



# AGENDA

## STAYTON CITY COUNCIL MEETING

### Monday, October 2, 2017

Stayton Community Center  
400 W. Virginia Street  
Stayton, Oregon 97383

**CALL TO ORDER**

**7:00 PM**

**Mayor Porter**

**FLAG SALUTE**

**ROLL CALL/STAFF INTRODUCTIONS**

#### **ANNOUNCEMENTS – PLEASE READ CAREFULLY**

*Items not on the agenda but relevant to City business may be discussed at this meeting. Citizens are encouraged to attend all meetings of the City Council to insure that they stay informed. Agenda items may be moved forward if a Public Hearing is scheduled.*

- a. Additions to the agenda
- b. Declaration of Ex Parte Contacts, Conflict of Interest, Bias, etc.

#### **PRESENTATIONS/COMMENTS FROM THE PUBLIC**

Request for Recognition: If you wish to address the Council, please fill out a green “Request for Recognition” form. Forms are on the table at the back of the room. *Recommended time for presentation is 10 minutes. Recommended time for comments from the public is 3 minutes.*

- a. Introduction of RARE Intern Isaac Kort-Meade

#### **CONSENT AGENDA**

- a. September 18, 2017 City Council Minutes

#### ***Purpose of the Consent Agenda:***

*In order to make more efficient use of meeting time, resolutions, minutes, bills, and other items which are routine in nature and for which no debate is anticipated, shall be placed on the Consent Agenda. Any item placed on the Consent Agenda may be removed at the request of any council member prior to the time a vote is taken. All remaining items of the Consent Agenda are then disposed of in a single motion to adopt the Consent Agenda. This motion is not debatable. The Recorder to the Council will then poll the council members individually by a roll call vote. If there are any dissenting votes, each item on the consent Agenda is then voted on individually by roll call vote. Copies of the Council packets include more detailed staff reports, letters, resolutions, and other supporting materials. A citizen wishing to review these materials may do so at Stayton City Hall, 362 N. Third Avenue, Stayton, or the Stayton Public Library, 515 N. First Avenue, Stayton.*

***The meeting location is accessible to persons with disabilities. A request for an interpreter for the hearing impaired or other accommodations for persons with disabilities should be made at least 48 hours prior to the meeting. If you require special accommodations contact Deputy City Recorder Alissa Angelo at (503) 769-3425.***

**PUBLIC HEARING – None**

**UNFINISHED BUSINESS**

**Second Consideration of Ordinance Regarding Vacation of an Alleyway**

**Action**

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

**NEW BUSINESS**

**Stayton Family Memorial Pool Update**

**Informational**

- a. Staff Report and Update – Billie Hight-Maurer

**STAFF/COMMISSION REPORTS**

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

**Informational**

- a. August 2017 Monthly Finance Department Report

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

**Informational**

- a. August 2017 Statistical Report

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

**Informational**

- a. August 2017 Operating Report

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

**Informational**

- a. August 2017 Activities Report

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

**Informational**

- a. August 2017 Activities

**PRESENTATIONS/COMMENTS FROM THE PUBLIC**

*Recommended time for presentations is 10 minutes.*

*Recommended time for comments from the public is 3 minutes.*

**BUSINESS FROM THE CITY ADMINISTRATOR**

**BUSINESS FROM THE MAYOR**

**BUSINESS FROM THE COUNCIL**

**FUTURE AGENDA ITEMS – October 16, 2017**

- TMDL Report
- Mill Creek Park

**ADJOURN**

## CALENDAR OF EVENTS

### OCTOBER 2017

Monday	October 2	City Council	7:00 p.m.	Community Center (north end)
Tuesday	October 3	Parks & Recreation Board	6:30 p.m.	E.G. Siegmund Meeting Room
Tuesday	October 10	Commissioner's Breakfast	7:30 a.m.	Covered Bridge Café
Friday	October 13	Community Leaders	7:30 a.m.	Covered Bridge Café
Monday	October 16	City Council	7:00 p.m.	Community Center (north end)
Wednesday	October 18	Library Board	6:00 p.m.	E.G. Siegmund Meeting Room
Monday	October 30	Planning Commission	7:00 p.m.	Community Center (north end)

### NOVEMBER 2017

Monday	November 6	City Council	7:00 p.m.	Community Center (north end)
Tuesday	November 7	Parks & Recreation Board	6:30 p.m.	E.G. Siegmund Meeting Room
Friday	November 10	<b>CITY OFFICES CLOSED IN OBSERVANCE OF VETERANS DAY HOLIDAY</b>		
Tuesday	November 14	Commissioner's Breakfast	7:30 a.m.	Covered Bridge Café
Wednesday	November 15	Library Board	6:00 p.m.	E.G. Siegmund Meeting Room
Monday	November 20	City Council	7:00 p.m.	Community Center (north end)
Thursday	November 23	<b>CITY OFFICES CLOSED IN OBSERVANCE OF THANKSGIVING HOLIDAY</b>		
Friday	November 24			
Monday	November 27	Planning Commission	7:00 p.m.	Community Center (north end)

### DECEMBER 2017

Monday	December 4	City Council	7:00 p.m.	Community Center (north end)
Tuesday	December 5	Parks & Recreation Board	6:30 p.m.	E.G. Siegmund Meeting Room
Friday	December 8	Community Leaders	7:30 a.m.	Covered Bridge Café
Tuesday	December 12	Commissioner's Breakfast	7:30 a.m.	Covered Bridge Café
Monday	December 18	City Council	7:00 p.m.	Community Center (north end)
Wednesday	December 20	Library Board	6:00 p.m.	E.G. Siegmund Meeting Room
Friday	December 22	<b>CITY OFFICES CLOSE AT NOON IN OBSERVANCE OF CHRISTMAS HOLIDAY</b>		
Monday	December 25	<b>CITY OFFICES CLOSED IN OBSERVANCE OF CHRISTMAS HOLIDAY</b>		

### JANUARY 2018

Monday	January 1	<b>CITY OFFICES CLOSED IN OBSERVANCE OF NEW YEARS HOLIDAY</b>		
Tuesday	January 2	City Council	7:00 p.m.	Community Center (north end)
Wednesday	January 3	Parks & Recreation Board	6:30 p.m.	E.G. Siegmund Meeting Room
Tuesday	January 9	Commissioner's Breakfast	7:30 a.m.	Covered Bridge Café
Friday	January 12	Community Leaders	7:30 a.m.	Covered Bridge Café
Monday	January 15	<b>CITY OFFICES CLOSED IN OBSERVANCE OF MARTIN LUTHER KING HOLIDAY</b>		
Tuesday	January 16	City Council	7:00 p.m.	Community Center (north end)
Wednesday	January 17	Library Board	6:00 p.m.	E.G. Siegmund Meeting Room

**City of Stayton  
City Council Meeting Action Minutes  
September 18, 2017**

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

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

**Time End:** 7:22 P.M.

**COUNCIL MEETING ATTENDANCE LOG**

COUNCIL	STAYTON STAFF
Mayor Henry Porter (excused)	Alissa Angelo, Deputy City Recorder
Councilor Priscilla Glidewell	Keith Campbell, City Administrator
Councilor Mark Kronquist (joined at 7:03 p.m.)	Dan Fleishman, Director of Planning & Development
Councilor Jennifer Niegel	Lance Ludwick, Public Works Director
Councilor Brian Quigley	Janna Moser, Library Director
Councilor Joe Usselman	Rich Sebens, Chief of Police

AGENDA	ACTIONS
<b>REGULAR MEETING</b>	
<b>Announcements</b>	
a. Additions to the Agenda	None.
b. Declaration of Ex Parte Contacts, Conflict of Interest, Bias, etc.	None.
<b>Presentations / Comments from the Public</b>	
a. Swearing in of New Police Reserve by Chief Rich Sebens	Chief Sebens swore in new Police Reserve Brandon Smith.
<b>Consent Agenda</b>	
a. August 22, 2017 City Council Minutes	Motion from Councilor Kronquist, seconded by Councilor Niegel, to approve the Consent Agenda as presented. <b>Motion passed 5:0.</b>
b. Finance Department Job Description Revisions	
<b>Public Hearing</b>	None.
<b>Unfinished Business</b>	
<b>Ordinance No. 1009, Vacation of Alleyway</b>	
a. Staff Report – Dan Fleishman	Mr. Fleishman offered a brief review of the issue before the Council.
b. Council Discussion	Nothing further.
c. Council Decision	Motion from Councilor Kronquist, seconded by Councilor Usselman, to approve Ordinance No. 1009 as presented. <b>Motion passed 4:1 (Glidewell).</b>
	Ordinance No. 1009 will return for a second consideration at the October 2, 2017 meeting.
<b>Second Consideration of Ordinance No. 1010, Amending Land Use Code Regarding Accessory Dwelling Units in Residential Zoning Districts</b>	
a. Staff Report – Dan Fleishman	Mr. Fleishman provided a review of his staff report.
b. Council Discussion	Nothing further.
c. Council Decision	Motion from Councilor Kronquist, seconded by

<p><b>Second Consideration of Ordinance No. 1011, Amending Stayton Municipal Code 5.20 Relating to Solicitors</b></p> <p>a. Staff Report – Chief Rich Sebens b. Council Discussion c. Council Decision</p>	<p>Councilor Glidewell, to approve Ordinance No. 1010 as presented. <b>Motion passed 5:0.</b></p> <p>Chief Sebens reviewed the issue before Council. Nothing further. Motion from Councilor Kronquist, seconded by Councilor Usselman, to approve Ordinance No. 1011 as presented. <b>Motion passed 5:0.</b></p>
<p><b>New Business</b></p> <p><b>Community Grants</b></p> <p>a. Staff Report – Alissa Angelo b. Council Discussion c. Council Decision</p> <p><b>Resolution No. 967, Declaring a Portion of W. High Street Abandoned</b></p> <p>a. Staff Report – Dan Fleishman b. Council Discussion c. Council Decision</p>	<p>Ms. Angelo reviewed the staff report presented to Council. No further discussion. Motion from Councilor Glidewell, seconded by Councilor Kronquist, to award all Community Grant applications received for their requested amounts, including the Stayton Elementary PTC. <b>Motion passed 5:0.</b></p> <p>Mr. Fleishman reviewed the staff report. Council discussion behind reasoning this is being proposed. Motion from Councilor Kronquist, seconded by Councilor Niegel, to approve Resolution No. 967. <b>Motion passed 4:1 (Glidewell).</b></p>
<p><b>Staff / Commission Reports</b></p>	<p>None.</p>
<p><b>Presentations / Comments From the Public</b></p>	<p>None.</p>
<p><b>Business from City Administrator</b></p>	<p>None.</p>
<p><b>Business from the Council</b></p>	<p>Councilor Quigley recognized City Attorney David Rhoten who recently passed away.</p>
<p><b>Business from the Mayor</b></p>	<p>None.</p>
<p><b>Future Agenda Items – Monday, October 2, 2017</b></p> <p>a. TMDL Report b. Pool Update c. Monthly Reports</p>	

APPROVED BY THE STAYTON CITY COUNCIL THIS 2<sup>ND</sup> DAY OF OCTOBER 2017, BY A \_\_\_\_ VOTE OF THE STAYTON CITY COUNCIL.

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

By: \_\_\_\_\_

Henry A. Porter, Mayor

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

Attest: \_\_\_\_\_

Keith D. Campbell, City Administrator

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

Transcribed by: \_\_\_\_\_

Alissa Angelo, Deputy City Recorder



**CITY OF STAYTON**  
**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: October 2, 2017**  
**SUBJECT: Consideration of Ordinance regarding Vacation of an alleyway**

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**ISSUE**

The issue before the City Council is the second consideration of an ordinance to vacate a portion of the alleyway between N Second Ave and N Third Ave, running from E Hollister St to E Pine St.

**BACKGROUND INFORMATION**

Caitlin Settgast had submitted a petition requesting the City vacate the above-referenced alley. The City Council held a hearing on the proposed vacation on August 7. At that time the Council closed the public hearing but kept the record open for additional written submissions.

The first consideration of Ordinance 1009 was approved by the City Council by a 4-1 vote, necessitating the need for the Ordinance to be presented for a second consideration.

**STAFF RECOMMENDATION**

The staff recommendation is for the City Council to approve Ordinance 1009 as presented.

**OPTIONS AND MOTIONS**

Staff has provided the City Council with a number of options, each with an appropriate motion. The Planning Department recommends the first option.

1. Approve the second consideration of Ordinance 1009 .

Move to approve Ordinance No 1009 as presented.

2. Approve the Ordinance 1009 with modifications

Move to approve Ordinance No. 1009 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.

**ORDINANCE 1009**

**AN ORDINANCE VACATING AN ALLEYWAY IN THE CITY OF STAYTON, MARION COUNTY, OREGON**

WHEREAS, ORS 271.080(1) provides that whenever any person interested in any real property in an incorporated city desires to vacate all or part of any street, such person may file a petition setting forth a description of the ground to be vacated; the reason for such vacation; and, the purpose for which the ground is proposed to be used;

WHEREAS, ORS 271.080(2) provides that appended to such petition, and as a basis for granting the same, must be the written and authorized consent of the owners of all abutting property and of not less than two-thirds in area of the real property affected;

WHEREAS, Caitlin Settgast has filed a Petition requesting that the alleyway between N Second Ave and N Third Ave running between E Hollister St and E Pine St be vacated;

WHEREAS, the purpose and reason for the street vacation is to revert ownership of the vacated street portion to the respective Petitioners, so that they can utilize the property;

WHEREAS, appended to such Petition was the written and authorized consent of the owners of four of the five abutting properties and of over two-thirds in area of the real property affected;

WHEREAS, on June 26, 2017 the Stayton Planning Commission did conduct a public hearing and following the public hearing recommended to the City Council that the subject alleyway be vacated;

WHEREAS, August 7, 2017, the Stayton City Council did conduct a public hearing concerning the proposed vacation at which public testimony and the written record were received and considered; and

WHEREAS, at the conclusion of the public hearing the Stayton City Council determined that it was in the public interest to vacate the subject alley;

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

**Section 1.** The northerly 150 feet of the alley between N Second Ave and N Third Ave, running between E Hollister St and E Pine Street, located in block 5 of the Pines Addition as recorded in Marion County Records Book of Town Plats Volume 13, Page 29, is hereby vacated.

**Section 2.** 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 2<sup>ND</sup> DAY OF OCTOBER 2017

CITY OF STAYTON

Date: \_\_\_\_\_, 2017

By: \_\_\_\_\_  
Henry A Porter, Mayor

Date: \_\_\_\_\_, 2017

Attest: \_\_\_\_\_  
Keith D Campbell, City Administrator

APPROVED AS TO FORM:

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Wallace W. Lien, Acting City Attorney



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

**TO: Mayor Henry A. Porter and the Stayton City Council**  
**FROM: Billie Hight-Maurer, Aquatics Facility Manager**  
**DATE: October 2, 2017**  
**SUBJECT: Stayton Family Memorial Pool Monthly Report**

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Below are monthly and year to date sales for the current fiscal year.

	July 2017 Sales	August 2017 Sales	2017-18 YTD
Pool Rentals	\$1,854.75	\$1,395.00	\$3,249.75
Pool Daily Receipts	\$4,583.57	\$2,905.35	\$7,488.92
Pool Programs	\$4,707.05	\$2,179.00	\$6,886.05
Pool Memberships	\$5,790.64	\$4,465.50	\$10,256.14
<b>TOTAL</b>	<b>\$16,936.01</b>	<b>\$10,944.85</b>	<b>\$27,880.86</b>

*Target revenue above general fund and levy subsidies is \$193,000. YTD sales represent approximately 14.5% of that target.*



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

**TO:** Mayor Henry Porter and the Stayton City Council  
**FROM:** Cindy Chauran, Associate Accountant  
Elizabeth Baldwin, Utility Billing Clerk  
**DATE:** October 2, 2017  
**SUBJECT:** Monthly Finance Department Report

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	August 2017	July 2017
<b>Utility Billing</b>		
Number of Bills Mailed	2,683	2,697
Number of Bills Emailed	268	206
Number of Bills on Auto-Pay	470	466
Delinquent Notices Sent Out	309	615
Courtesy Delinquent Notices Sent to Landlords	77	0*
Notified of Impending Shut-Off & Penalty	169	163
Customers Issued Payment Extensions	30	43
Customers with Interrupted Services Non-Payment	23	16
Services Still Disconnected	1	0
<b>Accounts Payable</b>		
Number of Checks Issued	266	140
Total Amount of Checks	\$287,751.50	\$386,163.25

*\*Staff error; landlord notices were not sent out in July.*



**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 2, 2017  
**SUBJECT:** Staff Report

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

	<b>August 2017</b>	<b>Year to Date 2017</b>	<b>August 2016</b>	<b>Year to Date 2016</b>
<b>Police Activity</b>	<b>973</b>	<b>7719</b>	<b>928</b>	<b>6534</b>
<b>Investigated Incidents</b>	<b>481</b>	<b>3109</b>	<b>368</b>	<b>2520</b>
<b>Citations/Warning</b>	<b>117/187</b>	<b>1090/1865</b>	<b>108/238</b>	<b>941/1588</b>
<b>Traffic Accidents</b>	<b>5</b>	<b>48</b>	<b>12</b>	<b>88</b>
<b>Juvenile Abuse</b>	<b>3</b>	<b>35</b>	<b>1</b>	<b>24</b>
<b>Arrests</b>	<b>36</b>	<b>446</b>	<b>28</b>	<b>540</b>
<b>Ordinance Complaints</b>	<b>98</b>	<b>451</b>	<b>54</b>	<b>190</b>
<b>Reserve Volunteer Hrs.</b>	<b>139.50</b>	<b>999.20</b>	<b>263</b>	<b>2232</b>
<b>Citizen Volunteer Hrs.</b>	<b>48</b>	<b>177.70</b>	<b>53.50</b>	<b>447.50</b>
<b>Peer Court Referrals:</b>	<b>7</b>	<b>35</b>	<b>4</b>	<b>15</b>

# STATYON POLICE DEPARTMENT CONSOLIDATED MONTHLY CATEGORIZED REPORT-NIBRS

8/1/2017 - 8/31/2017

PERSON	CRIMES				CRIMES CLEARED BY ARREST & EXCEPTION				PERCENT CLEARED				PERSONS ARRESTED				
	8/1/17 to 8/31/17	1/1/17 to 8/31/17	1/1/16 to 8/31/16	% Change Yr to Yr	8/1/17 to 8/31/17	1/1/17 to 8/31/17	1/1/16 to 8/31/16	8/1/17 to 8/31/17	1/1/17 to 8/31/17	1/1/16 to 8/31/16	8/1/17 to 8/31/17	Juv	Adult	Total	1/1/17 to 8/31/17	1/1/16 to 8/31/16	
<b>NON-CRIMINAL</b>																	
ACCIDENT-INJURY	3	8	12	-33.3%													
ACCIDENT-PROPERTY	6	45	43	4.7%													
ALL OTHER NON-CRIMINAL	381	2,394	1,796	33.3%													
NON CRIM DOMESTIC DISTURB	14	100	95	5.3%													
<b>NON-CRIMINAL TOTALS</b>	<b>404</b>	<b>2,547</b>	<b>1,946</b>	<b>30.9%</b>													
<b>PERSON</b>																	
AGGRAVATED ASSAULT	2	14	9	55.6%	2	13	9	100.0%	92.9%	100.0%	1	0	0	1	13	10	
KIDNAPPING	0	0	1	-100.0%	0	0	0	0.0%	0.0%	0.0%	0	0	0	0	0	0	
OFFENSE AGAINST FAMILY	0	7	1	600.0%	0	7	1	0.0%	100.0%	100.0%	0	0	0	0	3	1	
OTHER ASSAULTS	5	63	43	46.5%	2	43	33	40.0%	68.3%	76.7%	0	0	3	3	53	24	
RAPE	0	2	2	0.0%	0	0	1	0.0%	0.0%	50.0%	0	0	0	0	0	0	
RESTRAINING ORDER VIOLATION	0	4	4	0.0%	0	3	3	0.0%	75.0%	75.0%	0	0	0	0	2	2	
ROBBERY	0	3	2	50.0%	0	3	1	0.0%	100.0%	50.0%	0	0	0	0	3	1	
SEX OFFENSES	1	12	11	9.1%	0	3	8	0.0%	25.0%	72.7%	0	0	0	0	3	2	
<b>PERSON TOTALS</b>	<b>8</b>	<b>105</b>	<b>73</b>	<b>43.8%</b>	<b>4</b>	<b>72</b>	<b>56</b>	<b>50.0%</b>	<b>68.6%</b>	<b>76.7%</b>	<b>1</b>	<b>3</b>	<b>4</b>	<b>77</b>	<b>40</b>		
<b>PROPERTY</b>																	
BURGLARY - BUSINESS	0	2	2	0.0%	0	1	1	0.0%	50.0%	50.0%	0	0	0	0	1	1	
BURGLARY - OTHER STRUCTURE	0	2	4	-50.0%	0	0	1	0.0%	0.0%	25.0%	0	0	0	0	3	2	
BURGLARY - RESIDENCE	2	15	13	15.4%	0	4	6	0.0%	26.7%	46.2%	0	0	0	0	6	5	
COUNTERFEITING/FORGERY	1	6	7	-14.3%	0	1	4	0.0%	16.7%	57.1%	0	0	0	0	5	18	
FRAUD	5	25	28	-10.7%	0	6	11	0.0%	24.0%	39.3%	2	0	0	2	7	13	
LARCENY																	
Pickpocket	0	0	1	-100.0%	0	0	0	0.0%	0.0%	0.0%	0	0	0	0	0	0	
Purse Snatching	0	0	2	-100.0%	0	0	0	0.0%	0.0%	0.0%	0	0	0	0	0	0	
Shoplifting	1	43	34	26.5%	0	20	21	0.0%	46.5%	61.8%	0	0	0	0	24	21	
Theft from a Motor Vehicle	2	32	55	-41.8%	0	1	5	0.0%	3.1%	9.1%	0	0	0	0	1	5	
Theft of Bicycle	2	10	8	25.0%	0	2	2	0.0%	20.0%	25.0%	0	0	0	0	4	2	
Theft from Building	1	5	14	-64.3%	0	0	2	0.0%	0.0%	14.3%	0	0	0	0	1	5	
From Coin Operated Machine	0	0	1	-100.0%	0	0	0	0.0%	0.0%	0.0%	0	0	0	0	0	0	
All Other Larceny	7	46	53	-13.2%	0	7	12	0.0%	15.2%	22.6%	1	1	1	1	13	16	
LARCENY	13	136	168	-19.0%	0	30	42	0.0%	22.1%	25.0%	1	1	1	1	43	49	
MOTOR VEHICLE THEFT	1	8	13	-38.5%	0	2	2	0.0%	25.0%	15.4%	0	0	0	0	8	5	

PROPERTY TOTALS	CRIMES			CRIMES CLEARED BY ARREST & EXCEPTION	PERCENT CLEARED				PERSONS ARRESTED				
	8/1/17 to 8/31/17	1/1/17 to 8/31/17	1/1/16 to 8/31/16		8/1/17 to 8/31/17	1/1/17 to 8/31/17	1/1/16 to 8/31/16	8/1/17 to 8/31/17	Juv	Adult	Total	1/1/17 to 8/31/17	1/1/16 to 8/31/16
STOLEN PROPERTY	0	1	3	0	1	2	0.0%	100.0%	66.7%	0	0	0	1
VANDALISM	13	70	68	0	10	16	0.0%	14.3%	23.5%	0	0	0	15
<b>PROPERTY TOTALS</b>	<b>35</b>	<b>265</b>	<b>306</b>	<b>0</b>	<b>55</b>	<b>85</b>	<b>0.0%</b>	<b>20.8%</b>	<b>27.8%</b>	<b>3</b>	<b>0</b>	<b>3</b>	<b>89</b>
<b>SOCIETY</b>													
ALL OTHER	18	105	109	1	23	40	5.6%	21.9%	36.7%	0	2	2	25
ANIMAL	0	2	1	0	0	1	0.0%	0.0%	100.0%	0	0	0	0
CURFEW	0	14	9	0	12	9	0.0%	85.7%	100.0%	0	0	0	19
CUSTODY-MENTAL	0	4	6	0	4	6	0.0%	100.0%	100.0%	0	0	0	4
CUSTOMER-PROTECTIVE	1	3	1	0	0	1	0.0%	0.0%	100.0%	1	0	1	1
DISORDERLY CONDUCT	1	31	38	0	25	29	0.0%	80.6%	76.3%	0	0	0	29
DR WHILE SUSP	2	17	6	2	17	6	100.0%	100.0%	100.0%	0	2	2	18
DRIVING UNDER INFLUENCE	3	52	40	3	52	40	100.0%	100.0%	100.0%	0	3	3	54
ELUDING	1	7	6	1	6	6	100.0%	85.7%	100.0%	0	1	1	6
ESCAPE	0	2	1	0	2	1	0.0%	100.0%	100.0%	0	0	0	3
FAIL TO DISPLAY DL	0	1	1	0	1	1	0.0%	100.0%	100.0%	0	0	0	1
FUGITIVE	0	0	0	0	0	0	0.0%	0.0%	0.0%	0	15	16	146
HIT & RUN	2	29	33	1	8	5	50.0%	27.6%	15.2%	0	1	1	7
LIQUOR LAWS	1	8	10	1	8	8	100.0%	100.0%	80.0%	0	1	1	21
MIP TOBACCO	0	2	3	0	2	3	0.0%	100.0%	100.0%	0	0	0	2
NARCOTICS/DRUGS	2	46	41	2	42	39	100.0%	91.3%	95.1%	1	2	3	70
PROP RECOV - FOR OTHER AGENCY	0	0	2	0	0	1	0.0%	0.0%	50.0%	0	0	0	0
RECKLESS DRIVING	0	12	12	0	11	12	0.0%	91.7%	100.0%	0	0	0	12
RUNAWAY	3	13	10	2	7	8	66.7%	53.8%	80.0%	2	0	2	8
SEX OFFENSES	0	0	0	0	0	0	0.0%	0.0%	0.0%	0	0	0	0
TRESPASS	8	61	67	2	18	48	25.0%	29.5%	71.6%	0	2	2	21
VEH RECOV - FOR OTHER AGENCY	0	5	2	0	0	1	0.0%	0.0%	50.0%	0	0	0	0
WARRANT	15	117	112	15	115	112	100.0%	98.3%	100.0%	0	0	0	7
WEAPONS	0	4	4	0	3	3	0.0%	75.0%	75.0%	0	0	0	3
<b>SOCIETY TOTALS</b>	<b>57</b>	<b>535</b>	<b>514</b>	<b>30</b>	<b>356</b>	<b>380</b>	<b>52.6%</b>	<b>66.5%</b>	<b>73.9%</b>	<b>4</b>	<b>29</b>	<b>34</b>	<b>457</b>
<b>GRAND TOTALS</b>	<b>504</b>	<b>3,452</b>	<b>2,839</b>										<b>418</b>



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

**TO:** Mayor Henry Porter and the Stayton City Council  
**FROM:** Lisa Meyer, Administrative Assistant  
**DATE:** October 2, 2017  
**SUBJECT:** Public Works Monthly Operating Report for August 2017

- | <u>KEY ACTIVITIES</u>     | <u>STATUS</u>   |
|---------------------------|---|
| • <b>WWTP Facility</b>    | Effluent flows: 33.66 million gallons were treated during August. The highest flow was 1.31 million gallons on August 21 <sup>st</sup> and the lowest flow was .95 million gallons on August 6 <sup>th</sup> . The average flow was 1.09 million gallons. Total rainfall for August was .19 inches. |
| • <b>WTP</b>              | Highest production day was 6,581,000 gallons on August 12, 2017.  |
| • <b>Water System</b>     | Replaced 14 meters. Installed two new meters and radio readers. Repaired hydrant at 655 Rogue. Repaired 6 inch water line on Florence. Cleaned #1 sand filter bed. Replaced service at 247 Third Ave.   |
| • <b>Streets</b>          | Swept 66 curb miles and collected 14 cubic yards of material. Striping downtown area completed.   |
| • <b>Parks</b>            | Volunteers:<br>Community Service: Total # of Volunteers = 2, Total # of hours = 56<br>Life skills High School Students: Total # of Volunteers = 0, Total # of hours = 0<br>Parks Board: Total # of Volunteers = 0, Total # of hours = 0   |
| • <b>Building Permits</b> |   |

<u>Permit Type</u>	<u>Issued</u>	<u>SDC's Paid</u>
New Single Family Dwelling (2169 Deer Ave.)	1	\$14,875.00
Residential Building Addition/Alter/Other	-	\$0
Commercial Building Addition/Alter/Other	-	\$0
Electrical	-	
Mechanical	1	
Plumbing	-	
<b>TOTAL</b>	<b>2</b>	<b>\$14,875.00</b>

*One (1) Residential SDC = \$11,288.00 + \$733.00 for Mill Creek SDC + Storm Water SDC \$1990.00 or \$2854.00*



**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, Director of Planning and Development**  
**DATE: October 2, 2017**  
**SUBJECT: Report of Activities for August, 2017**

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Planning Commission meeting held; discussed code amendments to require fences around subdivisions in certain cases

Met with property owners regarding possible annexation application

Met with property owners regarding possible street vacation request

Met with property owners regarding status of W High St

Preapplication meeting regarding possible commercial development

Working with Public Works Department staff, improvements to the Geographic Information System continued



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

**TO: Mayor Porter and the Stayton City Council**  
**FROM: Janna Moser - Library Director**  
**DATE: October 2, 2017**  
**SUBJECT: August Library report**

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In August we finished up Summer Reading with prizes for people of all ages. Summer Reading participants included: 557 children, 122 teens and 105 adults. 334 children and 49 teens completed the program. Thank you to all of our sponsors for making Summer Reading possible!

Angel Ocasio entertained a great crowd at the children's Summer Reading Party. Teens made pinhole viewers for the eclipse with Jennifer Godfrey. They also had an epic water fight in the park during their Summer Reading Party.

We hosted author Rob Magnuson Smith, a graduate of Stayton High School on August 17. He is an award-winning novelist, short story writer, investigative journalist, and university lecturer. He spoke about his book *Scorper* and his journey to become an author.

Upcoming events to mark on your calendars:

- Art display from the Lake Oswego Reads Art Show based on the book *Rise of the Rocket Girls: The Women Who Propelled Us, from Missiles to the Moon to Mars* by Nathalia Holt in the library throughout September
- Teens: Candy Sushi September 20<sup>th</sup> at 4:00pm
- Oregon Author visit - Joyce Cresswell September 21<sup>st</sup> at 7:00pm
- Movie: Wonder Woman September 22<sup>nd</sup> at 6:00pm

2017-2018 Monthly Library Statistics																				
	July	August	Sept.	Oct.	Nov.	Dec.	Jan.	Feb.	March	April	May	June	2017-18 YTD	2016-17 YTD						
<b>TOTAL CHECKOUTS</b>	12,761	12,616											25,377	126,579						
<b>OTHER CIRCULATION SERVICES</b>																				
Self check out	4,086	4,177											8,263	39,895						
Library2Go (ebooks +)	910	972											1,882	9,917						
<b>INCOME RECEIVED</b>																				
Non-resident cards	\$89.50	\$130.00											\$219.50	\$2,180.20						
Fines: overdue & lost books	\$1,381.98	\$535.09											\$1,917.07	\$10,821.37						
Room fees	-\$31.25	\$25.00											-\$6.25	\$1,332.00						
													<b>TOTAL</b>	<b>\$2,130.32</b>	<b>\$14,333.57</b>					
<b>REFERENCE QUESTIONS</b>																				
In-Person, by phone and computer help	584	364											948	6,035						
<b>NEW PATRON CARDS</b>	65	89											154	796						
<b>INTERNET USE</b>	938	1,122											2,060	11,398						
<b>PROGRAM ATTENDANCE</b>																				
Children & adults at Children's Programs	761	58											819	7,229						
Teens	17	20											37	150						
Adults	57	31											88	764						
Outreach	0	0											0	4,054						
													<b>TOTAL</b>	<b>944</b>	<b>12,197</b>					
<b>MEETING ROOM ATTENDANCE</b>	33	54											87	1,621						
<b>PATRON VISITS</b>	7,645	7,690											15,335	79,782						
<b>VOLUNTEER HOURS</b>	254	210											464	2,392						