	158
Notified of Impending Shut off & Penalty	110	125
Customers with Interrupted Services Non-Payment	12	21
Services still Disconnected	0	0

Accounts Payable:

Number of Checks Issued	172	113
Total Amount of Checks	\$824,729.94	\$398,087.62

CITY OF STAYTON  
 FUND SUMMARY  
 FOR THE 6 MONTHS ENDING DECEMBER 31, 2015

GENERAL FUND

	YTD ACTUAL	BUDGET	VARIANCE	PCNT
<u>REVENUE</u>				
PROPERTY TAXES	1,202,935.80	1,809,000.00	606,064.20	66.5
CHARGES FOR SERVICES	3,236.58	7,200.00	3,963.42	45.0
GRANTS & CONTRIBUTIONS	2,089.82	1,500.00	( 589.82)	139.3
FRANCHISE FEES	405,308.92	788,000.00	382,691.08	51.4
LICENSES, PERMITS & FEES	7,560.17	20,000.00	12,439.83	37.8
FINES & FORFEITURES	75,694.96	105,500.00	29,805.04	71.8
INTERGOVERNMENTAL	95,104.83	175,190.00	80,085.17	54.3
INTEREST	( 443.42)	2,000.00	2,443.42	( 22.2)
MISCELLANEOUS/TRANSFERS	202,075.29	402,455.00	200,379.71	50.2
	<u>1,993,562.95</u>	<u>3,310,845.00</u>	<u>1,317,282.05</u>	<u>60.2</u>
<u>EXPENDITURES</u>				
NON-DEPARTMENTAL	153,973.42	418,300.00	264,326.58	36.8
ADMINISTRATION	245,257.39	495,852.00	250,594.61	49.5
POLICE	969,428.75	1,968,841.00	999,412.25	49.2
PLANNING	71,260.61	181,340.00	110,079.39	39.3
COMMUNITY CENTER	47,831.16	89,948.00	42,116.84	53.2
PARKS	71,138.93	171,383.00	100,244.07	41.5
MUNICIPAL COURT	41,177.19	128,859.00	87,681.81	32.0
STREET LIGHTING	45,011.41	116,685.00	71,673.59	38.6
	<u>1,645,078.86</u>	<u>3,571,208.00</u>	<u>1,926,129.14</u>	<u>46.1</u>

CITY OF STAYTON  
 FUND SUMMARY  
 FOR THE 6 MONTHS ENDING DECEMBER 31, 2015

PUBLIC WORKS ADMINISTRATION

	YTD ACTUAL	BUDGET	VARIANCE	PCNT
<u>REVENUE</u>				
INTEREST	108.86	100.00	( 8.86)	108.9
MISCELLANEOUS/TRANSFERS	259,285.47	426,390.00	167,104.53	60.8
	<u>259,394.33</u>	<u>426,490.00</u>	<u>167,095.67</u>	<u>60.8</u>
<u>EXPENDITURES</u>				
DEPARTMENT 80	197,802.26	457,852.00	260,049.74	43.2
	<u>197,802.26</u>	<u>457,852.00</u>	<u>260,049.74</u>	<u>43.2</u>

CITY OF STAYTON  
 FUND SUMMARY  
 FOR THE 6 MONTHS ENDING DECEMBER 31, 2015

LIBRARY FUND

	YTD ACTUAL	BUDGET	VARIANCE	PCNT
<u>REVENUE</u>				
PROPERTY TAXES	103,292.41	157,262.00	53,969.59	65.7
CHARGES FOR SERVICES	20,391.72	82,647.00	62,255.28	24.7
GRANTS & CONTRIBUTIONS	.00	25,200.00	25,200.00	.0
LICENSES, PERMITS & FEES	7,713.00	13,000.00	5,287.00	59.3
FINES & FORFEITURES	5,345.77	12,000.00	6,654.23	44.6
INTERGOVERNMENTAL	1,294.00	1,351.00	57.00	95.8
INTEREST	203.31	400.00	196.69	50.8
MISCELLANEOUS/TRANSFERS	59,750.00	120,000.00	60,250.00	49.8
	<u>197,990.21</u>	<u>411,860.00</u>	<u>213,869.79</u>	<u>48.1</u>
<u>EXPENDITURES</u>				
DEPARTMENT 80	<u>189,750.13</u>	<u>446,550.00</u>	<u>256,799.87</u>	<u>42.5</u>
	<u>189,750.13</u>	<u>446,550.00</u>	<u>256,799.87</u>	<u>42.5</u>

CITY OF STAYTON  
 FUND SUMMARY  
 FOR THE 6 MONTHS ENDING DECEMBER 31, 2015

WATER ENTERPRISE FUND

	YTD ACTUAL	BUDGET	VARIANCE	PCNT
<u>REVENUE</u>				
CHARGES FOR SERVICES	1,071,227.94	1,754,000.00	682,772.06	61.1
LICENSES, PERMITS & FEES	13,449.09	30,000.00	16,550.91	44.8
INTEREST	2,305.14	4,000.00	1,694.86	57.6
MISCELLANEOUS/TRANSFERS	849.20	2,000.00	1,150.80	42.5
	<u>1,087,831.37</u>	<u>1,790,000.00</u>	<u>702,168.63</u>	<u>60.8</u>
 <u>EXPENDITURES</u>				
DEPARTMENT 86	<u>1,055,178.81</u>	<u>2,109,665.00</u>	<u>1,054,486.19</u>	<u>50.0</u>
	<u>1,055,178.81</u>	<u>2,109,665.00</u>	<u>1,054,486.19</u>	<u>50.0</u>

CITY OF STAYTON  
 FUND SUMMARY  
 FOR THE 6 MONTHS ENDING DECEMBER 31, 2015

STORM WATER ENTERPRISE FUND

	YTD ACTUAL	BUDGET	VARIANCE	PCNT
<u>REVENUE</u>				
CHARGES FOR SERVICE	118,912.78	260,000.00	141,087.22	45.7
INTEREST	356.39	200.00	( 156.39)	178.2
MISCELLANEOUS/TRANSFERS	46,811.66	240,000.00	193,188.34	19.5
	<u>166,080.83</u>	<u>500,200.00</u>	<u>334,119.17</u>	<u>33.2</u>
<u>EXPENDITURES</u>				
DEPARTMENT 86	125,130.14	447,205.00	322,074.86	28.0
	<u>125,130.14</u>	<u>447,205.00</u>	<u>322,074.86</u>	<u>28.0</u>

CITY OF STAYTON  
 FUND SUMMARY  
 FOR THE 6 MONTHS ENDING DECEMBER 31, 2015

SEWER ENTERPRISE FUND

	YTD ACTUAL	BUDGET	VARIANCE	PCNT
<u>REVENUE</u>				
CHARGES FOR SERVICES	1,502,069.37	2,997,498.00	1,495,428.63	50.1
INTEREST	8,366.01	12,500.00	4,133.99	66.9
MISCELLANEOUS/TRANSFERS	100.00	12,500.00	12,400.00	.8
	<u>1,510,535.38</u>	<u>3,022,498.00</u>	<u>1,511,962.62</u>	<u>50.0</u>
<u>EXPENDITURES</u>				
DEPARTMENT 86	1,250,706.38	3,784,956.00	2,534,249.62	33.0
	<u>1,250,706.38</u>	<u>3,784,956.00</u>	<u>2,534,249.62</u>	<u>33.0</u>

CITY OF STAYTON  
 FUND SUMMARY  
 FOR THE 6 MONTHS ENDING DECEMBER 31, 2015

STREET FUND

	YTD ACTUAL	BUDGET	VARIANCE	PCNT
<u>REVENUE</u>				
CHARGES FOR SERVICES	43,201.35	84,000.00	40,798.65	51.4
INTERGOVERNMENTAL	190,103.42	511,876.00	321,772.58	37.1
INTEREST	1,669.91	900.00	( 769.91)	185.6
MISCELLANEOUS/TRANSFERS	6,652.40	50,250.00	43,597.60	13.2
	<u>241,627.08</u>	<u>647,026.00</u>	<u>405,398.92</u>	<u>37.3</u>
<u>EXPENDITURES</u>				
DEPARTMENT 80	146,842.45	878,552.00	731,709.55	16.7
	<u>146,842.45</u>	<u>878,552.00</u>	<u>731,709.55</u>	<u>16.7</u>

CITY OF STAYTON  
 FUND SUMMARY  
 FOR THE 6 MONTHS ENDING DECEMBER 31, 2015

SWIMMING POOL FUND

	YTD ACTUAL	BUDGET	VARIANCE	PCNT
<u>REVENUE</u>				
PROPERTY TAXES	106,322.19	159,750.00	53,427.81	66.6
GRANTS & CONTRIBUTIONS	.00	10,000.00	10,000.00	.0
INTEREST	85.85	250.00	164.15	34.3
MISCELLANEOUS/TRANSFERS	7,632.62	15,000.00	7,367.38	50.9
	<u>114,040.66</u>	<u>185,000.00</u>	<u>70,959.34</u>	<u>61.6</u>
<u>EXPENDITURES</u>				
DEPARTMENT 86	70,049.21	205,928.00	135,878.79	34.0
	<u>70,049.21</u>	<u>205,928.00</u>	<u>135,878.79</u>	<u>34.0</u>



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

**TO: Mayor Henry Porter and the Stayton City Council**  
**FROM: Rich Sebens, Chief of Police**  
**DATE: January 4, 2016**  
**SUBJECT: Staff Report**

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Below you will see the stats for the Police Department for the month of November 2015.

	<b>November 2015</b>	<b>Year to Date 2015</b>	<b>November 2014</b>	<b>Year to Date 2014</b>
<b>Police Activity</b>	797	8808	660	8103
<b>Investigated Incidents</b>	270	3628	338	2914
<b>Citations/Warning</b>	84/198	996/1909	65/107	1761
<b>Traffic Accidents</b>	11	95	11	73
<b>Juvenile Abuse</b>	1	31	6	44
<b>Arrests</b>	25	446	44	681
<b>Reserve Volunteer Hrs.</b>	437.92	4157.06	251.55	2497.55
<b>Citizen Volunteer Hrs.</b>	16	51	16	248
<b>Peer Court Referrals:</b>	2	46	3	48

**STAYTON POLICE DEPARTMENT  
CONSOLIDATED MONTHLY CATEGORIZED REPORT-NIBRS  
11/1/2015 - 11/30/2015**

	CRIMES			CRIMES CLEARED BY ARREST & EXCEPTION			PERCENT CLEARED			PERSONS ARRESTED		
	11/1/15 to 11/30/15	11/1/15 to 11/30/15	11/1/14 to 11/30/14	11/1/15 to 11/30/15	11/1/15 to 11/30/15	11/1/14 to 11/30/14	11/1/15 to 11/30/15	11/1/15 to 11/30/15	11/1/15 to 11/30/15	11/1/15 to 11/30/15	11/1/15 to 11/30/15	11/1/15 to 11/30/15
	11/1/15 to 11/30/15	11/1/15 to 11/30/15	11/1/14 to 11/30/14	11/1/15 to 11/30/15	11/1/15 to 11/30/15	11/1/14 to 11/30/14	11/1/15 to 11/30/15	11/1/15 to 11/30/15	11/1/15 to 11/30/15	11/1/15 to 11/30/15	11/1/15 to 11/30/15	11/1/15 to 11/30/15
<b>NON-CRIMINAL</b>												
ACCIDENT-INJURY	1	10	14	-28.6%	0	9	14	0.0%	56.3%	82.4%	0	0
ACCIDENT-PROPERTY	8	50	40	25.0%	0	0	3	0.0%	0.0%	100.0%	0	0
ALL OTHER NON-CRIMINAL	211	2,566	1,834	39.9%	0	0	0	0.0%	0.0%	0.0%	0	0
NON CRIM DOMESTIC DISTURB	9	131	103	27.2%	0	0	3	0.0%	0.0%	100.0%	0	0
<b>NON-CRIMINAL TOTALS</b>	<b>229</b>	<b>2,757</b>	<b>1,991</b>	<b>38.5%</b>	<b>2</b>	<b>60</b>	<b>81</b>	<b>40.0%</b>	<b>74.1%</b>	<b>93.1%</b>	<b>0</b>	<b>1</b>
<b>PERSON</b>												
AGGRAVATED ASSAULT	0	16	17	-5.9%	0	0	14	0.0%	0.0%	82.4%	0	0
KIDNAPPING	0	0	3	-100.0%	0	0	0	0.0%	0.0%	100.0%	0	0
NEGLIGENT MANSLAUGHTER	0	0	0	0.0%	0	0	0	0.0%	0.0%	0.0%	0	0
OFFENSE AGAINST FAMILY	0	2	3	-33.3%	0	0	3	0.0%	0.0%	100.0%	0	0
OTHER ASSAULTS	5	81	87	-6.9%	2	60	81	40.0%	74.1%	93.1%	0	1
RAPE	0	2	3	-33.3%	0	0	3	0.0%	0.0%	100.0%	0	0
RESTRAINING ORDER VIOLATION	1	14	11	27.3%	1	13	10	100.0%	92.9%	90.9%	0	1
ROBBERY	0	2	1	100.0%	0	2	1	0.0%	100.0%	100.0%	0	0
SEX OFFENSES	0	14	27	-48.1%	0	8	13	0.0%	57.1%	48.1%	0	0
<b>PERSON TOTALS</b>	<b>6</b>	<b>131</b>	<b>152</b>	<b>-13.8%</b>	<b>3</b>	<b>92</b>	<b>128</b>	<b>50.0%</b>	<b>70.2%</b>	<b>84.2%</b>	<b>0</b>	<b>2</b>
<b>PROPERTY</b>												
ARSON	0	3	1	200.0%	0	2	1	0.0%	66.7%	100.0%	0	0
BURGLARY - BUSINESS	0	5	8	-37.5%	0	1	1	0.0%	20.0%	12.5%	0	0
BURGLARY - OTHER STRUCTURE	0	8	5	60.0%	0	2	0	0.0%	25.0%	0.0%	0	0
BURGLARY - RESIDENCE	2	23	41	-43.9%	1	4	8	50.0%	17.4%	19.5%	0	1
COUNTERFEITING/FORGERY	2	4	6	-33.3%	0	0	1	0.0%	0.0%	16.7%	0	0
EXTORTION/BLACKMAIL	1	1	0	0.0%	0	0	0	0.0%	0.0%	0.0%	0	0
FRAUD	1	52	59	-11.9%	0	15	24	0.0%	28.8%	40.7%	0	0
LARCENY												
Pickpocket	0	1	0	0.0%	0	1	0	0.0%	100.0%	0.0%	0	0
Purse Snatching	0	3	0	0.0%	0	1	0	0.0%	33.3%	0.0%	0	0
Shoplifting	2	57	50	14.0%	1	36	34	50.0%	63.2%	68.0%	0	1
Theft from a Motor Vehicle	3	71	90	-21.1%	0	2	4	0.0%	2.8%	4.4%	0	0
Theft of MV Parts/Accessories	0	6	10	-40.0%	0	0	1	0.0%	0.0%	10.0%	0	0
Theft of Bicycle	0	29	32	-9.4%	0	4	1	0.0%	13.8%	3.1%	0	0
Theft from Building	1	19	22	-13.6%	0	1	7	0.0%	5.3%	31.8%	0	0

	CRIMES			CRIMES CLEARED BY ARREST & EXCEPTION			PERCENT CLEARED			PERSONS ARRESTED			
	11/1/15 to 11/30/15	1/1/15 to 11/30/14	% Change Yr to Yr	11/1/15 to 11/30/15	1/1/15 to 11/30/14		11/1/15 to 11/30/15	1/1/15 to 11/30/14		11/1/15 to 11/30/15	1/1/15 to 11/30/14		
	11/1/15 to 11/30/15	1/1/15 to 11/30/14	% Change Yr to Yr	11/1/15 to 11/30/15	1/1/15 to 11/30/14		11/1/15 to 11/30/15	1/1/15 to 11/30/14		Juv Adult Total	Juv Adult Total		
<i>All Other Larceny</i>	2	83	117	-29.1%	0	15	28	0.0%	18.1%	0	0	19	33
LARCENY	8	269	321	-16.2%	1	60	75	12.5%	22.3%	0	1	69	82
MOTOR VEHICLE THEFT	1	14	18	-22.2%	0	2	6	0.0%	14.3%	0	0	3	4
STOLEN PROPERTY	0	2	3	-33.3%	0	2	3	0.0%	100.0%	0	0	1	5
VANDALISM	1	101	93	8.6%	0	12	35	0.0%	11.9%	0	0	12	29
<b>PROPERTY TOTALS</b>	<b>16</b>	<b>482</b>	<b>555</b>	<b>-13.2%</b>	<b>2</b>	<b>100</b>	<b>154</b>	<b>12.5%</b>	<b>20.7%</b>	<b>0</b>	<b>2</b>	<b>108</b>	<b>155</b>
<b>SOCIETY</b>													
ALL OTHER	6	161	165	-2.4%	1	56	63	16.7%	34.8%	0	0	21	34
ANIMAL	1	1	1	0.0%	0	0	1	0.0%	0.0%	0	0	0	0
CURFEW	2	18	12	50.0%	2	18	12	100.0%	100.0%	1	0	1	19
CUSTODY-MENTAL	1	8	9	-11.1%	0	6	9	0.0%	75.0%	0	1	1	10
DISORDERLY CONDUCT	4	45	51	-11.8%	4	40	49	100.0%	88.9%	1	4	5	42
DR WHILE SUSP	1	12	29	-58.6%	1	12	29	100.0%	100.0%	0	1	12	29
DRIVING UNDER INFLUENCE	5	52	48	8.3%	5	52	48	100.0%	100.0%	0	5	5	48
ELUDING	0	3	2	50.0%	0	2	2	0.0%	66.7%	0	0	3	2
ESCAPE	0	1	2	-50.0%	0	1	2	0.0%	100.0%	0	0	1	2
FAIL TO DISPLAY DL	0	5	1	400.0%	0	4	1	0.0%	80.0%	0	0	4	1
FUGITIVE	0	0	0	0.0%	0	0	0	0.0%	0.0%	0	12	150	150
HIT & RUN	2	36	34	5.9%	0	11	13	0.0%	30.6%	0	0	9	5
LIQUOR LAWS	0	9	21	-57.1%	0	8	21	0.0%	88.9%	0	0	19	24
MIP TOBACCO	0	6	11	-45.5%	0	6	11	0.0%	100.0%	0	0	6	12
NARCOTICS/DRUGS	4	53	52	1.9%	4	51	51	100.0%	96.2%	1	2	70	75
PROP RECOV - FOR OTHER AGENCY	0	1	3	-66.7%	0	0	0	0.0%	0.0%	0	0	0	0
RECKLESS DRIVING	3	5	6	-16.7%	3	4	6	100.0%	80.0%	0	3	4	5
RUNAWAY	0	11	15	-26.7%	0	10	15	0.0%	90.9%	0	0	10	16
SEX OFFENSES	0	3	0	0.0%	0	2	0	0.0%	66.7%	0	0	3	0
TRESPASS	10	86	39	120.5%	7	58	30	70.0%	67.4%	1	5	30	16
VEH RECOV - FOR OTHER AGENCY	1	2	0	0.0%	0	1	0	0.0%	50.0%	0	0	0	0
WARRANT	9	124	128	-3.1%	9	123	127	100.0%	99.2%	0	0	3	3
WEAPONS	0	4	9	-55.6%	0	4	9	0.0%	100.0%	0	0	4	5
<b>SOCIETY TOTALS</b>	<b>49</b>	<b>646</b>	<b>638</b>	<b>1.3%</b>	<b>36</b>	<b>469</b>	<b>499</b>	<b>73.5%</b>	<b>72.6%</b>	<b>4</b>	<b>33</b>	<b>476</b>	<b>513</b>
<b>GRAND TOTALS</b>	<b>300</b>	<b>4,016</b>	<b>3,336</b>	<b>20.4%</b>									



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

**TO: Mayor Henry Porter and the Stayton City Council**  
**FROM: Rich Sebens, Chief of Police**  
**DATE: January 19, 2016**  
**SUBJECT: Staff Report**

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Below you will see the stats for the Police Department for the month of December 2015.

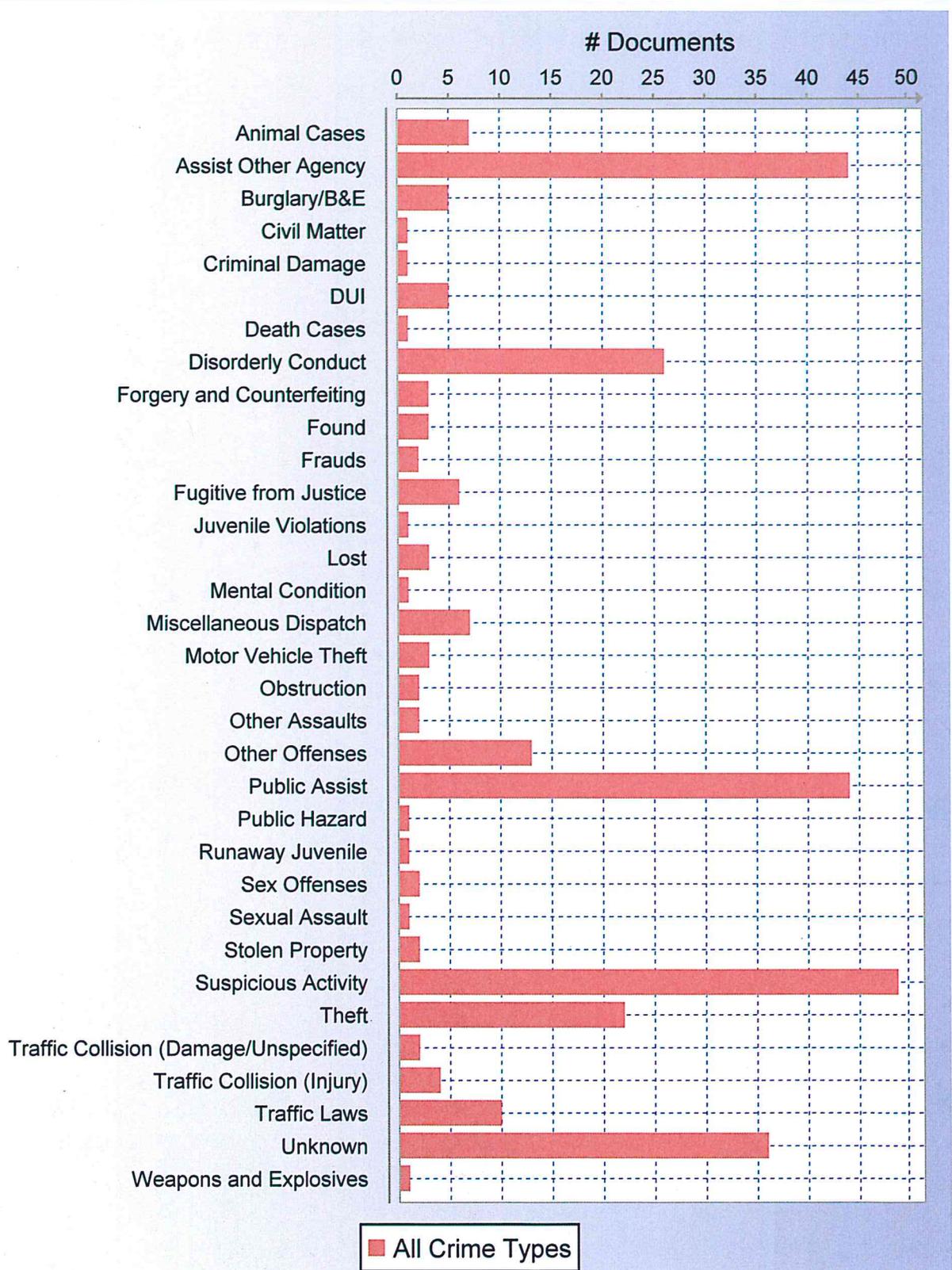
	<b>December 2015</b>	<b>Year to Date 2015</b>	<b>December 2014</b>	<b>Year to Date 2014</b>
<b>Police Activity</b>	702	9510	693	8796
<b>Investigated Incidents</b>	279	3927	334	3248
<b>Citations/Warning</b>	67/210	1063/2119	59/106	1923
<b>Traffic Accidents</b>	8	103	9	82
<b>Juvenile Abuse</b>	2	33	4	48
<b>Arrests</b>	29	498	38	559
<b>Reserve Volunteer Hrs.</b>	25.75	4409.81	249.75	2747.30
<b>Citizen Volunteer Hrs.</b>	41.50	92.50	14	262
<b>Peer Court Referrals:</b>	2	48	6	54

# STAYTON POLICE DEPARTMENT CONSOLIDATED MONTHLY CATEGORIZED REPORT-NIBRS FOR DISTRICT STAY 12/1/2015 - 12/31/2015

	CRIMES		CRIMES CLEARED				PERCENT CLEARED				PERSONS ARRESTED	
	12/1/15 to 12/31/15		1/1/15 to 1/1/14		12/1/15 to 12/31/14		1/1/15 to 1/1/14		12/1/15 to 12/31/15		1/1/15 to 12/31/15	
	12/1/15 to 12/31/15	1/1/15 to 1/1/14	12/1/15 to 12/31/14	1/1/15 to 1/1/14	12/1/15 to 12/31/14	1/1/15 to 1/1/14	12/1/15 to 12/31/14	1/1/15 to 1/1/14	12/1/15 to 12/31/15	Juv	Adult	Total
<b>NON-CRIMINAL</b>												
ACCIDENT-INJURY	3	14		14								
ACCIDENT-PROPERTY	2	47		47								
ALL OTHER NON-CRIMINAL	204	2,069		2,069								
NON CRIM DOMESTIC DISTURB	10	114		114								
<b>NON-CRIMINAL TOTALS</b>	<b>219</b>	<b>2,244</b>		<b>2,244</b>								
<b>PERSON</b>												
AGGRAVATED ASSAULT	0	19		19								
KIDNAPPING	0	3		3								
NEGLIGENT MANSLAUGHTER	0	0		0								
OFFENSE AGAINST FAMILY	0	4		4								
OTHER ASSAULTS	1	91		91								
RAPE	0	3		3								
RESTRAINING ORDER VIOLATION	0	11		11								
ROBBERY	0	2		2								
SEX OFFENSES	2	29		29								
<b>PERSON TOTALS</b>	<b>3</b>	<b>161</b>		<b>161</b>								
<b>PROPERTY</b>												
ARSON	0	1		1								
BURGLARY - BUSINESS	0	8		8								
BURGLARY - OTHER STRUCTURE	2	5		5								
BURGLARY - RESIDENCE	3	41		41								
COUNTERFEITING/FORGERY	2	8		8								
EXTORTION/BLACKMAIL	0	0		0								
FRAUD	3	61		61								
LARCENY												
Pickpocket	0	0		0								
Purse Snatching	0	3		3								
Shoplifting	9	66		66								
Theft from a Motor Vehicle	3	74		104								
Theft of MV Parts/Accessories	0	6		10								
Theft of Bicycle	0	29		32								
Theft from Building	1	20		23								

	CRIMES			CRIMES CLEARED BY ARREST & EXCEPTION			PERCENT CLEARED			PERSONS ARRESTED		
	12/1/15 to 12/31/15	1/1/15 to 12/31/15	1/1/14 to 12/31/14 % Change Yr to Yr	12/1/15 to 12/31/15	1/1/15 to 12/31/15	1/1/14 to 12/31/14	12/1/15 to 12/31/15	1/1/15 to 12/31/15	1/1/14 to 12/31/14	12/1/15 to 12/31/15 Juv	1/1/15 to 12/31/15 Adult	1/1/15 to 12/31/15 Total
All Other Larceny	6	89	131	0	15	31	0.0%	16.9%	23.7%	0	1	1
LARCENY	19	288	354	6	67	84	31.6%	23.3%	23.7%	0	7	7
MOTOR VEHICLE THEFT	3	17	18	1	4	6	33.3%	23.5%	33.3%	0	1	1
STOLEN PROPERTY	2	4	4	1	3	4	50.0%	75.0%	100.0%	0	2	2
VANDALISM	6	107	106	0	12	38	0.0%	11.2%	35.8%	0	0	0
<b>PROPERTY TOTALS</b>	<b>40</b>	<b>522</b>	<b>606</b>	<b>9</b>	<b>112</b>	<b>171</b>	<b>22.5%</b>	<b>21.5%</b>	<b>28.2%</b>	<b>0</b>	<b>12</b>	<b>12</b>
<b>SOCIETY</b>												
ALL OTHER	8	170	182	3	63	69	37.5%	37.1%	37.9%	0	1	1
ANIMAL	0	1	1	0	0	1	0.0%	0.0%	100.0%	0	0	0
CURFEW	0	18	12	0	18	12	0.0%	100.0%	100.0%	0	0	0
CUSTOMER-MENTAL	1	9	10	1	7	9	100.0%	77.8%	90.0%	1	0	1
DISORDERLY CONDUCT	2	47	54	1	41	52	50.0%	87.2%	96.3%	0	1	1
DR WHILE SUSP	1	13	29	0	12	29	0.0%	92.3%	100.0%	0	1	1
DRIVING UNDER INFLUENCE	5	57	53	5	57	53	100.0%	100.0%	100.0%	0	5	5
ELUDING	0	3	2	0	2	2	0.0%	66.7%	100.0%	0	0	0
ESCAPE	1	2	3	1	2	2	100.0%	100.0%	66.7%	0	1	1
FAIL TO DISPLAY DL	1	6	1	1	5	1	100.0%	83.3%	100.0%	0	1	1
FUGITIVE	0	0	0	0	0	0	0.0%	0.0%	0.0%	0	8	8
HIT & RUN	3	39	36	0	11	13	0.0%	28.2%	36.1%	0	0	0
LIQUOR LAWS	0	9	22	0	8	22	0.0%	88.9%	100.0%	0	0	0
MIP TOBACCO	1	7	11	1	7	11	100.0%	100.0%	100.0%	1	0	1
NARCOTICS/DRUGS	2	53	57	2	52	56	100.0%	98.1%	98.2%	1	2	3
PROP RECOV - FOR OTHER AGENCY	0	1	4	0	0	0	0.0%	0.0%	0.0%	0	0	0
RECKLESS DRIVING	0	5	6	0	4	6	0.0%	80.0%	100.0%	0	0	0
RUNAWAY	1	12	15	1	11	15	100.0%	91.7%	100.0%	1	0	1
SEX OFFENSES	0	3	0	0	2	0	0.0%	66.7%	0.0%	0	0	0
TRESPASS	3	89	46	3	61	36	100.0%	68.5%	78.3%	0	1	1
VEH RECOV - FOR OTHER AGENCY	0	2	0	0	1	0	0.0%	50.0%	0.0%	0	0	0
WARRANT	6	130	139	6	129	138	100.0%	99.2%	99.3%	0	0	0
WEAPONS	1	4	9	0	3	9	0.0%	75.0%	100.0%	0	0	0
<b>SOCIETY TOTALS</b>	<b>36</b>	<b>680</b>	<b>692</b>	<b>25</b>	<b>496</b>	<b>536</b>	<b>69.4%</b>	<b>72.9%</b>	<b>77.5%</b>	<b>4</b>	<b>21</b>	<b>25</b>
<b>GRAND TOTALS</b>	<b>298</b>	<b>4,312</b>	<b>3,703</b>									

# Crime Types





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

**TO: Mayor Henry Porter and the Stayton City Council**  
**FROM: Kelli Stevens, Administrative Assistant**  
**DATE: January 4th, 2016**  
**SUBJECT: Public Works Monthly Operating Report for November 2015**

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**KEY ACTIVITIES**                      **STATUS**

- **WWTP Facility**                      Effluent flows: 45.93 million gallons were treated during November. The highest flow was 2.11 million gallons on November 19th and the lowest flow was 1.02 million gallons on November 7th. The average flow was 1.53 million gallons. Total rainfall for November was 8.26 inches.
- **WTP**                                      Highest production day was 2,511,000 gallons on November 4th, 2015.
- **Water System**                      Replaced eight meters. Replaced two radios. New water line in service at Seventh and Marion. Replaced two services on Seventh. Abandoned 2 inch line and valves at Seventh and Marion. Replaced a water service at 1815 Ida.
- **Streets**                                  Swept 248 curb miles and removed approximately 640 cubic yards of material for November. Fall clean-up on November 7<sup>th</sup> took in 60 cubic yards of material. 177 pounds of food and \$172.00 to Stayton Food Bank. Part of the cash donation of \$7.00 was from a person who dropped off a load of debris.
- **Parks**                                      Volunteers: Community Service – 0 hours, Volunteer – 0 hours, Life skills High School Students – 56 hours. Total = 56 hours.  
Parks Board Volunteer Hours – 9 hours total – 6 Volunteers
- **Building Permits**

<b>Permit Type</b>	<b>Issued</b>	<b>SDC's Paid</b>
New Single Family Dwelling		
Residential Building Addition/Alter/Other		
Commercial Building Addition/Alter/Other	3	
Electrical		
Mechanical		
Plumbing	1	
<b>TOTAL</b>	<b>4</b>	

*One (1) Residential SDC = \$10,357.00 + \$670.00 for Mill Creek SDC + Storm Water SDC \$1861.00 or \$2669.00*



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

**TO: Mayor Henry Porter and the Stayton City Council**  
**FROM: Kelli Stevens, Administrative Assistant**  
**DATE: January 19<sup>th</sup>, 2016**  
**SUBJECT: Public Works Monthly Operating Report for December 2015**

- | <u>KEY ACTIVITIES</u>     | <u>STATUS</u>  |
|---------------------------|--|
| • <b>WWTP Facility</b>    | Effluent flows: 120.94 million gallons were treated during December. The highest flow was 6.73 million gallons on December 18th and the lowest flow was 1.71 million gallons on December 1st. The average flow was 3.90 million gallons. Total rainfall for December was 17.41 inches. |
| • <b>WTP</b>              | Highest production day was 2,224,000 gallons on December 1st, 2015.  |
| • <b>Water System</b>     | We installed one new meter, replaced 3 meters. Installed one new radio reader and replaced 5 radio readers. At 1120 N Fourth Avenue was service line relocation. We also did a valve exercising and hydrant flushing. Cleaned number 2 filter bed.                                     |
| • <b>Streets</b>          | Cleaned 52 curb miles and collected 40 cubic yards of material. We also did the December Yard Debris on December 5 <sup>th</sup> . We collected 50 cubic yards of material. Donations for the Stayton Food Bank were 214 pounds of food, and \$100.00 cash donation.                   |
| • <b>Parks</b>            | Volunteers: Community Service – 0 hours, Volunteer – 0 hours, Life skills High School Students – 0 hours. Total = 0 hours.<br>Parks Board Volunteer Hours – 8.75 hours total – 7 Volunteers  |
| • <b>Building Permits</b> |  |

<u>Permit Type</u>	<u>Issued</u>	<u>SDC's Paid</u>
New Single Family Dwelling	1	\$12,218.00
Residential Building Addition/Alter/Other	3	
Commercial Building Addition/Alter/Other		
Electrical		
Mechanical		
Plumbing		
<b>TOTAL</b>	<b>4</b>	

*One (1) Residential SDC = \$10,357.00 + \$670.00 for Mill Creek SDC + Storm Water SDC \$1861.00 or \$2669.00*



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

**TO: Mayor Henry Porter and the Stayton City Council**  
**FROM: Dan Fleishman, Planning and Development Director**  
**DATE: January 4, 2016**  
**SUBJECT: Report of Activities for November, 2015**

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**Enforcement Activity Highlights**

The City's new Enforcement Officer, Alan Pinto, started work in early November. He has taken over all enforcement activities for the City. In November, he did a review of sign compliance.

**Planning & Development Activity Summary**

Working with Public Works Department staff, improvements to the Geographic Information System continued



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

**TO: Mayor Henry Porter and the Stayton City Council**  
**FROM: Dan Fleishman, Planning and Development Director**  
**DATE: January 19, 2016**  
**SUBJECT: Report of Activities for December, 2015**

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**Enforcement Activity Highlights**

The City's new Enforcement Officer, Alan Pinto, started work in early November. He has taken over all enforcement activities for the City.

**Planning & Development Activity Summary**

In September the City has submitted an application to the Department of Land Conservation and Development for a grant to prepare a financial plan for public improvements to facilitate industrial development in the Wilco Road area. DLCD suggested, instead working with the Infrastructure Finance Authority within the Business Development Department. A new grant application was submitted at the end of the month.

Working with Public Works Department staff, improvements to the Geographic Information System continued



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

**TO:** Mayor Porter and the Stayton City Council  
**FROM:** Katinka Bryk- Library Director  
**DATE:** December 21, 2015  
**SUBJECT:** November Library report

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The library hosted Jean Moule, PhD, presenting a talk entitled *Nurturing Grandchildren Black, White and In-Between*. This was an engaging discussion on raising multiracial children in our society. The adult book club, Tea Time for Book Lovers, read *Beautiful Ruins* by Jess Walter. It is a novel about a mysterious woman, the Italian coast and the lives we make for ourselves.

The Friends of the Library held their Black Friday sales week for the Thanksgiving Holiday shoppers. They also rolled out a new website, [www.staytonfol.org](http://www.staytonfol.org). The Stayton Public Library Foundation received a \$4,000 grant from the Juan Young Trust for the Early Literacy Outreach Storyteller Program.

Darci Hanning of the state library attended the monthly CCRLS director's meeting, presenting information about the Edge Initiative, a technology analysis tool. She is encouraging all CCRLS member libraries to take or retake the assessment by April 1, 2016 so the state library can better serve its constituents.

Stephanie Rubel, adult services library assistant, hosted NaNoWriMo events throughout the month. November is National Novel Writing Month, and the goal is to write 50,000 words. One patron reached that goal.

Casle Portner and Ellie Nalavaiko, youth services librarian and aide, hosted the ever popular Stuffed Animal Sleepover Party. A professional storyteller/musician was the highlighted entertainment. The E.G. Siegmund room was full with children, parents and stuffed animals of all stripes and colors. The lucky stuffed animals were allowed to enjoy a slumber party in the library, where they got into all sorts of mischief before falling asleep exhausted.

Upcoming events to mark on your calendars:

- Family Movie- *Elf*- Saturday, December 12, 2-4 pm
- Trivia Night at Ugo's Pizza –Tuesday, December 15, 7pm
- Teen Makerspace –Wednesday, December 30, 3-5 pm

**2015-2016 Monthly Library Statistics**

	July	August	Sept.	Oct.	Nov.	Dec.	Jan.	Feb.	March	April	May	June	2014-15 FY	2015-16 YTD
<b>TOTAL CHECKOUTS</b>	13,247	11,532	9,894	10,395	10,007								122,298	55,075

**OTHER CIRCULATION SERVICES**

Self check out	4,841	4,263	3,437	3,610	3,385								20,821	19,536
Library2Go (ebooks +)	845	728	685	659	784								6,658	3,701

**INCOME RECEIVED**

Non-resident cards	\$780.00	\$1,217.00	\$419.00	\$575.00	\$647.00								\$7,002.50	\$3,638
Fines: overdue & lost books	\$826.06	\$994.00	\$683.00	\$805.51	\$245.30								\$12,303.09	\$3,554
Room fees	\$1,944.00	\$55.00	\$115.00	\$0.00	\$936.00								\$4,235.00	\$3,050
<b>TOTAL</b>													<b>\$23,540.59</b>	<b>\$10,241.87</b>

**REFERENCE QUESTIONS**

In-Person, by phone and computer help	598	449	548	541	432								5,967	2,568
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**NEW PATRON CARDS**

	126	86	120	113	78								1,220	523
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**INTERNET USE**

	1,421	1,295	1,023	1,191	998								16,312	5,928
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**LIBRARY PROGRAM ATTENDANCE**

Children & adults at storytime	840	205	345	632	572								6,627	2,594
Teens	46	57	31	23	24								751	181
Adults	101	38	16	160	42								733	357
Outreach	834	523	27	702	621								4,183	2,707
<b>TOTAL</b>													<b>12,294</b>	<b>5,839</b>

**MEETING ROOM ATTENDANCE**

	1,089	479	580	779	694								10,676	3,621
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**PATRON VISITS**

	8,085	7,018	8,500	7,151	5,712								85,386	36,466
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**VOLUNTEER HOURS**

	263	270	176	286	226								2,157	1,221
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**2015-2016 Monthly Library Statistics**

	July	August	Sept.	Oct.	Nov.	Dec.	Jan.	Feb.	March	April	May	June	2014-13 FY	2015-16 YTD
<b>TOTAL CHECKOUTS</b>	13,247	11,532	9,894	10,395	10,007	9,467							<b>129,774</b>	<b>64,542</b>

**OTHER CIRCULATION SERVICES**

Self check out	4,841	4,263	3,437	3,610	3,385	2,769							<b>20,821</b>	<b>22,305</b>
Library2Go (ebooks +)	845	728	685	659	659	738							<b>6,658</b>	<b>4,314</b>

**INCOME RECEIVED**

Non-resident cards	\$780.00	\$1,217.00	\$419.00	\$575.00	\$930.00	\$605.00							<b>\$7,002.50</b>	<b>\$4,526.00</b>
Fines: overdue & lost books	\$826.06	\$994.00	\$683.00	\$805.51	\$1,050.81	\$419.75							<b>\$12,303.09</b>	<b>\$4,779.13</b>
Room fees	\$1,944.00	\$55.00	\$115.00	\$0.00	\$0.00	\$775.50							<b>\$4,235.00</b>	<b>\$2,889.50</b>
<b>TOTAL</b>													<b>\$23,540.59</b>	<b>\$12,194.63</b>

**REFERENCE QUESTIONS**

In-Person, by phone and computer help	598	449	548	541	188	108							<b>5,967</b>	<b>2,432</b>
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**NEW PATRON CARDS**

	126	86	120	113	78	63							<b>1,220</b>	<b>586</b>
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**INTERNET USE**

	1,421	1,295	1,023	1,191	998	1,022							<b>16,312</b>	<b>6,950</b>
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**PROGRAM ATTENDANCE**

Children & adults at storytime	840	205	345	632	572	286							<b>6,627</b>	<b>2,880</b>
Teens	46	57	31	23	21	50							<b>751</b>	<b>228</b>
Adults	101	38	16	160	42	38							<b>733</b>	<b>395</b>
Outreach	834	523	27	702	621	494							<b>4,183</b>	<b>3,201</b>
<b>TOTAL</b>													<b>12,294</b>	<b>6,704</b>

**MEETING ROOM ATTENDANCE**

	1,089	479	580	779	101	66							<b>10,676</b>	<b>3,094</b>
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**PATRON VISITS**

	8,085	7,018	8,500	7,151	5,712	5,314							<b>85,386</b>	<b>41,780</b>
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**VOLUNTEER HOURS**

	263	270	176	286	227	246							<b>2,157</b>	<b>1,468</b>
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# CITY OF STAYTON

## APPLICATION FOR COMMISSION/COMMITTEE

NAME OF COMMISSION/COMMITTEE:

Parks and Recreation Board

PLEASE CHECK ONE:

New Applicant  
 Application for reappointment

Years resided in Stayton: 51

PLEASE PRINT

Name Dennis Vietzke

Address 831 E Kathy Home Ph# 503-769-6222

Email Address Stayton, OR 97383 Cell Ph# 503-884-9825

Occupation Retire

Place of Employment \_\_\_\_\_

Business Address \_\_\_\_\_

Phone \_\_\_\_\_ Email \_\_\_\_\_

1. Please give a brief description of the experience or training that qualifies you for membership on this commission/committee. (If you wish, you may attach a resume or other pertinent material.)

*I worked for The City Parks for 5 months and have been on the Parks board for the past 7 years.*

2. Why do you want to become a member of the above-mentioned commission/committee and what specific contribution would you hope to make?

*I just like to be involved in planning of the parks*

PLEASE COMPLETE BOTH SIDES OF THIS APPLICATION

3. Please list the community concerns related to this commission/committee that you would like to see addressed if you are appointed.

*Finishing Pioneer Park*

4. Briefly describe your present or past involvement in relevant community groups. (Having no previous involvement will not disqualify you for appointment.)

*None*

5. Are you currently serving on any Advisory Boards, Commissions or Committees? If so, which ones?

*Stayton Parks and Recreation Board*

6. How did you learn about this vacancy?

Our Website  Word of mouth *None* Other

7. Are you employed by, have any business, contractual arrangements or family connections with programs having contractual agreements with the City that might be within the purview of the committee on which you are seeking appointment?

*No*

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Signature of Applicant

*Ferris Bieble*

Date

*12-14-15*

PLEASE RETURN TO:

City of Stayton  
362 N. Third Avenue  
Stayton, OR 97383

*It is the policy of the City to comply with all federal and state statutes on equal employment opportunity. This policy shall be applied without regard to any individual employee or job applicant's sex, race, color, religion, national origin, ancestry, age, marital status, political affiliation, genetic information, veteran status or any other legally protected status per state and federal law.*

**PLEASE COMPLETE BOTH SIDES OF THIS APPLICATION**

Cherie Douglas



# CITY OF STAYTON APPLICATION FOR COMMISSION/COMMITTEE

NAME OF COMMISSION/COMMITTEE:

Park & Recreation Board

PLEASE CHECK ONE:

New Applicant  
 Application for reappointment

Years resided in Stayton: 8.5

PLEASE PRINT

Name Cherie Douglas

Address 818 W. IGA street Home Ph# 503.339.6922

Email Address Cherie Douglas Cell Ph# \_\_\_\_\_

Occupation RN

Place of Employment Oregon State Hospital

Business Address 2600 Center street NE Salem Oregon 97301

Phone 503 945 2800 Email \_\_\_\_\_

1. Please give a brief description of the experience or training that qualifies you for membership on this commission/committee. (If you wish, you may attach a resume or other pertinent material.)

Several years on the Park & Rec board.

2. Why do you want to become a member of the above-mentioned commission/committee and what specific contribution would you hope to make?

I enjoy our parks and want to contribute to my community & park improvement.

PLEASE COMPLETE BOTH SIDES OF THIS APPLICATION

3. Please list the community concerns related to this commission/committee that you would like to see addressed if you are appointed.

I would like to reflect our communities wishes and be part of raising funds.

4. Briefly describe your present or past involvement in relevant community groups. (Having no previous involvement will not disqualify you for appointment.)

4 years as a school nurse addressing Childhood obesity  
5 years on Park & Rec board

5. Are you currently serving on any Advisory Boards, Commissions or Committees? If so, which ones?

Park & Rec

6. How did you learn about this vacancy?

Our Website  Word of mouth  Other

7. Are you employed by, have any business, contractual arrangements or family connections with programs having contractual agreements with the City that might be within the purview of the committee on which you are seeking appointment?

no

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Signature of Applicant Cherie Douglas Date 12-14-2015

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**PLEASE RETURN TO:** City of Stayton  
362 N. Third Avenue  
Stayton, OR 97383

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**PLEASE COMPLETE BOTH SIDES OF THIS APPLICATION**



# CITY OF STAYTON

## APPLICATION FOR COMMISSION/COMMITTEE

NAME OF COMMISSION/COMMITTEE:

Budget

PLEASE CHECK ONE:

New Applicant

Application for reappointment

Years resided in Stayton: 21

PLEASE PRINT

Name Alan R. Kingsley

Address P.O. Box 173 Stayton, OR 97383 Home Ph# 503-769-7105

Email Address alanrkingsley@gmail.com Cell Ph# N/A

Occupation Insurance Agent

Place of Employment Cammack-Kingsley Insurance

Business Address P.O. Box 190 Stayton, OR 97383

Phone 503-769-7105 Email N/A

- 
- 
1. Please give a brief description of the experience or training that qualifies you for membership on this commission/committee. (If you wish, you may attach a resume or other pertinent material.)

Application for reappointment

2. Why do you want to become a member of the above-mentioned commission/committee and what specific contribution would you hope to make?

Application for reappointment

PLEASE COMPLETE BOTH SIDES OF THIS APPLICATION

3. Please list the community concerns related to this commission/committee that you would like to see addressed if you are appointed.

None

4. Briefly describe your present or past involvement in relevant community groups. (Having no previous involvement will not disqualify you for appointment.)

NSSD 29J Budget Committee Member  
Stayton Fire District Budget Committee Member  
NSSD 29J LRFMP Committee

5. Are you currently serving on any Advisory Boards, Commissions or Committees? If so, which ones?

Budget Committee, Charter Review Committee & PEG Commission.

6. How did you learn about this vacancy?

Our Website  Word of mouth  Other

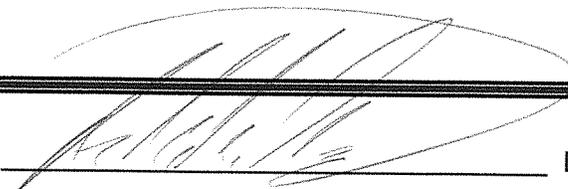
7. Are you employed by, have any business, contractual arrangements or family connections with programs having contractual agreements with the City that might be within the purview of the committee on which you are seeking appointment?

I am the City of Stayton's Insurance Agent. I feel that I can be impartial and objective and that there is no conflict of interest.

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Signature of Applicant



Date 12/02/2015

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PLEASE RETURN TO:

City of Stayton  
362 N. Third Avenue  
Stayton, OR 97383

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**PLEASE COMPLETE BOTH SIDES OF THIS APPLICATION**



# CITY OF STAYTON

## APPLICATION FOR COMMISSION/COMMITTEE

NAME OF COMMISSION/COMMITTEE:

Budget Committee

PLEASE CHECK ONE:

New Applicant  
 Application for reappointment

Years resided in Stayton: 20

PLEASE PRINT

Name Scott West

Address 950 E Burnett St, Stayton, OR 97383 Home Ph# 503-769-0629

Email Address ww2scott@wvi.com Cell Ph# 503-871-2066

Occupation Forester

Place of Employment Oregon Department of Forestry

Business Address 14995 S. Highway 211, Molalla, OR 97038

Phone 503-829-2216 Email scott.a.west@oregon.gov

- 
1. Please give a brief description of the experience or training that qualifies you for membership on this commission/committee. (If you wish, you may attach a resume or other pertinent material.)

I have been a member of the Budget Committee since 2001. In my job I deal with state budgeting. See attached resume.

2. Why do you want to become a member of the above-mentioned commission/committee and what specific contribution would you hope to make?

With my long history on the committee I feel I can give some historical perspectives on the budgeting. I also do have an understanding of government budgeting.

**PLEASE COMPLETE BOTH SIDES OF THIS APPLICATION**

3. Please list the community concerns related to this commission/committee that you would like to see addressed if you are appointed.

None at this time.

4. Briefly describe your present or past involvement in relevant community groups. (Having no previous involvement will not disqualify you for appointment.)

I have been a member of the Parks Board and the Budget Committee. I am involved with Cub Scouts and Boy Scouts. I also coach Soccer and am a member of the Knights of Columbus.

5. Are you currently serving on any Advisory Boards, Commissions or Committees? If so, which ones?

Clackamas Fire Defense Board

6. How did you learn about this vacancy?

Our Website  Word of mouth  Other

7. Are you employed by, have any business, contractual arrangements or family connections with programs having contractual agreements with the City that might be within the purview of the committee on which you are seeking appointment?

No.

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Signature of Applicant  Date January 4, 2016

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362 N. Third Avenue  
Stayton, OR 97383

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**PLEASE COMPLETE BOTH SIDES OF THIS APPLICATION**

## SCOTT ALLAN WEST

950 E Burnett St

Stayton, OR 97383

E-mail: [ww2scott@wvi.com](mailto:ww2scott@wvi.com) or [scott.a.west@oregon.gov](mailto:scott.a.west@oregon.gov)

C 503-871-2066 or H 503-769-0629 or W 503-829-2216

### KEY QUALITIES

- **Teamwork & Leadership** – Lead worker for the timber sale layout team and contract administrator since 1998 to 2013 and performed as the Assistant District Forester for the Santiam Unit for a year and the Molalla Unit Forester for 5 months in a work out of class assignment.
- **Incident Command System (ICS)** – Involved in wildland firefighting since 1990 starting in the operation section. Since 2002 moved into the role of Type 1 Safety Officer for large incidents and since 2007 was appointed as lead Safety Officer on one of the State of Oregon's Incident Management Teams.
- **Contract and Forest Law Enforcement** – Enforce of Oregon Forest Laws and over saw timber sale contracts.
- **Community Involvement** – Involved in Scouting at the Unit, District and Council level. Chaired large events such as Scout Expos, Cub Scout Olympics and Boy Scout Camporee. Currently a member of the City of Stayton Budget Committee. Involved in youth sports as a soccer coach for the Stayton Soccer Club, YMCA and St. Mary Elementary.

### EDUCATION

Bachelor of Science in Forest Management, Oregon State University, 1995

### EMPLOYMENT

- **Unit Forester; Forest Manager; Oregon Department of Forestry, Molalla, OR, November 2014 - March 2015 (Work Out of Class) and June 1, 2015 – Current**
  - Responsible for oversight of the Molalla Unit administration functions for multiple programs.
  - Develop fiscal and biennial budget and monitor fiscal and biennial expenditures periodically to ensure fiscal accountability.
  - Direct operational aspects of the Protection and Forest Practices programs at the unit.
  - Direct administration of the Oregon Forest Practices including the notification of operation process, conduct inspections, document inspection findings and enforcement actions.
  - Review enforcement action for violations of the Forest Practices Act and Administrative Rules.
  - Responsible for the recruitment, selection, training and time management of staff.
  - Oversight of the District motor pool
  - Establish, cultivate, and maintain relationships with Federal agencies, other State agencies, municipal and special districts.
- **Stewardship Forester; Natural Resource Specialist 2 - Oregon Department of Forestry, Lyons OR, February 2013 – May 31, 2015 and Molalla, OR, June 2008 - October 2008(Temporary Assignment)**
  - Assess proposed forest operations in regard to risk of resource damage and applicability of forest protection rules, statutes or procedures.
  - Inspect forest operation to assure compliance with the Oregon Forest Practice Act.
  - Issue citations, case briefs, correction orders and enforcement action for violations of the Forest Practices Act and Administrative Rules when necessary.
  - Coordinate with and seek the advice of other regulatory agencies as needed.
  - Review burn plans for fire prevention and smoke management; issue burning permits; assure compliance with Oregon's Smoke Management plan; industrial fire inspections on logging operations; issue citations for non-compliance.
  - Monitor the reforestation activities required by the Forest Practices Act.
  - Provide assistance to landowners through administration of cost share programs, provide technical assistance on forest land management activities.
- **Lead Safety Officer; Oregon Department of Forestry Incident Management Team 2 (Type 1), March 2007 - Current**
  - Member of the Command and General Staff responsible for overall health and safety at the incident and at camp.
  - Develop safety analyses for each operational period to identify and mitigate the hazards and risks.
  - Inspect all operational aspects at the incident from online, helibase, food service, fire cache and camp facilities.
  - Oversee all accident investigations on the incident.
  - Work with the medical unit making sure medical service is available at the incident and at camp.
  - Establish, cultivate, and maintain relationships with other State cooperating agencies, county, municipal, Federal agencies and special districts.

## **EMPLOYMENT – continued**

- **Operations Forester;** Natural Resource Specialist 2 - Oregon Department of Forestry, Lyons, OR, August 1998 - February 2013
  - Lead timber sale contract administrator for commercial thinning & regeneration harvest sales. This includes the following: approving project work (road sub grade, rock pit development, road rocking projects, roadside brushing and culvert placement), inspection plots on thinning, skid road & cable corridor approval, and damage assessments to residual trees, industrial fire inspections on logging operations.
  - Issue citations, case briefs, correction orders and enforcement action for violations of the Forest Practices Act and Administrative Rules when necessary.
  - Over see the Santiam State Forest recreation program which includes 4 campgrounds, 30 miles of trails and community interest groups like OET Horse group, Santiam free riders and Crooked Finger ATV club.
  - Timber sale layout for commercial thinning & regeneration harvest sales. This includes the following: boundary posting, RMA posting, road layout & design, cruising, harvest system analysis, cruise report, contract preparation.
  - Review timber sale contracts prepared by NRS1 making sure they meet the objectives in the Annual Operation Plan before final approval.
  - Developed harvest prescription, road and logging design and write ups on site resources (threatened and endangered species, current vegetation, soil type, cultural resources and stream information) for the annual operations plan.
  - Serve as the lead worker for recreation, sale prep, and contract administration duties of the NRS1's or FMT in the unit.
  - Develop the unit's procedures for timber sale layout and contract administration.
- **Assistant District Forester;** Principal Executive Manager C (Work Out of Class); Oregon Department of Forestry, Lyons, OR, May 2007 - April 2008
  - Responsible for oversight of the Santiam Unit administration functions for multiple programs.
  - Monitor fiscal and biennial expenditures periodically to ensure fiscal accountability.
  - Direct operational aspects of the management of state forest lands on the Santiam State Forest.
  - Oversee the compliance of sale contracts; review and recommend contract enforcement actions and contract modifications.
  - Direct the development and review the North Cascade District Annual Operation Plan.
  - Direct administration of the Oregon Forest Practices including the notification of operation process, conduct inspections, document inspection findings and enforcement actions.
  - Review citations, case briefs, correction orders and enforcement action for violations of the Forest Practices Act and Administrative Rules.
  - Responsible for the recruitment, selection, training and time management of staff.
  - Establish, cultivate, and maintain relationships with other State agencies, municipal and special districts.
- **Legislative Internship;** Oregon Department of Forestry, Salem, OR, February 2005
  - Tracking legislative bills that have impact on the Department of Forestry. Providing reports and updates to staff.
- **Forester;** Natural Resource Specialist 1 - Oregon Department of Forestry, Lyons, OR, April 1995 - August 1998
  - Timber sale contract administration on commercial thinning & regeneration harvest sales.
  - Timber sale layout for commercial thinning & regeneration harvest sales. This included: Timber cruising, harvest unit layout & design and road design & layout
  - Reforestation projects including: stocking surveys, spray projects.

## **COMMITTEES, BOARDS, CLUBS & ASSOCIATIONS**

- Oregon Department of Forestry State Wide Safety & Wellness Committee from 2009 to 2014 (Chair 2010 to 2014)
- Currently member of the Line Safety Officer Training instructor team
- Member of the Society of American Foresters from 1990 to 2000
- Currently a member of the City of Stayton Budget Committee since 2001
- Member of the City of the Stayton Parks and Recreation Board from 1999 to 2003 (Chair 2002 to 2003)
- Volunteer Firefighter from 1988 to 1994 in Burke VA, North Bend OR, Corvallis OR & Jackson County OR
- Committee Chair of the Catholic Committee on Scouting for the Archdiocese of Portland in Oregon since 2007
- Committee Chair for Troop 50, Pack 50 and Crew 50 in Stayton/Sublimity
- Scoutmaster for Boy Scout Troop 50 in Stayton/Sublimity from 2008 to 2014
- Cubmaster for Cub Scout Pack 50 in Stayton/Sublimity from 2004 to 2007
- Assistant Scoutmaster for Boy Scout Troop 50 in Stayton/Sublimity in 2007
- Program Chair, Activity Chair & Training Team for the Willamette District, Boy Scouts of America 2004 to 2011
- Currently Soccer coach for Stayton Soccer Club U8/10 and soccer coach for St. Mary's School in Stayton from 1996 to 1998 & YMCA from 2008 to 2012

## **AWARDS / HONORS**

- Eagle Scout in 1987
- Youth in America Leadership Award from Boy Scouts of America in 1987
- Who's Who in Colleges and Universities in 1994 for leadership as an Assistant Resident Hall Director
- Willamette District Award of Merit 2007 - Boy Scouts of America
- Extra Mile Award 2008 - Willamette District, Boy Scouts of America
- Bronze Pelican Award 2010 - Archdiocese of Portland in Oregon
- Oregon Department of Forestry Safety & Wellness Award 2011
- St. Georg Award 2012 - Archdiocese of Portland in Oregon
- Silver Beaver Award 2012 - Cascade Pacific Council, Boy Scouts of America

## **WILDLAND FIRE FIGHTING QUALIFICATIONS**

- Safety Officer Type 1, 2 & 3
- Division Group Supervisor
- Incident Commander Type 3 & 4
- Task Force Leader
- Field Observer
- Dozer Boss
- Felling Boss
- Fire Warden Class A

Grant Fund Distribution

Non-Profit Group	2012-13 Grant	2013-14 Grant	2014-15 Grant	Requests 2015-16
Boy Scout Troop 50	\$500.00	\$500.00		
Friends of the Family (Peer Court)	\$1,600.00	\$2,000.00	\$1,500.00	\$1,500.00
North Santiam Canyon Econ Develop Corp	\$500.00			
Stayton Movies in the Park		\$1,000.00	\$1,200.00	\$1,500.00
Santiam Historical society			\$300.00	\$500.00
Santiam Family YMCA	\$700.00			
Santiam Heritage Foundation	\$500.00	\$500.00	\$1,000.00	\$1,000.00
Santiam Senior Center	\$900.00	\$500.00	\$1,000.00	
Regis High School				\$250.00
Smokin Down the Highway				\$2,500.00
Stayton Friends of the Library				\$1,500.00
<b>Total Distribution</b>	<b>\$4,700.00</b>	<b>\$4,500.00</b>	<b>\$5,000.00</b>	<b>\$8,750.00</b>



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

**TO:** Mayor Henry A. Porter and the Stayton City Council  
**FROM:** David Rhoten, City Attorney  
Akin Blitz, City Labor / Personnel Attorney  
**DATE:** January 19, 2016  
**SUBJECT:** Appeal of Termination: Request to Continue up to 30 Days

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In a January 17, 2016 email to City Council, Katinka Bryk clarified that her previous letter emailed to Council was an appeal of her termination from the City of Stayton to the City Council. This is allowed under the Stayton Personnel Manual section 12.4.4, which reads as follows:

“If a department head is not satisfied with the City Administrator's decision regarding disciplinary action taken against him/her, the department head may appeal the matter to the City Council by filing a written appeal with the Mayor within two (2) working days of the City Administrator's decision. The Council will meet, hear the appeal, and respond to it by the end of its next regularly scheduled Council meeting following the filing of the appeal unless the Council votes to extend the response time. The Council may extend the response time up to thirty (30) days.”

At this time, the City Attorney requests the matter be continued up to 30 days per the Stayton Personnel Manual and a special session of the City Council be scheduled on or before February 16, 2016.

**MOTION(S)**

- 1) Motion to continue Katinka Bryk's Appeal of Termination for up to 30 days and to schedule a Special Session of the City Council on or before February 16, 2016.



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

**TO: Mayor Henry A. Porter and the Stayton City Council**  
**FROM: David Rhoten, City Attorney**  
**Akin Blitz, City Labor / Personnel Attorney**  
**DATE: January 19, 2016**  
**SUBJECT: Request for Inquiry: City Personnel Matters**

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Based upon a complaint expressed by the City's Finance Director, and the City Administrator's request following, it is proposed that with the guidance of Mr. Akin Blitz, Stayton's attorney for personnel matters, an inquiry be initiated relating to management and personnel issues.

Parties may be placed on administrative leave during dates of employee interviews.

**MOTION(S)**

- 1) Motion to direct the City's legal counsel to move forward with initiating an inquiry relating to management and personnel issues.



## CITY OF STAYTON REQUEST FOR RECOGNITION

The purpose of this form is to ensure that anyone wishing to address the Stayton City Council will have the opportunity to do so. This form is to be completed prior to the opening of the meeting, and should be submitted to staff. Please wait for recognition from the Mayor prior to addressing the Council.

Name (please print): KATINKA BRYK

Address: 973 east Jefferson St.

Street City State Zip

Topic: WHAT'S GOING ON WITH MY APPEAL?

Speaking in...

Support of \_\_\_\_\_

Opposition to \_\_\_\_\_

General Testimony \_\_\_\_\_

Comments: \_\_\_\_\_

***Please limit presentations to 10 minutes or less, and comments to 3 minutes or less.***

If you wish to obtain a copy of a land use decision, please contact the Planning & Development Department at (503) 769-2998, or their office is located at 311 N. 3<sup>rd</sup> Avenue, Stayton, 97383.



# CITY OF STAYTON REQUEST FOR RECOGNITION

The purpose of this form is to ensure that anyone wishing to address the Stayton City Council will have the opportunity to do so. This form is to be completed prior to the opening of the meeting, and should be submitted to staff. Please wait for recognition from the Mayor prior to addressing the Council.

Name (please print): JACK FISKE

Address: 272 W High Stayton OR 97383  
Street City State Zip

Topic: WATER BILL March-April '15

Speaking in...  
Support of \_\_\_\_\_  
Opposition to 207,000 for fire fee.  
General Testimony \_\_\_\_\_  
additions to water system

Comments: to benefit fire Dept.

**Please limit presentations to 10 minutes or less, and comments to 3 minutes or less.**

If you wish to obtain a copy of a land use decision, please contact the Planning & Development Department at (503) 769-2998, or their office is located at 311 N. 3<sup>rd</sup> Avenue, Stayton, 97383.



## CITY OF STAYTON REQUEST FOR RECOGNITION

The purpose of this form is to ensure that anyone wishing to address the Stayton City Council will have the opportunity to do so. This form is to be completed prior to the opening of the meeting, and should be submitted to staff. Please wait for recognition from the Mayor prior to addressing the Council.

Name (please print): Rése

Address: 525 Mill Stream Woods Stayton OR 97383  
Street City State Zip

Topic: Communication, morale

Speaking in...

Support of X Opposition to \_\_\_\_\_ General Testimony \_\_\_\_\_

Comments: Have in writing - staff & board members may not discuss city policy.

**Please limit presentations to 10 minutes or less, and comments to 3 minutes or less.**

If you wish to obtain a copy of a land use decision, please contact the Planning & Development Department at (503) 769-2998, or their office is located at 311 N. 3<sup>rd</sup> Avenue, Stayton, 97383.