



AGENDA

STAYTON CITY COUNCIL MEETING

Monday, June 6, 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. Plant of the Year Recognition for the Wastewater Treatment Plant by Keith Campbell
- b. YMCA Update on the Stayton Family Memorial Pool by Billie Hight-Maurer
- c. Pedestrian Safety Presentation by Officer Scott Mumey

CONSENT AGENDA

- a. May 2, 2016 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

Agreement for Services with MWVCOG

Action

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

STAFF/COMMISSION REPORTS

Finance Director’s Report – Cindy Chauran & Elizabeth Baldwin

Informational

- a. April 2016 Monthly Finance Department Report

Police Chief’s Report – Rich Sebens

Informational

- a. April 2016 Statistical Report

Public Works Director’s Report – Lance Ludwick

Informational

- a. April 2016 Operating Report

Planning & Development Director’s Report – Dan Fleishman

Informational

- a. April 2016 Activities Report

Library Director’s Report – Pam Pugsley

Informational

- a. April 2016 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

BUSINESS FROM THE COUNCIL

FUTURE AGENDA ITEMS – Monday, June 20, 2016

- Public Hearing – 2016-17 FY Budget and Revenue Sharing
- Public Hearing – Planning
- 2016-2017 Fees and Fines Schedule
- 2016-2017 FY Budget Adoption

ADJOURN

CALENDAR OF EVENTS

JUNE 2016

Monday	June 6	City Council	7:00 p.m.	Community Center (north end)
Tuesday	June 7	Parks & Recreation Board	7:00 p.m.	E.G. Siegmund Meeting Room
Friday	June 10	Community Leaders Meeting	7:30 a.m.	Covered Bridge Café
Tuesday	June 14	Commissioner's Breakfast	7:30 a.m.	Covered Bridge Café
Tuesday	June 14	PEG Access Commission	12:00 p.m.	City Hall Conference Room
Wednesday	June 15	Library Board	6:00 p.m.	E.G. Siegmund Meeting Room
Monday	June 20	City Council	7:00 p.m.	Community Center (north end)
Monday	June 27	Planning Commission	7:00 p.m.	Community Center (north end)

JULY 2016

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

AUGUST 2016

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

SEPTEMBER 2016

Monday	September 5	CITY OFFICES CLOSED IN OBSERVANCE OF LABOR DAY		
Tuesday	September 6	City Council	7:00 p.m.	Community Center (north end)
Tuesday	September 6	Parks & Recreation Board	7:00 p.m.	E.G. Siegmund Meeting Room
Friday	September 9	Community Leaders Meeting	7:30 a.m.	Covered Bridge Café
Tuesday	September 13	Commissioner's Breakfast	7:30 a.m.	Covered Bridge Café
Monday	September 19	City Council	7:00 p.m.	Community Center (north end)
Wednesday	September 21	Library Board	6:00 p.m.	E.G. Siegmund Meeting Room
Monday	September 26	Planning Commission	7:00 p.m.	Community Center (north end)

**City of Stayton
City Council Meeting Action Minutes
May 2, 2016**

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

Time Start: 7:00 P.M.

Time End: 8:30 P.M.

COUNCIL MEETING ATTENDANCE LOG

COUNCIL	STAYTON STAFF
Mayor Henry Porter	Alissa Angelo, Deputy City Recorder
Councilor Priscilla Glidewell (excused)	Keith Campbell, City Administrator
Councilor Ralph Lewis	Dan Fleishman, Director of Planning & Development
Councilor Jennifer Niegel	Rich Sebens, Police Chief
Councilor Brian Quigley	Lance Ludwick, Public Works Director
Councilor Joe Usselman	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. Lorane Hays, 1550 W. Brett Court	Ms. Hayes spoke in opposition of the noise being created by Willamette Valley Lumber. She also read two letters into the record, one from Janie Magnuson and the second from Ms. Magnuson's physician and submitted a petition signed by 24 neighbors who are also opposed to the noise. Discussion of measures the City and Willamette Valley Lumber are taking to reduce the noise.
b. Leonard Hays, 1538 W. Brett Court	Spoke about his experience dealing with the sound in this neighborhood.
Consent Agenda	
a. April 4, 2016 City Council Meeting Minutes	Motion from Councilor Lewis, seconded by Councilor Usselman, to approve the Consent Agenda. Motion passed 5:0.
b. OLCC Change of Ownership – Stayton Market and Deli	
c. OLCC New Outlet – Brewski Brothers, LLC	
Public Hearing	None
Unfinished Business	
Moose Lodge Agreement Renewal	
a. Staff Report – Keith Campbell	Mr. Campbell reviewed the information included in his staff report.
b. Council Deliberation	Council discussion of rental fees in the downtown area and future plans for this property.

<p>c. Council Decision</p>	<p>Bill Agee, Administrator for Stayton Moose Lodge, spoke about what the Moose do within the community and in surrounding communities.</p> <p>Motion from Councilor Niegel, seconded by Councilor Glidewell, to modify the lease renewal to be a month to month lease at the current rental rate of \$500 per month.</p> <p><u>Discussion</u> Councilor Glidewell requested staff begin looking at plans for the property and return to the Council in four to six months with suggestions and / or options.</p> <p>Motion passed 5:0.</p>
<p>New Business Fern Ridge Sanitary Sewer Project – Award of Bid</p> <p>a. Staff Report – Lance Ludwick</p> <p>b. Council Deliberation</p> <p>c. Council Decision</p> <p>Community Grant Funds</p> <p>a. Staff Report – Keith Campbell</p> <p>b. Council Deliberation</p> <p>c. Council Decision</p>	<p>Mr. Ludwick reviewed the staff report included in the Council packet.</p> <p>Brief discussion of consideration given, if any, for local contractors.</p> <p>Motion from Councilor Quigley, seconded by Councilor Lewis, to award the Fern Ridge Lift Station Removal and Sanitary Sewer Construction Project Contract to Trench Line Excavation, Inc. in the amount of \$274,416. Motion passed 5:0.</p> <p>Mr. Campbell reviewed the report included in the Council packet.</p> <p>Brief discussion of what would happen with the returned funds if the Council chose not to redistribute it.</p> <p>Motion from Councilor Glidewell, seconded by Councilor Niegel, to award the grant based off the initial matrix and the calculations shown in the “Updated Grant Calculations” attachment.</p> <p><u>Discussion</u> Councilor Quigley suggested using the returned money to bring the National Night Out event to all Stayton parks.</p> <p>Motion passed 5:0.</p>

<p>Community Grant Application Process</p> <p>a. Staff Report – Keith Campbell</p> <p>b. Council Deliberation</p> <p>c. Council Decision</p>	<p>Mr. Campbell reviewed the staff report included in the Council packet.</p> <p>After some discussion, the points were modified as follows:</p> <ul style="list-style-type: none"> • 50 points for “Overall Benefit to Stayton Residents” • 20 points for “Impact to Grant Funds on Project” • 15 points for “First Time Applicant” • 10 points for “Targeting to Youth or Elderly” • 5 points to “Leveraging Outside Funds” <p>Motion from Councilor Quigley, seconded by Councilor Glidewell, to continue the Community Grant program with the recommended Council modifications. Motion passed 5:0.</p>
<p>Staff / Commission Reports</p> <p>Finance Director’s Report – Cindy Chauran & Elizabeth Baldwin</p> <p>a. March 2016 Monthly Finance Department Report</p> <p>Police Chief’s Report – Rich Sebens</p> <p>a. March 2016 Statistical Report</p> <p>Public Works Director’s Report – Lance Ludwick</p> <p>a. March 2016 Operating Report</p> <p>Planning & Development Director’s Report – Dan Fleishman</p> <p>a. March 2016 Activities Report</p> <p>Library Director’s Report – Pam Pugsley</p> <p>a. March 2016 Activities</p>	<p>No discussion.</p> <p>Chief Sebens briefly reviewed the report and spoke about the upcoming 34th Annual Junior Police Fishing Derby.</p> <p>Brief discussion of volunteer and community service hours.</p> <p>No discussion.</p> <p>No discussion.</p>
<p>Presentations / Comments From the Public</p>	<p>None</p>
<p>Business from the City Administrator</p>	<p>Mr. Campbell reminded the Council of the first Budget Committee being May 16 at 7:00 p.m.</p> <p>He also offered a brief update about the spray paint on the roads from the recent K9 Run event. Staff is working with the Stayton Road Runner Club on a way to utilize signs they have available for local events. A new policy is also being worked on to prevent this issue from happening in the future.</p>

<p>Business from the Mayor</p> <p>a. Appointment of Jackie Carmichael to the Planning Commission</p>	<p>Motion from Councilor Niegel, seconded by Councilor Quigley, to ratify the Mayor’s appointment of Jackie Carmichael to the Planning Commission. Motion passed 5:0.</p>
<p>Business from the Council</p>	<p>Councilor Quigley informed staff of an idea shared with him to reduce the noise from Willamette Lumber Company. He felt there are several possible solutions available that might be feasible for this situation.</p>
<p>Future Agenda Items – May 16, 2016</p> <p>a. Budget Committee Meeting</p>	

APPROVED BY THE STAYTON CITY COUNCIL THIS 6TH DAY OF JUNE 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

MEMORANDUM

TO: Mayor Henry A Porter and the Stayton City Council
FROM: Dan Fleishman, Director of Planning and Development
DATE: June 6, 2016
SUBJECT: Agreement for services with MWVCOG

ISSUE

The issue before the City Council is whether to enter into an agreement with the Mid-Willamette Valley Council of Governments for consulting services to carry out the grant the City has received from the Oregon Infrastructure Finance Authority.

BACKGROUND INFORMATION

In September, the City Council adopted Resolution 935 authorizing submission of an application for a technical assistance grant from the Oregon Department of Land Conservation and Development. The purpose of the grant was to plan for infrastructure improvements to promote development activity in the Wilco Road industrial area. The Infrastructure Finance Authority ended up offering the City the grant, rather than the DLCD. That grant was awarded in January.

The City Engineer was tasked with identifying the infrastructure improvements necessary and developing cost estimates for those improvements. Soon after the grant contract was received, the City solicited proposals from consultants to identify potential funding sources for the infrastructure improvements and to develop a plan for financing those plans. The City received no responses to the requests for proposals.

Upon the not receiving any responses City staff approached the staff of the Mid-Willamette Valley Council of Governments to seek their assistance with the project. We have jointly developed a scope of services, schedule and cost for their assistance. A copy is attached.

RECOMMENDATION

Staff recommends the City Council authorize the City Administrator to enter into an agreement with the MWVCOG for consulting services in accordance with the attached Work Plan.

OPTIONS AND MOTIONS

The City Council is presented with the following options.

1. Accept the Work Plan as presented

Move to authorize the City Administrator enter in agreement with the Mid-Willamette Valley Council of Governments in accordance with the attached work plan.

2. Propose modifications to the Work Plan

Move to authorize the City Administrator enter in agreement with the Mid-Willamette Valley Council of Governments in accordance with the work plan amended as follows...

3. Reject the Work Plan

Move to direct staff to renegotiate the scope of work to include (or exclude) the following...

A. Interim Report

The interim report will identify and summarize the financial resources available in Oregon for public improvements related to industrial parks and development of employment lands and provide an analysis of the opportunities and constraints for each with an assessment of the applicability of each source to the identified projects. The interim report will be presented to the City Council, who will provide policy choices on the selection of the options to pursue.

TIMELINE: July 15th

BUDGET: \$1,000

B. Final report

Based upon feedback from the elected officials at presentation of the interim report, Council will direct COG to draft a final report with more detailed analysis of the selected option (not plural but one option). The analysis will include a description the comparative advantages to the selected option and an outline of the procedures/steps necessary to implement/adopt an urban renewal plan. The City has preliminarily identified the use of tax increment financing through urban renewal as the likely financial tool. (Note: This will not be a full urban renewal feasibility study but rather in the format of a memo to the City Council)

TIMELINE: August 31st

BUDGET: \$500

C. Urban Renewal Plan

Should the City Council be supportive of pursuing Urban Renewal based on the Final report, this task will include the drafting of an urban renewal plan and report as required by ORS Chapter 457

Key tasks involved:

- Form URA advisory committee for policy input and outreach.
- Creation of a preliminary boundary for an Urban Renewal District
- Determine if the property within the preliminary boundary meets the necessary conditions outlined in state statute (ORS 457 limits the area within the Urban Renewal boundaries, of communities with less than 15,000 population, to no more than 25% of the total land area or assessed value).
- Determine if the needs of Stayton are consistent with the allowable project activities under state statutes for Urban Renewal.
- Determine if there would be sufficient revenues under the preliminary boundaries to carry out project activities.
- Determine the potential to finance projects through bonds.
- Determine maximum level of indebtedness and when URA will expire.
- Consult with local taxing districts.
- Prepare draft URA Plan, including cost estimates (accompanying technical report/cost estimates to be provide by City Engineer at City cost).
- Make one (1) presentation to the City Council on the final draft.
- Finalize URA plan. City staff to lead all URA Plan adoption requirements under ORS.

TIMELINE: December 31, 2016

BUDGET: \$8,000



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

TO: Mayor Henry Porter and the Stayton City Council
FROM: Cindy Chauran, Associate Accountant
Elizabeth Baldwin, Utility Billing Clerk
DATE: June 6, 2016
SUBJECT: Monthly Finance Department Report

Attached are the month-end reports for the major operating funds of the City which include General Fund, Public Works Administration Fund, Library Fund, Water Fund, Storm Water Fund, Sewer Fund, Street Fund, and Swimming Pool Fund. If you have any questions, please let us know.

Departmental Activity

	April 2016	March 2016
Utility Billing		
Number of Bills Mailed	2,644	2,643
Number of Bills Emailed	352	351
Delinquent Notices Sent Out	506	574
Courtesy Delinquent Notices Sent to Landlords	114	110
Notified of Impending Shut-Off & Penalty	148	127
Customers with Interrupted Services Non-Payment	19	15
Services Still Disconnected	2	3
Accounts Payable		
Number of Checks Issued	193	187
Total Amount of Checks	\$355,836.44	\$357,625.24



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 6, 2016
SUBJECT: Staff Report

Below you will see the stats for the Police Department for the month of April 2016.

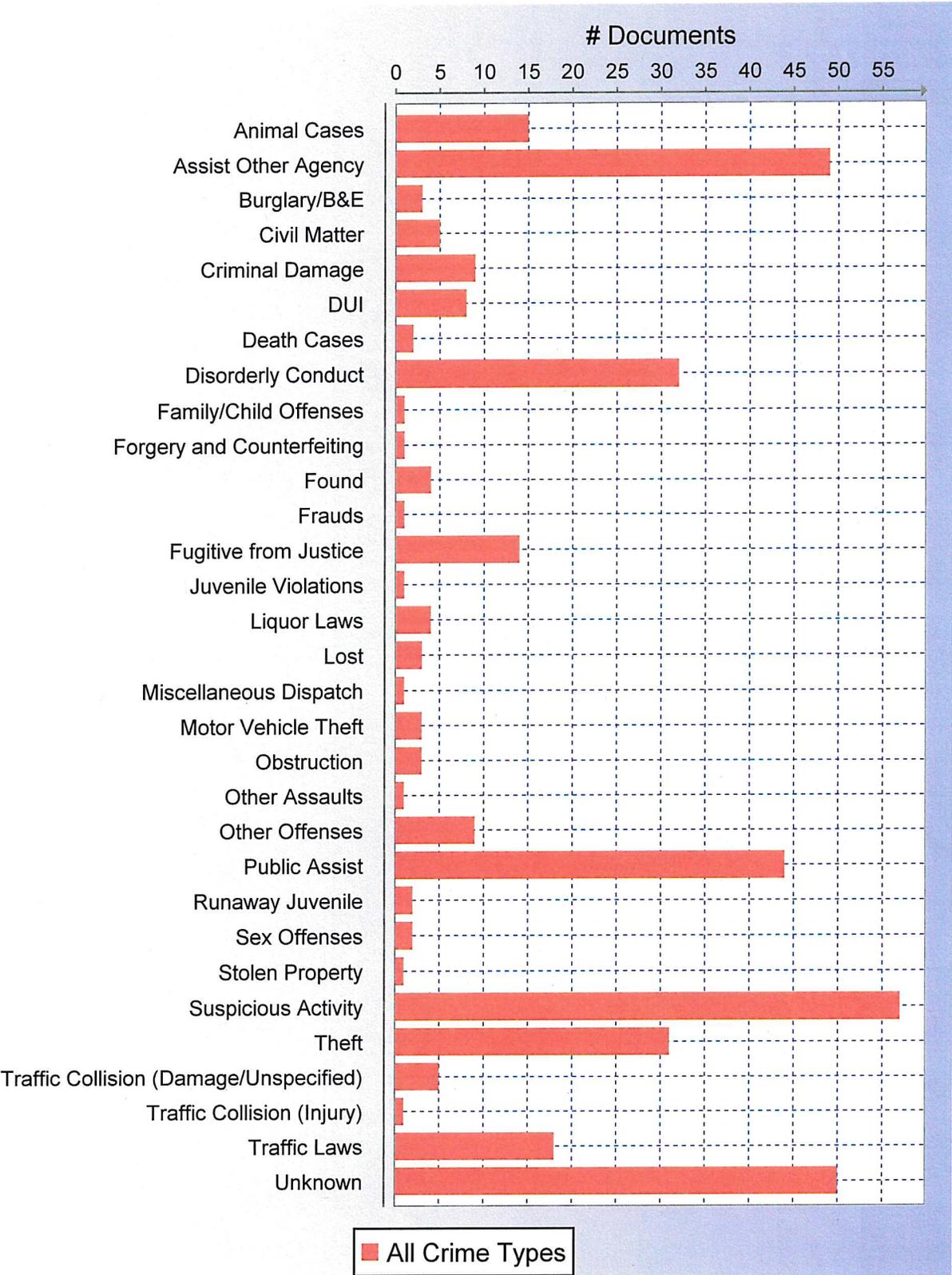
	April 2016	Year to Date 2016	April 2015	Year to Date 2015
Police Activity	741	3020	771	2199
Investigated Incidents	321	1142	313	856
Citations/Warning	72 / 126	374 / 738	118/202	323/551
Traffic Accidents	10	30	6	20
Juvenile Abuse	2	9	0	8
Arrests	50	172	53	118
Ordinance Complaints	18	61	NA	NA
Reserve Volunteer Hrs.	262.75	1110.83	293.75	1028.67
Citizen Volunteer Hrs.	37	150	9	20
Peer Court Referrals:	2	5	11	17

STATYON POLICE DEPARTMENT CONSOLIDATED MONTHLY CATEGORIZED REPORT-NIBRS

4/1/2016 - 4/30/2016

PROPERTY	CRIMES				CRIMES CLEARED BY ARREST & EXCEPTION				PERCENT CLEARED				PERSONS ARRESTED				
	4/1/16 to 4/30/16	1/1/16 to 4/30/16	1/1/15 to 4/30/15	% Change Yr to Yr	4/1/16 to 4/30/16	1/1/16 to 4/30/16	1/1/15 to 4/30/15	4/1/16 to 4/30/16	1/1/16 to 4/30/16	1/1/15 to 4/30/15	4/1/16 to 4/30/16	Juv	Adult	Total	1/1/16 to 4/30/16	1/1/15 to 4/30/15	
NON-CRIMINAL																	
ACCIDENT-INJURY	1	3	4	-25.0%	0	2	2	0.0%	66.7%	66.7%	0	0	0	0	4	2	
ACCIDENT-PROPERTY	5	15	14	7.1%	1	1	0	100.0%	100.0%	0.0%	0	0	1	1	1	0	
ALL OTHER NON-CRIMINAL	230	773	851	-9.2%	0	12	21	0.0%	75.0%	95.5%	0	0	0	0	7	21	
NON CRIM DOMESTIC DISTURB	7	48	52	-7.7%	0	0	0	0.0%	0.0%	0.0%	0	0	0	0	0	0	
NON-CRIMINAL TOTALS	243	839	921	-8.9%													
PERSON																	
AGGRAVATED ASSAULT	0	3	3	0.0%	0	2	2	0.0%	66.7%	66.7%	0	0	0	0	4	2	
OFFENSE AGAINST FAMILY	1	1	0	0.0%	1	1	0	100.0%	100.0%	0.0%	0	0	1	1	1	0	
OTHER ASSAULTS	0	16	22	-27.3%	0	12	21	0.0%	75.0%	95.5%	0	0	0	0	7	21	
RAPE	0	0	0	0.0%	0	0	0	0.0%	0.0%	0.0%	0	0	0	0	0	0	
RESTRAINING ORDER VIOLATION	0	0	0	0.0%	0	0	0	0.0%	0.0%	0.0%	0	0	0	0	0	0	
ROBBERY	0	1	0	0.0%	0	1	0	0.0%	100.0%	0.0%	0	0	0	0	1	0	
SEX OFFENSES	2	8	8	0.0%	1	4	6	50.0%	50.0%	75.0%	0	0	0	0	1	2	
PERSON TOTALS	3	29	33	-12.1%	2	20	29	66.7%	69.0%	87.9%	0	1	1	1	14	25	
PROPERTY																	
ARSON	0	0	0	0.0%	0	0	0	0.0%	0.0%	0.0%	0	0	0	0	0	0	
BURGLARY - BUSINESS	2	2	2	0.0%	0	0	0	0.0%	0.0%	0.0%	0	0	0	0	0	0	
BURGLARY - OTHER STRUCTURE	0	3	2	50.0%	0	1	1	0.0%	33.3%	50.0%	0	0	0	0	1	0	
BURGLARY - RESIDENCE	1	10	5	100.0%	1	4	1	100.0%	40.0%	20.0%	0	1	1	3	3	1	
COUNTERFEITING/FORGERY	1	2	0	0.0%	0	1	0	0.0%	50.0%	0.0%	0	0	0	0	14	0	
EXTORTION/BLACKMAIL	0	0	0	0.0%	0	0	0	0.0%	0.0%	0.0%	0	0	0	0	0	0	
FRAUD	1	11	20	-45.0%	0	5	5	0.0%	45.5%	25.0%	0	0	0	0	5	5	
LARCENY																	
Pickpocket	0	0	1	-100.0%	0	0	1	0.0%	0.0%	100.0%	0	0	0	0	0	0	
Purse Snatching	0	0	0	0.0%	0	0	0	0.0%	0.0%	0.0%	0	0	0	0	0	0	
Shoplifting	5	16	14	14.3%	2	11	7	40.0%	68.8%	50.0%	0	3	3	3	12	9	
Theft from a Motor Vehicle	13	31	13	138.5%	3	3	1	23.1%	9.7%	7.7%	0	3	3	3	3	1	
Theft of MV Parts/Accessories	0	0	3	-100.0%	0	0	0	0.0%	0.0%	0.0%	0	0	0	0	0	0	
Theft of Bicycle	1	1	7	-85.7%	1	1	1	100.0%	100.0%	14.3%	0	1	1	1	1	1	
Theft from Building	2	12	5	140.0%	0	2	0	0.0%	16.7%	0.0%	0	1	1	1	4	0	
From Coin Operated Machine	0	1	0	0.0%	0	0	0	0.0%	0.0%	0.0%	0	0	0	0	0	0	
All Other Larceny	6	25	27	-7.4%	0	6	9	0.0%	24.0%	33.3%	0	0	0	0	11	10	

Crime Types





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

TO: Mayor Henry Porter and the Stayton City Council
FROM: Kelli Stevens, Administrative Assistant
DATE: June 6th, 2016
SUBJECT: Public Works Monthly Operating Report for April 2016

- | <u>KEY ACTIVITIES</u> | <u>STATUS</u> |
|---------------------------|---|
| • WWTP Facility | Effluent flows: 45.08 million gallons were treated during April. The highest flow was 1.85 million gallons on April 4 th and the lowest flow was 1.14 million gallons on April 21 st . The average flow was 1.50 million gallons. Total rainfall for April was 3.72 inches. |
| • WTP | Highest production day was 1,914,000 gallons on April 27 th , 2016. |
| • Water System | Replaced 8 meters. Installed a 1 inch meter. Service line replaced at 1475 Wyatt Avenue. Repair to meter box at 870 Lupine Court. Changed meter stop at 380 E Jefferson Street. Replaced water services at 1170 & 1152 Deerfield Court. |
| • Streets | Swept 120 curb miles and removed approximately 65 cubic yards of material. Used 1800 pounds of cold patch mix to repair some potholes in the City. Street patching was also done on West Ida Street from Holly to Wilco Road. |
| • Parks | Volunteers: Community Service – 0 hours, Volunteer – 0 hours.
Life skills High School Students – 40 hours. Total = 40 hours.
Parks Board Volunteer Hours – 4 hours total – 4 Volunteers. |
| • Building Permits | |

<u>Permit Type</u>	<u>Issued</u>	<u>SDC's Paid</u>
New Single Family Dwelling		
Residential Building Addition/Alter/Other	1	
Commercial Building Addition/Alter/Other	3	\$27,553.00
Electrical		
Mechanical		
Plumbing	1	
TOTAL	5	\$27,553.00

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 A Porter and the Stayton City Council
FROM: Dan Fleishman, Director of Planning and Development
DATE: June 6, 2016
SUBJECT: Report of Activities for April, 2016

Continued to work with Friends of Old Town Stayton

Attended Regional Tourism workshop

Planning Commission meeting reviewed one development proposal.

Developed code amendments for Planning Commission consideration

One pre-application meeting was held.

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: Pam Pugsley- Interim Library Director
DATE: April 25, 2016
SUBJECT: April Library report

The Stayton Public Library Foundation had a sold out house for their signature fundraising event, the Santiam Canyon Father Daughter Ball, A Fairy Enchanted Evening. Library staff participated in the fun by dressing in costume as Peter Pan and various fairies. The money raised goes to the outreach storyteller program. Thank you!

The Friends of the Library earned \$3,323 at their semi-annual book sale. The next sale is in October. They are always looking for volunteers and new members- it is only \$5 to join.

We had a celebration for Beverly Cleary's 100th birthday. The Willamette Humane Society brought adoptable dogs and cats in honor of "Ribsy," a Cleary dog character that found a new home with Henry Huggins. Fun and cake were had by all. Art Club at the Library is once a month children's program for ages 5 and up. We also have Lego Club, Book Bobs Club, and Random Readers Book Club for eager readers of chapter books.

Teen programs include Teen space in the library meeting room on Wednesdays. Wii Game Day, Teen Movie, Tabletop & Trading Card Gaming, and a new program, Color & Chill are activities we offer for the teens.

The adult book club, Tea Time for Book Lovers, read *Cleopatra: A life* by Stacy Schiff. Our Author Series continues to be popular. We hosted Oregon author Steve Arndt last Thursday and the audience begged to have him back again. His new books about Oregon ghost towns were fascinating. Stephanie Rubel has done a great job finding us very interesting authors. We are already looking for next year's programs.

Before the month of April ends, be sure and pick up your gardening books for a dollar at our Friends of the Library Used Bookstore.