



# AGENDA STAYTON CITY COUNCIL MEETING

Monday, June 15, 2015

Stayton Community Center

400 W. Virginia Street

Stayton, Oregon 97383

6:30 p.m.	Stayton City Council Executive Session in the Community Center Meeting Room. The purpose of the session is to discuss Labor Negotiations, pursuant to Oregon Revised Statutes (ORS) 192.660.1(2)(d).
7:00 p.m.	Regular Meeting of the Stayton City Council

**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.*

**CONSENT AGENDA**

- a. June 1, 2015 City Council Minutes
- b. Senior Services Meal Site Agreement Renewal

***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**

**Sign Code**

**Action**

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

**NEW BUSINESS – None**

**STAFF/COMMISSION REPORTS**

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

**Informational**

- a. May 2015 Monthly Finance Department Report

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

**Informational**

- a. May 2015 Statistical Report

**Public Works Director’s Report**

**Informational**

- a. May 2015 Operating Report

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

**Informational**

- a. May 2015 Activities Report

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

**Informational**

- a. May 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. Reappointment of Margaret Ables to the Library Board

**BUSINESS FROM THE COUNCIL**

**FUTURE AGENDA ITEMS – July 6, 2015**

- a. Fee Schedule Resolution
- b. Weeds
- c. Annual COLA Increase
- d. Land Use Public Hearing – Newspaper Notices
- e. Alleys
- f. CCRLS Contract

**ADJOURN**

## CALENDAR OF EVENTS

### JUNE 2015

Monday	June 15	City Council Executive Session	6:30 p.m.	Community Center Meeting Room
Monday	June 15	City Council	7:00 p.m.	Community Center (north end)
Wednesday	June 17	Library Board	6:00 p.m.	E.G. Siegmund Meeting Room
Monday	June 22	Land Use Training	7:00 p.m.	E.G. Siegmund Meeting Room
Monday	June 29	City Council Executive Session	5:30 p.m.	City Hall Conference Room
Monday	June 29	Planning Commission	7:00 p.m.	Community Center (north end)

### JULY 2015

Friday	July 3	<b>CITY OFFICES CLOSED IN OBSERVANCE OF INDEPENDENCE DAY</b>		
Monday	July 6	City Council	7:00 p.m.	Community Center (north end)
Tuesday	July 7	Parks & Recreation Board	7:00 p.m.	E.G. Siegmund Meeting Room
Friday	July 10	Community Leaders Meeting	7:30 a.m.	Covered Bridge Café
Monday	July 13	City Council Executive Session	5:30 p.m.	City Hall Conference Room
Tuesday	July 14	Commissioner's Breakfast	7:30 a.m.	Covered Bridge Café
Wednesday	July 15	Library Board	6:00 p.m.	E.G. Siegmund Meeting Room
Monday	July 20	City Council	7:00 p.m.	Community Center (north end)
Monday	July 27	Planning Commission	7:00 p.m.	Community Center (north end)

### AUGUST 2015

Monday	August 3	City Council	7:00 p.m.	Community Center (north end)
Tuesday	August 4	Parks & Recreation Board	7:00 p.m.	E.G. Siegmund Meeting Room
Tuesday	August 11	Commissioner's Breakfast	7:30 a.m.	Covered Bridge Café
Tuesday	August 11	Public Safety Commission	6:00 p.m.	City Hall Conference Room
Friday	August 14	Community Leaders Meeting	7:30 a.m.	Covered Bridge Café
Monday	August 17	City Council	7:00 p.m.	Community Center (north end)
Wednesday	August 19	Library Board	6:00 p.m.	E.G. Siegmund Meeting Room
Monday	August 31	Planning Commission	7:00 p.m.	Community Center (north end)

### SEPTEMBER 2015

Tuesday	September 1	Parks & Recreation Board	7:00 p.m.	E.G. Siegmund Meeting Room
Monday	September 7	<b>CITY OFFICES CLOSED IN OBSERVANCE OF LABOR DAY</b>		
Tuesday	September 8	City Council	7:00 p.m.	Community Center (north end)
Tuesday	September 8	Commissioner's Breakfast	7:30 a.m.	Covered Bridge Café
Friday	September 11	Community Leaders Meeting	7:30 a.m.	Covered Bridge Café
Wednesday	September 16	Library Board	6:00 p.m.	E.G. Siegmund Meeting Room
Monday	September 21	City Council	7:00 p.m.	Community Center (north end)
Monday	September 28	Planning Commission	7:00 p.m.	Community Center (north end)

**City of Stayton  
City Council Meeting Minutes  
June 1, 2015**

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

**Time Start:** 7:00 P.M.

**Time End:** 9:02 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	Lance Ludwick, Public Works Director
Councilor Joe Usselman	Rich Sebens, Police Chief
	Christine Shaffer, Finance Director

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. Dave Curran, Owners of Cuppa Joe	Mr. Curran provided a handout to the Council which gave a request for what they would like to see included in modification to the Stayton Municipal Code section regarding free-standing signs.
<b>Consent Agenda</b>	
a. May 18, 2015 City Council Goal Minutes	Motion from Councilor Quigley, seconded by Councilor Niegel, to approve the Consent Agenda as modified. <b>Motion passed 5:0.</b>
<b>Public Hearing</b>	
<b>City of Stayton 2015-2016 Fiscal Year Budget</b>	
a. Open of Hearing	7:09 p.m.
b. Staff Report – Christine Shaffer	Ms. Shaffer reviewed the report included in the Council packet.
c. Questions from Council	Councilor Glidewell requested a breakout of Custodial services across all budgets instead of lumped into the Community Center budget.
d. Proponents' Testimony	None
e. Opponents' Testimony	None
f. General Testimony	None
g. Questions from the Public	None
h. Questions from the Council	None
i. Staff Summary	Ms. Shaffer gave a brief overview.
j. Close of Hearing	7:16 p.m.

<ul style="list-style-type: none"> <li>k. Council Deliberation</li> <li>l. Council Decision on Resolution No. 930</li> </ul>	<p>None</p> <p>Motion from Councilor Niegel, seconded by Councilor Glidewell, to adopt Resolution No. 930, adopting the Fiscal Year 2015-2016 City Budget, Making Appropriations, and levying property taxes for the fiscal year, as presented. <b>Motion passed 5:0.</b></p>
<p><b>Unfinished Business</b></p> <p><b>Sign Code</b></p> <ul style="list-style-type: none"> <li>a. Staff Report – Dan Fleishman</li>   <li>b. Council Deliberation</li>   <li>c. Council Decision</li> </ul>	<p>Mr. Fleishman gave a brief overview of the materials he’s presented to the Council in the packet.</p> <p>The Council reviewed the Sign code, line by line.</p> <p>Discussion regarding the length of time to complete required work and further discussion on freestanding signs.</p> <p>Topic will return at the June 15, 2015 City Council meeting.</p> <p>No action.</p>
<p><b>New Business</b></p> <p><b>Renewal of Pool Operation Agreement between the Family YMCA of Marion &amp; Polk Counties and the City of Stayton</b></p> <ul style="list-style-type: none"> <li>a. Staff Report – Keith Campbell</li>   <li>b. Council Deliberation</li> </ul>	<p>Mr. Campbell reviewed the staff report included in the Council packet.</p> <p>Councilor Quigley expressed concern of the YMCA operating their offices out of the Pool facility and issues with the solvency of the YMCA. He will not support the renewal of the Pool agreement.</p> <p>Councilor Niegel has heard positive comments regarding the YMCA programming at the Pool.</p> <p>Councilor Quigley requested the addition of a 6 month time limit for the YMCA to remit Triathlon proceeds to the City.</p> <p>Motion from Councilor Quigley, seconded by Councilor Usselman, to add a time frame for reimbursement of Triathlon funds to 6 months. <b>Motion passed 5:0.</b></p> <p>Councilor Glidewell requested staff ensure the YMCA attends meetings as stated in the contract.</p>

<p>c. Council Decision</p>	<p>Motion from Councilor Niegel, seconded by Councilor Lewis, to approve the renewal of the Pool Operation Agreement between the Family YMCA of Marion &amp; Polk Counties and the City of Stayton as amended.</p> <p>There was brief discussion regarding who the current Pool manager is and the current Director for the YMCA in the Stayton area.</p> <p><b>Motion passed 4:1 (Quigley).</b></p>
<p><b>Staff / Commission Reports</b></p>	<p>None.</p>
<p><b>Presentations / Comments From the Public</b></p>	<p>None.</p>
<p><b>Business from the City Administrator</b></p>	<p>At the May 18, 2015 Council meeting, representatives from the Marion County Veterans Task Force requested an appointee from the Stayton area. The City is now seeking applicants. Interested individuals can access an application on the City's website.</p> <p>Mr. Campbell gave an update regarding the home at Fifth Avenue and E. Virginia Street. At the last Council meeting there had been concerns raised by a citizen. Staff has been in contact with the developer, who has indicated he will comply with his requirements.</p>
<p><b>Business from the Mayor</b></p> <p>a. Reappointment of Susan Brandt to the Library Board</p> <p>b. Appointment of Mark Kronquist to the Parks and Recreation Board</p> <p>c. Appointment of Therese Bourdeau to the Planning Commission</p>	<p>Motion from Councilor Niegel, seconded by Councilor Usselman, to ratify the Mayor's reappointment of Susan Brandt to the Library Board; appointment of Mark Kronquist to the Parks and Recreation Board; and appointment of Therese Bourdeau to the Planning Commission.</p> <p><b>Motion passed 5:0.</b></p>
<p><b>Business from the Council</b></p>	<p>None.</p>
<p><b>Future Agenda Items – June 15, 2015</b></p>	
<p>a. Senior Services Meal Site Agreement Renewal</p> <p>b. CCRLS Agreement Renewal</p>	

APPROVED BY THE STAYTON CITY COUNCIL THIS 15<sup>TH</sup> DAY OF JUNE 2015, 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: Alissa Angelo, Deputy City Recorder**  
**DATE: June 15, 2015**  
**SUBJECT: Consent Agenda: Senior Services Meal Site Agreement Renewal**

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**ISSUE**

Whether or not to authorize the City Administrator to execute a renewal of the Facility Use Agreement, for a period of one year, with the Northwest Senior & Disability Services (NWSDS) for use of the Stayton Community Center as a senior meal site.

**STAFF RECOMMENDATION**

Authorize the City Administrator to execute the Facility Use Agreement for 2015-2016.

**BACKGROUND INFORMATION**

The City of Stayton has enjoyed a good working relationship with NWSDS for many years. The agency uses the kitchen facilities and the south side of the Community Center on a weekly basis as a senior meal site serving the greater Stayton area. The renewal in 2010 included a 19% increase in the base rent, from \$420 to \$500 a month plus the annual locker rent of \$250. All terms of the previous agreement remain unchanged for the coming year.

**FACTS AND FINDINGS**

NWSDS has agreed to the terms of the renewal.

**FISCAL IMPACT**

Annual rent to the General fund of \$6,250.

**OPTIONS**

Approve, deny or direct modification of the proposed Facility Use Agreement.

**MOTION(S)**

N/A included as a Consent Agenda item.

## **USE AGREEMENT STAYTON COMMUNITY CENTER FACILITY**

THIS USE AGREEMENT is made by and between the City of Stayton, CITY, and the Northwest Senior & Disability Services, USER.

WHEREAS, the primary use of the Stayton Community Center is as a public use and meeting area for the City of Stayton and any persons or groups who rent the facility from the CITY; and,

WHEREAS, the Northwest Senior & Disability Services desires to rent certain portions of the Center, and the CITY agrees to such use and rental as follows:

### **WITNESSETH**

THAT IN CONSIDERATION of the payment of user fees and the USER's covenants herein contained, the CITY will allow USER to use the following described premises:

The Stayton Community Center south meeting room, including kitchen facilities and one (1) storage locker, of the Stayton Community Center located at 400 West Virginia Street, Stayton, Oregon.

1. USER shall pay a user fee for the rental of the above described premises in the amount of five hundred dollars (\$500.00) per month commencing July 1, 2015. All rental fees shall be in advance prior to the first of the month.

A non-refundable, one-time per year storage locker rental fee of \$250.00 for one (1) locker used shall be paid prior to July 1, 2015 for use through June 30, 2016 unless this Agreement is earlier terminated.

2. USER agrees to abide by the general rules and regulations governing the use of the Stayton Community Center, attached herein as Exhibit A. In any case where the general rules and regulations conflict with the terms of this Agreement, the terms of this Agreement shall prevail.
3. Other than with prior written consent of CITY, the premises shall be used as a senior nutrition site for the Northwest Senior & Disability Services. USER is entitled to use of the designated portion of the Center on weekdays, Monday through Friday, between the hours of 9:00 a.m. to 2:00 p.m.
4. CITY reserves the right to rent or use the foyer and/or north end of the facility to others at any time USER is renting the facility.
5. In addition, on not more than four weekdays during the course of this Agreement, CITY reserves the right to schedule events that may involve the use of the entire premises of the Stayton Community Center. In order to allow USER to make suitable alternative arrangements, CITY shall notify USER of such events no less than 21 calendar days in advance of the date scheduled.
6. USER agrees to carry general liability insurance on the premises with an aggregate limit of at least \$1,000,000.00, meeting the statutory and city code requirements. USER further agrees to designate the City of Stayton as an additional named insured on the policy. USER shall provide CITY with a certificate evidencing said insurance coverage prior to occupancy.

7. USER shall protect, indemnify, defend and hold CITY harmless from any claim, loss, liability, or damage to persons or property and all costs and fees in the defense arising out of or related to any activity on the premises and any person who comes on the premises at the invitation or with the acquiescence of USER. USER's duty to indemnify shall not apply to nor prevent any claim by USER against CITY for injury or damage to USER or USER's property for which CITY may be liable.
8. USER is responsible for telephone service for the Northwest Senior & Disability Services. CITY grants USER the right to install a telephone line and telephone jack to the kitchen for the operation of the Northwest Senior & Disability Services nutrition site, at USER's sole expense.
9. USER shall be responsible for:
  - a. Daily supervision and staffing of the nutrition site.
  - b. Daily setup and putting away of tables and chairs for the nutrition program.
  - c. Providing dishwashing soap, dishwasher detergent, cleaners, and other cleaning supplies in order to maintain the kitchen area and clean up tables used for meals.
  - d. Daily cleanup of the kitchen, stoves, refrigerator, counters, tables and chairs.
  - e. Daily sweeping of the dining area and kitchen.
  - f. Ownership and maintenance of the existing commercial dishwasher, agreeing that the equipment will be used by other renters of the facility.
  - g. Daily checking of the bathroom areas including the restocking of toilet paper and paper towels.
  - h. Daily checking of all exit doors to ensure the facility is secure.
  - i. Provision of any special equipment or materials needed by the USER for conduct of the nutrition program.
10. USER shall be responsible for:
  - a. Any repairs to the premises necessitated by the negligence of USER, its agents, employees, and invitees, except as provided in paragraph 6 of this Agreement;
  - b. Any repairs to any of CITY's personal property and for any damage to the personal property which occurred during times USER is renting the facility.
  - c. Except with respect to activities for which CITY is responsible, USER shall pay as due all claims for work done on or for services rendered to or material furnished to the premises and shall keep the premises free from any and all liens of any kind whatsoever relating to USER's use and occupancy of the premises.
11. CITY shall be responsible for:
  - a. All utilities and general maintenance of the facility.
  - b. Providing utility paper supplies for use in the kitchen and bathrooms consisting of a reasonable quantity of toilet paper and paper towels.

12. USER agrees to maintain the premises in a clean and sanitary condition at all times. USER's on-going maintenance of the facility in a clean and sanitary condition is an essence of this Agreement and is the primary reason CITY has allowed USER to pay a reduced fee for the use of the facility. CITY will carefully monitor USER's ability to maintain the premises in a clean and sanitary condition; and, if CITY finds USER has not maintained the premises in a satisfactory manner, such shall be cause for termination of this Agreement.
13. USER shall make no improvements or alterations to the premises of any kind without first obtaining CITY's written consent. All improvements or alterations performed on the premises by either CITY or USER shall be the property of CITY when installed unless agreed otherwise in writing at the time of the installation of the improvement or alteration.
14. USER shall maintain a record of hours of operation of the Stayton nutrition site, attendance, volunteer hours worked, on-site meals served, off-site meals served and special programs offered to seniors in conjunction with the nutrition programs. USER shall present a brief written report on the Northwest Senior & Disability Services nutrition program, operations and costs to CITY upon request.
15. The term of this Use Agreement shall be for one (1) year commencing July 1, 2015 and terminating at 11:59 p.m. on June 30, 2016. This Agreement will be reviewed by March 30, 2016 and may be extended upon written agreement of both parties.
16. This Agreement may be terminated by either party by giving the other party thirty (30) days' written notice.
17. The remedies of CITY and USER for breach of this Agreement shall be as set forth in ORS 105.105 through ORS 105.155 and shall specifically include the remedies set forth as follows: ON 24 HOURS' NOTICE: CITY may, after 24-hours' written notice specifying the cause, immediately terminate this Agreement if: 1) USER or someone in USER's control seriously threatens immediately to inflict personal injury, or inflicts any substantial personal injury, upon CITY or other users; 2) USER or someone in USER's control intentionally inflicts any substantial damage to the premises; or 3) USER or someone in USER's control commits any act which is outrageous in the extreme.
18. In the event of termination of this Agreement under the terms hereof or otherwise, CITY may take possession in the manner provided in ORS 105.105 through 105.555 or in any other manner, including voluntary surrender by USER.
19. In the event of suit or action to enforce the rights of the CITY or the USER hereunder, the court may allow reasonable attorney fees to the prevailing party of said suit or appeal thereon.
20. It is understood that no modification of this Agreement shall be valid unless that modification appears in writing and has been signed by the USER's and by CITY's representatives who have been authorized to do so at a regularly scheduled meeting of the Stayton City Council.
21. USER shall refrain from storing on or discharging from or onto the premises any hazardous wastes or toxic substances as defined in 42 USC 9601-9657.
22. Waiver by either party of strict performance of any provision of this Agreement shall not be a waiver of or prejudice the party's right to require strict performance of the same provision in the future or of any other provision.

- 23. This Agreement shall be binding upon and inure to the benefit of the parties, their respective successors, and assigns.
- 24. This Agreement is the entire, final, and complete agreement of the parties pertaining to the agreement and supersedes and replaces all written and oral agreements heretofore made or existing by and between the parties or their representatives relating the property.
- 25. The Stayton City Administrator, or his designate, is hereby authorized to administer this Agreement for CITY.
- 26. The Nutrition Services Manager, or his designate, is hereby authorized to administer this Agreement for USER.

This Agreement has been approved by the City of Stayton at a regularly scheduled meeting of the Stayton City Council on the \_\_\_\_\_ day of \_\_\_\_\_ 2015.

**CITY OF STAYTON**

Date: \_\_\_\_\_

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

Approved As To Form

Date: \_\_\_\_\_

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

**NORTHWEST SENIOR & DISABILITY SERVICES**

Date: \_\_\_\_\_

By: \_\_\_\_\_  
Rodney Schroeder, Executive Director (Operations)



**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, Director of Planning and Development**  
**DATE: June 15, 2015**  
**SUBJECT: Sign Regulations**

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**ISSUE**

The issue before the City Council is continued discussion regarding sign regulations in the Stayton Land Use and Development Code.

**BACKGROUND INFORMATION**

The City Council has now held three discussions of the sign regulations. At June 1 meeting, the City Council conducted a line by line review of the code and made it about half way through. At the June 15 meeting we will resume the review at Section 17.20.140.9.b.2).

Please bring the suggested amendments that were part of the June 1 meeting packet with you. Please let me know if you will need an additional copy.



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

**TO: Mayor Henry A. Porter and the Stayton City Council**  
**FROM: Christine Shaffer, Finance Director**  
**DATE: June 15, 2015**  
**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:	May 2015	April 2015
Number of Bills sent out	2,603	2,641
Delinquent Notices sent out	459	466
Courtesy Delinquent Notices sent to Landlords	142	143
Notified of Impending Shut off & Penalty	140	131
Customers with Interrupted Services Non-Payment	21	20
Services still Disconnected	0	0

Accounts Payable:

Number of Checks Issued	140	182
Total Amount of Checks	\$613,997.41	\$308,438.55

CITY OF STAYTON  
FUND SUMMARY  
FOR THE 11 MONTHS ENDING MAY 31, 2015

GENERAL FUND

	YTD ACTUAL	BUDGET	VARIANCE	PCNT
<u>REVENUE</u>				
PROPERTY TAXES	1,742,514.45	1,718,144.00	( 24,370.45)	101.4
CHARGES FOR SERVICES	3,052.50	7,200.00	4,147.50	42.4
GRANTS & CONTRIBUTIONS	1,000.00	1,500.00	500.00	66.7
FRANCHISE FEES	799,085.23	765,000.00	( 34,085.23)	104.5
LICENSES, PERMITS & FEES	32,592.30	16,000.00	( 16,592.30)	203.7
FINES & FORFEITURES	107,811.60	213,700.00	105,888.40	50.5
INTERGOVERNMENTAL	181,779.41	175,190.00	( 6,589.41)	103.8
INTEREST	1,251.33	500.00	( 751.33)	250.3
MISCELLANEOUS/TRANSFERS	380,639.63	392,195.00	11,555.37	97.1
	<u>3,249,726.45</u>	<u>3,289,429.00</u>	<u>39,702.55</u>	<u>98.8</u>
<u>EXPENDITURES</u>				
NON-DEPARTMENTAL	325,020.74	465,520.00	140,499.26	69.8
ADMINISTRATION	416,175.15	479,482.00	63,306.85	86.8
POLICE	1,741,671.11	1,919,675.00	178,003.89	90.7
PLANNING	121,479.42	159,818.00	38,338.58	76.0
COMMUNITY CENTER	47,635.06	59,948.00	12,312.94	79.5
PARKS	103,970.59	154,274.00	50,303.41	67.4
MUNICIPAL COURT	68,920.13	186,785.00	117,864.87	36.9
STREET LIGHTING	89,396.26	116,685.00	27,288.74	76.6
	<u>2,914,268.46</u>	<u>3,542,187.00</u>	<u>627,918.54</u>	<u>82.3</u>

CITY OF STAYTON  
 FUND SUMMARY  
 FOR THE 11 MONTHS ENDING MAY 31, 2015

PUBLIC WORKS ADMINISTRATION

	<u>YTD ACTUAL</u>	<u>BUDGET</u>	<u>VARIANCE</u>	<u>PCNT</u>
<u>REVENUE</u>				
INTEREST	264.35	100.00	( 164.35)	264.4
MISCELLANEOUS/TRANSFERS	413,048.15	414,000.00	951.85	99.8
	<u>413,312.50</u>	<u>414,100.00</u>	<u>787.50</u>	<u>99.8</u>
<u>EXPENDITURES</u>				
DEPARTMENT 80	366,209.31	445,010.00	78,800.69	82.3
	<u>366,209.31</u>	<u>445,010.00</u>	<u>78,800.69</u>	<u>82.3</u>

CITY OF STAYTON  
 FUND SUMMARY  
 FOR THE 11 MONTHS ENDING MAY 31, 2015

LIBRARY FUND

	YTD ACTUAL	BUDGET	VARIANCE	PCNT
<u>REVENUE</u>				
PROPERTY TAXES	149,558.96	151,000.00	1,441.04	99.1
CHARGES FOR SERVICES	32,949.67	56,823.00	23,873.33	58.0
GRANTS & CONTRIBUTIONS	25,090.00	25,200.00	110.00	99.6
LICENSES, PERMITS & FEES	9,576.50	15,500.00	5,923.50	61.8
FINES & FORFEITURES	12,151.69	15,000.00	2,848.31	81.0
INTERGOVERNMENTAL	1,351.00	1,339.00	( 12.00)	100.9
INTEREST	321.91	400.00	78.09	80.5
MISCELLANEOUS/TRANSFERS	139,500.00	140,500.00	1,000.00	99.3
	<u>370,499.73</u>	<u>405,762.00</u>	<u>35,262.27</u>	<u>91.3</u>
<u>EXPENDITURES</u>				
DEPARTMENT 80	<u>347,927.74</u>	<u>492,839.00</u>	<u>144,911.26</u>	<u>70.6</u>
	<u>347,927.74</u>	<u>492,839.00</u>	<u>144,911.26</u>	<u>70.6</u>

CITY OF STAYTON  
 FUND SUMMARY  
 FOR THE 11 MONTHS ENDING MAY 31, 2015

WATER ENTERPRISE FUND

	YTD ACTUAL	BUDGET	VARIANCE	PCNT
<u>REVENUE</u>				
CHARGES FOR SERVICES	1,599,771.12	1,754,000.00	154,228.88	91.2
LICENSES, PERMITS & FEES	38,023.22	30,000.00	( 8,023.22)	126.7
INTEREST	3,073.26	3,500.00	426.74	87.8
MISCELLANEOUS/TRANSFERS	3,445.82	11,000.00	7,554.18	31.3
	<u>1,644,313.42</u>	<u>1,798,500.00</u>	<u>154,186.58</u>	<u>91.4</u>
<u>EXPENDITURES</u>				
DEPARTMENT 86	1,693,465.81	1,925,546.00	232,080.19	88.0
	<u>1,693,465.81</u>	<u>1,925,546.00</u>	<u>232,080.19</u>	<u>88.0</u>

CITY OF STAYTON  
 FUND SUMMARY  
 FOR THE 11 MONTHS ENDING MAY 31, 2015

STORM WATER ENTERPRISE FUND

	YTD ACTUAL	BUDGET	VARIANCE	PCNT
<u>REVENUE</u>				
CHARGES FOR SERVICE	194,974.53	237,000.00	42,025.47	82.3
INTEREST	262.37	200.00	( 62.37)	131.2
MISCELLANEOUS/TRANSFERS	38,419.10	278,000.00	239,580.90	13.8
	<u>233,656.00</u>	<u>515,200.00</u>	<u>281,544.00</u>	<u>45.4</u>
<u>EXPENDITURES</u>				
DEPARTMENT 86	146,074.09	443,730.00	297,655.91	32.9
	<u>146,074.09</u>	<u>443,730.00</u>	<u>297,655.91</u>	<u>32.9</u>

CITY OF STAYTON  
 FUND SUMMARY  
 FOR THE 11 MONTHS ENDING MAY 31, 2015

SEWER ENTERPRISE FUND

	YTD ACTUAL	BUDGET	VARIANCE	PCNT
<u>REVENUE</u>				
CHARGES FOR SERVICES	2,744,960.56	3,019,230.00	274,269.44	90.9
INTEREST	11,696.97	12,500.00	803.03	93.6
MISCELLANEOUS/TRANSFERS	11,777.94	12,500.00	722.06	94.2
	<u>2,768,435.47</u>	<u>3,044,230.00</u>	<u>275,794.53</u>	<u>90.9</u>
<u>EXPENDITURES</u>				
DEPARTMENT 86	2,383,173.17	3,627,673.00	1,244,499.83	65.7
	<u>2,383,173.17</u>	<u>3,627,673.00</u>	<u>1,244,499.83</u>	<u>65.7</u>

CITY OF STAYTON  
 FUND SUMMARY  
 FOR THE 11 MONTHS ENDING MAY 31, 2015

STREET FUND

	<u>YTD ACTUAL</u>	<u>BUDGET</u>	<u>VARIANCE</u>	<u>PCNT</u>
<u>REVENUE</u>				
CHARGES FOR SERVICES	78,759.20	84,000.00	5,240.80	93.8
INTERGOVERNMENTAL	405,148.06	516,876.00	111,727.94	78.4
INTEREST	1,706.00	900.00	( 806.00)	189.6
MISCELLANEOUS/TRANSFERS	3,740.30	50,250.00	46,509.70	7.4
	<u>489,353.56</u>	<u>652,026.00</u>	<u>162,672.44</u>	<u>75.1</u>
<u>EXPENDITURES</u>				
DEPARTMENT 80	<u>258,589.06</u>	<u>800,187.00</u>	<u>541,597.94</u>	<u>32.3</u>
	<u>258,589.06</u>	<u>800,187.00</u>	<u>541,597.94</u>	<u>32.3</u>

CITY OF STAYTON  
 FUND SUMMARY  
 FOR THE 11 MONTHS ENDING MAY 31, 2015

SWIMMING POOL FUND

	YTD ACTUAL	BUDGET	VARIANCE	PCNT
<u>REVENUE</u>				
PROPERTY TAXES	154,103.21	154,000.00	( 103.21)	100.1
GRANTS & CONTRIBUTIONS	25,000.00	25,000.00	.00	100.0
INTEREST	262.19	250.00	( 12.19)	104.9
MISCELLANEOUS/TRANSFERS	15,000.00	15,000.00	.00	100.0
	<u>194,365.40</u>	<u>194,250.00</u>	<u>( 115.40)</u>	<u>100.1</u>
 <u>EXPENDITURES</u>				
DEPARTMENT 86	<u>277,071.16</u>	<u>312,928.00</u>	<u>35,856.84</u>	<u>88.5</u>
	<u>277,071.16</u>	<u>312,928.00</u>	<u>35,856.84</u>	<u>88.5</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:** June 15, 2015  
**SUBJECT:** Staff Report

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

	<b>May 2015</b>	<b>Year to Date 2015</b>	<b>May 2014</b>	<b>Year to Date 2014</b>
<b>Police Activity</b>	771	3715	653	3312
<b>Investigated Incidents</b>	307	1478	153	1178
<b>Citations/Warning</b>	257	1348	92	543
<b>Traffic Accidents</b>	11	36	4	28
<b>Juvenile Abuse</b>	2	15	5	14
<b>Arrests</b>	46	196	43	251
<b>Reserve Volunteer Hrs.</b>	405.25	1762.75	256.50	1293.00
<b>Citizen Volunteer Hrs.</b>	0	20	39	100
<b>Peer Court Referrals:</b>	9	33	7	15

**STAYTON POLICE DEPARTMENT  
CONSOLIDATED MONTHLY CATEGORIZED REPORT-NIBRS  
5/1/2015 - 5/31/2015**

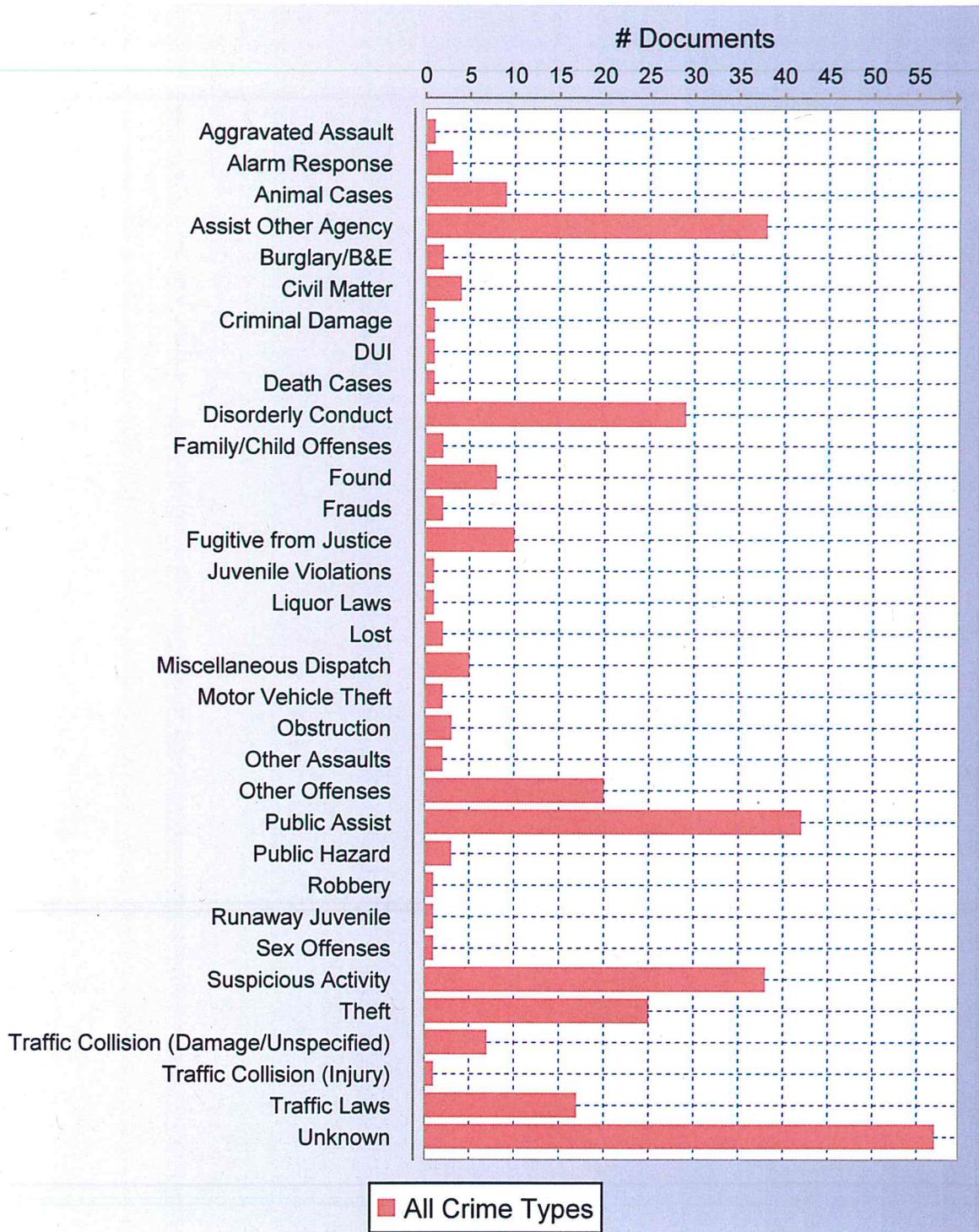
	CRIMES				CRIMES CLEARED BY ARREST & EXCEPTION				PERCENT CLEARED				PERSONS ARRESTED				
	5/1/15 to 5/31/15		1/1/14 to 5/31/14		5/1/15 to 5/31/15		1/1/14 to 5/31/14		5/1/15 to 5/31/15		1/1/15 to 5/31/15		5/1/15 to 5/31/15		1/1/15 to 5/31/15		
	5/1/15 to 5/31/15	1/1/15 to 5/31/15	5/1/14 to 5/31/14	1/1/14 to 5/31/14	5/1/15 to 5/31/15	1/1/15 to 5/31/15	5/1/14 to 5/31/14	1/1/14 to 5/31/14	5/1/15 to 5/31/15	1/1/15 to 5/31/15	5/1/15 to 5/31/15	1/1/15 to 5/31/15	5/1/15 to 5/31/15	1/1/15 to 5/31/15	Juv	Adult	Total
<b>NON-CRIMINAL</b>				% Change Yr to Yr													
ACCIDENT-INJURY	1	5	5	0.0%	1	3	8	100.0%	75.0%	100.0%	0	1	3	0	0	11	
ACCIDENT-PROPERTY	7	21	16	31.3%	0	0	3	0.0%	0.0%	100.0%	0	0	0	0	0	3	
ALL OTHER NON-CRIMINAL	205	1,053	755	39.5%	0	0	0	0.0%	0.0%	0.0%	0	0	0	0	0	1	
NON CRIM DOMESTIC DISTURB	10	62	27	129.6%	4	24	29	57.1%	82.8%	87.9%	1	6	7	27	30	0	
<b>NON-CRIMINAL TOTALS</b>	<b>223</b>	<b>1,141</b>	<b>803</b>	<b>42.1%</b>	<b>0</b>	<b>0</b>	<b>2</b>	<b>100.0%</b>	<b>0.0%</b>	<b>0.0%</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	
<b>PERSON</b>				%													
AGGRAVATED ASSAULT	1	4	8	-50.0%	0	0	0	0.0%	0.0%	0.0%	0	0	0	0	0	0	
KIDNAPPING	0	0	0	-100.0%	0	0	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	0	0	0	0	
OFFENSE AGAINST FAMILY	0	0	0	0.0%	0	0	0	0.0%	0.0%	0.0%	0	0	0	0	0	0	
OTHER ASSAULTS	7	29	33	-12.1%	4	24	29	57.1%	82.8%	87.9%	1	6	7	27	30	0	
RAPE	0	0	2	-100.0%	0	0	2	0.0%	0.0%	100.0%	0	0	0	0	0	0	
RESTRAINING ORDER VIOLATION	4	4	2	100.0%	3	3	2	75.0%	75.0%	100.0%	0	3	3	3	1	1	
ROBBERY	1	1	0	0.0%	1	1	0	100.0%	100.0%	0.0%	0	2	2	2	1	1	
SEX OFFENSES	0	8	10	-20.0%	0	2	6	0.0%	25.0%	60.0%	0	0	0	0	0	7	
<b>PERSON TOTALS</b>	<b>13</b>	<b>46</b>	<b>58</b>	<b>-20.7%</b>	<b>9</b>	<b>33</b>	<b>50</b>	<b>69.2%</b>	<b>71.7%</b>	<b>86.2%</b>	<b>1</b>	<b>12</b>	<b>13</b>	<b>35</b>	<b>54</b>	<b>0</b>	
<b>PROPERTY</b>																	
ARSON	0	0	1	-100.0%	0	0	1	0.0%	0.0%	100.0%	0	0	0	0	0	1	
BURGLARY - BUSINESS	0	2	3	-33.3%	0	0	1	0.0%	0.0%	33.3%	0	0	0	0	0	0	
BURGLARY - OTHER STRUCTURE	1	3	5	-40.0%	0	1	0	0.0%	33.3%	0.0%	0	0	0	0	0	1	
BURGLARY - RESIDENCE	0	5	22	-77.3%	0	1	4	0.0%	20.0%	18.2%	0	0	0	1	2	0	
COUNTERFEITING/FORGERY	0	0	5	-100.0%	0	0	1	0.0%	0.0%	20.0%	0	0	0	0	1	0	
FRAUD	5	25	29	-13.8%	0	5	9	0.0%	20.0%	31.0%	0	0	0	5	6	0	
LARCENY																	
Pickpocket	0	1	0	0.0%	0	1	0	0.0%	100.0%	0.0%	0	0	0	0	0	0	
Shoplifting	6	20	21	-4.8%	2	9	16	33.3%	45.0%	76.2%	0	2	2	11	15	0	
Theft from a Motor Vehicle	5	18	38	-52.6%	0	1	1	0.0%	5.6%	2.6%	0	0	0	1	0	0	
Theft of MV Parts/Accessories	1	4	5	-20.0%	0	0	0	0.0%	0.0%	0.0%	0	0	0	0	0	0	
Theft of Bicycle	0	7	14	-50.0%	0	1	0	0.0%	14.3%	0.0%	0	0	0	0	0	0	
Theft from Building	2	7	10	-30.0%	0	0	3	0.0%	0.0%	30.0%	0	0	0	0	2	0	
All Other Larceny	10	37	50	-26.0%	0	9	11	0.0%	24.3%	22.0%	0	0	0	10	17	0	
LARCENY	24	94	138	-31.9%	2	21	31	8.3%	22.3%	22.5%	0	2	2	23	34	0	
MOTOR VEHICLE THEFT	2	4	7	-42.9%	0	0	2	0.0%	0.0%	28.6%	0	0	0	0	1	0	

	CRIMES			CRIMES CLEARED BY ARREST & EXCEPTION			PERCENT CLEARED			PERSONS ARRESTED		
	5/1/15 to 5/31/15	1/1/15 to 5/31/15	1/1/14 to 5/31/14	5/1/15 to 5/31/15	1/1/15 to 5/31/15	1/1/14 to 5/31/14	5/1/15 to 5/31/15	1/1/15 to 5/31/15	1/1/14 to 5/31/14	5/1/15 to 5/31/15	1/1/15 to 5/31/15	1/1/14 to 5/31/14
		% Change Yr to Yr					Juv	Adult	Total	Juv	Adult	Total
STOLEN PROPERTY	0	1	2	0	1	2	0	0	0	0	0	0
VANDALISM	5	39	35	1	7	13	0	0	0	0	0	0
<b>PROPERTY TOTALS</b>	<b>37</b>	<b>173</b>	<b>247</b>	<b>3</b>	<b>36</b>	<b>64</b>	<b>0</b>	<b>2</b>	<b>2</b>	<b>0</b>	<b>2</b>	<b>57</b>
<b>SOCIETY</b>												
ALL OTHER	9	63	81	5	29	26	55.6%	46.0%	32.1%	2	2	14
ANIMAL	0	0	1	0	0	1	0.0%	0.0%	100.0%	0	0	0
CURFEW	0	7	3	0	7	3	0.0%	100.0%	100.0%	0	0	4
CUSTODY-MENTAL	0	2	4	0	2	4	0.0%	100.0%	100.0%	0	0	4
DISORDERLY CONDUCT	2	19	18	2	16	18	100.0%	84.2%	100.0%	0	3	23
DR WHILE SUSP	2	8	5	2	8	5	100.0%	100.0%	100.0%	0	2	4
DRIVING UNDER INFLUENCE	1	22	20	1	21	20	100.0%	95.5%	100.0%	0	1	20
ELUDING	2	3	0	1	2	0	50.0%	66.7%	0.0%	0	2	3
ESCAPE	0	1	1	0	1	1	0.0%	100.0%	100.0%	0	0	1
FAIL TO DISPLAY DL	0	2	0	0	2	0	0.0%	100.0%	0.0%	0	0	0
FUGITIVE	0	0	0	0	0	0	0.0%	0.0%	0.0%	0	0	0
HIT & RUN	3	11	12	1	4	1	33.3%	36.4%	8.3%	13	1	80
LIQUOR LAWS	2	5	7	1	4	7	50.0%	80.0%	100.0%	0	2	10
MIP TOBACCO	1	5	4	1	5	4	100.0%	100.0%	100.0%	0	0	5
NARCOTICS/DRUGS	6	30	23	6	28	22	100.0%	93.3%	95.7%	1	8	38
PROP RECOV - FOR OTHER AGENCY	0	1	3	0	0	0	0.0%	0.0%	0.0%	0	0	0
RECKLESS DRIVING	1	1	4	0	0	4	0.0%	0.0%	100.0%	0	0	3
RUNAWAY	0	4	7	0	3	7	0.0%	75.0%	100.0%	0	0	8
SEX OFFENSES	0	1	0	0	0	0	0.0%	0.0%	0.0%	0	0	0
TRESPASS	3	28	15	1	20	11	33.3%	71.4%	73.3%	0	3	7
WARRANT	11	47	60	10	46	60	90.9%	97.9%	100.0%	0	0	2
WEAPONS	0	2	8	0	2	8	0.0%	100.0%	100.0%	0	0	4
<b>SOCIETY TOTALS</b>	<b>43</b>	<b>262</b>	<b>276</b>	<b>31</b>	<b>200</b>	<b>202</b>	<b>72.1%</b>	<b>76.3%</b>	<b>73.2%</b>	<b>1</b>	<b>37</b>	<b>227</b>
<b>GRAND TOTALS</b>	<b>316</b>	<b>1,622</b>	<b>1,384</b>							<b>1</b>	<b>38</b>	<b>207</b>

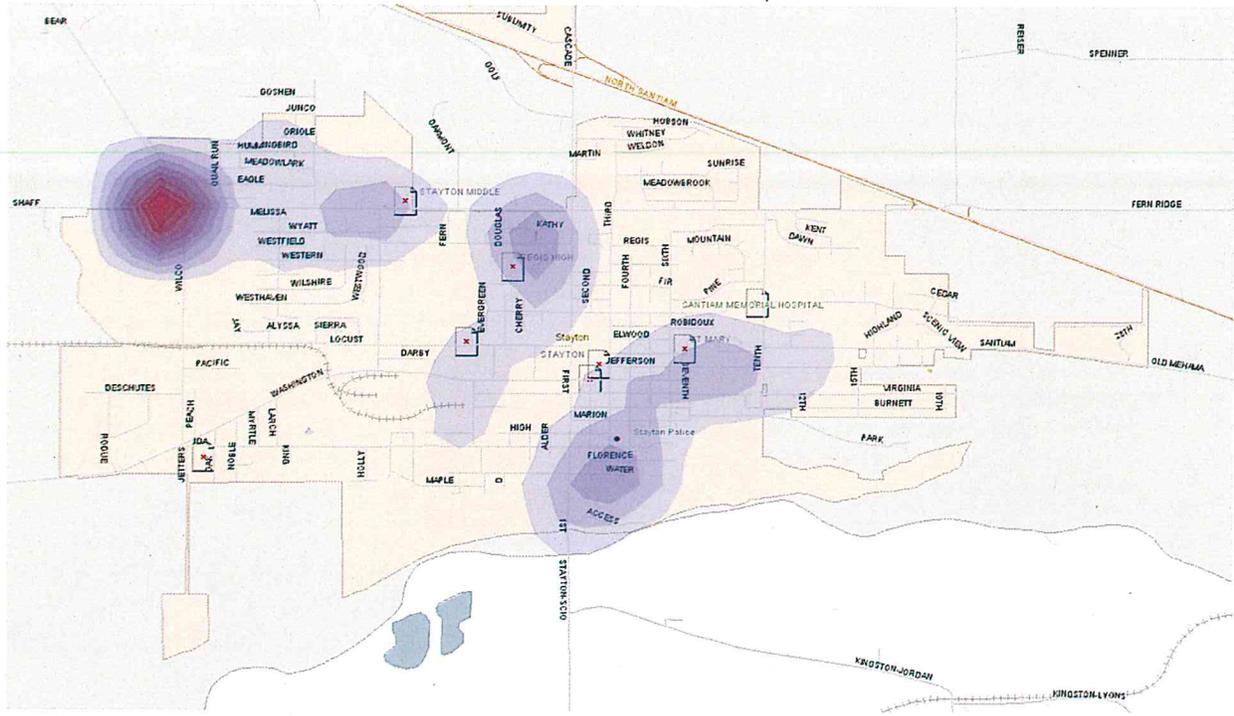
# Computer Statistics Analyzer

06/11/2015

Filter Criteria: Crime Types : {}



# Location





**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: June 15, 2015**  
**SUBJECT: Public Works Monthly Operating Report for May 2015**

- | <u>KEY ACTIVITIES</u>     | <u>STATUS</u>   |
|---------------------------|---|
| • <b>WWTP Facility</b>    | Effluent flows: 33.37 million gallons were treated during May. The highest flow was 1.31 million gallons on May 13th and the lowest flow was 0.84 million gallons on May 31st. The average flow was 1.08 million gallons. Total rainfall for May was 2.24 inches. |
| • <b>WTP</b>              | Highest production day was 3,320,000 gallons on May 30th, 2015.   |
| • <b>Water System</b>     | Replaced a water service at 873 Fern. Abandoned an old service line on Florence Street between Second and Third. Fire Hydrant flushing in Quail Run area and Sylvan Springs area. Installed 190 new radio readers. Replaced 3 meters. Cleaned #3 filter bed.      |
| • <b>Streets</b>          | Swept 96 curb miles and removed approximately 22 cubic yards of material.   |
| • <b>Parks</b>            | Volunteers: Community Service – 0 hours, Volunteer – 0 hours, Life skills High School Students – 70.5 hours. Total = 70.5 hours.  |
| • <b>Building Permits</b> |   |

<u>Permit Type</u>	<u>Issued</u>	<u>SDC's Paid</u>
New Single Family Dwelling	0	0
Residential Building Addition/Alter/Other	2	0
Commercial Building Addition/Alter/Other	2	0
Electrical	0	0
Mechanical	0	0
Plumbing	1	0
<b>TOTAL</b>	<b>5</b>	<b>0</b>

*One (1) Residential SDC = \$10,115.00 + \$670.00 for Mill Creek SDC + Storm Water SDC \$1817.00 or \$2606.00*



**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: June 15, 2015**  
**SUBJECT: Report of Activities for May, 2015**

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**Enforcement Activity Highlights**

Sent one letter regarding a recreational vehicle in the front yard not on a driveway, one letter regarding a collection of rubbish, one letter regarding unfenced chickens, eleven warning letters regarding unmowed grass and eight notices of violation regarding unmowed grass. The City hired a contractor to mow the grass at one home.

**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: June 15, 2015**  
**SUBJECT: May Library report**

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Library staff is busy preparing for Summer Reading. There are programs for children, teens and adults. The themes are:

- Kids- *Every Hero has a Story*
- Teen- *Unmasked*
- Adult- *Escape the Ordinary*

New this year for teens and adults will be a trivia night at Ugo's one Tuesday a month at 7pm hosted by library staff -June 23, July 21 and August 18<sup>th</sup>. You could make a City Council team and compete!

The Friends of the Library had a customer appreciation sale. They are always looking for volunteers and new members- it is only \$5 to join. The Friends are extremely important to the Library as they provide over \$17,000 per year in direct support to the library for children's books, all printing costs, programming and cultural passes.

I would like to thank the Stayton Public Library Foundation for their continued support; the Outreach Storyteller Program is a huge benefit to our community. Miss Lisa, the Outreach Storyteller, attended two preschool graduations, getting lots of hugs from little arms. She also was invited to the Kindergarten Roundup, usually a scene of disoriented little children in various stages of fear of being in a new, big place. Miss Lisa was recognized by most of them from their preschools. She presented two storytimes to children who were very happy to greet her, and sat joyfully as she read with them. The teachers said she has to come back every year until she dies, as it was the most successful Roundup ever.

Case and Lisa hosted a tour of over 20 Headstart students, showing them the children's area, how the book drops work, and then having a storytime. They have developed an excellent relationship with the preschool.

The adult book club, Tea Time for Book Lovers, read *Mr Penumbra's 24-hour Bookstore* by Robin Sloan. We now have the Oregon Garden added to our Cultural Passes.

**2014-2015 Monthly Library Statistics**

	July	August	Sept.	Oct.	Nov.	Dec.	Jan.	Feb.	March	April	May	June	2013-14 FY	2014-15 YTD
<b>TOTAL CHECKOUTS</b>	12,392	9,879	9,097	10,402	9,145	n/a	11,716	10,563	11,081	11,032	9489		<b>136,454</b>	<b>104,796</b>

**OTHER CIRCULATION SERVICES**

Self check out	2,646	2,313	2,126	2,468	2,143	n/a	n/a	n/a	n/a	2,657	2618		<i>Not Tracked</i>	<b>16,971</b>
Holds filled	718	686	695	620	579	n/a	n/a	n/a	n/a	n/a	n/a		<i>Not Tracked</i>	<b>3,298</b>
Check-ins	11,787	9,649	8,652	9,283	8,613	n/a	n/a	n/a	n/a	n/a	n/a		<i>Not Tracked</i>	<b>47,984</b>
Library2Go (ebooks +)	634	671	698	658	662	n/a	n/a	683	685	634	652		<b>6,378</b>	<b>5,977</b>

**INCOME RECEIVED**

Non-resident cards	\$773.00	\$455.00	\$232.00	\$485.00	\$360.00	\$285.00	\$1,067.00	\$724.00	\$440.00	\$363.00	\$770.00		<b>\$9,921.00</b>	<b>\$5,954.00</b>
Fines: overdue & lost books	\$719.00	\$218.00	\$453.00	\$979.26	\$2,588.00	\$151.75	\$1,396.00	\$512.00	\$3,003.98	\$582.55	\$738.00		<b>\$16,612.37</b>	<b>\$11,341.54</b>
Room fees	\$0.00	\$0.00	\$0.00	\$462.50	\$275.00	\$2,046.00	\$979.00	\$0.00	\$100.00	\$0.00	\$85.00		<b>\$4,129.50</b>	<b>\$3,947.50</b>
												<b>TOTAL</b>	<b>\$30,662.87</b>	<b>\$21,243.04</b>

**REFERENCE QUESTIONS**

In-Person, by phone and computer help	769	611	355	391	488	407	527	452	563	457	463		<b>8,042</b>	<b>5,483</b>
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**NEW PATRON CARDS**

	109	70	83	112	74	98	109	104	117	109	70		<b>240</b>	<b>1,055</b>
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**INTERNET USE**

	1,584	1,424	1,235	1,483	1,195	1,189	1,436	1,373	1,605	1,318	1,133		<b>18,625</b>	<b>14,975</b>
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**PROGRAM ATTENDANCE**

Children/teens	349	178	264	399	338	322	490	485	447	355	241		<b>4,743</b>	<b>3,868</b>
Adults	169	49	158	206	171	171	253	285	345	516	243		<b>2,575</b>	<b>2,566</b>
Outreach	n/a	n/a	n/a	487	536	441	515	521	440	478	417		<b>6,405</b>	<b>3,835</b>
												<b>TOTAL</b>	<b>13,723</b>	<b>10,269</b>

**MEETING ROOM ATTENDANCE**

	1,017	573	673	920	331	775	951	969	1,093	1,118	1,043		<b>10,942</b>	<b>9,463</b>
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**PATRON VISITS**

	8,588	7,660	6,212	8,059	6,717	6,156	7,248	6,978	7,514	7,508	6,148		<b>88,449</b>	<b>78,788</b>
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**VOLUNTEER HOURS**

	214	152	90	185	138	165	135	153	247	223	237		<i>Not Tracked</i>	<b>1,939</b>
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# CITY OF STAYTON

## APPLICATION FOR COMMISSION/COMMITTEE

**NAME OF COMMISSION/COMMITTEE:**

Library Board

Years resided in Stayton: 10 + years

PLEASE PRINT

Name Margaret Ables

Address 2140 Wildflower Dr., Stayton & Mailing:POBox 365, Sublimity Home Ph# \_\_\_\_\_

Email Address margaret.ables@yahoo.com Cell Ph# 503/931-9655

Occupation teacher

Place of Employment North Santiam School District

Business Address 1155 North Third Ave., Stayton, Or 97383

Phone 503769-6924 Email m.ables@nsantiam.k12.or.us

**PLEASE CHECK ONE:**

- New Applicant  
 Application for reappointment



CITY OF STAYTON

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 am at the end of my first term and wish to continue on the library 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?

please see above

**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.

please see above

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

Twenty plus years working in several city libraries, a college library, a school library and in classrooms.

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

I am at the end of my first term on the library 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

Signature of Applicant Margaret Ahles Date 6/4/15

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**



## 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): DAVE CURRAN

Address: SHAFF RD STAYTON OREGON 97383  
Street City State Zip

Topic: Sign codes

Speaking in...

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

Comments: cuppa for - sample sample being proposed not adequate

**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.



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Name (please print): CARL Sessums

Address: 1501 E. Burnett St. Stayton OR 97383  
Street City State Zip

Topic: Sign-

Speaking in...  
Support of  Opposition to \_\_\_\_\_ General Testimony \_\_\_\_\_

Comments: .75 of 27 area proposed

**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.



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Name (please print): DAW MORGAN

Address: 2195 CARDINAL AVE STAYTON OR 97383

Street City State Zip

Topic: PILLIPS ADDITION WORK AND ALLEY PROBLEM

Speaking in...

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

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

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

Comments: liber fuel - what is happening there also alleys

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

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Stayton City Council

After the City Council meeting on Monday June 1st, 2015 it was apparent that the city planner did not agree with the proposal that we submitted to the council from CUPPA JOE regarding an additional free standing sign in a designated business pads.

Dave and Tracie Curran, owners of CUPPA JOE would like to resubmit this revised proposal be added to the sign code. This revised proposal addresses the issues that the city planner brought up in the June third meeting. This proposed addition would be added to the integrated business center section on page 20-37 before the Maximum Sign Height section. Thank you for your time on this matter.



C) When an integrated business center has designated business pads each pad is allowed one additional free standing sign within the pad. The free standing sign shall not exceed 8 feet in height and not exceed 40 square feet. The business shall submit a site plan to the city planner with the permit application showing the boundaries of the business pad within the center. The free standing sign shall be placed a minimum of 10 feet inside the pad boundaries. The free standing sign shall not impede on any ingress or egress within the pad. The sign shall not impede on any parking stalls in the pad unless approved by the city planner. A building permit is not required for the additional free standing sign unless it exceeds 8 foot in height or exceeds 40 square foot.

This revised proposal regarding the additional free standing sign address the issues that the city planner brought up in the discussion about the last proposal. The planner had an issue with the pad boundaries. By submitting the site plan this would have the boundaries clearly set for the pad and the sign could not exceed these boundaries. (The planner wanted the sign to be 20 feet from the building and go off of the square footage of each free standing building. These two items would not work for any of the drive thru businesses in the center, it would put the sign in a lane of traffic) If we use the 10 foot inside the boundaries proposal it would allow the businesses more options of where to put their sign that works best for them. (The CUPPA JOE sign has been 65 feet from the building facing the center and not the street for 13 years and has worked well for us)The sign cannot impede on ingress and egress of traffic. You don't want to put the sign where it affects traffic flow. The reason I put this in the revised proposal is, all businesses that have parking lots in them has a required amount of parking stalls for their business that is set by the planner in your site review. Some pads have plenty of stalls and if a business wanted to set the additional free standing sign where it would impede on a couple of stalls and can afford to remove those stalls the planner could approve it in the permit process.

Thanks for your time and patience with this process.

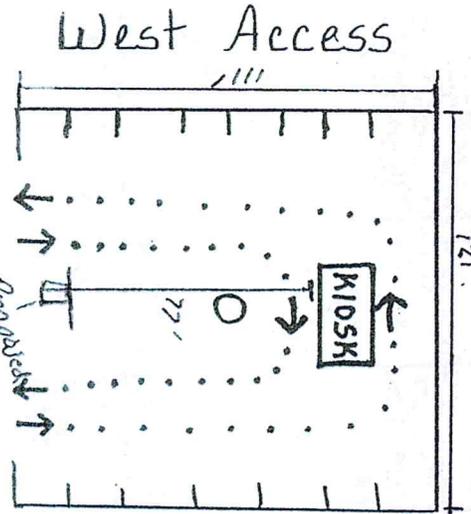
Dave and Tracie Curran

Wilco Road

McDonald's



\*TRAFFIC FLOW



parking

parking

Roths

Shaft Road

Bi Mart

a Joe / Dave & Tracie Curran  
ox 78 Scio Dr 97374  
394-2913  
ship 9 Range LW Section 09AB Lot TL5901

