



AGENDA

STAYTON CITY COUNCIL MEETING

Monday, January 4, 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

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

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

- a. November 2015 Statistical Report

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

- a. November 2015 Operating Report

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

- a. November 2015 Activities Report

Library Director’s Report – Katinka Bryk **Informational**

- a. November 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

BUSINESS FROM THE COUNCIL

FUTURE AGENDA ITEMS – January 19, 2016

- a. Local Option Levy
- b. Community Grants

ADJOURN

CALENDAR OF EVENTS

JANUARY 2016

Monday	January 4	City Council	7:00 p.m.	Community Center (north end)
Tuesday	January 5	Parks & Recreation Board	7:00 p.m.	E.G. Siegmund Meeting Room
Friday	January 8	Community Leaders Meeting	7:30 a.m.	Covered Bridge Café
Tuesday	January 12	Commissioner's Breakfast	7:30 a.m.	Covered Bridge Café
Monday	January 18	CITY OFFICES CLOSED IN OBSERVANCE OF MARTIN LUTHER KING DAY		
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	CITY OFFICES CLOSED IN OBSERVANCE OF PRESIDENTS DAY		
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
REGULAR MEETING	
Announcements	
a. Additions to the Agenda	None
b. Declaration of Ex Parte Contacts, Conflict of Interest, Bias, etc.	None
Presentations / Comments from the Public	
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.
Consent Agenda	
a. November 16, 2015 City Council Meeting Minutes	Motion from Councilor Quigley, seconded by Councilor Niegel, to approve the consent agenda. Motion passed 5:0.
Public Hearing	
	None
Unfinished Business	
	None
New Business	
Community Grant Scoring Criteria	
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 4th 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

Staff / Commission Reports Public Works Director's Report 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.
Presentations / Comments From the Public	None
Business from the City Administrator 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.
Business from the Mayor a. Parks and Recreation Board Reappointments <ul style="list-style-type: none"> • Pam Pugsley • Mark Kronquist 	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.
Business from the Council	None
Future Agenda Items – December 21, 2015 a. Meeting Cancelled	

APPROVED BY THE STAYTON CITY COUNCIL THIS 4TH 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 4, 2016
SUBJECT: Ord No. 992 & Res. No. 937 Marijuana Tax

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.

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 4th 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.

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 4th 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

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 125th 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

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
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

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

	November 2015	Year to Date 2015	November 2014	Year to Date 2014
Police Activity	797	8808	660	8103
Investigated Incidents	270	3628	338	2914
Citations/Warning	84/198	996/1909	65/107	1761
Traffic Accidents	11	95	11	73
Juvenile Abuse	1	31	6	44
Arrests	25	446	44	681
Reserve Volunteer Hrs.	437.92	4157.06	251.55	2497.55
Citizen Volunteer Hrs.	16	51	16	248
Peer Court Referrals:	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	11/1/14 to 11/30/14	% Change Yr to Yr	11/1/15 to 11/30/15	11/1/14 to 11/30/14		11/1/15 to 11/30/15	11/1/14 to 11/30/14		11/1/15 to 11/30/15	11/1/14 to 11/30/14	
	11/1/15 to 11/30/15	11/1/14 to 11/30/14	Yr to Yr	11/1/15 to 11/30/15	11/1/14 to 11/30/14	11/1/15 to 11/30/14	11/1/15 to 11/30/15	11/1/14 to 11/30/14	11/1/15 to 11/30/14	Juv	Adult	Total
NON-CRIMINAL												
ACCIDENT-INJURY	1	14	-28.6%	10	14	0.0%	56.3%	82.4%	0	0	0	10
ACCIDENT-PROPERTY	8	40	25.0%	50	3	0.0%	0.0%	100.0%	0	0	0	0
ALL OTHER NON-CRIMINAL	211	1,834	39.9%	2,566	0	0.0%	0.0%	0.0%	0	0	0	0
NON CRIM DOMESTIC DISTURB	9	103	27.2%	131	3	0.0%	0.0%	100.0%	0	0	0	0
NON-CRIMINAL TOTALS	229	1,991	38.5%	2,757	81	40.0%	74.1%	93.1%	0	1	1	64
PERSON												
AGGRAVATED ASSAULT	0	17	-5.9%	16	9	0.0%	0.0%	0.0%	0	0	0	0
KIDNAPPING	0	3	-100.0%	0	0	0.0%	0.0%	0.0%	0	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	3	-33.3%	2	0	0.0%	0.0%	0.0%	0	0	0	0
OTHER ASSAULTS	5	87	-6.9%	81	2	60	40.0%	74.1%	0	1	1	64
RAPE	0	3	-33.3%	2	0	0	0.0%	0.0%	0	0	0	0
RESTRAINING ORDER VIOLATION	1	11	27.3%	14	13	10	100.0%	92.9%	0	1	1	13
ROBBERY	0	1	100.0%	2	2	1	0.0%	100.0%	0	0	0	2
SEX OFFENSES	0	27	-48.1%	14	8	13	0.0%	57.1%	0	0	0	1
PERSON TOTALS	6	152	-13.8%	131	92	128	50.0%	70.2%	0	2	2	91
PROPERTY												
ARSON	0	1	200.0%	3	2	1	0.0%	66.7%	0	0	0	2
BURGLARY - BUSINESS	0	8	-37.5%	5	1	1	0.0%	20.0%	0	0	0	1
BURGLARY - OTHER STRUCTURE	0	5	60.0%	8	2	0	0.0%	25.0%	0	0	0	1
BURGLARY - RESIDENCE	2	41	-43.9%	23	4	8	50.0%	17.4%	0	1	1	4
COUNTERFEITING/FORGERY	2	6	-33.3%	4	0	1	0.0%	0.0%	0	0	0	2
EXTORTION/BLACKMAIL	1	0	0.0%	1	0	0	0.0%	0.0%	0	0	0	0
FRAUD	1	59	-11.9%	52	0	24	0.0%	28.8%	0	0	0	13
LARCENY												
Pickpocket	0	0	0.0%	1	1	0	0.0%	100.0%	0	0	0	0
Purse Snatching	0	0	0.0%	3	1	0	0.0%	33.3%	0	0	0	1
Shoplifting	2	50	14.0%	57	36	34	50.0%	63.2%	0	1	1	41
Theft from a Motor Vehicle	3	90	-21.1%	71	2	4	0.0%	2.8%	0	0	0	2
Theft of MV Parts/Accessories	0	10	-40.0%	6	0	1	0.0%	0.0%	0	0	0	0
Theft of Bicycle	0	32	-9.4%	29	4	1	0.0%	13.8%	0	0	0	4
Theft from Building	1	22	-13.6%	19	0	7	0.0%	5.3%	0	0	0	2

	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%	23.9%	0	0	19	33
LARCENY	8	269	321	-16.2%	1	60	75	12.5%	22.3%	23.4%	0	1	69	82
MOTOR VEHICLE THEFT	1	14	18	-22.2%	0	2	6	0.0%	14.3%	33.3%	0	0	3	4
STOLEN PROPERTY	0	2	3	-33.3%	0	2	3	0.0%	100.0%	100.0%	0	0	0	1
VANDALISM	1	101	93	8.6%	0	12	35	0.0%	11.9%	37.6%	0	0	12	29
PROPERTY TOTALS	16	482	555	-13.2%	2	100	154	12.5%	20.7%	27.7%	0	2	108	155
SOCIETY														
ALL OTHER	6	161	165	-2.4%	1	56	63	16.7%	34.8%	38.2%	0	0	21	34
ANIMAL	1	1	1	0.0%	0	0	1	0.0%	0.0%	100.0%	0	0	0	0
CURFEW	2	18	12	50.0%	2	18	12	100.0%	100.0%	100.0%	1	0	1	25
CUSTODY-MENTAL	1	8	9	-11.1%	0	6	9	0.0%	75.0%	100.0%	0	1	1	8
DISORDERLY CONDUCT	4	45	51	-11.8%	4	40	49	100.0%	88.9%	96.1%	1	4	5	42
DR WHILE SUSP	1	12	29	-58.6%	1	12	29	100.0%	100.0%	100.0%	0	1	12	29
DRIVING UNDER INFLUENCE	5	52	48	8.3%	5	52	48	100.0%	100.0%	100.0%	0	5	5	52
ELUDING	0	3	2	50.0%	0	2	2	0.0%	66.7%	100.0%	0	0	0	3
ESCAPE	0	1	2	-50.0%	0	1	2	0.0%	100.0%	100.0%	0	0	0	1
FAIL TO DISPLAY DL	0	5	1	400.0%	0	4	1	0.0%	80.0%	100.0%	0	0	0	4
FUGITIVE	0	0	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%	38.2%	0	0	9	5
LIQUOR LAWS	0	9	21	-57.1%	0	8	21	0.0%	88.9%	100.0%	0	0	19	24
MIP TOBACCO	0	6	11	-45.5%	0	6	11	0.0%	100.0%	100.0%	0	0	6	12
NARCOTICS/DRUGS	4	53	52	1.9%	4	51	51	100.0%	96.2%	98.1%	1	2	3	70
PROP RECOV - FOR OTHER AGENCY	0	1	3	-66.7%	0	0	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%	100.0%	0	3	4	5
RUNAWAY	0	11	15	-26.7%	0	10	15	0.0%	90.9%	100.0%	0	0	0	10
SEX OFFENSES	0	3	0	0.0%	0	2	0	0.0%	66.7%	0.0%	0	0	3	0
TRESPASS	10	86	39	120.5%	7	58	30	70.0%	67.4%	76.9%	1	5	6	30
VEH RECOV - FOR OTHER AGENCY	1	2	0	0.0%	0	1	0	0.0%	50.0%	0.0%	0	0	0	0
WARRANT	9	124	128	-3.1%	9	123	127	100.0%	99.2%	99.2%	0	0	3	3
WEAPONS	0	4	9	-55.6%	0	4	9	0.0%	100.0%	100.0%	0	0	4	5
SOCIETY TOTALS	49	646	638	1.3%	36	469	499	73.5%	72.6%	78.2%	4	33	476	513
GRAND TOTALS	300	4,016	3,336	20.4%										



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

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 7th 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**

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

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

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

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. 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
TOTAL CHECKOUTS	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
TOTAL													\$23,540.59	\$10,241.87

REFERENCE QUESTIONS

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

NEW PATRON CARDS

	126	86	120	113	78								1,220	523
--	-----	----	-----	-----	----	--	--	--	--	--	--	--	-------	-----

INTERNET USE

	1,421	1,295	1,023	1,191	998								16,312	5,928
--	-------	-------	-------	-------	-----	--	--	--	--	--	--	--	--------	-------

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
TOTAL													12,294	5,839

MEETING ROOM ATTENDANCE

	1,089	479	580	779	694								10,676	3,621
--	-------	-----	-----	-----	-----	--	--	--	--	--	--	--	--------	-------

PATRON VISITS

	8,085	7,018	8,500	7,151	5,712								85,386	36,466
--	-------	-------	-------	-------	-------	--	--	--	--	--	--	--	--------	--------

VOLUNTEER HOURS

	263	270	176	286	226								2,157	1,221
--	-----	-----	-----	-----	-----	--	--	--	--	--	--	--	-------	-------



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

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. IDA 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

Signature of Applicant Cherie Douglas Date 12-14-2015

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



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.

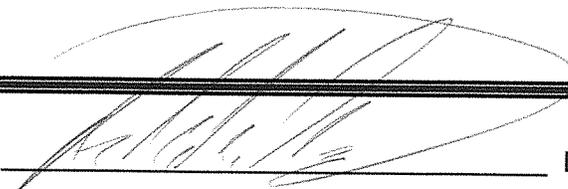
6. How did you learn about this vacancy?

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.

Signature of Applicant



Date 12/02/2015

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