



AGENDA

STAYTON CITY COUNCIL MEETING

Monday, November 2, 2015

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. Recognition of Stayton Community Food Bank Manager Edna Rickman by Mayor Porter
- b. Donation to Park Fund from Car Show Committee by Russ Strohmeyer

CONSENT AGENDA

- a. October 5, 2015 City Council Minutes
- b. OLCC Liquor License "New Outlet" Application Limited On-Premises Sales – Moxieberry

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

Vacation of Alleys between N. Alder and N. Birch, south of W. Ida Street

- a. Staff Report – Dan Fleishman
- b. Questions from Council
- c. Proponents’ Testimony
- d. Opponents’ Testimony
- e. General Testimony
- f. Questions from Public
- g. Questions from Council
- h. Staff Summary
- i. Close of Hearing

UNFINISHED BUSINESS

Ordinance No. 988, Amending SMC Title 5.12 Relating to the Location of Marijuana Facilities and Declaring an Emergency

Action

- a. Staff Report – Chief Rich Sebens
- b. Council Deliberation
- c. Council Decision

NEW BUSINESS

Ordinance No. 990, Vacating of Alleys

Action

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

Community Grants

Action

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

Ordinance No. 986, SCTC Franchise Agreement Renewal

Action

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

Ordinance No. 991, Wave Franchise Agreement Renewal

Action

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

STAFF/COMMISSION REPORTS

Finance Director’s Report – Christine Shaffer

Informational

- a. September 2015 Monthly Finance Department Report

Police Chief’s Report – Rich Sebens

Informational

- a. September 2015 Statistical Report

Public Works Director's Report

Informational

- a. September 2015 Operating Report

Planning & Development Director's Report – Dan Fleishman

Informational

- a. September 2015 Activities Report

Library Director's Report – Katinka Bryk

Informational

- a. September 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

BUSINESS FROM THE COUNCIL

FUTURE AGENDA ITEMS – November 16, 2015

- a. Emergency Plan
- b. Gas Tax
- c. North Santiam Arts Commission – Mike Reding

ADJOURN

CALENDAR OF EVENTS

NOVEMBER 2015

Monday	November 2	City Council	7:00 p.m.	Community Center (north end)
Tuesday	November 3	Parks & Recreation Board	7:00 p.m.	E.G. Siegmund Meeting Room
Tuesday	November 10	Commissioner's Breakfast	7:30 a.m.	Covered Bridge Café
Tuesday	November 10	Police Advisory Board	6:00 p.m.	City Hall Conference Room
Wednesday	November 11	CITY OFFICES CLOSED IN OBSERVANCE OF VETERANS DAY		
Friday	November 13	Community Leaders Meeting	7:30 a.m.	Covered Bridge Café
Monday	November 16	City Council	7:00 p.m.	Community Center (north end)
Wednesday	November 18	Library Board	6:00 p.m.	E.G. Siegmund Meeting Room
Thursday	November 26	CITY OFFICES CLOSED IN OBSERVANCE OF THANKSGIVING		
Friday	November 27			
Monday	November 30	Planning Commission	7:00 p.m.	Community Center (north end)

DECEMBER 2015

Tuesday	December 1	Parks & Recreation Board	7:00 p.m.	E.G. Siegmund Meeting Room
Monday	December 7	City Council	7:00 p.m.	Community Center (north end)
Tuesday	December 8	Commissioner's Breakfast	7:30 a.m.	Covered Bridge Café
Friday	December 11	Community Leaders Meeting	7:30 a.m.	Covered Bridge Café
Wednesday	December 16	Library Board	6:00 p.m.	E.G. Siegmund Meeting Room
Monday	December 21	City Council	7:00 p.m.	Community Center (north end)
Friday	December 25	CITY OFFICES CLOSED IN OBSERVANCE OF CHRISTMAS DAY		
Monday	December 28	Planning Commission	7:00 p.m.	Community Center (north end)

JANUARY 2016

Monday	January 4	City Council	7:00 p.m.	Community Center (north end)
Tuesday	January 5	Parks & Recreation Board	7:00 p.m.	E.G. Siegmund Meeting Room
Friday	January 8	Community Leaders Meeting	7:30 a.m.	Covered Bridge Café
Tuesday	January 12	Commissioner's Breakfast	7:30 a.m.	Covered Bridge Café
Monday	January 18	CITY OFFICES CLOSED IN OBSERVANCE OF MARTIN LUTHER KING DAY		
Tuesday	January 19	City Council	7:00 p.m.	Community Center (north end)
Wednesday	January 20	Library Board	6:00 p.m.	E.G. Siegmund Meeting Room
Monday	January 25	Planning Commission	7:00 p.m.	Community Center (north end)

FEBRUARY 2016

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

**City of Stayton
City Council Meeting Minutes
October 5, 2015**

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

Time Start: 7:00 P.M.

Time End: 9:11 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	Katinka Bryk, Library Director
Councilor Jennifer Niegel	Dan Fleishman, Director of Planning & Development
Councilor Brian Quigley	Lance Ludwick, Public Works Director
Councilor Joe Usselman	Rich Sebens, Police Chief
	Christine Shaffer, Finance Director
	David Rhoten, City Attorney (excused)

AGENDA	ACTIONS
REGULAR MEETING	
Announcements	
a. Additions to the Agenda	None
b. Declaration of Ex Parte Contacts, Conflict of Interest, Bias, etc.	None
Presentations / Comments from the Public	
a. Rese Bourdeau	Ms. Bourdeau gave an update on the chalk wall project. Councilor Glidewell commended the group putting this project together.
b. Gerry Flowers	Mr. Flowers spoke about the proposed location of the marijuana dispensary in the Santiam Station development. Opposed to recreational marijuana being sold in this location, and asked if there is a way to prohibit recreational from being sold in this location.
c. Spencer Gould	Mr. Gould spoke in opposition of a proposed marijuana dispensary being located in the Santiam Station development.
d. Paul Hames	Mr. Hames also spoke in opposition of a proposed marijuana dispensary located in the Santiam Station development.
e. Shellie Clokey	Ms. Clokey owns the daycare center in the Santiam Station development. She is opposed to the proposed marijuana dispensary being opened in the vicinity of her daycare.

<p>Consent Agenda</p> <p>a. September 21, 2015 City Council Minutes</p>	<p>Motion from Councilor Quigley, seconded by Councilor Niegel, to approve the Consent Agenda as modified. Motion passed 5:0.</p>
<p>Public Hearing</p> <p>Vacation of Alleyways</p> <p>a. Staff Report – Dan Fleishman</p> <p>b. Questions from Council</p> <p>c. Proponents’ Testimony</p> <p>d. Opponents’ Testimony</p>	<p>The hearing was opened at 7:27 p.m.</p> <p>Mr. Fleishman reviewed the staff report included in the Council packet.</p> <p>Councilor Glidewell inquired about alleys proposed for vacation that had not received public testimony at the Planning Commission meeting.</p> <p>Alan Kingsley spoke in favor of vacating the alley between S. Douglas and S. Evergreen, running south from Water.</p> <p>Janet Krieger spoke in favor of vacating the alley between N. Second and N. Fourth, running from Fir to Cedar.</p> <p>Tadd Humphreys spoke in favor of vacating the alley between N. Alder and N. Birch, running from Ida to High.</p> <p>Kathy Kaczynski spoke in favor of vacating the alley between N. Sixth and N. Seventh, running from Virginia to Washington.</p> <p>Denise Orr requested vacation of an alley not on the list. It is located between N Birch and N Alder, on the south side of W Ida Street.</p> <p>Robin Smith, who is purchasing the home at 492 E. Hollister, spoke in favor of vacating the alley between N. Fourth and N. Fifth, running from Robidoux to Hollister.</p> <p>Sandy Gottfried requested the alley between N. Sixth and N. Seventh, running from Burnett to Virginia not be vacated because this is their only access to garage.</p> <p>Larry Kraemer spoke in opposition of vacating the alleyway between N. First and N. Second, running from Fir to Cedar because this is their only access to garage.</p>

e. General Testimony	Gerry Flowers spoke about potential issues with storm water when an alley is vacated.
f. Questions from the Public	<p>Lynette Huie inquired about the process to move forward with a partial vacation of an alley if it is not already included in this process. Mr. Fleishman explained the process and costs associated.</p> <p>Armando Perez owns property at 879 N. Seventh Street is opposed to vacation of the alley between N Sixth and N Seventh, running between Washington and Jefferson because it provides access to a rear garage.</p> <p>Deborah Glander inquired if all vacated alleys will have a Public Utility Easement. Mr. Fleishman stated that was the recommendation from staff.</p>
g. Questions from the Council	<p>Council questions and discussion on the storm water issue raised earlier by Mr. Flowers.</p> <p>Additional discussion on alleys that have not received any public input from property owners.</p>
h. Staff Summary	Mr. Fleishman provided a summary of alleys proposed to be vacated by staff, and the two additional alleys requested for vacation this evening.
i. Close of Hearing	The hearing was closed at 8:20 p.m.
j. Council Deliberation	<p>Councilor Glidewell stated she disagrees with this process.</p> <p>Councilor Lewis spoke about the importance of this process and liability associated with the City allowing encroachment in the alleyways.</p>
k. Council Decision	<p>Motion from Councilor Lewis, seconded by Councilor Niegel, to return to the November 2 meeting with an ordinance finalizing the vacation process for the list of alleys to be vacated in the staff report and to include vacation of the alley between N. Sixth and & N. Seventh, from E. Virginia to E. Washington and the alley between N. Birch and N. Alder, south of Ida Street, which will require an additional public hearing. Motion passed 4:1 (Glidewell).</p>

<p>Unfinished Business</p>	<p>None.</p>
<p>New Business Ordinance No. 988, Amending Stayton Municipal Code Title 5.12 Relating to the Location of Marijuana Facilities a. Staff Report – Chief Rich Sebens b. Council Deliberation c. Council Decision Ordinance No. 989, “Drug Paraphernalia” a. Staff Report – Chief Rich Sebens b. Council Deliberation c. Council Decision Sidewalk Maintenance Program a. Presentation – Lance Ludwick</p>	<p>Chief Sebens reviewed the report included in the Council packet. He also offered a possible solution to restrict the sale of recreational marijuana by limiting distance from a park or “brick and mortar” daycare centers. However, if this is something Council wants to move forward with, he would have to look further into the legalities.</p> <p>Discussion of the “grandfathering clause” for marijuana facilities and what the Council can and can’t do when it comes to regulating recreational marijuana.</p> <p>The Council deferred action on Ordinance No. 988 to the October 19, 2015 meeting.</p> <p>Chief Sebens briefly reviewed the staff report included in the Council packet.</p> <p>Council discussion of why these changes to the Municipal Code are necessary.</p> <p>Motion from Councilor Lewis, seconded by Councilor Niegel, to approve Ordinance No. 989 as presented and declaring an emergency. Motion passed 5:0.</p> <p>Mr. Ludwick gave a presentation on the City’s Sidewalk Maintenance Program. Council discussion of tree roots lifting sidewalks and the City’s approved tree list.</p>
<p>Staff / Commission Reports</p>	<p>None.</p>
<p>Presentations / Comments From the Public</p>	<p>Gerry Flowers spoke briefly about sidewalk issues and potential solutions.</p>
<p>Business from the City Administrator</p>	<p>Mr. Campbell announced that the next Main Street Meeting has been scheduled for Wednesday, October 21, at 6:00 p.m. at the Stayton Community Center.</p>
<p>Business from the Mayor</p>	<p>None.</p>

Business from the Council

Councilor Quigley inquired about upcoming events at the Stayton Public Library. Ms. Bryk provided an update of events happening this week at the Library.

Future Agenda Items – October 19, 2015

- a. Community Grants
- b. SCTC Franchise Agreement Extension

APPROVED BY THE STAYTON CITY COUNCIL THIS 19TH DAY OF OCTOBER 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

DRAFT



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: October 19, 2015
SUBJECT: Liquor License-“New Outlet” Application – Limited On-Premises Sales

ISSUE:

Moxieberry Inc. has submitted an application to the City and to OLCC to obtain a liquor sales license. This application is for a “**New Outlet**” for “**Limited On-Premises Sales**” Liquor License Application. Ms. Teri Mesa is the president of Moxieberry Inc. Ms. Mesa and her husband Jonathon (John) Mesa own and operate Moxieberry, which is a coffee shop, café, gift shop combination business. The license application is to sell beer and wine along with the regular food menu. They do not intend to have alcoholic beverage on tap. They will only be selling bottled beverage products.

NEW BUSINESS NAME:

Moxieberry, Inc.
429 N 3rd Ave.
Stayton, Oregon 97383
B: (503) 767-4438

OWNERS:

Teri Mesa
12064 Golf Ln SE
Sublimity, OR 97385

STAFF RECOMMENDATION:

It is the recommendation of the Stayton Police Department to forward this application to the Oregon Liquor Control Commission (OLCC) with a recommendation for approval.

BACKGROUND INFORMATION:

The location is zoned for this type of business which is a “central core mixed use commercial zone”. The business is and has been a restaurant and they are adding an alcohol beverage license which does not change the zoning status.

FACTS AND FINDINGS:

I have conducted a background investigation of the business and applicants. I have found nothing out of the ordinary.

Based on the application and background investigation, I find no legal authority to recommend denial of this application.

MOTION(S):

No Motions are needed as this is a consent agenda item.

FISCAL IMPACT: N/A



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: November 2, 2015
SUBJECT: Vacation of Alleys between N Alder and N Birch, south of W Ida

ISSUE

The issue before the City Council is a public hearing on the City-initiated vacation of the alleyway between N Alder Ave and N Birch Ave, south of W Ida Street. This alley was added to the list of alleys to be considered for vacation at the request of one of the property owners adjacent to the alley. Because it was not included on the list of alleys originally proposed for vacation, this public hearing is required.

ANALYSIS

This alley was dedicated to the public as part of the Ottomar Luttich Addition, platted in 1892. The alley extends from W Ida St on the north to the south boundary of the Ottomar Luttich Addition and what is shown on the plat for that subdivision as the D.E. Stayton Fish Pond, long since dried up.

There are two tax parcels on the east side of the alley, both in common ownership, and each with a single family dwelling. On the west side of the alley, there are four tax parcels. Two are only about 1,000 square feet each and are owned by the same people who own the property on the east side of the alley. The other two parcels on the west side of the alley are in common ownership and have one home on them.

The owner of the parcels on the east side appeared at the City Council's October 5 public hearing and requested this alley be vacated. Attached to this report is a letter from the other owner. This person also owns the parcel on the east side of the southern terminus of the alley.

There is a ¾-inch water line in the alley and Pacific Power reports a facility in the alley, both of which are services to 248 W Ida St. There is also a shed associated with 248 W Ida St that has been constructed in the alley.

Also attached to this report are letters from two owners adjacent to the alley between N Second and N Third, running from E Virginia to E Washington, requesting the City Council vacate this alley as well. This alley was not included in the original list of alleys to be vacated because the presence of a city water line, electric facilities, natural gas facilities, and telecommunication facilities. Vacation of this alley would require an additional public hearing.

RECOMMENDATION

Staff recommends the alley between N Alder Ave and N Birch Ave, south of W Ida Street be vacated and that the City retain a public utility easement.

Ordinance 990 will be presented to the City Council as a separate agenda item. This alley has been included in the Ordinance.

9-28-2015

I am the owner of the property
at 280 IDA. I am in favor of closing
the alley way between 216 IDA AND 280 IDA.
which would run from IDA to the south.
Lillian M. Humphreys

October 22, 2015

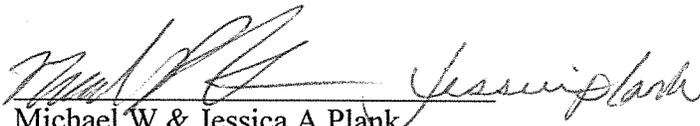
The City of Stayton
Attn: City Council
362 N Third Ave
Stayton, OR 97383

RE: The alley between N 2nd Ave and N 3rd Ave traveling from E Washington St to E Virginia St

City Council,

Please include the entire alley between N 2nd Ave and N 3rd Ave traveling from E Washington St to E Virginia St to be vacated; with an easement for utilities.

Sincerely,

A handwritten signature in cursive script, appearing to read "Michael W & Jessica A Plank", written over a horizontal line.

Michael W & Jessica A Plank
714 N 2nd Ave
Stayton, OR 97383

Mailing:
714 N 2nd Ave
Stayton, OR 97383

October 22, 2015

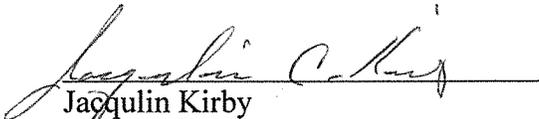
Michael W & Jessica A Plank
714 N 2nd Ave
Stayton, OR 97383

RE: 714 N 2nd Ave, Stayton, OR 97383 & The alley between N 2nd Ave and N 3rd Ave traveling from E Washington St to the E Virginia St

Michael W & Jessica A Plank,

As I'm sure you are already aware, the City of Stayton is willing to vacate the entire alley between N 2nd Ave and N 3rd Ave traveling from E Washington St to E Virginia St; with an easement for utilities. If all parties are in agreement to have the alley vacated; with an easement for utilities, the City will give all of us our parts of the alley with no transactions fees to gain our shares of the alley. If you are willing to receive your portion of the alley, please sign the enclosed form and I will take it to the City Council meeting in November. If we don't all agree at this time and we wish to receive it in the future, it will cost all of us the appropriate filing fees. Let's let the City pay for it now!

Sincerely,



Jacquelin Kirby
717 N 3rd Ave
Stayton, OR 97383

Mailing:
717 N 3rd
Stayton, OR 97383

October 15, 2015

The City of Stayton
Attn: City Council
362 N. Third Street
Stayton, Oregon 97383

RE: Vacating alley between N. Sixth and N. Seventh, running from Washington to Jefferson.

City Council,

We, the undersigned, agree to having the stated alleyway partially vacated. It would be divided in half, with the south half being vacated. The north half would remain open for access to the rear of 879 N. Seventh Ave and 610 E. Jefferson.

Sincerely,

Mr. Ken Huie
675 E. Washington St Stayton, OR 97383



Mr. Mike Powell
816 N. Sixth Ave. Stayton OR 97383



Mrs. Peggy Weitman
610 E. Jefferson St. Stayton, OR 97383



Mr. Armando Perez
1174 N. First Ave. Stayton, OR 97383
(Property owner of 879 N. Seventh Ave)



Mr. Doug Mulvahill
PO Box 834, Scio, Oregon 97374
(Property owner of 676 E. Jefferson St)



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

TO: Mayor Henry A. Porter and the Stayton City Council

**FROM: Rich Sebens, Chief of Police,
Dan Fleishman, Director of Planning and Development**

DATE: November 5, 2015

SUBJECT: Ordinance No. 988, "Marijuana Facilities"

ISSUE:

****Update****

At the October 5th City Council meeting staff presented Ordinance No. 988 to amend Title 5.12. During the meeting, questions were raised as to whether a City could have different "Time, Manner, and Place" regulations for a medical marijuana dispensary versus a recreational facility. The second question was whether a City could propose "facility type" limitations on a "grandfathered" facility.

As staff has presented at previous meetings, there are two marijuana facilities that have been "grandfathered" into the City.

Section 59 of Measure 91 recognizes that cities have the right to adopt reasonable time, place and manner regulations for recreational marijuana facilities. These must relate to the "nuisance aspects" of recreational sales facilities. In enacting any restrictive regulations, cities must make specific findings that the target facilities would create adverse effects for the city and the public. A City must be very careful with any regulation related to limiting marijuana facilities, and the "specific findings" required by Measure 91 must be supported by substantial factual evidence. Because of the legalized nature of recreational sales, the burden of evidence is relatively high, and the need for highly clarified supportive findings are necessary. Particular attention must be paid to "Health and Welfare" criteria. Because of the similarities between alcohol and marijuana, the League of Oregon Cities recommends that time, place and manner restrictions currently in effect for retail liquor stores be carefully considered when developing such regulations for retail marijuana sales. In other words the regulations for each should closely match in order to be assured of compliance with the allowable siting restriction under Measure 91.

If the City chooses to limit "Recreational Facilities" completely or regulate them in such a way that they could not operate at all, the City would need to propose sending a "recreational facility ban" to the voters. As stated previously, the City would then be exempt from marijuana

tax revenue. As part of this question, Legal Counsel also researched if “Recreational Facilities” are grandfathered along with “Medical Facilities”, as the two were created under separate laws. Legal Counsel believes they too are grandfathered along with Medical Facilities.

Second, staff researched the particular location on Martin Drive in relation to a “Day Care”. Staff has found that the law is very clear on “Day Care” businesses not being included in the definition of a school. Given the clear mandate in the state law regarding Day Care facilities, It would be legally challenging to create a distance buffer from a “Day Care” to a marijuana facility. It is highly unlikely that substantial evidence could be produced on this topic that could lead to specific findings of adverse effects relating to children in a Day Care facility.

Third, staff looked at whether the City could impose regulations to set the distance a facility must be from a city park. In order to set a regulation around parks, there would need to be evidence showing that marijuana facilities will have an adverse “Health and Welfare” effect on the park and its users. At this point there is limited data to show this either way for marijuana facilities. When there is limited data, a city can look at “like” businesses. There is a liquor store located in the same proximity as the area in question. The City could use data from it. Based on the liquor store statistics, in the last 5 years we have had 10 incidents related to the Liquor store. Of those ten, four were alcohol related. This is a relatively low number in comparison to “bars” in the community. In comparison, Stayton Police responded 70 times to one of the local bars in the community. Of the 70 incidents, 44 were alcohol related. None of these incidents had a direct effect on a City park. Without substantial evidence of adverse effects, and the inability to write specific findings, placing additional restrictions with regard to parks would again be legally challenging.

Finally, we looked at distance from the parks. The closest park is Santiam Station. This park is outside of 200 feet from the marijuana facility. 200 feet is the buffer distance the City has set for marijuana facilities from a residence. If the City were to place a 200 foot buffer from the parks it would not limit any of the locations for marijuana facilities. If the City chose to extend this distance out to meet the 1000 foot criteria used for schools it would eliminate virtually all possible locations in the community for a marijuana facility. This would not be considered a “reasonable” regulation as required by state statute.

****Initial Report****

At the September 21, 2015 Stayton City Council meeting, Ordinance No. 987, “Marijuana Facilities” was approved. At the time of approval, staff recognized there would be future changes to Title 5 as this is very new legislation for the State.

In reviewing changes made by Ordinance No. 987, an additional change was identified in relation to the 200 foot distance from a marijuana facility requirement. Ordinance No. 987 established the requirement that a marijuana facility be 200 feet from a residence, as measured from the property lines of both properties. An analysis of properties where retail sales are permitted by zoning, resulted in only two possible locations within the City that are more than

1,000 feet from a school and 200 feet from a residence. One of these locations is a vacant parcel. There is concern the restrictions in Ordinance No. 987 are not reasonable.

Therefore, Ordinance No. 988 is drafted to measure the separation distance between a facility and a residence from that portion of the building occupied by the facility and the residence itself, not between property lines. Also, Ordinance No. 988 would allow a facility within 200 feet of a residence if occupancy of the residence is age restricted to only persons older than 55.

These changes would increase the options available to a potential marijuana facility to 11 buildings. The 1,000-foot separation distance between facilities remains unchanged, assuring there will be no more than 4 facilities within the City.

Staff also felt there was a need to clarify who the facilities could sell to, to include anyone with a medical marijuana card versus just those over the age of 21.

OPTION AND MOTIONS

1. Approve Ordinance No. 988 as presented.

Move to approve Ordinance No. 988 as presented.

The City Recorder shall call the roll and the names of each Councilor present and their vote shall be recorded in the meeting minutes. If the vote is unanimous, Ordinance No. 988 is enacted and will be presented to the Mayor for his approval.

If the vote is not unanimous, Ordinance No. 988 will be brought before the Council for a second consideration at the November 2, 2015 meeting.

2. Approve Ordinance No. 988 with modifications.

Move to approve Ordinance No. 988 with the following changes ... and direct staff to incorporate these changes into the Ordinance

Ordinance No. 988 will be brought before the Council for a second consideration at the November 2, 2015 meeting.

3. Retain the Code unchanged.

No motion is necessary.

ORDINANCE NO. 988

AN ORDINANCE AMENDING THE STAYTON MUNICIPAL CODE TITLE 5, CHAPTER 5.12 RELATING TO THE LOCATION OF MARIJUANA FACILITIES AND DECLARING AN EMERGENCY.

WHEREAS, on September 21, the Stayton City Council enacted Ordinance No. 987 establishing a licensing system for and restricting the permissible locations of marijuana facilities;

WHEREAS, the City Council has determined that the location restrictions on marijuana facilities enacted in Ordinance No. 987 are not reasonable, in that they would permit facilities at only two locations within the City, neither of which are likely to be available to a facility;

WHEREAS, there are two proposed medical marijuana dispensaries in the City of Stayton that have received permits from the Oregon Health Authority;

WHEREAS, the City of Stayton desires to have reasonable time, place and manner restrictions on facilities that protect the public health, safety and welfare of the citizens of Stayton and limits access to marijuana products by children but allows for the location of facilities within the City; and,

NOW THEREFORE, the City of Stayton ordains:

SECTION 1. Stayton Municipal Code Section 5.12.040 is amended to read as follows: (additions are underlined; deletions are ~~crossed-out~~):

5.12.040 LOCATION AND HOURS OF OPERATION

- A. No marijuana facility may be located within 1,000 feet of another marijuana facility. Distances between facilities will be calculated from the closest point with respect to property lot lines.
- B. No marijuana facility may be located within ~~and~~ 200 feet from any residence. Distances from the facility to a residence will be measured from that portion of the building occupied by the facility and the residence. However, if the residence is an apartment within a Commercial, Industrial or Downtown zone, as described in Chapter 17.16, and is part of an existing mixed-use structure such as a second story apartment above a business, or is part of a residential development occupancy of which is restricted to persons 55 or older, the facility is not required to be more than 200 feet from the residence.
- C. Marijuana facilities may not be located within 1,000 feet of a public or private school. A school is one described by ORS, OLCC, and OHA. Distances from the facility to a school will be calculated from the closest point with respect to property lot lines. However, if a school moves to within a 1,000 feet of a pre-existing marijuana facility, the facility is not required to move unless the facility changes ownership.
- D. ~~Distances from the facility will be calculated from the closest point with respect to property lot lines.~~

E. The hours of operation for a Medical Marijuana Dispensary or Retail Marijuana Facility may not be outside of 9am to 7pm.

SECTION 2. Stayton Municipal Code Section 5.12.060.D is amended to read as follows:

(additions are underlined; deletions are ~~crossed-out~~):

D. No marijuana products may be sold or given to an individual knowing the product will be sold or given to a person who does not have a Oregon Medical Marijuana Program card or is under the age of 21 or used in violation of State law.

SECTION 3. Upon enactment by the Stayton City Council and the Mayor's signature, the Ordinance shall become effective 30 days after enactment.

ADOPTED BY THE STAYTON CITY COUNCIL THIS 2ND DAY OF NOVEMBER, 2015.

CITY OF STAYTON

Signed: _____

By: _____

Henry A. Porter, Mayor

ATTEST

Signed: _____

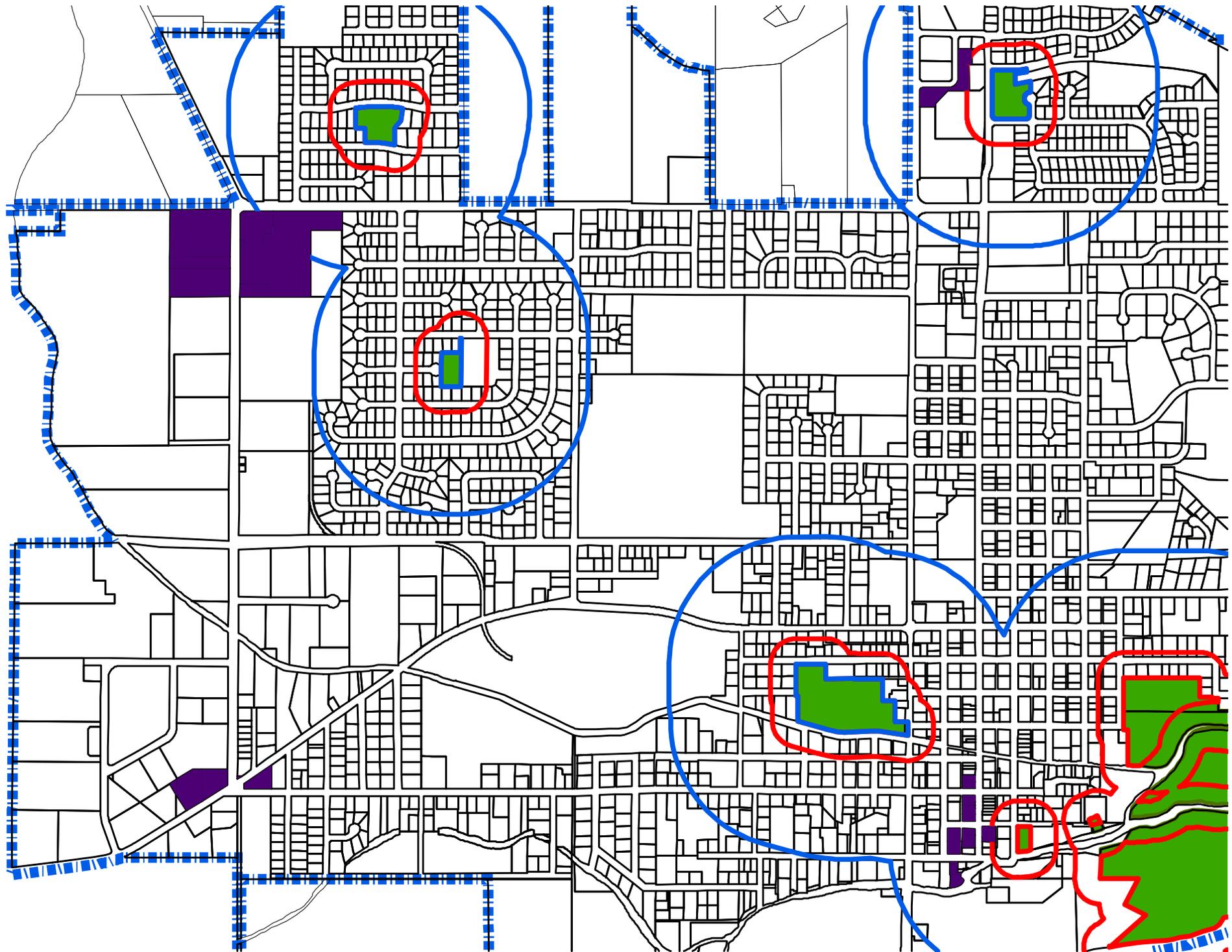
By: _____

Keith Campbell, City Administrator

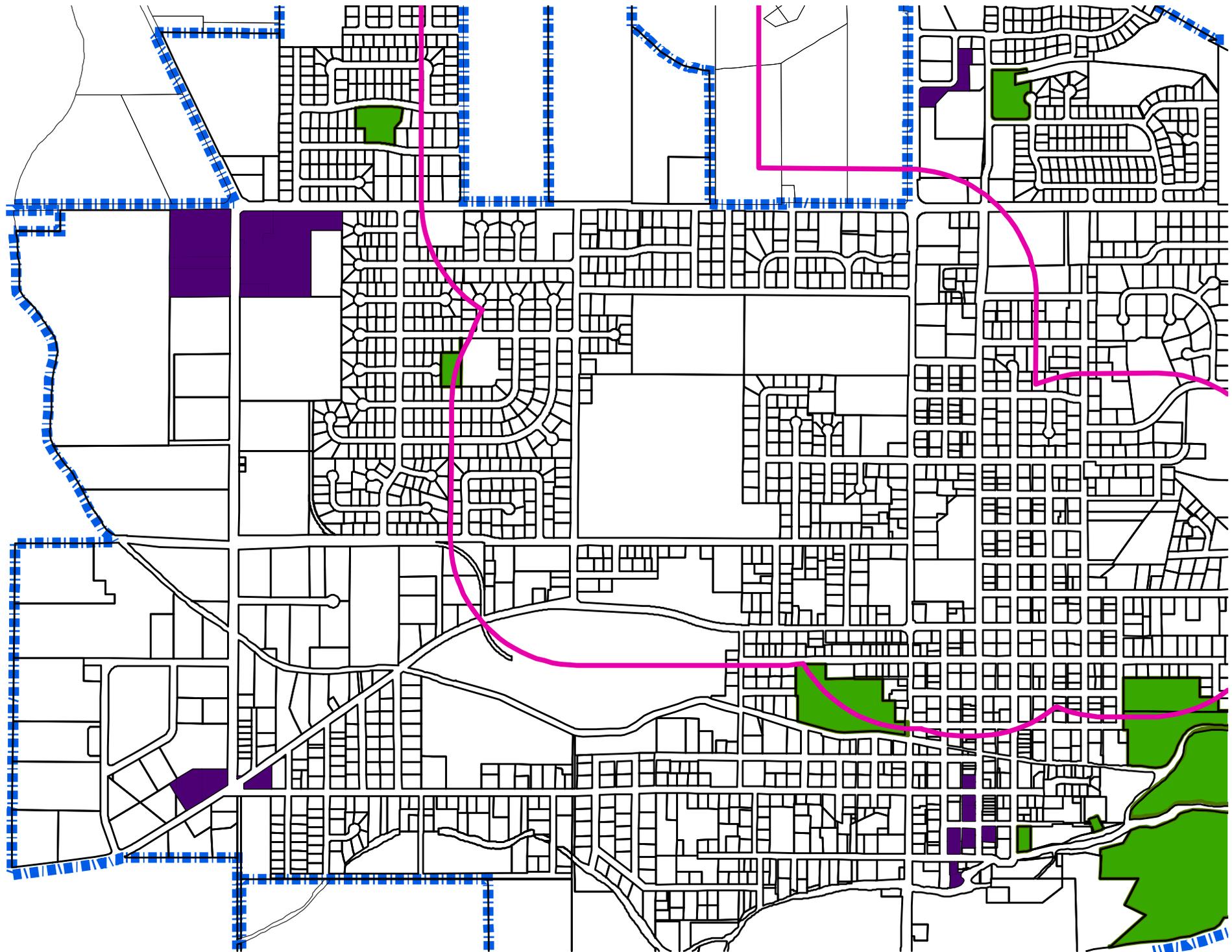
APPROVED AS TO FORM:

David A. Rhoten, City Attorney

City of Stayton -- Properties Zoned for Retail Use, More than 1,000 from a School and More than 200 Feet from a Residence Showing 200 Ft and 1,000 Buffers Around Parks



City of Stayton -- Properties Zoned for Retail Use, More than 1,000 from a School and More than 200 Feet from a Residence





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: November 2, 2015
SUBJECT: Ordinance 990 Vacating of Alleys

ISSUE

The issue before the City Council is the enactment of Ordinance 990, finalizing the process of the City-initiated vacation of the alleyways throughout the City.

BACKGROUND

The City Council adopted Resolution 934 in July initiating the process of vacating 15 of the 55 alleyways within the City. The Planning Commission held a public hearing on the proposed vacations at the end of August. Following their public hearing, the Planning Commission recommended that 8 alleys be vacated and that three alleys be partially vacated.

The City Council held a public hearing on October 5. At that time staff recommended that alleys not be partially vacated unless the adjacent properties owners came to an agreement on which portion should be vacated. Enclosed with this staff report is a letter signed by four of the five owners of property adjacent to the alley between N Sixth Ave and N Seventh Ave, running from E Washington St to E Jefferson. They have all agreed to the vacation of the southern half of the alley. This would preserve access to the rear garage at 879 N Seventh. As presented to the City Council, Ordinance 990 vacates the south half of this alley and retains a public utility easement.

At the October 5 public hearing, testimony from the public requested that the alley on the south side of W Ida St, between N Alder Ave and N Birch Ave also be vacated. A public hearing on this alley was held earlier this evening. As drafted, Ordinance 990 vacates this alley and retains a public utility easement.

RECOMMENDATION

Staff recommends Ordinance 990 be enacted as presented.

OPTIONS AND MOTIONS

The City Council is presented with the following options.

1. Approve the first consideration of Ordinance 990

Move to approve Ordinance No 990 as presented.

The City Recorder shall call the roll and the names of each Councilor present and their vote shall be recorded in the meeting minutes. If the vote is unanimous, Ordinance No. 990 is enacted and will be presented to the Mayor for his approval.

If the vote is not unanimous, Ordinance No. 990 will be brought before the Council for a second consideration at the November 16, 2015 meeting.

2. Approve the Ordinance with modifications

Move to approve Ordinance No. 990 with the following changes ... and direct staff to incorporate these changes into the Ordinance before the Ordinance is presented to the City Council for a second consideration.

The City Recorder shall call the roll and the names of each Councilor present and their vote shall be recorded in the meeting minutes. If the first consideration is approved, Ordinance No. 990 will be brought before the Council for a second consideration at its November 16, 2015 meeting.

3. Retain all alleyways

No motion is necessary.

ORDINANCE 990

AN ORDINANCE VACATING VARIOUS ALLEYWAYS IN THE CITY OF STAYTON, MARION COUNTY, OREGON AND ESTABLISHING AND RETAINING PUBLIC UTILITY EASEMENTS

WHEREAS, ORS 271.130(1) provides that the governing body of a city may initiate proceedings to vacate an alley;

WHEREAS, on July 20, 2015 the Stayton City Council adopted Resolution 934 Initiating the Vacation of Various Alleys in the City of Stayton and naming fifteen alleys for which vacation was proposed;

WHEREAS, on August 31 2015, following public notice, the Stayton Planning Commission did conduct a public hearing on the proposed alley vacations;

WHEREAS, there was testimony at the Planning Commission public hearing requesting that the alley between N Alder Ave and N Birch Ave, running from W Ida St to W High St also be vacated;

WHEREAS, following the public hearing, the Planning Commission recommended that eight alleys be vacated and that three alleys be partially vacated;

WHEREAS, on October 5, 2015 the Stayton City Council did conduct a public hearing concerning the proposed vacations at which public testimony and the written record were received and considered;

WHEREAS, there was testimony at the City Council's public hearing requesting that the alley between N Alder Ave and N Birch Ave, running from south from W Ida St also be vacated;

WHEREAS, on November 2, 2015, the Stayton City did conduct a public hearing concerning the proposed vacation of the alley between N Alder Ave and N Birch Ave, running south from W Ida St;

WHEREAS, at the conclusion of the public hearings the Stayton City Council determined that it was in the public interest to vacate the following alleys

- Alley between N Second and N Third, running from Fir to Cedar
- Alley between N Third and N Fourth, running from Burnett to Virginia
- Alley between N Fourth and N Fifth, running south from Marion
- Alley between N Fourth and N Fifth, running from Robidoux to Hollister
- Alley between N Fourth and N Fifth, running from Jefferson to Santiam
- Alley between N Sixth and N Seventh, running from Virginia to Washington
- Alley between N First and N Alder, running north from High
- Alley between N Alder and N Birch, running from Ida to High
- Alley between N Alder and N Birch, running south from Ida
- Alley between N Alder and N Cherry, running north from High
- Alley between S Douglas and S Evergreen, running south from Water; and

WHEREAS, at the conclusion of the public hearings the Stayton City Council determined that it was in the public interest to partially vacate the alley between N Sixth and N Seventh, running from Washington to Jefferson

WHEREAS, the public interest will be prejudiced if the vacation of these alleys is allowed without

the retention of a public utility easement.

NOW, THEREFORE the Stayton City Council hereby ordains as follows:

Section 1. The alley between N Second Ave and N Third Ave, running from E Fir St to E Cedar St, located in block 1 of the Pines Addition as recorded in Marion County Deed Records Book of Town Plats Volume 13, Page 29, is hereby vacated subject to a public utility easement.

Section 2. The alley between N Third Ave and N Fourth Ave, running from E Burnett St to E Virginia St, located in block 6 of Thomas' Addition to Stayton as recorded in Marion County Deed Records Book of Town Plats Volume 1, Page 51, is hereby vacated subject to a public utility easement.

Section 3. The alley between N Fourth Ave and N Fifth Ave, running south from E Marion St, located in block 1 of U Whitney's Addition to the Town of Stayton as recorded in Marion County Deed Records Book of Town Plats Volume 1, Page 54, is hereby vacated subject to a public utility easement.

Section 4. The alley between N Fourth Ave and N Fifth Ave, running from E Robidoux St to E Hollister St, located in block 2 of Geo. Hollister's Addition to Stayton as recorded in Marion County Deed Records Book of Town Plats Volume 3, Page 7, is hereby vacated subject to a public utility easement.

Section 5. The alley between N Fourth Ave and N Fifth Ave, running from E Jefferson St to E Santiam St, located in block 3 of Hollister's Addition to the Town Stayton as recorded in Marion County Deed Records Book of Town Plats Volume 2, Page 51, is hereby vacated subject to a public utility easement.

Section 6. The alley between N Sixth Ave and N Seventh Ave, running from E Virginia St to E Washington St, located in block 12 of U Whitney's Addition to the Town of Stayton as recorded in Marion County Deed Records Book of Town Plats Volume 1, Page 54, is hereby vacated subject to a public utility easement.

Section 7. The portion of the alley between N Sixth Ave and N Seventh Ave, running north from E Washington St, located between lots 7 and 8 and lots 1 and 2 in block 13 of U Whitney's Addition to the Town of Stayton as recorded in Marion County Deed Records Book of Town Plats Volume 1, Page 54, is hereby vacated subject to a public utility easement.

Section 8. The alley between N First Ave and N Alder Ave, running north from W High St, located in block 1 of the Ottomar Lutlich Addition to Stayton as recorded in Marion County Deed Records Book of Town Plats Volume 3, Page 36, is hereby vacated subject to a public utility easement.

Section 9. The alley between N Alder Ave and N Birch Ave, running from W Ida St to W High St, located in block 5 of the Ottomar Lutlich Addition to Stayton as recorded in Marion County Deed Records Book of Town Plats Volume 3, Page 36, is hereby vacated subject to a public utility easement.

Section 10. The alley between N Alder Ave and N Birch Ave, running south from W Ida St, located in block 4 of the Ottomar Lutlich Addition to Stayton as recorded in Marion County Deed Records Book of Town Plats Volume 3, Page 36, is hereby vacated subject to a public utility easement.

Section 11. The alley between N Alder Ave and N Cherry Ave, running north from W High St, located in block 6 of the Ottomar Lutlich Addition to Stayton as recorded in Marion County Deed

Records Book of Town Plats Volume 3, Page 36, is hereby vacated subject to a public utility easement.

Section 12. The alley between S Douglas Ave and S Evergreen Ave, running south from W Water St, located between block 1 and block 2 of Burson's Addition to Stayton as recorded in Marion County Deed Records Book of Town Plats Volume 4, Page 23, is hereby vacated subject to a public utility easement.

Section 13. It is in the public interest that the alley vacations, acted upon by this Ordinance, are conditioned by the retention of public utility easements (PUE) over the areas to be vacated.

The Public Utility Easements are retained by the City to be used for: all municipal purposes, including but not limited to sewer, water and storm drainage, and for the use and benefit of public utility companies furnishing electric power, natural gas, communication, and cable television; to construct and maintain public utilities; and for unrestricted ingress and egress on the property described above for the purpose of installing, repairing, testing, maintaining, and replacing the utilities and maintaining the utilities and related facilities.

The PUE described above shall be non-exclusive except that City of Stayton and such public utilities shall have the exclusive right to construct, install, maintain and operate the utilities, their equipment and all related facilities above and below ground within the PUE including the right of access to such facilities and the right to require the removal of any obstructions including trees and vegetation that may be placed within the PUE, at property owner's expense.

The PUE shall include the exclusive right, privilege, and authority to the City of Stayton and such public utilities to excavate for, and to construct, build, install, lay, patrol, operate, maintain, repair, replace, and remove underground sanitary sewer, storm drain, or water pipelines; electric power, transmission, and supply cables; natural gas pipelines; and cable television and communication lines with all appurtenances incident thereto or necessary therewith, including aboveground valve boxes, fire hydrants, or manholes, in, under, and across the said premises, and together with the right of the City of Stayton and utility owners to place, excavate, replace, repair, install, maintain, operate, inspect, add to the number of and relocate such utilities and necessary appurtenances, and make excavations therefore from time to time, in, under, and through the above-described premises within said Easement, and to cut and remove from said easement any trees and other obstructions which may endanger the safety or interfere with the use of said utilities, or appurtenances attached to or connected therewith; and the right of ingress and egress to and over said above-described premises at any and all times for the above purposes; and for doing anything necessary, useful, or convenient for the enjoyment of the Easement hereby retained.

The City of Stayton may use the surface of the PUE provided such use does not interfere with property owner's rights described in this PUE. The property owners shall not permit any other use or utilities to be located in the PUE without the written consent of the City of Stayton. Approved uses within the PUE shall consist of, but are not limited to, landscaping, paved driveway or parking areas, trails, paths, sidewalks or other uses that will not affect the ability of the City or utilities to access the PUE. Prohibited uses shall consist of, but are not limited to, permanent structures, buildings, or any other obstruction, excavation or alteration

of the PUE. The PUE shall perpetually encumber the property. No additional earth fill or embankment shall be placed within the PUE, nor over any utility fixture therein without a specific written agreement between affected utility owners that may be beneficiaries of the PUE, and property owners, their successors, or assigns. Should such specific agreement be anticipated, the City of Stayton will set forth the conditions under which such fill or embankment may be placed, including a stipulation that all risks of damage to the utilities shall be assumed by property owner, their successors, or assigns.

The City of Stayton and utilities shall be responsible for the maintenance of the utilities and related facilities located within the PUE. Property owners shall be responsible for landscape and surface maintenance within the PUE. The City of Stayton's use of the PUE shall not unreasonably interfere with property owners' use of their property.

The City of Stayton, and each utility owner beneficiary of the PUE, upon the initial installation, and upon each and every occasion that the same be repaired, replaced, renewed, added to, or removed, shall restore the premises, and any improvements disturbed by the work, to as good condition as it was prior to any such installation or work, including the restoration of any topsoil and lawn.

Section 14. In accordance with ORS 271.140, title to area within the vacated alleys enumerated above shall attach to the lands bordering on such area in equal portions.

Section 15. This Ordinance shall take effect 30 days after adoption by the Stayton City Council and the Mayor's signing and shall be recorded in the Marion County Deed Records.

ADOPTED BY THE STAYTON CITY COUNCIL this 2nd day of November, 2015

CITY OF STAYTON

Date: _____, 2015

By: _____
Henry A. Porter, Mayor

Date: _____, 2015

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: Christine Shaffer, Finance Director
DATE: October 19, 2015
SUBJECT: Community Grant Applications

ISSUE:

Seven Grant Applications have been received requesting Community Grant Funds.

BACKGROUND INFORMATION:

Last year the City Council requested a change in the grant application process. This change was implemented this year, grant applications are now accepted from July 1st through September 30th and presented to the City Council in one group. Due to the change in the process the grant instructions and application were updated and emailed to all prior grant recipients, with an explanation regarding the new process.

I have included a spreadsheet showing a three year history of grant distributions, there are three first time requests.

FISCAL IMPACT:

The balance in the Community Grant fund is \$5,000.00.

OPTIONS:

1. Award Community Grants as directed by the City Council.
2. Do not award a Community Grant funds at this time

MOTION(S)

1. Offer a motion to award Community Grants to the recipients as directed.
2. No action necessary.

Grant Fund Distribution

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



City of Stayton

Administration • Finance
362 N. Third Avenue • Stayton, OR 97383
Phone: (503) 769-3425 • Fax (503) 769-1456

City of Stayton Community Grant Application

Date of Application: July 1, 2015
Application Submitted to: City Hall

ORGANIZATION INFORMATION

Name of organization: Friends of the Family - Peer Court
Legal name, if different: _____
Address: PO Box 501
City, State, Zip: Stayton OR 97383
Phone: 503 769 2309 Fax: _____ Website: _____
Contact person regarding this application: Sharon Goodman / Lisa Graber
Title: Director Phone: 503 508 3117 E-mail: fot@wvi.net

Is your organization an IRS 501(c)(3) not for profit? Yes No
93-0736619

PROPOSAL INFORMATION

Please type a 1 page summary of request and attach it to this application, along with program or agency annual budget.

Population Served:

If your Agency has previously received grant funds from the City of Stayton, please list the year and amount of grant funds received.

2014 - 2015 \$ 1500.00

Funds are being requested for (check one)

General operating support
 Start-up costs
 Capital
 Project/program support
 Technical assistance
 Other (please specify) _____

Project dates (if applicable): Continual
Fiscal year end: December 31

BUDGET

Dollar amount requested: \$ 2000.00
Total annual organization budget: \$ 20,800.00
Total project budget: \$ 20,800.00 / per year
Operating: _____

AUTHORIZATION

Name and title of top paid staff or board chair:

Lisa Graber Name
Director Position
Signature: [Signature] Date: July 1, 2015

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

City of Stayton – 2015/2016 Community Grant Application

Friends of the Family – Peer Court Summary

Friends of the Family has been a long standing supporter of the Stayton Peer Court. We firmly believe in the Peer Courts ability to help change the lives of the youth in our community.

Peer Court provides an opportunity for middle and high school aged students to learn about the rights and responsibilities of individuals in our legal system. This helps students to make more informed choices in the way they conduct their personal lives. Through volunteering as jurors, jury, and forepersons they are able to help offending youths by deciding on a variety of sanctions that are available as part of the sentence. They hold the youth accountable for their actions, provide classes and other sanctions to help the youth develop some competencies, so that they will be less likely to reoffend in the future. This empowers youth and teaches them valuable skills while they in turn help other youth.

There are over 1300 youth peer courts nationwide. Youth peer courts have shown statistically to reduce the percentage of youth's reoffending by half of that of the more traditional juvenile justice systems. Youth peer courts are the fastest growing juvenile intervention programs in the nation, and divert first time offenders out of the formal juvenile criminal justice systems. The Stayton Peer Court has over 30 student volunteers as well as adult volunteers to help with the program. Court is generally held once a week in the afternoons from 3:00 p.m. to 5:00 p.m. in Stayton.

The mission of the Stayton Peer Court is to create a program that incorporates a balanced approach to youth justice stressing accountability, competency development, and community protection rather than punishment. We call this approach restorative justice. Rather than concentrating specifically on the crime or offense, restorative justice focuses on the victim(s), the offender, and the need to restore the damage that occurred through accountability and competency development, which ultimately leads to a safer community.

Accountability refers to the need for offenders to make amends to victims for the losses caused by their actions. In addition, our program has an awareness component that educates youth on the impact their actions have on their victims and the community.

Competency Development emphasizes the need for offenders leaving our program to have the skills necessary to become productive members of our society and to carry over and apply what they have learned when confronted with difficult choices and situations in their futures. Education is the key component to this.

Community Protection refers to the right of the public to be safe and secure. This is accomplished through sharing responsibilities with the juvenile justice system, the community, the youth, and the family to keep a watchful eye on the offenders and assist in their reintegration back into the community.

Thank you for the consideration of Friends of the Family/Peer Court Grant application. Looking forward to hearing from you.

**Friends of the Family
Peer Court Budget
2014/2015**

Salary: **\$1,650.00/per month x 12 = \$19,800/per year**
 (\$15.00/hr x 25/per week)

Supplies: **\$500.00/per year**

Training: **\$500.00/per year**

Total Yearly Budget: **\$20,800.00/per year**



City of Stayton

Administration • Finance
362 N. Third Avenue • Stayton, OR 97383
Phone: (503) 769-3425 • Fax (503) 769-1456

City of Stayton Community Grant Application

Date of Application: AUGUST 30, 2015
Application Submitted to: City Hall

ORGANIZATION INFORMATION

Organization Name: STAYTON FREE MOVIES IN THE PARK
Legal name (if different): DALE YOUNG
Address: 1846 E.VIRGINIA ST
City / State / Zip: STAYTON , OR , 97383
Phone: 503-769-8048 Fax: _____ Website: _____
Contact person regarding this application: DALE YOUNG
Title: OWNER Phone: 503-932-3870 Email: YME@WVI.COM
Is your organization an IRS 501(c)(3) non-profit? Yes _____ No _____

PROPOSAL INFORMATION

Please type a 1 page summary of your request and attach it to this application along with the program or agency annual budget.
Population served: THESE EVENTS ARE OPEN TO ALL STAYTON, SUBLIMITY, AND SURROUNDING AREA RESIDENTS
If your agency has previously received grant funds from the City of Stayton, please list the year and amount received:
2014 = \$1200.00 & 2013 = \$1000.00

Funds are being requested for (check one):

_____ General Operating Support Project / Program Support
_____ Start-Up Costs _____ Technical Assistance
_____ Capital _____ Other (please specify) _____

Project dates (if applicable): JULY 11, 18, & AUGUST 1, 15, 29

Fiscal year end: _____

BUDGET

Dollar amount requested: \$ 1500.00
Total annual organization budget: \$ 6000.00
Total project budget: \$ 6000.00

Operating: _____

AUTHORIZATION

Name and title of top paid staff or board chair:

Name: DALE YOUNG (NOT PAYED)
Position: OWNER / ORGANIZER / OPERATOR / LABORER
Signature: *Dale Young* Date: AUGUST 30, 2015

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
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(503) 769-2919
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WASTEWATER
950 JETTERS WAY
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(503) 769-2810
FAX (503) 769-7413

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

Thank you for your interest in my Community Building Project.

First a little background. My name is Dale Young and I choose to work, build a home, and start a family here in Stayton about 17 years ago. Over the course of those years I've seen a good community struggle with job loss and increasing crime. So I started getting involved with activities that I believe have a positive influence on our local community such as Stayton Lions Club, Stayton 4th of July Celebration, Stayton Community Radio, Stayton Summer Concert Series, Aumsville Tornado Relief Concert, and have built the Stayton Free Summer Movies in the Park series.

My interest with this community project began while on a vacation with my wife in Waikiki before our children were born. That's where I was first introduced to outdoor movies. On Friday nights, weather permitting, a large movie screen was erected on the beach and family friendly movies were shown for free to the public. I found the experience compelling. The movie and venue was entertaining. However the most memorable portion of that experience was the realization of how economically diverse the audience was. Of course there were plenty of wealthy tourists, but there were also an equal portion of economically depressed local families. It was amazing to see, that under the shimmering gleam of the theatrical presentation, that the usual economic prejudices seemed to disappear and mutual enjoyment emerged. It was at that moment I realized that our community could benefit from an event like this. So after years of saving and planning I founded Young Mobile Entertainment.

This was our fourth year of Stayton Free Movies in the Park! Despite rain and scorching hot weather we still had an average turnout of about 200-225 people. 2015's lineup was.

July 11th "The Lego Movie"
July 18th "Tangled"
August 1st "Top Gun"
August 15th "The Incredibles"
August 29th "Guardians of the Galaxy"

We are already looking forward to next year. This will be our fifth season and so far this is what 2016's Stayton Free Movies in the Park lineup looks like.

July 9th "Minions"
July 23rd the original "Karate Kid"
August 6th "Inside Out"
August 20th "Ant Man"

I have been fortunate to work for SCTC for over 17 years and due to the fact that Young Mobile Entertainment is more of a side project than a full time occupation. I am able to keep my rates very reasonable. This year the movie rental prices were about the same as last year and the overall cost remained at a little over \$1200.00 per show. Any efforts to help reach these monetary goals will not only be appreciated by me, but by the community as well. My goal is to continue to provide families a fun, safe, and memorable experience. Enjoying an evening, with family, friends, neighbors, and perhaps return home with a slightly better sense of community.

Thank you for your consideration, past support, and potential continued support in reaching these goals.

A handwritten signature in black ink that reads "Dale Young". The signature is written in a cursive style with a large, circular flourish at the beginning of the name.



City of Stayton

RECEIVED
JUL 22 2015
CITY OF STAYTON

Administration • Finance
362 N. Third Avenue • Stayton, OR 97383
Phone: (503) 769-3425 • Fax (503) 769-1456

City of Stayton Community Grant Application

Date of Application: 22nd July 2015
Application Submitted to: City Hall

ORGANIZATION INFORMATION

Organization Name: Santiam Historical Society, Inc.
Legal name (if different): _____
Address: PO Box 326
City / State / Zip: Stayton, OR 97383
Phone: 503-769-1406 Fax: _____ Website: SantiamHistoricalMuseum on facebook

Contact person regarding this application: Susan Masse

Title: President Phone: 503-769-9024 Email: members@SantiamHistory.net

Is your organization an IRS 501(c)(3) non-profit? Yes No for smasse@wvl.com

PROPOSAL INFORMATION

Please type a 1 page summary of your request and attach it to this application along with the program or agency annual budget.

Population served: all residents

If your agency has previously received grant funds from the City of Stayton, please list the year and amount received:

2014 \$300

Funds are being requested for (check one):

General Operating Support XXX Project / Program Support
 Start-Up Costs _____ Technical Assistance
 Capital _____ Other (please specify) _____

Project dates (if applicable): _____

Fiscal year end: _____

BUDGET

Dollar amount requested: \$ 500

Total annual organization budget: \$ see attached

Total project budget: \$ 750.

Operating: _____

AUTHORIZATION

Name and title of top paid staff or board chair:

Name: Susan Masse

Position: President, Santiam Historical Society

Signature: Susan M Masse Date: 22 July 2015

Santiam Historical Society
PO Box 326 Stayton, OR 97383
503-769-1406

Veterans History Project

The United States Congress created the Veterans History Project in 2000. It is administered by the Library of Congress American Folklife Center to collect, preserve, and make accessible the personal accounts of American war veterans so that future generations may hear directly from veterans and better understand the realities of war.

The Santiam Historical Society, in conjunction with our Oral History program, is video recording the stories of local veterans and civilians involved in any US conflict. Because the Library of Congress sets the submission rules, it is proving expensive to share these stories with the Veterans History Project.

We are asking for a grant of \$500, which will allow us to submit approximately 25 video recordings to the program. We will be keeping copies of the recordings here for the use of local students and researchers. It is an important part of our local history as well as our shared national history.

The Society is fortunate that a volunteer has the video camera, and has volunteered to prepare the recordings. The Library of Congress can only accept submissions from a common carrier (FedEx, UPS, etc.), not through the post office. Apparently this has to do with the security measures USPS takes with mail to government institutions, which will harm our electronic submissions. They also cannot accept files sent electronically. This means the major cost to the Society is shipping charges.

Oral History Project Costs:

Library of Congress	Qty	Price/Ea	Cost	TOTAL
Photocopies:	8	\$0.05	\$0.40	
DVDs:	2	\$0.28	\$0.55	
DVD Sleeves:	2	\$0.05	\$0.10	
Fed' Ex Shipping	1	\$14.50	\$14.50	\$15.55
Santiam Historical Society				
Photocopies:	4	\$0.05	\$0.20	
DVDs:	1	\$0.28	\$0.28	
DVD Sleeves:	1	\$0.05	\$0.05	
Folder:	1	\$0.40	\$0.40	\$0.92
Copies for the veteran				
Photocopies:	4	\$0.05	\$0.20	
DVDs:	1	\$0.28	\$0.28	
DVD Sleeves:	1	\$0.05	\$0.05	
Folder:	1	\$0.40	\$0.40	
Envelope:	1	\$0.08	\$0.08	
USPS Mailing:	1	\$2.03	\$2.03	\$3.04

\$19.52

In addition to the Veteran's project, we are also collecting oral histories of residents of the Santiam Canyon. We anticipate expenses to be about \$250 for this portion, which we are raising through private donations.

We feel the veterans project is too important to delay. We are losing our WWII veterans at an alarming rate. This grant will allow us interview and preserve these memories for not only Stayton residents, but all America.

Santiam Historical Society
PO Box 326 Stayton, OR 97383
503-769-1406

	Balance	Membership	Other Income	Utilities	Fed/State Fees	Other Expenses	Notes
Balance Fwd	\$643.36						
31 Aug 2014	\$623.40		\$0.04	-\$20.00			
01 Sep 2014	\$504.92	\$100.00	\$0.02	-\$40.00		-\$178.50	storage unit
31 Oct 2014	\$1,168.24	\$220.00	\$905.02	-\$9.70	-\$410.00	-\$42.00	Grant +\$300, PO Box -42, IRS -400, Oregon state -10
30 Nov 2014	\$652.76	\$20.00		-\$32.48		-\$503.00	Liability insurance -500
31 Dec 2014	\$634.33	\$10.00		-\$17.83		-\$10.60	Stamps -10.60
31 Jan 2015	\$559.25	\$30.00	\$0.02	-\$55.10	-\$50.00		Corporation filing -50
28 Feb 2015	\$503.72			-\$55.53			
31 Mar 2015	\$740.18		\$365.65	-\$54.19		-\$75.00	Truman Price old music tea 365.63-75)
30 Apr 2015	\$686.35		\$0.02	-\$53.85			
31 May 2015	\$620.54	\$30.00	\$0.03	-\$53.84		-\$42.00	PO Box 42
30 Jun 2015	\$600.85		\$35.02	-\$54.71			Speakers' fee income \$35
		\$410.00	\$1,305.82	-\$447.23	-\$400.00	-\$851.10	

July 2015 will have expenses of approximately \$55,00 (phone and electric bills). We will have an exhibit at the Brown House during Sufferfest, and anticipate only a modest number of donations.



City of Stayton

Administration • Finance
362 N. Third Avenue • Stayton, OR 97383
Phone: (503) 769-3425 • Fax (503) 769-1456

City of Stayton Community Grant Application

Date of Application: July 1 2015
Application Submitted to: City Hall

ORGANIZATION INFORMATION

Name of organization: Santiam Heritage Foundation
Legal name, if different: _____
Address: P.O. Box 161
City, State, Zip: Stayton, OR 97383
Phone: 503-769-5863 Fax: _____ Website: brownhouse.org
Contact person regarding this application: Bob Pendleton
Title: Vice-pres Phone: 503-769-5863 E-mail: rpendleton@wvi.com

Is your organization an IRS 501(c)(3) not for profit? Yes No

PROPOSAL INFORMATION

Please type a 1 page summary of request and attach it to this application, along with program or agency annual budget.

Population Served: Stayton; Marion & Linn Counties

If your Agency has previously received grant funds from the City of Stayton, please list the year and amount of grant funds received.

2011: \$500; 2012: \$500; 2013: \$500; 2014: \$1,000

Funds are being requested for (check one)

General operating support Project/program support
 Start-up costs Technical assistance
 Capital Other (please specify) _____

Project dates (if applicable): _____
Fiscal year end: December 2015

BUDGET

Dollar amount requested: \$1800
Total annual organization budget: \$35,000
Total project budget: \$2,500
Operating: _____

AUTHORIZATION

Name and title of top paid staff or board chair:

Wendy Stone Name
President Position
Signature: Wendy Weddle Stone Date: 7/1/15

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

Santiam Heritage Foundation, Inc.

*Supporting Historic Preservation and Architectural
Integrity for Community Enhancement and Cultural Use*



July 1, 2015

2015 Grant Application Summary

This application is again for money to further progress on the Charles and Martha Brown House so it can continue to grow as a community cultural and social events center.

Last year, the house painting was postponed due to a change in the Board of Trustees' priorities, and work was directed toward the kitchen rooms. However, last year's funds (\$1,000) are earmarked to complete the exterior painting this summer.

This year, volunteer and professional work is focused on completing the user-friendly kitchen. Community grant funds will help pay for professional labor and materials urgently needed to complete the kitchen rooms.

This includes: *** installing new period cabinet drawers and upper cupboards
*** installing reproduced window and door trim,
*** replicating the kitchen's original pass through
*** replicating the original countertops, milled at the Brown sawmill

The suggested budget for completing the kitchen project is \$ 2,500. Volunteer labor and donated materials may reduce the total cost by approximately 25-30 percent.

For fifteen years, the house restoration and adaptation for community uses has continued carefully and steadily as funds allowed. SHF is debt free, and the house is finally being used - on a very limited basis - as outlined in SHF's Business Plan. However, because the house isn't finished, it does not yet provide income. When the house is finally finished inside, it will serve the Stayton community as a venue for a variety of social and cultural events, as well as a Stayton history interpretive center.

Bob Pendleton
SHF Vice-president

2014 Revenue and Expense Summary All Accounts

Revenue

Donations	109	Donations	\$9,115.00	
	153	Donation Jars	\$85.00	\$9,200.00
Grants	136	City of Stayton	\$1,000.00	
	140	NORPAC	\$1,000.00	
	134	Kinsman	\$0.00	
	137	MCDC	\$2,000.00	
	140	SCTC	\$0.00	
	138	Or. Cultural Trust	\$9,000.00	
	141	Pac. Power	\$2,500.00	
	143	IBEW sign grant	\$1,500.00	\$17,000.00
Interest	150	Operating 612502	\$22.81	
	150	Building 612504	\$3.13	\$25.94
Memberships	153	Memberships		\$930.00
Fund raising	126	Garden Tour	\$2,260.00	
	125	Misc Events	\$1,229.50	\$3,489.50
Merchandise	165	Mugs	\$5.00	
	166	Misc. Merchandise	\$195.00	
Miscellaneous	198	Misc Receipts	\$0.00	\$200.00
Total Revenue				\$30,845.44

Expenses

Utilities	202	Natural Gas	\$391.75	
	204	Phone	\$93.72	
	205	Electricity	\$864.95	
	221	Water	\$382.72	\$1,733.14
Insurance	206	Fire/Liability	\$3,923.88	
	207	Director's Liability	\$842.00	\$4,765.88
Office Expenses	280	Printing	\$236.83	
	300	Supplies/Postage	\$450.00	\$686.83
Event Expense	233	Acct 612502	\$50.00	
	233	Acct 612504	\$99.88	\$149.88
Miscellaneous	273	Corporation Tax	\$50.00	
	282	OJD Taxes	\$25.00	\$75.00
Brown House Restoration	212	Acct 612502	\$0.00	
	212	Acct 612504	\$9,126.65	\$9,126.65
Brown House Maintenance	213	Maintenance (612502)	\$0.00	
	213	612504	\$162.93	\$162.93
	311	Grounds Maint. 612502	\$2,544.00	
	311	612504	\$154.47	\$2,698.47
Total Expenses				\$19,398.78

Handwritten notes:
 70000
 227.28

Handwritten notes:
 @ lawn care
 pavers + ...
 bank dust/soil
 ...

Handwritten notes:
 100.00
 100.00
 75.00



Brown House 1903
1st Avenue and High
Stayton, Oregon

Santiam Heritage Foundation, Inc.

PO Box 161
Stayton, OR 97383
503-769-8860
www.brownhouse.org
cmbrownhouse@gmail.com

RECEIVED
JUN 22 2015

CITY OF STAYTON

Board of Trustees

President

Wendy Stone

Vice President

Bob Pendleton

Secretary

Colleen Graff

Treasurer

Carol Zolkoske

Members

Anne Hernandez
Glenn Hilton
Pat Jones
Jacquelin Kirby
Diana Maul
Jim Nokes

June 21, 2015

Memo to: Christine Shaffer, Finance Director

From: Bob Pendleton

Re: 2014 Community Grant

The \$1,000 Community Grant to the Santiam Heritage Foundation from the City in 2014, which was intended to pay for painting the exterior of the Brown House, has not yet been spent.

Due to a change in priorities by the Board of Trustees last year, work in the fall was directed to the kitchen rooms instead of the exterior, and then the "painting window" closed, and so the house weathered another winter without adequate exterior paint protection.

So we still have the \$1,000 from last year and intend to apply any renewed funding from the City to complete the painting job this summer/fall.

Best Regards,

Bob Pendleton
SHF Vice-president

The Santiam Heritage Foundation, is a 501(c)(3) tax-exempt organization under Internal Revenue Code. Your contribution is deductible to the full extent allowed by law.
EIN # .93 1318420
August 2014



City of Stayton

Administration • Finance
362 N. Third Avenue • Stayton, OR 97383
Phone: (503) 769-3425 • Fax (503) 769-1456

City of Stayton Community Grant Application

Date of Application: July 30, 2015
Application Submitted to: City Hall

ORGANIZATION INFORMATION

Name of organization: Regis High School
Legal name, if different: _____
Address: 550 West Regis Street
City, State, Zip: Stayton, OR 97383
Phone: 503-769-2159 Fax: _____ Website: _____
Contact person regarding this application: Janine Moothart
Title: Director of Marketing & Development Phone: 503-930-3798 E-mail: jmoothart@regishighschool.net
Is your organization an IRS 501(c)(3) not for profit? Yes No

PROPOSAL INFORMATION

Please type a 1 page summary of request and attach it to this application, along with program or agency annual budget.

Population Served: _____

If your Agency has previously received grant funds from the City of Stayton, please list the year and amount of grant funds received.

Funds are being requested for (check one)

- General operating support
- Start-up costs
- Capital
- Project/program support
- Technical assistance
- Other (please specify) Christmas lights for city tree lighting.

Project dates (if applicable): _____
Fiscal year end: _____

BUDGET

Dollar amount requested: \$ 250.00
Total annual organization budget: \$ N/A
Total project budget: \$ 2,918.00
Operating: _____

AUTHORIZATION

Name and title of top paid staff or board chair:

Name

Position
Signature: _____ Date: _____

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



July 30, 2015

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



Dear Stayton City Council,

I serve on the Chamber of Commerce Board of Directors for Stayton Sublimity Chamber of Commerce and also am the Development Director for Regis High School and St. Mary Catholic school. The Chamber of Commerce had "old" Christmas tree lights and with approval from the principal, I volunteered one of the large Cedar Trees on the Regis campus to be considered as part of the Stayton community Christmas tree lighting celebration. The old lights required too much power and Regis invested \$2,000 in electrical upgrades in order to support the 2014 tree lighting. Regis is interested in contributing the use of the 60' tree, the electrical supply, and supporting an event for families utilizing the Regis student Center following the tree lighting in 2015 and for the coming years.

As a Regis staff member and member of the community, I am willing to coordinate the purchase of new, energy efficient lights, and request support from the Stayton Fire department to remove the lights and put up the new ones. We would like to purchase 7 120' strands of led lights at a cost of \$918.00.

Regis received a \$500.00 donation from community supports, Gerry & DeeAnne Aboud. Our request to the city is \$250.00. We will also seek funding support from the Chamber of Commerce for the remaining \$168.00.

The City, the Chamber of Commerce, community collaborators, and Regis High School would collaborate in order to bring this special event to members of our community. This is an excellent sign of community vitality. Thank you for considering this request for \$250.00.

Sincerely,

Janine Moothart
Director of Marketing and Development
503-769-2159X210
jmoothart@regishighschool.net

Scott Coulter
Principal

Company: Novelty Lights

C9 100' string on green wire, 100 sockets: \$24.05 each if ordering 7. =\$168.35

Multi CP LED replacement bulbs 25 pack: \$25 each if ordering 28 .=\$700

Shipping & handling = \$49.57

Total price = \$168.35 + \$700 + \$49.57 = \$917.92



City of Stayton

Administration • Finance

362 N. Third Avenue • Stayton, OR 97383
Phone: (503) 769-3425 • Fax (503) 769-1456

City of Stayton Community Grant Application

Date of Application: September 22nd 2015
Application Submitted to: City Hall

ORGANIZATION INFORMATION

Organization Name: Smokin Down The Highway a 501 {C} {3} corporation
Legal name (if different): _____
Address: 870 ne Pine Street
City / State / Zip: Sublimity Oregon 97385
Phone: 5035099806 Fax: _____ Website: smokindownthehighway.com
Contact person regarding this application: Dave Edwards
Title: Board President & CEO Phone: 5035099806 Email: dave.sdth@gmail.com
Is your organization an IRS 501(c)(3) non-profit? Yes _____ No _____

PROPOSAL INFORMATION

Please type a 1 page summary of your request and attach it to this application along with the program or agency annual budget.

Population served: Santiam canyon area
If your agency has previously received grant funds from the City of Stayton, please list the year and amount received:
none received

Funds are being requested for (check one):
 General Operating Support _____ Project / Program Support
 Start-Up Costs _____ Technical Assistance
 Capital _____ Other (please specify) _____

Project dates (if applicable): August 6th and 7th 2016
Fiscal year end: _____

BUDGET

Dollar amount requested: \$ 2500.00
Total annual organization budget: \$ 51,710.00
Total project budget: \$ 51,710.00

Operating: _____

AUTHORIZATION

Name and title of top paid staff or board chair:
Name: David L. Edwards
Position: Board President & CEO
Signature: *David L. Edwards* Date: 9/22/2015

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
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STAYTON, OR 97383
(503) 769-2998
FAX (503) 767-2134

PUBLIC WORKS
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STAYTON, OR 97383
(503) 769-3313
FAX (503) 769-3218

The Smokin down the Highway Board of Directors was formed in 2014 as a 501 {c} 3 non-profit corporation to achieve the following goal:

To create an annual event that promotes economic growth in the community while raising awareness for locale youth, community, and other non-profit groups who seek to provide a healthy start for children and families. We also wanted to provide a festival atmosphere that local families could afford to attend and enjoy different family oriented types of entertainment and events.

We elected to put on a professional barbeque contest sanctioned by the Pacific North West Barbeque Association, plus an adult amateur and a junior amateur grill-off contest. Then we set out to build a festival around the contests. We brought in a Russ Strohmeyer classic car show, Disc Golf tournament, old fashioned kids zone, Live music, cooking demonstrations, and Beer tent.

Despite the 105 degree grueling heat on opening day and the huge nearby Country Music Jamboree, we were still able to draw 2,000 people, finish in the black monetarily, contribute \$8,000 to locale youth groups, Marion – Polk Food Share, and Chapter 6 of Disabled American Veterans van project. We funneled more than \$33,000 back into our local communities for goods and services. As a first year event, this could not have been possible without the help of the 51 sponsors who donated money and in-kind services to help us become a first year success. We ended up as the largest BBQ event in the State of Oregon; we are now the largest annual BBQ contest in the State of Oregon.

For 2016 we have moved our festival dates to August 6th and 7th so as to eliminate any large sources of competition. We are expanding the amateur categories, to reach more area families, and the winner of the junior 11 -15 division will have the opportunity to travel with a parent to the National Junior cook off at the American Royal in Kansas City, the largest BBQ contest in the world. Additionally, we are raising the PNWBA prize money amount in order to draw more of the professionals to our festival. A Dutch Oven cook-off will be added along with an upgraded kids zone and arena events.

Next year we are partnering with the Stayton Public Library community outreach program to see that the thousands of new books that we are giving away again next year get to the low income and deserving families who need them most.

We are even doing some preliminary planning for the 2017 festival which due to the extra ordinary Solar event could allow us to take advantage of the additional 100,000 people due to arrive in our local communities prior to the August 21st solar event. We have the ability to host the largest BBQ festival on the West coast, but we have to be successful in 2016 in order to plan for 2017.

We need your help to make the Smokin down the Highway BBQ Festival and Community Celebration an even bigger success in 2016. Thank you for the opportunity to apply for funding.

David L Edwards


Board President & CEO

INTERNAL REVENUE SERVICE
P. O. BOX 2508
CINCINNATI, OH 45201

DEPARTMENT OF THE TREASURY

Date: **JAN 26 2015**

SMOKIN DOWN THE HIGHWAY
527 NE HILLTOP CT
SUBLIMITY, OR 97385

Employer Identification Number:
47-1791716
DLN:
17053297346004
Contact Person:
DALE T SCHABER ID# 31175
Contact Telephone Number:
(877) 829-5500
Accounting Period Ending:
December 31
Public Charity Status:
170(b)(1)(A)(vi)
Form 990 Required:
Yes
Effective Date of Exemption:
September 14, 2014
Contribution Deductibility:
Yes
Addendum Applies:
No

Dear Applicant:

We are pleased to inform you that upon review of your application for tax exempt status we have determined that you are exempt from Federal income tax under section 501(c)(3) of the Internal Revenue Code. Contributions to you are deductible under section 170 of the Code. You are also qualified to receive tax deductible bequests, devises, transfers or gifts under section 2055, 2106 or 2522 of the Code. Because this letter could help resolve any questions regarding your exempt status, you should keep it in your permanent records.

Organizations exempt under section 501(c)(3) of the Code are further classified as either public charities or private foundations. We determined that you are a public charity under the Code section(s) listed in the heading of this letter.

For important information about your responsibilities as a tax-exempt organization, go to www.irs.gov/charities. Enter "4221-PC" in the search bar to view Publication 4221-PC, Compliance Guide for 501(c)(3) Public Charities, which describes your recordkeeping, reporting, and disclosure requirements.

Sincerely,



Director, Exempt Organizations



City of Stayton

Administration • Finance
362 N. Third Avenue • Stayton, OR 97383
Phone: (503) 769-3425 • Fax (503) 769-1456

RECEIVED
SEP 29 2015

CITY OF STAYTON

City of Stayton Community Grant Application

Date of Application: Sep 29, 2015

Application Submitted to: City Hall

ORGANIZATION INFORMATION

Organization Name: Stayton Friends of the Library

Legal name (if different): _____

Address: 515 N 1st Ave

City / State / Zip: Stayton OR 97383

Phone: _____ Fax: _____ Website: _____

Contact person regarding this application: Pam Pugsley

Title: Chair Phone: 503-576-9400 Email: pampugsley552@gmail.com

Is your organization an IRS 501(c)(3) non-profit? Yes No _____

PROPOSAL INFORMATION

Please type a 1 page summary of your request and attach it to this application along with the program or agency annual budget.

Population served: all travelers on N 1st Ave in Stayton

If your agency has previously received grant funds from the City of Stayton, please list the year and amount received:

n/a

Funds are being requested for (check one):

<input checked="" type="checkbox"/> General Operating Support	<input type="checkbox"/> Project / Program Support
<input type="checkbox"/> Start-Up Costs	<input type="checkbox"/> Technical Assistance
<input type="checkbox"/> Capital	<input type="checkbox"/> Other (please specify) _____

Project dates (if applicable): _____

Fiscal year end: DEC 31

BUDGET

Dollar amount requested: \$ 1500.00

Total annual organization budget: \$ 18,000

Total project budget: \$ 17821.00

Operating: _____

AUTHORIZATION

Name and title of top paid staff or board chair:

Name: Pam Pugsley

Position: Chair

Signature *Pam Pugsley* Date: Sep 29, 2015

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386 N. THIRD AVENUE
STAYTON, OR 97383
(503) 769-3423
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FAX (503) 769-7413

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

STAYTON FRIENDS OF THE LIBRARY
515 N 1ST AVE
STAYTON OR 97383
www.folstore.org

September 29, 2015

Dear Councilors and Mayor,

The Stayton Friends of the Library is excited to be able to help with this community benefit project. The Stayton Public Library is retrofitting the existing manual reader sign with a new double-sided amber letter electronic message board. The current sign allows for one message every two weeks, the new sign will allow for a message every five seconds. Many more community nonprofits will now be able to advertise their events. The current sign has limited availability and is difficult to use; standing on a ladder waving plastic letters toward the sign in a wind is hard. The new electronic message board will be controlled via a laptop with Watchfire software. Public service and nonprofit event messages will simply be keyed in and displayed on a rotating basis.

The sign is being built and installed by Integrity Signs of Hubbard, OR. The sign proposal was approved unanimously by the Stayton Planning Commission in July 2015. The total cost of the project is \$17,821.00 The Stayton Friends of the Library are contributing \$2000 to the project. Friends of the Stayton Family Memorial Pool have committed \$1000. Other community stakeholders including SCTC, the Stayton Public Library Foundation and the Methodist church among others are being asked to contribute.

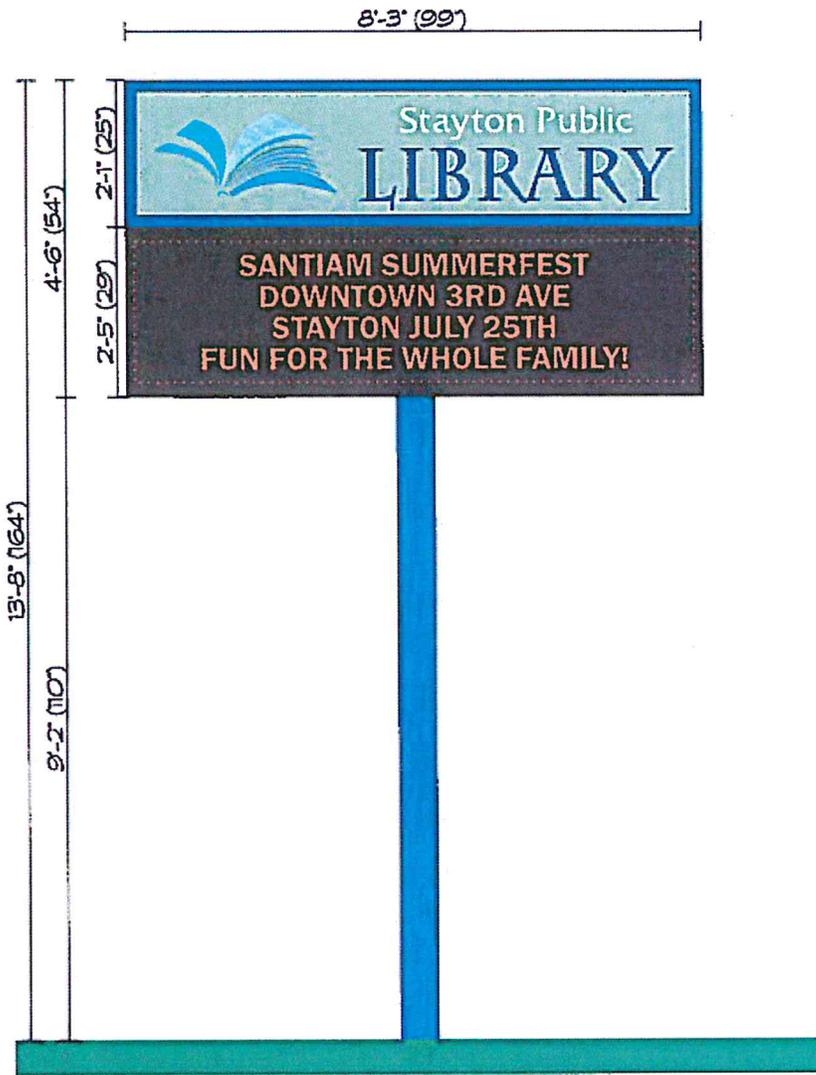
The Friends formed in 1968 with a mission to support the Stayton Public Library and foster a love of reading in the community. We currently raise around \$18 K annually of which the majority goes directly to the library for materials and programming. Our 501c3 # is 93-0688061.

We appreciate you reviewing our request, and look forward to hearing from you soon.

Best regards,



Pam Pugsley, Chair
Stayton Friends of the Library
503-576-9400 pampugsley552@gmail.com



D/F ILLUMINATED SIGN

SPECIFICATIONS -

SCALE - 1/2" = 1'-0"

- UPPER CABINET - .063 Aluminum Fabricated / Painted to Matthews MP 00366 Chase Blue
- UPPER CAB FACES - 3/16" White Lexan
- UPPER CAB COPY - 3M Translucent Digitally Printed Vinyl (various color values)
- UPPER CAB ILLUMINATION - GE White LEDs
- LOWER CABINET - WatchFire 19mm Slim Front Monochrome EMB (Electronic Message Board) - RED or AMBER optional
- EMB VIEWING AREA - 2'H x 8'W
- LOWER CAB COLOR - Semi-Glass Black
- POLE - Existing

APPROVED FOR PRODUCTION

NAME: _____ TITLE: _____
 SIGNATURE: _____ (DATE): _____
 HANDLOID SIGNATURE: _____ (DATE): _____

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230 INDUSTRIAL AVE.
 P.O. BOX 88
 HUBBARD, OREGON 97102
 Phone 503-981-3743
 Fax 503-982-4153
 Certified

SKETCH #: 15-105R
 JOB NAME: Stayton Public Library
 LOCATION: Stayton, OR
 SALESPERSON: House
 DRAWN BY: RS
 DATE: 5-5-15

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Phone 503-981-3743 Fax 503-982-8153
2830 INDUSTRIAL AVE. / P.O. BOX 88 HUBBARD, OREGON 97032

ELECTRONIC MESSAGE BOARDS / ILLUMINATED SIGNS / LETTERS / BANNERS / LED / NEON / CUSTOM DESIGN / INSTALLATION / SERVICE

September 10, 2015
Stayton Public Library
New Sign w/ Electronic Message Board
Itemized Cost Breakdown for (3) Options

OPTION 1

Sketch 15-100R (Watchfire 19mm Red OR Amber EMB)
Fabrication Materials.....2255.00
Manufacture Labor.....1369.00
Installation.....1293.00
EMB.....12904.00
TOTAL – 17821.00

**STAYTON FRIENDS OF THE LIBRARY
TREASURER'S YEAR END REPORT
January to December 2014**

SAVINGS ACCOUNT

Beginning Balance	\$19,161.50
Transfer from Checking Account	2,996.82
Transfer to Checking Account	18,214.61
Transfer from Bookstore Account	17,703.46
Interest	28.86
Total in Savings Account	\$21,676.03

CHECKING ACCOUNT

Beginning balance	\$1,000.00
-------------------	------------

DEPOSITS

Bookshelf	1,986.26
Computer Printer	2,642.89
Copy Machine	845.01
Memberships	279.95
Diane's Bags	490.00
Tote Bags	70.50
Donation	957.50
From Diana Maul for Shared Order	28.25
Sales at Needle & Thread Show	250.00
Sponsor a Magazine	28.75
Friends Book Order for Ingram	165.80
Pass-thru from Mid-Willamette Council	2,000.00
Pass-thru for Author Visits	170.00
Pass-thru for adult programming	312.00
Transfer from Savings	18,214.61
Deposit Totals	\$28,441.52

**STAYTON FRIENDS OF THE LIBRARY
TREASURER'S YEAR END REPORT
January to December 2014**

EXPENDITURES

Ingram	1,152.24
Children's Books	1,243.20
Quill Corp.	587.10
Random House Audio	256.50
Ricoh	1,145.17
Xerox	1,574.76
Misc. Supplies	323.93
U.S.P.S.	7.35
PO Box Renewal	58.00
Enumclaw Insurance - yearly	254.00
Movie Licensing USA	263.00
Check Order	21.84
Chamber of Commerce	199.00
Stayton Public Library Foundation	10,100.00
Chemeketa CC New Computers	748.06
Computer Software	738.00
Six Nexus 7 Tablets	1,202.29
Computer Chairs	494.73
Book Page - 1 Year Subscription	300.00
Upstart - Tote Bags to Sell	111.00
Summer Reading Programs	1,480.41
Children's Programming Reimb.	24.98
Teen Programming Reimbursement.	457.30
Adult Programming Reimburs.	25.15
Author Visit honorarium + expenses	1,708.20
Parting Gifts - Heydi, Louise, Mark	300.00
Gifts for Father/Daughter Dance	668.49
Transferred to Savings	2,996.82
Expense Totals	\$28,441.52
Total in Checking Account	\$1,000.00



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

TO: Mayor Henry A. Porter and the Stayton City Council
FROM: Keith Campbell, City Administrator
DATE: November 2, 2015
SUBJECT: Ordinance No. 986 – Amending Ordinance No. 974, SCTC Franchise Agreement

ISSUE

The Stayton Cooperative Telephone Company (SCTC) Franchise agreement is due to expire. Work on the new ordinance has not proceeded forward as initially planned. Due to the changes in the Telecommunications industry the City of Stayton would like to explore the option of adopting a Master Communications Ordinance. Before the City explores a long-term franchise agreement, it would be best if current legal issues currently being litigated in the courts reach a reasonable resolution.

I have spoken to Curt Thornton from SCTC and they are happy to extend their current agreement. Mr. Thornton and SCTC have been very helpful and understanding in working with the City in this matter.

MOTION(S)

- 1) Motion to approve Ordinance No. 986, as presented.
- 2) Motion to approve Ordinance No. 986 with the following modification(s) _____.
- 3) Deny approval. No action needed.

ORDINANCE NO. 986

AN ORDINANCE AMENDING ORDINANCE NO. 974 (STAYTON COOPERATIVE TELEPHONE COMPANY "SCTC" FRANCHISE) SECTION 4.16.030, EXTENDING THE TERM OF THE FRANCHISE UNTIL DECEMBER 31, 2016.

WHEREAS, the City of Stayton ("Grantor") is authorized by state statutes and its charter to grant non-exclusive franchises to persons desiring to occupy rights-of-way within the City;

WHEREAS, Stayton Cooperative Telephone Company ("Grantee") owns, maintains, and operates a telecommunications system in rights-of-way in the City and provides telecommunications services under grant of a previous franchise by the City (Ordinance No. 957);

WHEREAS, the Grantee now wishes to utilize its existing telecommunications system to provide cable services, and the provision of such services requires separate authorization from the City in the form of a cable franchise under applicable federal law;

WHEREAS, the City of Stayton needs additional time to update Section 4.16; and,

WHEREAS, SCTC has agreed to extend the franchise term by one (1) additional year (Exhibit A, "Acceptance").

NOW, THEREFORE, the Stayton City Council does ordain as follows:

Stayton City Ordinance No. 974, Section 4.16.030, TERM, is amended to delete "...twelve years (12)..." to be substituted by "...until December 31, 2016..."

ADOPTED BY THE STAYTON CITY COUNCIL THIS 2ND DAY OF NOVEMBER, 2015.

CITY OF STAYTON

Signed _____, 2015

By: _____
Henry A. Porter, Mayor

Signed _____, 2015

Attest: _____
Keith D. Campbell, City Administrator

APPROVED AS TO FORM:

David A. Rhoten, City Attorney

**Exhibit A
Acceptance**

TO: Keith Campbell
City Administrator
City of Stayton
362 N. Third Avenue
Stayton, OR 97383

This is to advise the City of Stayton, Oregon (“City”) that Stayton Cooperative Telephone Company (“Grantee”) hereby accepts the terms and provisions of Ordinance No. 986, passed by the Stayton City Council on November 2, 2015 (the Franchise) granting a Franchise authorizing the provision of cable services for a limited term. The Grantee agrees to abide by each and every term of the Franchise.

BY _____

TITLE _____

SIGNATURE _____

DATE _____



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

TO: Mayor Henry A. Porter and the Stayton City Council
FROM: Keith Campbell, City Administrator
DATE: November 2, 2015
SUBJECT: Ordinance No. 991 – Amending Ordinance No. 876, Wave Franchise Agreement

ISSUE

The Wave Broadband (formally Uvision) franchise agreement has expired. The City's internal records indicated an extension was completed when Uvision became Wave Broadband. After working with Wave Broadband and reviewing internal records, neither party was able to find any documentation of a formal extension with the change.

Due to the changes in the Telecommunications industry, the City of Stayton would like to explore the option of adopting a Master Communications Ordinance. Before the City explores a long-term franchise agreement, it would be best if current legal issues before the courts are settled.

I have spoken to Jim Penney from Wave Broadband and they are happy to extend their current agreement. Mr. Penney and Wave Broadband have been very helpful and understanding in working with the City in this matter.

MOTION(S)

- 1) Motion to approve Ordinance No. 991, as presented.
- 2) Motion to approve Ordinance No. 991 with the following modification(s) _____.
- 3) Deny approval. No action needed.

ORDINANCE NO. 991

AN ORDINANCE AMENDING ORDINANCE NO. 876 (WAVE BROADBAND FORMERLY UVISION) SECTION 15 DURATION, RENEWAL AND RENEGOTIATION EXTENDING THE TERM OF FRANCHISE UNTIL DECEMBER 31, 2016

WHEREAS, the City of Stayton (“Grantor”) is authorized by state statutes and its charter to grant non-exclusive franchises to persons desiring to occupy rights-of-way within the City;

WHEREAS, Wave Broadband formally Uvision (“Grantee”), owns, maintains, and operates a telecommunications system in rights-of-way in the City and provides telecommunications services under grant of a previous franchise by the City;

WHEREAS, the Grantee now wishes to utilize its existing telecommunications system to provide cable services, and the provision of such services requires separate authorization from the City in the form of a cable franchise under applicable federal law;

WHEREAS, the City of Stayton needs additional time to update Ordinance No. 876, Section 15; and,

WHEREAS, Wave Broadband has agreed to extend the term of the franchise to December 31, 2016 (see Exhibit A “Acceptance”).

NOW, THEREFORE, the Stayton City Council does ordain as follows:

Stayton City Ordinance No. 876, Duration, Renewal and Renegotiations, is amended to delete “...for ten years)...”to be substituted by “...until December 31, 2016)...”

ADOPTED BY THE STAYTON CITY COUNCIL THIS 2ND DAY OF NOVEMBER, 2015.

CITY OF STAYTON

Signed _____, 2015

By: _____
Henry A. Porter, Mayor

Signed _____, 2015

Attest: _____
Keith D. Campbell, City Administrator

APPROVED AS TO FORM:

David A. Rhoten, City Attorney

**Exhibit A
Acceptance**

TO: Keith Campbell
City Administrator
City of Stayton
362 N. Third Avenue
Stayton, OR 97383

This is to advise the City of Stayton, Oregon (“City”) that Wave Broadband (“Grantee”) hereby accepts the terms and provisions of Ordinance No. 991, passed by the Stayton City Council on November 2, 2015 (the Franchise) granting a Franchise authorizing the provision of cable services for a limited term. The Grantee agrees to abide by each and every term of the Franchise.

BY _____

TITLE _____

SIGNATURE _____

DATE _____



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

TO: Mayor Henry A. Porter and the Stayton City Council
FROM: Christine Shaffer, Finance Director
DATE: October 19, 2015
SUBJECT: Monthly Staff Report

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

Departmental activity:

Utility Billing:	September 2015	August 2015
Number of Bills sent out	2,677	2,666
Delinquent Notices sent out	549	527
Courtesy Delinquent Notices sent to Landlords	154	156
Notified of Impending Shut off & Penalty	154	172
Customers with Interrupted Services Non-Payment	17	30
Services still Disconnected	0	0

Accounts Payable:		
Number of Checks Issued	166	169
Total Amount of Checks	\$256,627.21	\$431,341.14

CITY OF STAYTON
 FUND SUMMARY
 FOR THE 3 MONTHS ENDING SEPTEMBER 30, 2015

GENERAL FUND

	YTD ACTUAL	BUDGET	VARIANCE	PCNT
<u>REVENUE</u>				
PROPERTY TAXES	34,453.09	1,809,000.00	1,774,546.91	1.9
CHARGES FOR SERVICES	615.00	7,200.00	6,585.00	8.5
GRANTS & CONTRIBUTIONS	2,089.82	1,500.00	(589.82)	139.3
FRANCHISE FEES	207,718.34	788,000.00	580,281.66	26.4
LICENSES, PERMITS & FEES	5,133.09	20,000.00	14,866.91	25.7
FINES & FORFEITURES	38,139.22	105,500.00	67,360.78	36.2
INTERGOVERNMENTAL	38,296.95	175,190.00	136,893.05	21.9
INTEREST	(550.21)	2,000.00	2,550.21	(27.5)
MISCELLANEOUS/TRANSFERS	100,318.74	402,455.00	302,136.26	24.9
	<u>426,214.04</u>	<u>3,310,845.00</u>	<u>2,884,630.96</u>	<u>12.9</u>
<u>EXPENDITURES</u>				
NON-DEPARTMENTAL	78,648.89	418,300.00	339,651.11	18.8
ADMINISTRATION	121,152.38	495,852.00	374,699.62	24.4
POLICE	497,408.31	1,968,841.00	1,471,432.69	25.3
PLANNING	34,864.19	181,340.00	146,475.81	19.2
COMMUNITY CENTER	38,053.24	89,948.00	51,894.76	42.3
PARKS	41,994.68	171,383.00	129,388.32	24.5
MUNICIPAL COURT	19,784.91	128,859.00	109,074.09	15.4
STREET LIGHTING	17,966.51	116,685.00	98,718.49	15.4
	<u>849,873.11</u>	<u>3,571,208.00</u>	<u>2,721,334.89</u>	<u>23.8</u>

CITY OF STAYTON
 FUND SUMMARY
 FOR THE 3 MONTHS ENDING SEPTEMBER 30, 2015

PUBLIC WORKS ADMINISTRATION

	YTD ACTUAL	BUDGET	VARIANCE	PCNT
<u>REVENUE</u>				
INTEREST	26.20	100.00	73.80	26.2
MISCELLANEOUS/TRANSFERS	152,774.33	426,390.00	273,615.67	35.8
	<u>152,800.53</u>	<u>426,490.00</u>	<u>273,689.47</u>	<u>35.8</u>
<u>EXPENDITURES</u>				
DEPARTMENT 80	117,956.64	457,852.00	339,895.36	25.8
	<u>117,956.64</u>	<u>457,852.00</u>	<u>339,895.36</u>	<u>25.8</u>

CITY OF STAYTON
 FUND SUMMARY
 FOR THE 3 MONTHS ENDING SEPTEMBER 30, 2015

LIBRARY FUND

	YTD ACTUAL	BUDGET	VARIANCE	PCNT
<u>REVENUE</u>				
PROPERTY TAXES	2,913.83	157,262.00	154,348.17	1.9
CHARGES FOR SERVICES	3,068.67	82,647.00	79,578.33	3.7
GRANTS & CONTRIBUTIONS	.00	25,200.00	25,200.00	.0
LICENSES, PERMITS & FEES	4,530.00	13,000.00	8,470.00	34.9
FINES & FORFEITURES	2,503.33	12,000.00	9,496.67	20.9
INTERGOVERNMENTAL	.00	1,351.00	1,351.00	.0
INTEREST	85.97	400.00	314.03	21.5
MISCELLANEOUS/TRANSFERS	29,875.00	120,000.00	90,125.00	24.9
	<u>42,976.80</u>	<u>411,860.00</u>	<u>368,883.20</u>	<u>10.4</u>
<u>EXPENDITURES</u>				
DEPARTMENT 80	<u>97,624.86</u>	<u>446,550.00</u>	<u>348,925.14</u>	<u>21.9</u>
	<u>97,624.86</u>	<u>446,550.00</u>	<u>348,925.14</u>	<u>21.9</u>

CITY OF STAYTON
 FUND SUMMARY
 FOR THE 3 MONTHS ENDING SEPTEMBER 30, 2015

WATER ENTERPRISE FUND

	YTD ACTUAL	BUDGET	VARIANCE	PCNT
<u>REVENUE</u>				
CHARGES FOR SERVICES	664,025.15	1,754,000.00	1,089,974.85	37.9
LICENSES, PERMITS & FEES	6,895.88	30,000.00	23,104.12	23.0
INTEREST	1,104.70	4,000.00	2,895.30	27.6
MISCELLANEOUS/TRANSFERS	849.20	2,000.00	1,150.80	42.5
	<u>672,874.93</u>	<u>1,790,000.00</u>	<u>1,117,125.07</u>	<u>37.6</u>
<u>EXPENDITURES</u>				
DEPARTMENT 86	351,723.55	2,109,665.00	1,757,941.45	16.7
	<u>351,723.55</u>	<u>2,109,665.00</u>	<u>1,757,941.45</u>	<u>16.7</u>

CITY OF STAYTON
 FUND SUMMARY
 FOR THE 3 MONTHS ENDING SEPTEMBER 30, 2015

STORM WATER ENTERPRISE FUND

	YTD ACTUAL	BUDGET	VARIANCE	PCNT
<u>REVENUE</u>				
CHARGES FOR SERVICE	59,357.37	260,000.00	200,642.63	22.8
INTEREST	172.05	200.00	27.95	86.0
MISCELLANEOUS/TRANSFERS	70,000.00	240,000.00	170,000.00	29.2
	<u>129,529.42</u>	<u>500,200.00</u>	<u>370,670.58</u>	<u>25.9</u>
<u>EXPENDITURES</u>				
DEPARTMENT 86	<u>38,981.48</u>	<u>447,205.00</u>	<u>408,223.52</u>	<u>8.7</u>
	<u>38,981.48</u>	<u>447,205.00</u>	<u>408,223.52</u>	<u>8.7</u>

CITY OF STAYTON
 FUND SUMMARY
 FOR THE 3 MONTHS ENDING SEPTEMBER 30, 2015

SEWER ENTERPRISE FUND

	YTD ACTUAL	BUDGET	VARIANCE	PCNT
<u>REVENUE</u>				
CHARGES FOR SERVICES	719,048.98	2,997,498.00	2,278,449.02	24.0
INTEREST	4,094.43	12,500.00	8,405.57	32.8
MISCELLANEOUS/TRANSFERS	.00	12,500.00	12,500.00	.0
	<u>723,143.41</u>	<u>3,022,498.00</u>	<u>2,299,354.59</u>	<u>23.9</u>
<u>EXPENDITURES</u>				
DEPARTMENT 86	797,993.32	3,784,956.00	2,986,962.68	21.1
	<u>797,993.32</u>	<u>3,784,956.00</u>	<u>2,986,962.68</u>	<u>21.1</u>

CITY OF STAYTON
 FUND SUMMARY
 FOR THE 3 MONTHS ENDING SEPTEMBER 30, 2015

STREET FUND

	YTD ACTUAL	BUDGET	VARIANCE	PCNT
<u>REVENUE</u>				
CHARGES FOR SERVICES	21,545.07	84,000.00	62,454.93	25.7
INTERGOVERNMENTAL	244,027.85	511,876.00	267,848.15	47.7
INTEREST	769.69	900.00	130.31	85.5
MISCELLANEOUS/TRANSFERS	6,452.05	50,250.00	43,797.95	12.8
	<u>272,794.66</u>	<u>647,026.00</u>	<u>374,231.34</u>	<u>42.2</u>
<u>EXPENDITURES</u>				
DEPARTMENT 80	<u>76,350.30</u>	<u>878,552.00</u>	<u>802,201.70</u>	<u>8.7</u>
	<u>76,350.30</u>	<u>878,552.00</u>	<u>802,201.70</u>	<u>8.7</u>

CITY OF STAYTON
 FUND SUMMARY
 FOR THE 3 MONTHS ENDING SEPTEMBER 30, 2015

SWIMMING POOL FUND

	YTD ACTUAL	BUDGET	VARIANCE	PCNT
<u>REVENUE</u>				
PROPERTY TAXES	3,143.84	159,750.00	156,606.16	2.0
GRANTS & CONTRIBUTIONS	.00	10,000.00	10,000.00	.0
INTEREST	14.93	250.00	235.07	6.0
MISCELLANEOUS/TRANSFERS	3,750.00	15,000.00	11,250.00	25.0
	<u>6,908.77</u>	<u>185,000.00</u>	<u>178,091.23</u>	<u>3.7</u>
<u>EXPENDITURES</u>				
DEPARTMENT 86	35,422.21	205,928.00	170,505.79	17.2
	<u>35,422.21</u>	<u>205,928.00</u>	<u>170,505.79</u>	<u>17.2</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: October 19, 2015
SUBJECT: Staff Report

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

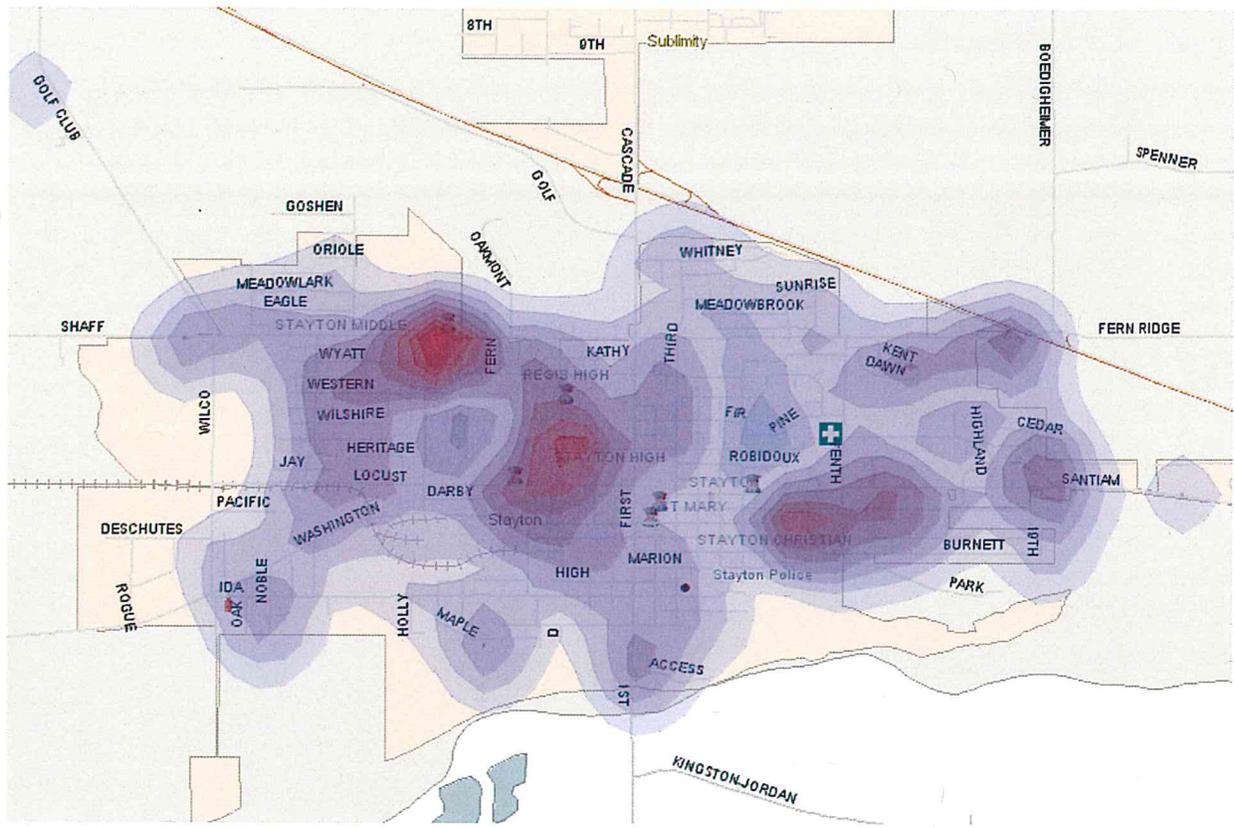
	September 2015	Year to Date 2015	September 2014	Year to Date 2014
Police Activity	963	7100	981	6662
Investigated Incidents	352	2998	406	2229
Citations/Warning	95/235	846/1544	128/191	632/738
Traffic Accidents	7	72	5	63
Juvenile Abuse	3	25	4	33
Arrests	38	384	48	598
Reserve Volunteer Hrs.	301.31	3332.71	202.5	2064.5
Citizen Volunteer Hrs.	4	29	0	203
Peer Court Referrals:	2	42	3	35

**STAYTON POLICE DEPARTMENT
CONSOLIDATED MONTHLY CATEGORIZED REPORT-NIBRS
9/1/2015 - 9/30/2015**

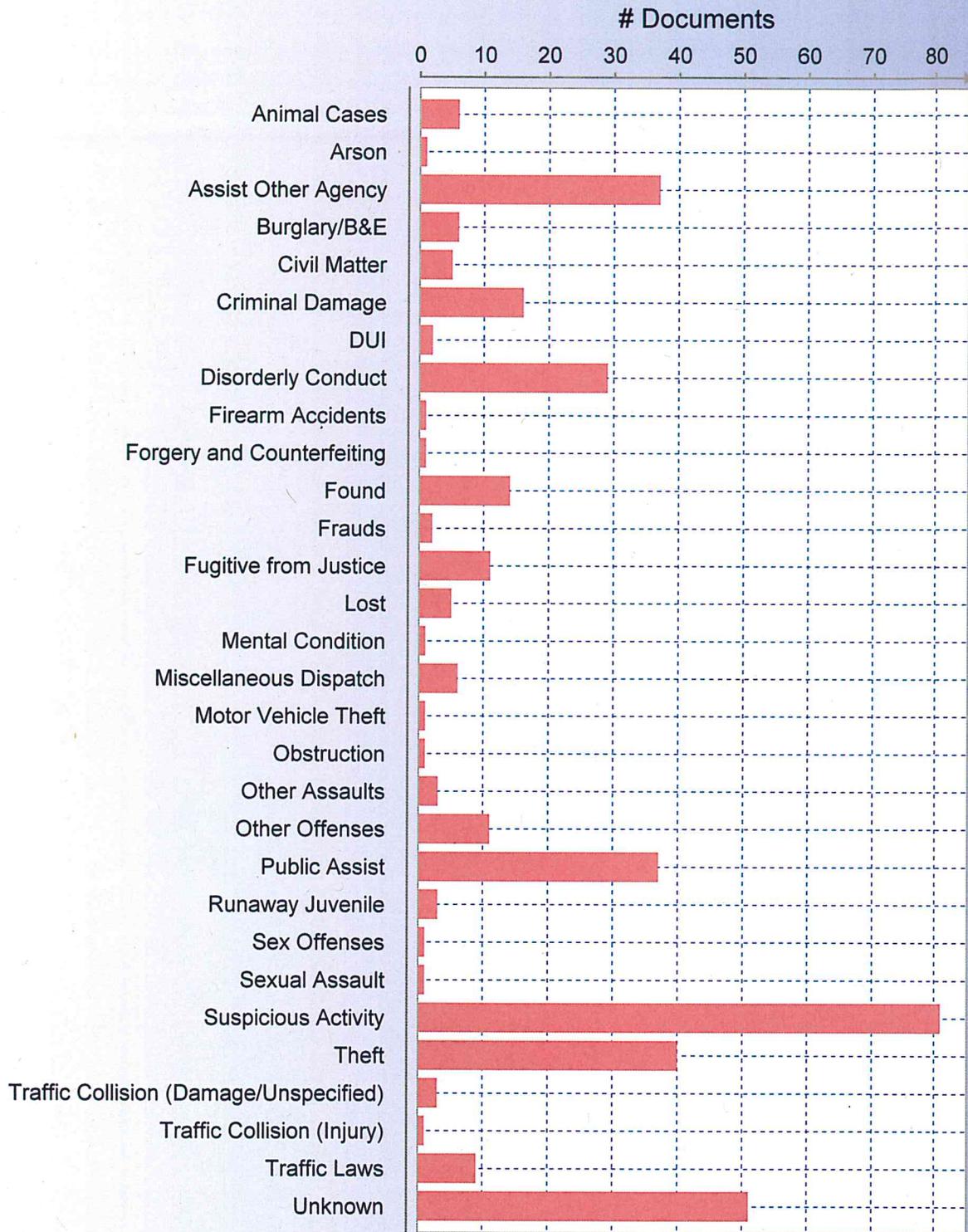
NON-CRIMINAL	CRIMES		CRIMES CLEARED				PERCENT CLEARED				PERSONS ARRESTED				
	1/1/15 to 9/30/15		1/1/14 to 9/30/14		BY ARREST & EXCEPTION		9/1/15 to 9/30/15		9/1/14 to 9/30/14		9/1/15 to 9/30/15		9/1/14 to 9/30/14		
	9/1/15 to 9/30/15	% Change Yr to Yr	9/1/15 to 9/30/14	9/30/14 Yr to Yr	9/1/15 to 9/30/15	9/30/15 to 9/30/14	9/1/15 to 9/30/15	9/30/15 to 9/30/14	9/1/15 to 9/30/15	9/30/15 to 9/30/14	Juv	Adult	Total	9/1/15 to 9/30/15	9/1/14 to 9/30/14
NON-CRIMINAL TOTALS	245	54.1%	2,259	1,466											
PERSON															
AGGRAVATED ASSAULT	1	-60.0%	6	15	0	3	13	0.0%	50.0%	86.7%	0	0	0	3	17
KIDNAPPING	0	-100.0%	0	3	0	0	3	0.0%	0.0%	100.0%	0	0	0	0	3
NEGLIGENT MANSLAUGHTER	0	0.0%	0	0	0	0	0	0.0%	0.0%	0.0%	0	0	0	0	1
OFFENSE AGAINST FAMILY	0	0.0%	2	2	0	0	2	0.0%	0.0%	100.0%	0	0	0	0	1
OTHER ASSAULTS	8	-14.9%	63	74	6	49	68	75.0%	77.8%	91.9%	1	5	6	56	64
RAPE	1	0.0%	2	2	0	0	2	0.0%	0.0%	100.0%	0	0	0	0	0
RESTRAINING ORDER VIOLATION	3	42.9%	10	7	3	9	7	100.0%	90.0%	100.0%	0	3	3	9	5
ROBBERY	0	100.0%	2	1	0	2	1	0.0%	100.0%	100.0%	0	0	0	0	2
SEX OFFENSES	1	-27.8%	13	18	1	7	9	100.0%	53.8%	50.0%	0	1	1	1	9
PERSON TOTALS	14	-19.7%	98	122	10	70	105	71.4%	71.4%	86.1%	1	9	10	72	102
PROPERTY															
ARSON	2	200.0%	3	1	2	2	1	100.0%	66.7%	100.0%	2	0	2	2	1
BURGLARY - BUSINESS	1	-16.7%	5	6	1	1	1	100.0%	20.0%	16.7%	0	1	1	1	1
BURGLARY - OTHER STRUCTURE	1	40.0%	7	5	0	2	0	0.0%	28.6%	0.0%	0	0	0	1	2
BURGLARY - RESIDENCE	4	-51.3%	19	39	0	2	7	0.0%	10.5%	17.9%	0	0	0	3	4
COUNTERFEITING/FORGERY	0	-66.7%	2	6	0	0	1	0.0%	0.0%	16.7%	0	2	2	2	2
FRAUD	6	-10.6%	42	47	1	8	16	16.7%	19.0%	34.0%	0	0	0	7	18
LARCENY															
Pickpocket	0	0.0%	1	0	0	1	0	0.0%	100.0%	0.0%	0	0	0	0	0
Purse Snatching	0	0.0%	3	0	0	1	0	0.0%	33.3%	0.0%	0	0	0	1	0
Shoplifting	2	20.0%	48	40	2	31	28	100.0%	64.6%	70.0%	0	2	2	36	30
Theft from a Motor Vehicle	12	-14.3%	60	70	0	2	2	0.0%	3.3%	2.9%	0	0	0	2	0
Theft of MV Parts/Accessories	1	-14.3%	6	7	0	0	1	0.0%	0.0%	14.3%	0	0	0	0	0
Theft of Bicycle	7	8.0%	27	25	2	4	0	28.6%	14.8%	0.0%	0	1	1	4	0
Theft from Building	3	0.0%	18	18	1	1	4	33.3%	5.6%	22.2%	0	0	0	1	3
All Other Larceny	8	-22.6%	72	93	1	13	20	12.5%	18.1%	21.5%	0	2	2	14	26

	CRIMES			CRIMES CLEARED BY ARREST & EXCEPTION				PERCENT CLEARED				PERSONS ARRESTED			
	9/1/15 to 9/30/15	1/1/15 to 9/30/15	1/1/14 to 9/30/14 % Change Yr to Yr	9/1/15 to 9/30/15	1/1/15 to 9/30/15	1/1/14 to 9/30/14	9/1/15 to 9/30/15	1/1/15 to 9/30/15	1/1/14 to 9/30/14	9/1/15 to 9/30/15	1/1/15 to 9/30/15	1/1/14 to 9/30/14	Juv	Adult	Total
LARCENY	33	235	253 -7.1%	6	53	55	18.2%	22.6%	21.7%	0	5	5	0	5	58
MOTOR VEHICLE THEFT	1	11	14 -21.4%	0	2	4	0.0%	18.2%	28.6%	0	0	0	0	0	3
STOLEN PROPERTY	0	2	3 -33.3%	0	2	3	0.0%	100.0%	100.0%	0	0	0	0	0	1
VANDALISM	22	94	78 20.5%	2	11	26	9.1%	11.7%	33.3%	4	0	4	4	0	12
PROPERTY TOTALS	70	420	452 -7.1%	12	83	114	17.1%	19.8%	25.2%	6	8	14	6	8	90
SOCIETY															
ALL OTHER	18	139	141 -1.4%	4	53	49	22.2%	38.1%	34.8%	0	1	1	0	1	20
ANIMAL	0	0	1 -100.0%	0	0	1	0.0%	0.0%	100.0%	0	0	0	0	0	0
CURFEW	0	16	8 100.0%	0	16	8	0.0%	100.0%	100.0%	0	0	0	0	0	24
CUSTODY-MENTAL	1	5	8 -37.5%	1	4	8	100.0%	80.0%	100.0%	0	1	1	0	1	5
DISORDERLY CONDUCT	3	35	39 -10.3%	3	32	38	100.0%	91.4%	97.4%	0	2	2	0	2	33
DR WHILE SUSP	0	10	22 -54.5%	0	10	22	0.0%	100.0%	100.0%	0	0	0	0	0	10
DRIVING UNDER INFLUENCE	1	39	39 0.0%	1	39	39	100.0%	100.0%	100.0%	0	1	1	0	1	39
ELUDING	0	3	1 200.0%	0	2	1	0.0%	66.7%	100.0%	0	0	0	0	0	3
ESCAPE	0	1	2 -50.0%	0	1	2	0.0%	100.0%	100.0%	0	0	0	0	0	1
FAIL TO DISPLAY DL	1	5	0 0.0%	1	4	0	100.0%	80.0%	0.0%	0	1	1	0	1	4
FUGITIVE	0	0	0 0.0%	0	0	0	0.0%	0.0%	0.0%	0	14	14	0	14	127
HIT & RUN	3	29	28 3.6%	0	9	8	0.0%	31.0%	28.6%	0	0	0	0	0	7
LIQUOR LAWS	0	9	17 -47.1%	0	8	17	0.0%	88.9%	100.0%	0	0	0	0	0	19
MIP TOBACCO	0	6	8 -25.0%	0	6	8	0.0%	100.0%	100.0%	0	0	0	0	0	6
NARCOTICS/DRUGS	2	47	38 23.7%	1	44	37	50.0%	93.6%	97.4%	2	0	2	2	0	63
PROP RECOV - FOR OTHER AGENCY	0	1	3 -66.7%	0	0	0	0.0%	0.0%	0.0%	0	0	0	0	0	0
RECKLESS DRIVING	0	1	4 -75.0%	0	0	4	0.0%	0.0%	100.0%	0	0	0	0	0	0
RUNAWAY	3	11	14 -21.4%	3	10	14	100.0%	90.9%	100.0%	3	0	3	3	0	10
SEX OFFENSES	0	3	0 0.0%	0	2	0	0.0%	66.7%	0.0%	0	0	0	0	0	3
TRESPASS	16	66	28 135.7%	10	45	22	62.5%	68.2%	78.6%	1	4	5	1	4	23
VEH RECOV - FOR OTHER AGENCY	0	1	0 0.0%	0	1	0	0.0%	100.0%	0.0%	0	0	0	0	0	0
WARRANT	12	106	113 -6.2%	11	104	112	91.7%	98.1%	99.1%	0	1	1	1	1	2
WEAPONS	0	3	9 -66.7%	0	3	9	0.0%	100.0%	100.0%	0	0	0	0	0	3
SOCIETY TOTALS	60	536	523 2.5%	35	393	399	58.3%	73.3%	76.3%	6	25	31	6	25	402
GRAND TOTALS	389	3,313	2,563 29.3%												424

Location



Crime Types



■ All 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: October 19th, 2015
SUBJECT: Public Works Monthly Operating Report for September 2015

- | <u>KEY ACTIVITIES</u> | <u>STATUS</u> |
|------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| • WWTP Facility | Effluent flows: 26.33 million gallons were treated during September. The highest flow was 1.23 million gallons on September 16th and the lowest flow was 0.65 million gallons on September 21st. The average flow was 0.88 million gallons. Total rainfall for September was 1.58 inches. |
| • WTP | Highest production day was 6,621,000 gallons on September 5th, 2015. |
| • Water System | Replaced seven meters. Replaced two radios. Replaced a meter stop for 1721 N Third Avenue. Located valves on Third Avenue. Replaced a hydrant valve box at Seventh and Marion. |
| • Streets | Swept 240 curb miles and removed approximately 90 cubic yards of material for September. |
| • Parks | Volunteers: Community Service – 0 hours, Volunteer – 0 hours, Life skills High School Students –51 hours. Total = 51 hours. |

• **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	3	0
Commercial Building Addition/Alter/Other	6	0
Electrical	1	0
Mechanical	2	0
Plumbing	0	0
TOTAL	12	0

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



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

TO: Mayor Henry Porter and the Stayton City Council
FROM: Dan Fleishman, Planning and Development Director
DATE: October 20, 2015
SUBJECT: Report of Activities for September, 2015

Enforcement Activity Highlights

No Activity

Planning & Development Activity Summary

Reviewed applications for three new single family homes

Prepared grant application for DLCD Technical Assistance Grant

Reviewed modification for W Water St partitioning

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: October 19, 2015
SUBJECT: September Library report

The library hosted a popular annual art exhibit featuring work based on the best-selling novel *All the Light We Cannot See* by Anthony Doerr. The exhibit travels to libraries around the region and the work is created by artists involved with Lake Oswego Reads.

Youth Services was busy with the new Art Club, which meets the second Monday of the month. Back by popular demand is Lego Club on the third Thursday of each month. Teens were happy with their first ever makerspace program where they made 'squishy circuits', learning about conductivity with play dough (one salty, one sweet). Makerspace is the fourth Wednesday of each month.

Trivia Night hosted by the library at Ugo's Pizzeria continues to be popular. The next one is Tuesday October 20th.

The Friends of the Stayton Library hosted their seventh anniversary sale at the bookstore. As always, thank you do much friends for your continued support of the library.

The adult book club, Tea Time for Book Lovers, read *The Monsters of Templeton* by Lauren Groff. It is a collage of secrets and ghosts that is disguisedly set in the author's hometown of Cooperstown, NY.

Miss Lisa, the Early Literacy Outreach Storyteller, completed planning her schedule with the schools and day cares. She continued her work with the middle schoolers book club at the subsidized housing complex.

Upcoming events to mark on your calendars:

- October 20- Trivia Night at Ugo's Pizza 7pm
- October 22 - Crazy 8s Author Event- eight authors get eight minutes each to talk about their writing and their inspirations 7 pm
- October 28- Tea Time for Book Lovers Book Club 5:30 pm

2015-2016 Monthly Library Statistics

	July	August	Sept.	Oct.	Nov.	Dec.	Jan.	Feb.	March	April	May	June	2014-15 FY	2015-16 YTD
TOTAL CHECKOUTS	13,247	11,532	9,894										122,298	34,673

OTHER CIRCULATION SERVICES

Self check out	4,841	4,263	3,437										20,821	12,541
Library2Go (ebooks +)	845	728	685										6,658	2,258

INCOME RECEIVED

Non-resident cards	\$780.00	\$1,217.00	\$419.00										\$7,002.50	\$2,416
Fines: overdue & lost books	\$826.06	\$994.00	\$683.00										\$12,303.09	\$2,503
Room fees	\$1,944.00	\$55.00	\$115.00										\$4,235.00	\$2,114
TOTAL													\$23,540.59	\$7,033.06

REFERENCE QUESTIONS

In-Person, by phone and computer help	598	449	548										5,967	1,595
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NEW PATRON CARDS

	126	86	120										1,220	332
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INTERNET USE

	1,421	1,295	1,023										16,312	3,739
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LIBRARY PROGRAM ATTENDANCE

Children & adults at storytime	840	205	345										6,627	1,390
Teens	46	57	31										751	134
Adults	101	38	16										733	155
Outreach	834	523	27										4,183	1,384
TOTAL													12,294	3,063

MEETING ROOM ATTENDANCE

	1,089	479	580										10,676	2,148
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PATRON VISITS

	8,085	7,018	8,500										85,386	23,603
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VOLUNTEER HOURS

	263	270	176										2,157	709
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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): JAMES FISKE

Address: 41574 Stayton Scio Rd Stayton OR 97383
Street City State Zip

Topic: NO. V-PROFIT SMOKEH DOWN THE HIGHWAY - GRANT

Speaking in...

Support of Opposition to _____ General Testimony _____

Comments: These guys will want community money

To promote this event.

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. 3rd Avenue, Stayton, 97383.



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Name (please print): JERRY FLOWERS

Address: 412 Meadow Brook Stayton OR 97383
Street City State Zip

Topic: POT

Speaking in...
Support of _____ Opposition to X General Testimony X

Comments: Help

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. 3rd Avenue, Stayton, 97383.

SCRIPT TO BE READ AT COMMENCEMENT OF PUBLIC HEARING

Good evening, my name is Hank Porter and as Mayor I will be presiding over this hearing. This is the time and place set for the public hearing in the matter of Land Use File #9-08/15, concerning the City-initiated vacation of the alley between N Alder Ave and N Birch Ave, running south from W Ida St.

This hearing is now open.

At the back counter is the agenda for this evening's meeting, which lays out the order in which people will be called on to speak during the public hearing, the City Council's Rules of Procedure for Land Use Public Hearings, and a brochure written to facilitate your participation in the public hearing. You are encouraged to obtain and review these documents.

At this time I would ask the audience if there are any objections to the notices provided for this hearing. I hear none (if there are none). To the jurisdiction of this body to hear and consider this issue? I hear none (if there are none). Are there any declarations of conflict of interest; ex parte contact or bias by any members of this body? I hear none (if there are none).

We are now ready for the staff report.