



AGENDA

STAYTON CITY COUNCIL MEETING

Monday, March 6, 2017

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. Presentation by Abigail Scott Duniway Chapter of the NSDAR
- b. Stayton Public Library Foundation Endowment Contribution
- c. Municipal Court Update by Judge Jonathan Clark
- d. Stayton Family Memorial Pool Update by Chris Purdy

CONSENT AGENDA

- a. February 6, 2017 City Council Minutes
- b. February 21, 2017 Goal Setting 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

Award of Contract for Television Inspection, Cleaning and Repair of the Sanitary and Stormwater Sewer Systems **Action**

- a. Staff Report – Lance Ludwick
- b. Council Deliberation
- c. Council Decision

Resolution No. 954, Recommending Restoring Recreational Immunity **Action**

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

STAFF/COMMISSION REPORTS

Finance Department Report – Cindy Chauran & Elizabeth Baldwin **Informational**

- a. January 2017 Monthly Finance Department Report

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

- a. January 2017 Statistical Report

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

- a. January 2017 Operating Report
- b. System Development Charge Annual Report

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

- a. January 2017 Activities Report

Library Director’s Report – Janna Moser **Informational**

- a. January 2017 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 – March 20, 2017

- a. Award of Bid – Marion Street Project
- b. Hazard Mitigation Plan
- c. Housing Advisory Committee
- d. Stayton Family Memorial Pool

ADJOURN

CALENDAR OF EVENTS

MARCH 2017

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

APRIL 2017

Monday	April 3	City Council	7:00 p.m.	Community Center (north end)
Tuesday	April 4	Parks & Recreation Board	6:30 p.m.	E.G. Siegmund Meeting Room
Tuesday	April 11	Commissioner's Breakfast	7:30 a.m.	Covered Bridge Café
Friday	April 14	Community Leaders	7:30 a.m.	Covered Bridge Café
Tuesday	April 17	City Council	7:00 p.m.	Community Center (north end)
Wednesday	April 19	Library Board	6:00 p.m.	E.G. Siegmund Meeting Room
Monday	April 24	Planning Commission	7:00 p.m.	Community Center (north end)

MAY 2017

Monday	May 1	City Council	Cancelled	
Monday	May 1	Budget Committee	6:00 p.m.	Community Center (north end)
Tuesday	May 2	Parks & Recreation Board	6:30 p.m.	E.G. Siegmund Meeting Room
Monday	May 8	Budget Committee	6:00 p.m.	Community Center (north end)
Tuesday	May 9	Commissioner's Breakfast	7:30 a.m.	Covered Bridge Café
Wednesday	May 10	Budget Committee	6:00 p.m.	Community Center (north end)
Friday	May 12	Community Leaders	7:30 a.m.	Covered Bridge Café
Monday	May 15	City Council	7:00 p.m.	Community Center (north end)
Wednesday	May 17	Library Board	6:00 p.m.	E.G. Siegmund Meeting Room
Monday	May 29	CITY OFFICES CLOSED IN OBSERVANCE OF MEMORIAL DAY		
Tuesday	May 30	Planning Commission	7:00 p.m.	Community Center (north end)

JUNE 2017

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

**City of Stayton
City Council Meeting Action Minutes
February 6, 2017**

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

Time Start: 7:00 P.M.

Time End: 8:38 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 Mark Kronquist	Dan Fleishman, Director of Planning & Development
Councilor Jennifer Niegel	Lance Ludwick, Public Works Director
Councilor Brian Quigley	Janna Moser, Library Director
Councilor Joe Usselman	Rich Sebens, Chief of Police

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. Presentation by Abigail Scott Duniway Chapter of the NSDAR	This presentation has been rescheduled for the March 6, 2017 Council meeting.
b. Alan Meyer and Skip Neill, Friends of Old Town Stayton	Spoke about the Friends of Old Town Stayton (FOTS) group and activities they are heading up this year. They requested revenues from both the Marijuana and Transient Residency taxes be given to the FOTS group.
c. Wendy Stone, Santiam Heritage Foundation Carol Zolkowski, Santiam Heritage Foundation	Ms. Stone requested \$10,000 from Marijuana Tax be donated to the Santiam Heritage Foundation. Ms. Zolkowski spoke about the activities at held monthly at the Brown House.
d. Mary Wallace, Friends of the Stayton Pool	Requested the Council seriously consider taking management of the Pool back over.
e. Kathi Kent, Pool Employee	Spoke in support of the Pool and the recently terminated management staff.
f. Debbi Oeltjen, Pool Patron	Ms. Oeltjen supported the previous comments. In addition, she stated employees were told they would be fired if they came to the meeting this evening and that is why she chose to come and speak out.
g. Wayne Houghtaling, Pool Patron	Mr. Houghtaling spoke in support of the City taking

<p>h. Steven Dahlgren, Pool Patron</p> <p>i. Kaitlyn Coyle and Bailey Moeller, Pool Employees</p>	<p>over the Pool from the YMCA and the most recent management of the pool.</p> <p>It seems clear to him that the employees feel threatened by the current administration. Spoke in support of Billie Maurer.</p> <p>Ms. Coyle and Ms. Moeller are current pool employees. Both stated they were threatened indirectly that they would be fired if they didn't support the YMCA and the termination of their manager.</p>
<p>Consent Agenda</p> <p>a. January 17, 2017 City Council Minutes</p>	<p>Motion from Councilor Kronquist, seconded by Councilor Usselman, to accept the consent agenda as amended. Motion passed 4:0 (Niegel abstained).</p>
<p>Public Hearing</p>	<p>None.</p>
<p>Unfinished Business</p>	<p>None.</p>
<p>New Business</p> <p>Ordinance No. 1007, Amending SMC Chapter 3.20, "Marijuana Retailer Tax"</p> <p>a. Staff Report – Chief Rich Sebens</p> <p>b. Council Deliberation</p> <p>c. Council Decision</p> <p>City of Stayton Charter</p> <p>a. Staff Report – Keith Campbell</p> <p>b. Council Discussion</p> <p>c. Council Decision</p> <p>Ordinance No. 1008 and Resolution No. 953, Motor Vehicle Fuel Tax</p> <p>a. Staff Report – Lance Ludwick</p> <p>b. Council Discussion</p>	<p>Chief Sebens reviewed the staff report.</p> <p>Brief questions from Council on penalty and use of funds collected.</p> <p>Motion from Councilor Kronquist, seconded by Councilor Quigley, to approve Ordinance No. 1007 as presented. Motion passed 5:0.</p> <p>Mr. Campbell reviewed the staff report.</p> <p>Council discussion regarding how updating the charter will benefit the City.</p> <p>Motion from Councilor Kronquist, seconded by Councilor Quigley, to form a Charter Committee to review and make formal recommendations for consideration. Motion passed 5:0.</p> <p>Mr. Ludwick reviewed a presentation on the state of streets in Stayton and the proposed gas tax on motor vehicle fuels.</p> <p>Brief discussion of presentation.</p>

<p>c. Council Decision</p>	<p>Motion from Councilor Quigley, seconded by Councilor Glidewell, to approve Ordinance No. 1008 as presented. Motion passed 5:0.</p> <p>Motion from Councilor Quigley, seconded by Councilor Glidewell, to approve Resolution No. 953 as presented.</p> <p><i>Council Discussion of why the City didn't ask for more money per gallon.</i></p> <p>Motion passed 5:0.</p>
<p>Staff / Commission Reports</p>	<p>None.</p>
<p>Presentations / Comments From the Public</p> <p>a. Jack Burnett, Stayton Friends of the Pool</p>	<p>Mr. Burnett is involved with the Stayton Friends of the Pool and the Manta Ray swim team. He feels the management in Salem takes no responsibility in Stayton.</p>
<p>Business from the City Administrator</p>	<p>Mr. Campbell stated several Town Hall meetings will be held in the coming months to educate the community on the Motor Vehicle Fuel Tax.</p> <p>The next City Council meeting is a goal setting session and will be held in the E.G. Siegmund Room at the Stayton Public Library.</p>
<p>Business from the Mayor</p> <p>a. Appointment of Ralph Lewis to the Planning Commission</p>	<p>Motion from Councilor Niegel, seconded by Councilor Quigley, to ratify the appointment of Ralph Lewis to the Planning Commission. Motion passed 5:0.</p>
<p>Business from the Council</p>	<p>Councilor Glidewell thanked those in attendance for coming and assured them the Council hears their concerns.</p>
<p>Future Agenda Items – Monday, February 21, 2017</p> <p>a. City Council Goal Setting Session (E.G. Siegmund Room, Stayton Public Library)</p>	

APPROVED BY THE STAYTON CITY COUNCIL THIS 6TH DAY OF MARCH 2017, 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
City Council Meeting Action Minutes
February 21, 2017**

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

Time Start: 7:00 P.M.

Time End: 9:28 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 Mark Kronquist (joined at 7:12 p.m.)	Dan Fleishman, Director of Planning & Development
Councilor Jennifer Niegel	Rich Sebens, Police Chief (excused)
Councilor Brian Quigley	Charles Button, Police Lieutenant
Councilor Joe Usselman	Lance Ludwick, Public Works Director
	Janna Moser, Library Director
	John Morgan, Consultant

GOAL SETTING SESSION

The Council met with John Morgan, a consultant to assist with the goal setting process. Discussion centered on choosing their goals and categorizing them as a "MUST," a "NEED," or a "WANT." They also discussed the desirability, feasibility, and viability. Following is a list compiled by the Council; however, it is not the final goals list.

MUST

Master Plans (5)
Gas Tax (2)
Street Maintenance Revenue (5)
Old Town Plan (4)

NEED

Building Facility Plan Implementation
Economic Development Strategy (3)
Charter Review
Old Town Plan (4)
Housing Strategy (4)
Aging Neighborhoods (4)
Funding / Revenue Streams
Council / Community Relations (2)

WANT

Building Facility Plan Implementation
Transit
Solar Eclipse
City Survey

The following items were listed on the board, but later removed because they were more immediate issues that were moving forward or would be shortly.

- Pool Improvements / Facility Management
- Wilco Road Corridor Plan Implementation

Staff is scheduling a follow-up work session meeting with Mr. Morgan and the Council in order to finalize their goals.

APPROVED BY THE STAYTON CITY COUNCIL THIS 6TH DAY OF MARCH 2017, 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 Porter and the Stayton City Council
THRU: Keith Campbell, City Administrator
FROM: Lance S. Ludwick, P.E. Public Works Director
DATE: March 6, 2017
SUBJECT: Award of Contract for Television Inspection, Cleaning and Repair of the Sanitary and Stormwater Sewer Systems

ISSUE

Shall the City award a bid to Michels Corporation in the amount of \$282,750.00 for all work related to the Television Inspection, Cleaning and Repair of the Sanitary and Stormwater Sewer Systems.

ENCLOSURES

1. Bid Tabulation Sheet – February 14, 2017 @ 2:00 p.m.
2. Minutes from Bid Opening

BACKGROUND INFORMATION

The project includes, but is not limited to, all labor, materials, and equipment necessary to perform annual cleaning and television inspection (CCTV) of up to 7.5 miles of the City's sanitary sewer collection systems. Work will include sewer line grouting, cured in place pipe (CIPP), manhole repair and sealing as directed.

All labor, materials, and equipment necessary to perform annual cleaning of up to 2.0 miles of the City's stormwater collection system. Work will include television inspection (CCTV) as directed, line grouting and other repairs as directed.

The contract may be for a three year period, 2017 to 2019.

Public Works Director Lance S. Ludwick developed a bid packet including specifications for the project work.

The project was advertised competitively in the Daily Journal of Commerce and sealed bids were opened on February 14, 2017, at 2:00 PM.

BIDS RECEIVED

The City received bids from the following firms:

	Contractor	Total
1	Pihl, Inc.	\$321,400.00
2	Michels Corporation	\$282,750.00

STAFF REVIEW OF BIDS:

City Staff reviewed the low bid and recommends the City award a contract to Michels Corporation

OPTIONS

- A. Award of Contract to the lowest responsible bidder in the full contract amount.
- B. Reject all bids.

RECOMMENDATION

Award of Contract to Michels Corporation in the amount of \$282,750.00.

MOTION:

Move to award the Television Inspection, Cleaning and Repair of the Sanitary and Stormwater Sewer Systems in the amount of \$282,750.00.



City of Stayton

Department of Public Works
362 N. Third Avenue • Stayton, OR 97383
Phone: (503) 769-2919 • Fax (503) 769-2134

BID OPENING: TELEVISION INSPECTION, CLEANING & REPAIR OF SANITARY SEWER AND STORMWATER SYSTEMS February 14, 2017, Closed at 2:00 PM

Description: The project includes, but is not limited to, all labor, materials, and equipment necessary to perform annual cleaning and television inspection (CCTV) of up to 7.5 miles of the City’s sanitary sewer collection systems. Work will include sewer line grouting, cured in place pipe (CIPP), manhole repair and sealing as directed.

All labor, materials, and equipment necessary to perform annual cleaning of up to 2.0 miles of the City’s stormwater collection system. Work will include television inspection (CCTV) as directed, line grouting and other repairs as directed.

The contract may be for a three year period, 2017 to 2019.

CONTRACTOR	BID AMOUNT
Pihl Inc.	\$321,400
Michels Corporation	\$282,750

The City of Stayton will review the bids and make a recommendation to the City Council at their March 6th, 2017, council meeting.

Prepared by:

Lisa Meyer
City of Stayton

THE CITY OF STAYTON IS AN EQUAL OPPORTUNITY EMPLOYER AND SERVICE PROVIDER

POLICE
386 N. THIRD AVENUE
STAYTON, OR 97383
(503) 769-3423
FAX (503) 769-7497

PLANNING
362 N. THIRD AVENUE
STAYTON, OR 97383
(503) 769-2998
FAX (503) 767-2134

PUBLIC WORKS
362 N. THIRD AVENUE
STAYTON, OR 97383
(503) 769-2919
FAX (503) 767-2134

WASTEWATER
950 JETTERS WAY
STAYTON, OR 97383
(503) 769-2810
FAX (503) 769-7413

LIBRARY
515 N. FIRST AVENUE
STAYTON, OR 97383
(503) 769-3313
FAX (503) 769-3218

PROJECT: Television Inspection, Cleaning and Repair of the Sanitary and Stormwater Sewer Systems

SUBJECT: 2/14/17 Bid Items - Annual Unit Price Bid Schedule

					Pihl, Inc.		Michels Corporation	
ITEM	DESCRIPTION	UNITS	Est. Annual Qty.	UNIT	Bid Unit Price	Extended Bid Unit Price	Bid Unit Price	TOTAL COST
100 - SEWER MAINTENANCE& INSPECTION								
101	Mobilization/Demobilization Equipment		8	EA	1,200.00	9,600.00	1,265.00	10,120.00
102	Clean Gravity Sewer Pipe		50,000	LF	0.60	30,000.00	1.00	50,000.00
103	CCTV Sewer Pipe and Crawler Camera		50,000	LF	0.95	47,500.00	0.70	35,000.00
104	CCTV Sewer Pipe and Push Camera		500	LF	1.90	950.00	13.00	6,500.00
105	Chemical Grout Pipe Defects		100	EA	665.00	66,500.00	499.00	49,900.00
106	Chemical Grout Service Lateral		50	EA	675.00	33,750.00	508.00	25,400.00
107	Trim Service Lateral Protrusions		10	EA	850.00	8,500.00	663.00	6,630.00
108	Clean Lift Station Wet Wells		12	EA	725.00	8,700.00	1,555.00	18,660.00
109	Install CIPP 8-Inch Pipe Patch		60	LF	670.00	40,200.00	583.00	34,980.00
110	Install CIPP 12-Inch Pipe Patch		20	LF	725.00	14,500.00	630.00	12,600.00
111	Clean and Repair Manhole		240	VF	180.00	43,200.00	91.00	21,840.00
112	Clean, Repair and Sean Manhole		80	VF	225.00	18,000.00	139.00	11,120.00
Total Bid Result.....						\$ 321,400.00		\$ 282,750.00

Bid Bond	YES		YES
Drug Test Form	YES		YES
First Tier Subcontractors List	YES		YES
Resident vs. Non-resident Bidder	YES		YES



Notice of Intent to Award

Date: February 17, 2017

Project: TELEVISION INSPECTION, CLEANING & REPAIR OF SANITARY SEWER AND STORMWATER SYSTEMS

Owner: CITY OF STAYTON

Contract: TELEVISION INSPECTION, CLEANING & REPAIR OF SANITARY SEWER AND STORMWATER SYSTEMS

Bidder List: Pihl Inc., Michels Corporation

Attachments: NONE

Pursuant with ORS 279C.375, this document constitutes the notice from the Owner of intent to award the contract for the referenced work to **Michels Corporation**, subject to approval by the Stayton City Council and is sent to all bidders as listed below. The City of Stayton bid opening minutes and bid tabulation are posted on the City of Stayton website.

Pursuant with ORS 279C.375 and OAR 137-049-0395(3), the notice of award will not become final sooner than seven (7) calendar days following the issuance of this notice of intent to award, or until the Owner provides written response to all timely filed protests which denies the protest(s) and affirms the award.

By: 
Lande S. Ludwick, Public Works Director

c: Pihl Incorporated
Michels Corporation



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 D. Campbell, City Administrator
DATE: March 6, 2017
SUBJECT: Resolution 954, Recommending Restoring Recreational Immunity Rights

ISSUE

Should the City of Stayton support efforts to fully restore Recreational Immunity to landowners (the City) and the agents (City employees) who are acting on behalf or behest of the City of Stayton?

ENCLOSURE(S)

- Resolution No. 954, a Resolution Recommending Restoring Recreational Immunity Rights

BACKGROUND INFORMATION

Landowners in Oregon are immune from civil liability in the event a person is injured on their property, provided that they were recreating and that the property owner did not charge a fee for access to their land.

In Johnson v. Gibson, the Oregon Supreme Court ruled that the employees or other agents of the landowner may be liable if a person is injured as a result of their actions. Because the City indemnifies our employees against claims, the courts have opened up a loophole to hold the City liable for injuries sustained while using our public parks. The City has, in practice, lost Recreational Immunity.

The Oregon Trial Lawyers Association has used similar tactics to circumvent immunity clauses in Oregon. The loophole can be closed with the action of the Oregon Legislature, but there is currently a significant amount of lobbying that is occurring to leave the loophole open, or to even strip all forms of Recreational Immunity.

FISCAL IMPACT

Without effective Recreational Immunity, the City now faces significant legal liability and risks. Some communities have taken to closing parks and recreational facilities for fear of legal

exposure. Oregon's recreational opportunities are utilized to a high degree by its citizens, contribute to quality of life, and should not be compromised by the possibility of such lawsuits.

STAFF RECOMMENDATION

Staff recommends the City Council adopt Resolution No. 954 as presented.

MOTION(S)

- 1) Motion to approve Resolution No. 954 as presented.
- 2) Motion to approve Resolution No. 954 with modifications.

RESOLUTION NO. 954

A RESOLUTION RECOMMENDING RESTORING RECREATIONAL IMMUNITY RIGHTS

WHEREAS, in 1995, the Legislative Assembly declared it to be the public policy of the State of Oregon to encourage landowners to make their land available to the public for recreational purposes by limiting their liability toward persons entering thereon for such purposes;

WHEREAS, recreations purposes includes, but are not limited to, outdoor activities such as hunting, fishing, swimming, boating, camping, picnicking, hiking, nature study, outdoor educational activities, water sports, winter sports, viewing or enjoying historical, archaeological, scenic or scientific sites or volunteering for any public purpose project, including the above aforementioned activities, as well as: gardening, woodcutting and for the harvest of special forest products;

WHEREAS, the Public Use of Lands Act has increased the availability of land for free recreation by citizens and visitors alike by limiting liability to cities, counties, park districts, irrigation districts, schools and private landowners, including property-owner associations, farmers and timber companies that, by virtue of this act, allow members of the public to use or traverse their lands at no charge for recreation purposes;

WHEREAS, for twenty years, the Public Use of Lands Act has been broadly interpreted to extend this immunity from liability to apply not only to landowners but also to the landowner's employees agents, and volunteers;

WHEREAS, in *Johnson v. Gibson*, the Oregon Supreme Court held that when the Legislature passed the Public Use of Lands Act, it intended to immunize only the landowner, otherwise the Legislative Assembly would have included employees, agents and volunteers in the Act;

WHEREAS, this ruling effectively undermines a landowner's recreational immunity from tort liability under the Act because public employers are statutorily required to represent and indemnify their employees and most, if not all, landowners who allow access to their lands free of charge will ultimately be responsible for the negligence of their employees that results in injury to a member of the public or property; and,

WHEREAS, landowners will likely face substantially increased insurance premiums for this new risk exposure and/or have to close their property or amenities to Oregonians trying to recreate due to the result of this decision.

NOW, THEREFORE, let it be known that the City of Stayton supports legislation in the 2017 Oregon Legislative Assembly promulgated to restore recreational immunity to landowners and their officers, employees, agents or volunteers who are acting within the scope of their employment or duties so to allow Oregonians to access their lands for recreational use and enjoyment.

ADOPTED BY THE STAYTON CITY COUNCIL THIS 6TH DAY OF MARCH, 2017.

CITY OF STAYTON

Signed: _____, 2017

By: _____
Henry A. Porter, Mayor

Signed: _____, 2017

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 Porter and the Stayton City Council
FROM: Cindy Chauran, Associate Accountant
Elizabeth Baldwin, Utility Billing Clerk
DATE: March 6, 2017
SUBJECT: Monthly Finance Department Report

Departmental Activity

	January 2017	December 2016
Utility Billing		
Number of Bills Mailed	2,645	2,652
Number of Bills Emailed	370	380
Delinquent Notices Sent Out	573	525
Courtesy Delinquent Notices Sent to Landlords	166	159
Notified of Impending Shut-Off & Penalty	180	157
Customers with Interrupted Services Non-Payment	19	6
Services Still Disconnected	5	4
Accounts Payable		
Number of Checks Issued	196	126
Total Amount of Checks	\$289,393.21	\$249,258.61



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: March 6, 2017
SUBJECT: Staff Report

Below you will see the stats for the Police Department for the month of January 2017.

	January 2017	Year to Date 2017	January 2016	Year to Date 2016
Police Activity	829	829	729	729
Investigated Incidents	336	336	251	251
Citations/Warning	95/187	95/187	75/177	75/177
Traffic Accidents	5	5	7	7
Juvenile Abuse	1	1	1	1
Arrests	34	34	38	38
Ordinance Complaints	37	37	NA	NA
Reserve Volunteer Hrs.	180.83	180.83	322.50	322.50
Citizen Volunteer Hrs.	23	23	5	5
Peer Court Referrals:	0	0	1	1

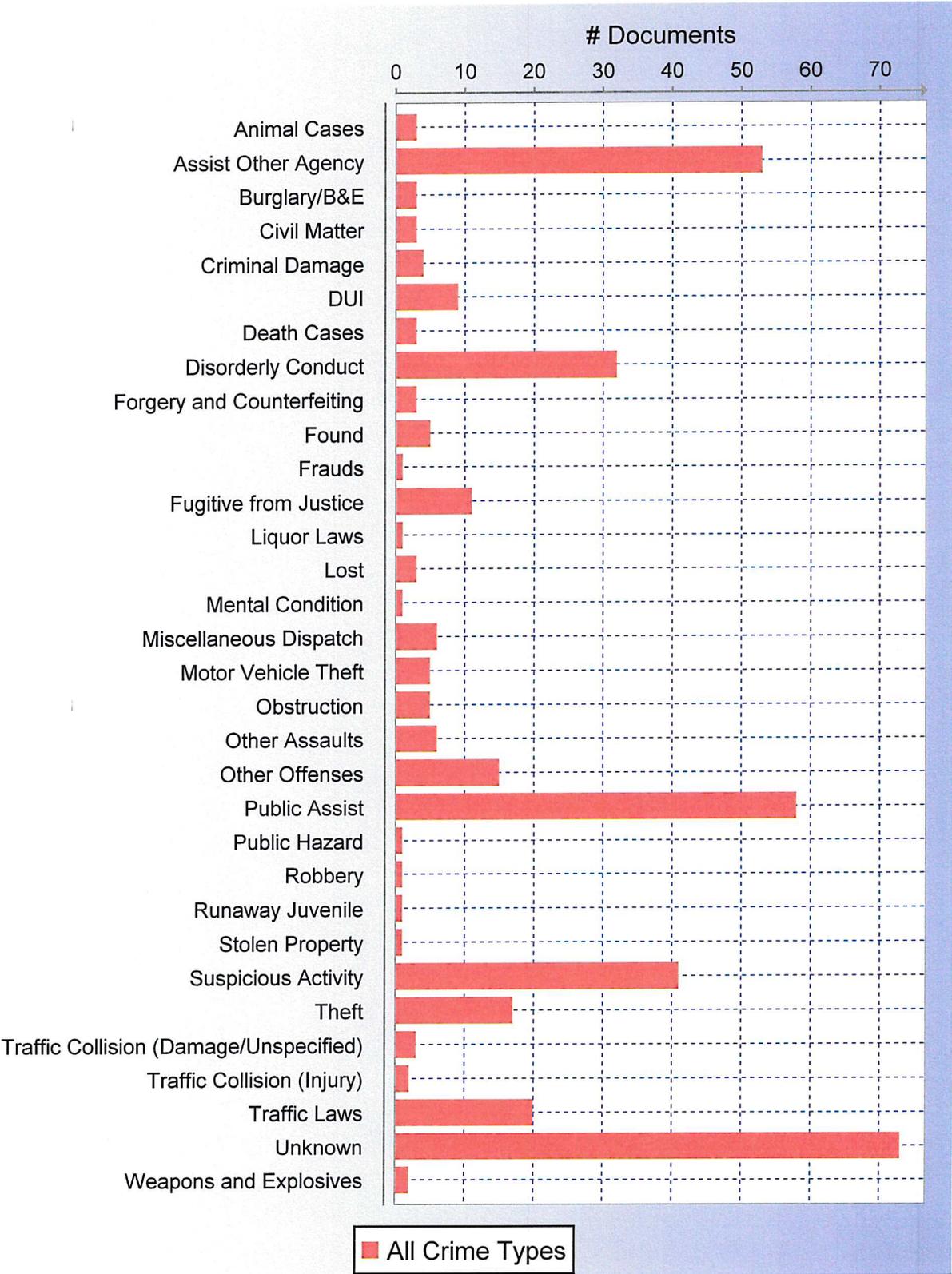
STAYTON POLICE DEPARTMENT CONSOLIDATED MONTHLY CATEGORIZED REPORT-NIBRS

1/1/2017 - 1/31/2017

PERSON	CRIMES				CRIMES CLEARED BY ARREST & EXCEPTION				PERCENT CLEARED				PERSONS ARRESTED					
	1/1/17 to 1/31/17	1/1/17 to 1/31/17	1/1/16 to 1/31/16	Change Yr to Yr %	1/1/17 to 1/31/17	1/1/17 to 1/31/17	1/1/16 to 1/31/16	1/1/17 to 1/31/17	Juv	Adult	Total	1/1/17 to 1/31/17	1/1/16 to 1/31/16					
NON-CRIMINAL																		
ACCIDENT-INJURY	1	1	0	0.0%	0	0	0	100.0%	100.0%	0.0%	0.0%	0	0	0	0	0	0	0
ACCIDENT-PROPERTY	3	3	3	0.0%	0	0	0	0.0%	0.0%	0.0%	0.0%	0	0	0	0	0	0	0
ALL OTHER NON-CRIMINAL	259	259	162	59.9%	0	0	0	0.0%	0.0%	0.0%	0.0%	0	0	0	0	0	0	0
NON CRIM DOMESTIC DISTURB	10	10	16	-37.5%	0	0	0	0.0%	0.0%	0.0%	0.0%	0	0	0	0	0	0	0
NON-CRIMINAL TOTALS	273	273	181	50.8%														
PERSON																		
AGGRAVATED ASSAULT	2	2	0	0.0%	2	2	0	100.0%	100.0%	0.0%	0.0%	0	1	1	1	0	0	2
KIDNAPPING	0	0	0	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	0	0	0
OTHER ASSAULTS	11	11	8	37.5%	7	7	6	63.6%	63.6%	75.0%	75.0%	1	8	9	9	0	0	4
RAPE	0	0	0	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	0	0	0
ROBBERY	0	0	1	-100.0%	0	0	1	0.0%	0.0%	100.0%	100.0%	0	0	0	0	0	0	1
SEX OFFENSES	0	0	2	-100.0%	0	0	1	0.0%	0.0%	50.0%	50.0%	0	0	0	0	0	0	0
PERSON TOTALS	13	13	11	18.2%	9	9	8	69.2%	69.2%	72.7%	72.7%	1	9	10	10	0	7	
PROPERTY																		
BURGLARY - BUSINESS	0	0	0	0.0%	0	0	0	0.0%	0.0%	0.0%	0.0%	0	0	0	0	0	0	0
BURGLARY - OTHER STRUCTURE	0	0	2	-100.0%	0	0	1	0.0%	0.0%	50.0%	50.0%	0	1	1	1	0	0	0
BURGLARY - RESIDENCE	2	2	2	0.0%	0	0	1	0.0%	0.0%	50.0%	50.0%	0	0	0	0	0	0	1
COUNTERFEITING/FORGERY	0	0	0	0.0%	0	0	0	0.0%	0.0%	0.0%	0.0%	0	3	3	3	0	0	0
FRAUD	2	2	0	0.0%	1	1	0	50.0%	50.0%	0.0%	0.0%	0	1	1	1	0	0	0
LARCENY																		
Pickpocket	0	0	0	0.0%	0	0	0	0.0%	0.0%	0.0%	0.0%	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	0	0	0
Shoplifting	5	5	4	25.0%	2	2	3	40.0%	40.0%	75.0%	75.0%	0	2	2	2	0	0	3
Theft from a Motor Vehicle	5	5	2	150.0%	1	1	0	20.0%	20.0%	0.0%	0.0%	0	1	1	1	0	0	0
Theft of Bicycle	1	1	0	0.0%	0	0	0	0.0%	0.0%	0.0%	0.0%	0	0	0	0	0	0	0
Theft from Building	1	1	4	-75.0%	0	0	1	0.0%	0.0%	25.0%	25.0%	0	0	0	0	0	0	2
From Coin Operated Machine	0	0	0	0.0%	0	0	0	0.0%	0.0%	0.0%	0.0%	0	0	0	0	0	0	0
All Other Larceny	4	4	4	0.0%	2	2	1	50.0%	50.0%	25.0%	25.0%	0	4	4	4	0	0	2
LARCENY	16	16	14	14.3%	5	5	5	31.3%	31.3%	35.7%	35.7%	0	7	7	7	0	0	2
MOTOR VEHICLE THEFT	2	2	1	100.0%	0	0	0	0.0%	0.0%	0.0%	0.0%	0	0	0	0	0	0	0

SOCIETY	CRIMES				CRIMES CLEARED BY ARREST & EXCEPTION	PERCENT CLEARED				PERSONS ARRESTED				
	1/1/17 to 1/31/17	1/1/17 to 1/31/17	1/1/16 to 1/31/16	% Change Yr to Yr		1/1/17 to 1/31/17	1/1/17 to 1/31/17	1/1/17 to 1/31/17	1/1/16 to 1/31/16	Juv	Adult	Total	1/1/17 to 1/31/17	1/1/16 to 1/31/16
STOLEN PROPERTY	1	1	0	0.0%	1	1	0	100.0%	100.0%	0	1	1	1	0
VANDALISM	10	10	4	150.0%	1	1	1	10.0%	10.0%	1	0	1	1	1
PROPERTY TOTALS	33	33	23	43.5%	8	8	8	24.2%	24.2%	1	13	14	14	9
SOCIETY														
ALL OTHER	7	7	9	-22.2%	2	2	4	28.6%	28.6%	0	2	2	2	2
ANIMAL	1	1	0	0.0%	0	0	0	0.0%	0.0%	0	0	0	0	0
CURFEW	0	0	0	0.0%	0	0	0	0.0%	0.0%	0	0	0	0	0
CUSTODY-MENTAL	1	1	1	0.0%	1	1	1	100.0%	100.0%	0	1	1	1	1
CUSTODY-PROTECTIVE	0	0	0	0.0%	0	0	0	0.0%	0.0%	0	0	0	0	0
DISORDERLY CONDUCT	3	3	3	0.0%	3	3	2	100.0%	100.0%	0	6	6	6	3
DR WHILE SUSP	3	3	3	0.0%	3	3	3	100.0%	100.0%	0	4	4	4	3
DRIVING UNDER INFLUENCE	9	9	6	50.0%	9	9	6	100.0%	100.0%	0	9	11	11	6
ELUDING	1	1	1	0.0%	1	1	1	100.0%	100.0%	0	1	1	1	1
ESCAPE	0	0	0	0.0%	0	0	0	0.0%	0.0%	0	0	0	0	0
FAIL TO DISPLAY DL	0	0	0	0.0%	0	0	0	0.0%	0.0%	0	0	0	0	0
FUGITIVE	0	0	0	0.0%	0	0	0	0.0%	0.0%	0	14	14	14	19
HIT & RUN	4	4	4	0.0%	0	0	0	0.0%	0.0%	0	0	0	0	1
LIQUOR LAWS	0	0	1	-100.0%	0	0	1	0.0%	0.0%	0	0	0	0	1
MIP TOBACCO	0	0	0	0.0%	0	0	0	0.0%	0.0%	0	0	0	0	0
NARCOTICS/DRUGS	5	5	3	66.7%	5	5	3	100.0%	100.0%	0	5	5	5	5
PROP RECOV - FOR OTHER AGENCY	2	2	0	0.0%	0	0	0	0.0%	0.0%	0	0	0	0	0
RECKLESS DRIVING	2	2	1	100.0%	2	2	1	100.0%	100.0%	0	2	2	2	1
RUNAWAY	1	1	1	0.0%	0	0	1	0.0%	0.0%	0	0	0	0	1
SEX OFFENSES	0	0	0	0.0%	0	0	0	0.0%	0.0%	0	0	0	0	0
TRESPASS	6	6	12	-50.0%	0	0	8	0.0%	0.0%	0	0	0	0	3
VEH RECOV - FOR OTHER AGENCY	0	0	0	0.0%	0	0	0	0.0%	0.0%	0	0	0	0	0
WARRANT	11	11	16	-31.3%	10	10	16	90.9%	90.9%	0	1	1	1	0
WEAPONS	2	2	0	0.0%	2	2	0	100.0%	100.0%	0	2	2	2	0
SOCIETY TOTALS	58	58	61	-4.9%	38	38	47	65.5%	65.5%	0	47	49	49	47
GRAND TOTALS	377	377	276	36.6%										

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: Lisa Meyer, Administrative Assistant
DATE: March 6, 2017
SUBJECT: Public Works Monthly Operating Report for January 2017

- | <u>KEY ACTIVITIES</u> | <u>STATUS</u> |
|---------------------------|---|
| • WWTP Facility | Effluent flows: 71.87 million gallons were treated during January. The highest flow was 3.47 million gallons on January 11 th and the lowest flow was 1.69 million gallons on January 7 th . The average flow was 2.32 million gallons. Total rainfall for January was 5.30 inches. |
| • WTP | Highest production day was 2,387,000 gallons on January 31, 2017. |
| • Water System | Replaced 3 meters. Replaced 5 frozen meters. Replaced 2 radio readers. Cleaned number 3 filter bed. |
| • Streets | Swept 52 curb miles and removed approximately 15 cubic yards of material. Put down 1700 pounds of cold patch mix to fill some potholes. Cleared sidewalks and ice melt at City Facilities. |
| • Parks | Volunteers:
Community Service: Total # of Volunteers = 0, Total # of hours = 0
Life skills High School Students: Total # of Volunteers = 0, Total # of hours = 0
Parks Board: Total # of Volunteers = 4, Total # of hours = 6. |
| • Building Permits | |

<u>Permit Type</u>	<u>Issued</u>	<u>SDC's Paid</u>
New Single Family Dwelling	0	\$0
Residential Building Addition/Alter/Other	0	\$0
Commercial Building Addition/Alter/Other	0	\$0
Electrical	1	\$0
Mechanical	2	\$0
Plumbing	0	\$0
TOTAL	3	\$0

One (1) Residential SDC = \$10,883.00 + \$707.00 for Mill Creek SDC + Storm Water SDC \$1919.00 or \$2752.00



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

TO: Mayor Henry A. Porter and the Stayton City Council
FROM: Lance S. Ludwick P.E.; Director of Public Works
DATE: March 6th, 2017
SUBJECT: 2015-2016 System Development Charges - Annual Report

ISSUE

Per Chapter 13.12 of the Stayton Municipal Code the City has collected System Development Charges from developers for constructing, enlarging, building or adding facilities or making a physical change in the use of a structure or land which increases the usage of any capital Improvements or which will contribute to the need for additional or enlarged capital improvements. The attached Report is a summary of the charges collected during the 2015-2016 Fiscal year.

BACKGROUND INFORMATION

The purpose of the system development charge (SDC) is to impose an equitable share of the public costs of capital improvements upon those developments that create the need for or increase the demands on capital improvements.

FISCAL IMPACT

The System Development Charges assist with the costs associated with the construction of infrastructure improvements identified in the City's Master Plans.

MOTION(S)

No Motion is needed. This is an informational Memorandum.

Table 1
SDC Annual Report
FY 2015-2016

	Parks	Sewer	Street	Stormwater	Water
Beginning Fund Balance	45,000	396,000	389,000	-	200,680
SDC Fees Collected	21,362	23,726	43,906	18,788	31,161
Interest Earnings	474	1,806	2,618	62	1,430
Total Revenue	66,836	421,532	435,524	18,850	233,271
Eligible Project Expenses	30,000				
Contract Legal Fees					
Engineering				-	
Contract Facilities/Rate					
Developer Reimbursement					
Transfer to Stormwater Fund		230,000			
Xfer to General Fund - Annual Accting	400	1,915	2,120	-	870
Total Expenditures	30,400	231,915	2,120	-	870
Ending Fund Balance	36,436	189,617	433,404	18,850	232,401



CITY OF STAYTON

Parks System Development Charges Annual Report

In Accordance with ORS 223.311
Year Ended June 30, 2016

	SDC %	Parks SDC	%	Other City Funds	%	Fund	Total
REVENUES:							
System Development Fees		\$ 21,362.00					\$ 21,362.00
Interest Earned		\$ 473.80					\$ 473.80
TOTAL REVENUE		\$ 21,835.80					\$ 21,835.80
EXPENDITURES:							
Materials and Services							
Park Master Plan		\$ -		\$ -			\$ -
Contract - Facilities/Rate		\$ -		\$ -			\$ -
Capital Outlay							
Park Development		\$ -		\$ -			\$ -
	100%		0%	\$ -			\$ -
SDC Administrative Cost							
Transfer to General Fund	1.00	400.00	1.00	0.00	0.00	N/A	400.00
Transfer to Parks Construction Fund		30,000.00		0.00			30,000.00
TOTAL EXPENDITURES		30,400.00		0.00			30,400.00
Excess (Deficiency) of Revenues Over Expenditures		-8,564.20					
Beginning Fund Balance		45,000.00					
ENDING FUND BALANCE		36,435.80					
*Per ORS 223.307.5							



CITY OF STAYTON

Sewer System Development Charges

Annual Report

In Accordance with ORS 223.311

Year Ended June 30, 2016

	SDC %	Sewer SDC	%	Other City Funds	%	Fund	Total
REVENUES:							
System Development Fees		\$ 23,726					\$ 23,726
Interest Earned		\$ 1,806					\$ 1,806
TOTAL REVENUE		\$ 25,532					\$ 25,532
EXPENDITURES:							
Materials and Services							
Sewer Master Plan		\$ -		\$ -			\$ -
Contract-Facilities Rate				\$ -			\$ -
Capital Outlay							
System Improvements		\$ -		\$ -			\$ -
Plant Improvements		\$ -		\$ -			\$ -
SDC Administrative Cost							
Transfer to General Fund	100%*	\$ 1,915	100%	\$ -	0%	N/A	\$ 1,915
Transfer to Stormwater Fund	100%*	\$ 230,000	100%	\$ -	0%	N/A	\$ 230,000
TOTAL EXPENDITURES		\$ 231,915		\$ -			\$ 231,915
Excess (Deficiency) of Revenues Over Expenditures							
		\$ (206,383)					
Beginning Fund Balance							
		\$ 396,000					
ENDING FUND BALANCE		\$ 189,617					

*Per ORS 223.307.5



CITY OF STAYTON

Street System Development Charges Annual Report

In Accordance with ORS 223.311
Year Ended June 30, 2016

	SDC %	Street SDC	%	Other City Funds	%	Fund	Total
REVENUES:							
System Development Fees		\$ 43,906					\$ 43,906
Interest Earned		\$ 2,618					\$ 2,618
TOTAL REVENUE		\$ 46,524					\$ 46,524
EXPENDITURES:							
Materials and Services							
Developer Reimbursements	100%	\$ -	100%	\$ -	0%	N/A	\$ -
		\$ -		\$ -			\$ -
Capital Outlay							
Land Acquisition		\$ -		\$ -			\$ -
Transportation Improvements		\$ -		\$ -			\$ -
SDC Administrative Cost							
Transfer to General Fund	100%*	\$ 2,120	100%	\$ -	0%	N/A	\$ 2,120
TOTAL EXPENDITURES		\$ 2,120		\$ -			\$ 2,120
Excess (Deficiency) of Revenues Over Expenditures		\$ 44,404					
Beginning Fund Balance		\$ 389,000					
ENDING FUND BALANCE		\$ 433,404					

*Per ORS 223.307.5



CITY OF STAYTON

Stormwater System Development Charges Annual Report

In Accordance with ORS 223.311
Year Ended June 30, 2016

	SDC %	Sewer SDC	%	Other City Funds	%	Fund	Total
REVENUES:							
System Development Fees		\$ 18,788					\$ 18,788
Interest Earned		\$ 62					\$ 62
TOTAL REVENUE		\$ 18,850					\$ 18,850
EXPENDITURES:							
Materials and Services							
Stormwater Master Plan		\$ -		\$ -			\$ -
Capital Outlay							
System Improvements		\$ -		\$ -			\$ -
SDC Administrative Cost							
Transfer to General Fund	100%*	\$ -	0%	\$ -	0%	N/A	\$ -
TOTAL EXPENDITURES		\$ -		\$ -			\$ -
Excess (Deficiency) of Revenues Over Expenditures		\$ 18,850					
Beginning Fund Balance		\$ -					
ENDING FUND BALANCE		\$ 18,850					

*Per ORS 223.307.5



CITY OF STAYTON

Water System Development Charges

Annual Report

In Accordance with ORS 223.311

Year Ended June 30, 2016

	SDC %	Water SDC	%	Other City Funds	%	Fund	Total
REVENUES:							
System Development Fees		\$ 31,161					\$ 31,161
Interest Earned		\$ 1,430					\$ 1,430
TOTAL REVENUE		\$ 32,591					\$ 32,591
EXPENDITURES:							
Materials and Services							
Water Master Plan		\$ -		\$ -			\$ -
Engineering		\$ -		\$ -			\$ -
Developer Reimbursements		\$ -		\$ -			\$ -
Capital Outlay							
Plant Improvements		\$ -		\$ -			\$ -
System Improvements		\$ -		\$ -			\$ -
SDC Administrative Cost							
Transfer to General Fund	100%*	\$ 870	100%	-	0%	N/A	\$ 870
TOTAL EXPENDITURES		\$ 870		\$ -			\$ 870
Excess (Deficiency) of Revenues Over Expenditures							
		\$ 31,721					
Beginning Fund Balance							
		\$ 200,680					
ENDING FUND BALANCE		\$ 232,401					

*Per ORS 223.307.5



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: March 6, 2017
SUBJECT: Report of Activities for January, 2017

Continued to work with Friends of Old Town Stayton

Planning Commission meeting was cancelled due to lack of agenda items

Attended workshop on Oregon Enterprise Zone and other tax incentives for business development

Attended NW Oregon Planners Network meeting

Attended hazard mitigation planning training through FEMA

Participated in North Santiam School District Long Range Facilities Master Plan Committee

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: Janna Moser - Library Director
DATE: March 06, 2017
SUBJECT: January Library report

On Martin Luther King Junior Day, Casle hosted her Free Books at Last event. Over 250 people came and she gave free books to 186 children. Our adult book club, Tea Time for Booklover's, read *Girl Waits with Gun* by Amy Stewart.

We hosted Oregon author Cat Winters on January 19th. She has written historical fiction for both teens and adults. Her young adult book *In the Shadow of Blackbirds* came out in 2014 and was critically acclaimed. Her newest adult book *Yesternight* came out last fall. She was a wonderful speaker.

The teens made duct tape wallets at our Duct Tape Everything program. Stephanie made do it yourself candles with the adults. Our Coloring for Creativity and Comfort program continues to be well attended.

The Friends of the Library held a pop-up Book Sale in our meeting room January 12-14. They made \$1000. Their next sale will be April 6-8 in the Community Center.

Upcoming events to mark on your calendars:

- AARP Tax Aide Saturdays 10:00am-2:00pm
- Movie – Moana March 8th at 4:00pm
- Teens: Make it. Bind it. Wreck it. March 17th at 3:30pm
- Oregon Author Visit – Karen Karbo March 23rd at 7pm
- Spring Break Dance Party March 24th at 4pm

2016-2017 Monthly Library Statistics

	July	August	Sept.	Oct.	Nov.	Dec.	Jan.	Feb.	March	April	May	June	2016-17 YTD	2015-16 FY
TOTAL CHECKOUTS	11,971	11,124	9,957	10,001	10,369	10,040	10,423						73,885	125,970
OTHER CIRCULATION SERVICES														
Self check out	3,997	3,916	3,119	3,066	3,264	2,841	3,273						23,476	42,637
Library2Go (ebooks +)	782	825	747	798	793	838	936						5,719	8,893
INCOME RECEIVED														
Non-resident cards	\$465.00	\$112.00	\$200.00	\$70.00	\$260.00	\$155.00	\$190.00						\$1,452.00	\$6,996.00
Fines: overdue & lost books	\$834.93	\$591.09	\$659.68	\$617.02	\$1,017.64	\$223.41	\$503.50						\$4,447.27	-\$12,478.54
Room fees	\$0.00	\$0.00	\$0.00	\$250.00	\$205.00	\$0.00	\$257.00						\$712.00	\$4,135.50
												TOTAL	\$6,611.27	-\$1,347.04
REFERENCE QUESTIONS														
In-Person, by phone and computer help	480	508	568	540	576	496	552						3,720	5,395
NEW PATRON CARDS														
	97	67	63	54	69	42	70						462	1,051
INTERNET USE														
	1,035	1,137	933	925	934	922	827						6,713	13,230
PROGRAM ATTENDANCE														
Children & adults at Children's Programs	678	181	360	428	575	411	749						3,382	5,618
Teens	55	0	6	15	8	4	11						99	326
Adults	13	16	9	17	35	20	21						131	619
Outreach	17	300	218	671	609	256	618						2,689	6,953
												TOTAL	6,301	13,516
MEETING ROOM ATTENDANCE														
	27	65	97	287	47	61	400						984	5,889
PATRON VISITS														
	8,006	7,102	5,675	6,751	7,513	5,359	6,321						46,727	80,146
VOLUNTEER HOURS														
	212	260	188	178	171	176	200						1,384	2,770