



AGENDA

STAYTON CITY COUNCIL MEETING

Monday, September 21, 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. Municipal Court Update by Judge Jonathan Clark
- b. Stayton Police Department Summer Round Up Presentation

CITY COUNCIL EXECUTIVE SESSION

- a. The purpose of the session is regarding labor negotiations, pursuant to Oregon Revised Statutes 192.660.1(2)(d). Executive Sessions are closed to the public.

Upon adjournment of the Executive Session, the regular Council meeting will resume.

CONSENT AGENDA

- a. August 17, 2015 City Council Minutes
- b. Stayton Police Officers Association (SPOA) Union Contract

Purpose of the Consent Agenda:

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

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

PUBLIC HEARING – None

UNFINISHED BUSINESS – None

NEW BUSINESS

Resolution No. 935, Grant Application to the Department of Land Conservation and Development **Action**

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

Ordinance No. 987, “Marijuana Facilities” **Action**

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

STAFF/COMMISSION REPORTS

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

- a. August 2015 Monthly Finance Department Report

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

- a. August 2015 Statistical Report

Public Works Director’s Report **Informational**

- a. August 2015 Operating Report
- b. Public Works Standards Update

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

- a. August 2015 Activities Report

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

- a. August 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 – October 5, 2015

- a. Public Hearing – Alleys
- b. Marijuana Tax
- c. Sidewalks

ADJOURN

CALENDAR OF EVENTS

SEPTEMBER 2015

Monday	September 21	City Council	7:00 p.m.	Community Center (north end)
Monday	September 28	Planning Commission	7:00 p.m.	Community Center (north end)

OCTOBER 2015

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

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 2015

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
Monday	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)

**City of Stayton
City Council Meeting Minutes
August 17, 2015**

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

Time Start: 7:00 P.M.

Time End: 8:10 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 (excused)
	Christine Shaffer, Finance Director (excused)
	Charles Button, Police Lieutenant
	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. Kelly Schreiber, Stayton-Sublimity Chamber of Commerce	Ms. Schreiber spoke about the proposed sign code amendments.
b. Bre Peterson	Ms. Peterson expressed concern about portable signs and requirements for bringing them in after business hours. Mr. Fleishman explained the proposed code amendment requirements for portable signs.
c. Presentation on Measure 91 – Marijuana Legalization and Youth by Brendan Murphy, Deputy District Attorney	Mr. Murphy provided a brief presentation on Measure 91 and the legalization of marijuana.
Consent Agenda	
a. August 3, 2015 City Council Minutes	Motion from Councilor Quigley, seconded by Councilor Lewis, to approve the Consent Agenda. Motion passed 5:0.
Public Hearing	
Ordinance No. 985, Amending Sign Regulations	
a. Open of Hearing	Mayor Porter opened the hearing at 7:26 p.m.

b. Staff Report – Dan Fleishman	<p>Staff suggested councilors with a business interest potentially impacted by the proposed changes declare a conflict of interest. Both councilors Glidewell and Niegel declared a conflict of interest.</p>
c. Questions from Council	<p>Mr. Fleishman reviewed the staff report included in the Council packet.</p>
d. Proponents’ Testimony e. Opponents’ Testimony	<p>Mayor Porter inquired about Ms. Schreiber’s recommendation regarding the duration of digital sign message changes.</p>
f. General Testimony	<p>None. None.</p>
g. Questions from Public	<p>Randy Cranston, who owns commercial property, in Stayton spoke in support of the Planning Commission’s Order of Approval.</p>
h. Questions from Council	<p>None.</p>
i. Staff Summary	<p>Council questions about determining appropriate brightness for signs and the use of a formula for calculating digital sign message intervals.</p>
j. Close of Hearing	<p>No further discussion.</p>
k. Council Deliberation	<p>7:48 p.m.</p>
l. Council Decision on Ordinance No. 985, Amending Sign Regulations	<p>Council discussion of intervals for message signs and the proposed exemption for public safety providers.</p>
	<p>Motion from Councilor Quigley, seconded by Councilor Usselman, to approve first consideration of Ordinance No. 985 as presented.</p>
	<p><i>Councilor Quigley withdrew his motion.</i></p>
	<p>Motion from Councilor Lewis, seconded by Councilor Quigley, to approve Ordinance No. 985 as modified removing formula and going to 8 seconds for intervals and remove exemption for public safety providers.</p>
	<p><i>Council discussion on removal of exemption for public safety providers.</i></p>
	<p>Motion passed 5:0.</p>

<p>Unfinished Business Ordinance No. 984, Regarding Control of Weeds a. Staff Report – Dan Fleishman b. Council Deliberation c. Council Decision</p>	<p>Mr. Fleishman briefly reviewed the report included in the Council packet. None. Motion from Councilor Niegel, seconded by Councilor Lewis, to approve Ordinance No. 984 as presented. Motion passed 5:0.</p>
<p>New Business</p>	<p>None.</p>
<p>Staff / Commission Reports Finance Director’s Report – Christine Shaffer a. July 2015 Monthly Finance Department Report Police Chief’s Report – Rich Sebens a. July 2015 Statistical Report Public Works Director’s Report a. July 2015 Operating Report Planning & Development Director’s Report – Dan Fleishman a. July 2015 Activities Report Library Director’s Report – Katinka Bryk a. July 2015 Activities</p>	<p>No further discussion. Lieutenant Button briefly reviewed the report included in the Council packet. Brief discussion about the requirement that City personnel turn off citizen’s water, not the property owner. No further discussion. Ms. Bryk provided a brief update, and spoke about the Outreach Storyteller program.</p>
<p>Presentations / Comments From the Public</p>	<p>None.</p>
<p>Business from the City Administrator</p>	<p>Mr. Campbell stated the annual maintenance closure at the Stayton Family Memorial Pool will occur August 24th to September 7th.</p>
<p>Business from the Mayor</p>	<p>None.</p>
<p>Business from the Council</p>	<p>None.</p>
<p>Future Agenda Items – September 2015 a. Public Works Standards Updates b. Municipal Court Update c. Police Department Summer Events Follow-Up d. Emergency Plan</p>	

APPROVED BY THE STAYTON CITY COUNCIL THIS 21ST DAY OF SEPTEMBER 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 A. Porter and the Stayton City Council
FROM: Keith Campbell, City Administrator and Rich Sebens, Police Chief
DATE: September 21, 2015
SUBJECT: Stayton Police Officers Association (SPOA) Contract

ISSUE:

Ratification of the SPOA collective bargaining agreement

BACKGROUND INFORMATION:

The City has bargained in good faith with the local SPOA union representatives and the local bargaining team. The union members have voted and have tentatively agreed to accept the terms of the new contract. The Mayor and City Council reviewed the modified contract in executive session prior to this item coming before the governing body.

STAFF RECOMMENDATION:

Staff recommends approval of the negotiated union contract between the City of Stayton and the Stayton Police Officers Association (SPOA) union.



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: September 21, 2015
SUBJECT: Resolution 935 Regarding Grant Application to Department of Land Conservation and Development

ISSUE

The issue before the City Council is whether to support the submission of an application to the Oregon Department of Land Conservation and Development for a Technical Assistance Grant.

BACKGROUND INFORMATION

The Oregon Department of Land Conservation and Development offers grants to local governments to complete projects that update and modernize comprehensive plans, land use ordinances, development codes and other planning regulations. Two of the priorities for the grant program this biennium for their Technical Assistance grants are on economic development and infrastructure finance planning. Application for a grant requires submittal of a resolution from the governing body supporting the application.

The City has approximately 75 acres of vacant commercially and industrially zoned land in the Wilco Road corridor. Development of that land to provide employment opportunities will require significant improvements to various city infrastructure. The City's master plans call for improvements to the Shaff Road/Wilco Road intersection and the W Washington St/Wilco Road intersection, and to water lines in Wilco Road. The City and Marion County have come to an agreement on conceptual plans for improvements to Wilco Road. If the costs of these improvements were placed upon the party developing the land, then, staff is concerned, it will preclude development.

This grant opportunity could provide funding to further refine improvement plans and to develop a financing strategy for the City to undertake the necessary improvements. Grant funds would be used for consultants to analyze various funding mechanisms and prepare a financing strategy for street, water, sewer, and stormwater improvements to facilitate the development of the Wilco Road corridor.

There is no minimum match requirement for the Technical Assistance Grant. However, the amount of the City's match or other funds leveraged, will be used to prioritize the applications.

Staff intends to use the cost of the staff's participation as the City's match, not a cash allocation. The application will be for \$20,000 in grant funds, to be matched by \$7,500 of in-kind participation by City staff.

RECOMMENDATION

Staff recommends the City Council adopt Resolution 935 as presented.

OPTIONS AND MOTIONS

The City Council is presented with the following options.

1. Approve Resolution 935

Move to approve Resolution No 935 as presented.

2. Approve Resolution 935 with modifications

Move to approve Resolution No 935 with the following changes...

3. Retain the Code unchanged

No motion is necessary.

RESOLUTION NO. 935

A RESOLUTION SUPPORTING AND AUTHORIZING THE CITY OF STAYTON TO APPLY FOR A TECHNICAL ASSISTANCE GRANT FROM THE DEPARTMENT OF LAND CONSERVATION AND DEVELOPMENT FOR THE WILCO ROAD INDUSTRIAL AREA DEVELOPMENT PROJECT

WHEREAS, the Department of Land Conservation and Development (DLCD) is accepting applications for Technical Assistance Grants for planning projects in Oregon communities during the 2015-2016 biennium;

WHEREAS, the Stayton Transportation Plan adopted in September 2004, identifies improvements to the Wilco Rd/Shaff Rd Intersection and the Wilco Rd/W Washington St intersection;

WHEREAS, in 2013 the City of Stayton and Marion County came to an agreement for conceptual plans for improvements to these intersections and the entire length of Wilco Road;

WHEREAS, there is undeveloped industrially zoned land in the Wilco Road area;

WHEREAS, there is the need for street, intersection and utility improvements to promote development of industrially zoned land in the Wilco Road area;

WHEREAS, The City of Stayton desires to promote appropriate development in the Wilco Road Industrial Area;

WHEREAS, one of the requirements of the DLCD grant application process is that the application must include a resolution from the governing body supporting and authorizing the grant application.

NOW THEREFORE, BE IT RESOLVED that

Section 1. The City of Stayton, through its Planning and Development Director, shall apply for a Technical Assistance Grant from the Department of Land Conservation and Development for a grant to pay for the refinement of street, intersection, and utility improvements needed to promote the development of vacant land in the Wilco Road Industrial Area, and develop financing strategies for the these public improvements.

Section 2. This Resolution shall become effective upon adoption by the Stayton City Council.

ADOPTED BY THE STAYTON CITY COUNCIL this 21st day of September, 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 A. Porter and the Stayton City Council
FROM: Rich Sebens, Chief of Police
DATE: September 21, 2015
SUBJECT: Ordinance No. 987, “Marijuana Facilities”

ISSUE

With the legalization of both medical and recreational marijuana, the 2015 State Legislature enacted legislation to clarify and implement the “generalized” Ballot Measure 91. One of those changes was to allow local municipalities to set reasonable time, manner, and place of operation regulations for marijuana facilities. At the August 3, 2015 City Council meeting, Council directed staff to return with proposed regulations.

Staff has researched other Oregon cities’ municipal codes, the League of Oregon Cities (LOC) recommendations, and received recommendations from those involved in the marijuana industry. We have used this research to establish reasonable regulations for marijuana facilities that wish to operate within the City of Stayton.

Staff realizes that this is a new direction the State has taken, and there will be future changes to the municipal code as new legislation and Administrative Rules are developed which may affect the proposed code changes.

If approved, Ordinance No. 987 will amend Stayton Municipal Code (SMC) Title 5.08 and Title 5.12. Title 5.08 changes the SMC to allow for Marijuana facilities to obtain a City license. Title 5.12 changes will create time, manner, and place regulations, and establish the process for obtaining a Marijuana Facility License.

If Ordinance No. 987 is approved, staff will return with recommendations for a license fee structure as well as changes to SMC Title 9.40 “Drug Paraphernalia.”

OPTION AND MOTIONS

- 1. Approve Ordinance No. 987 as presented.**

Move to approve Ordinance No. 987 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. 987 is enacted and will be presented to the Mayor for his approval.

If the vote is not unanimous, Ordinance No. 987 will be brought before the Council for a second consideration at the October 5, 2015 meeting.

2. Approve Ordinance No. 987 with modifications.

Move to approve Ordinance No. 987 with the following changes ... and direct staff to incorporate these changes into the Ordinance

Ordinance No. 987 will be brought before the Council for a second consideration at the October 5, 2015 meeting.

3. Retain the Code unchanged.

No motion is necessary.

ORDINANCE NO. 987

AN ORDINANCE AMENDING THE STAYTON MUNICIPAL CODE TITLE 5, CHAPTERS 5.08 AND 5.12 RELATING TO BUSINESS LICENSES / PERMITS AND MARIJUANA FACILITIES REGULATIONS AND VIOLATIONS

WHEREAS, the State of Oregon has approved sales and use of recreational and medical marijuana;

WHEREAS, the State of Oregon has given local government the ability to set regulations based on time, manner, and place on the sales of marijuana;

WHEREAS, the governing body of the City of Stayton has approved marijuana facilities to operate within the City of Stayton and has directed staff to create regulations regarding the time, manner and place that marijuana facilities may operate;

WHEREAS, the City of Stayton desires to update the Stayton Municipal Code (SMC) Title 5.08 to allow marijuana facilities to operate within the City; and,

WHEREAS, the City of Stayton desires to update the SMC Title 5.12 establishing regulations in regard to time, manner and place for the marijuana facilities.

NOW THEREFORE, the City of Stayton ordains:

SECTION 1. SMC Section 5.08.110.1.f is amended to read as follows: (additions are underlined; deletions are ~~crossed-out~~):

- f. Marijuana Facilities ~~Dispensary~~

SECTION 2. SMC Section 5.08.110.3 is repealed.

SECTION 3. SMC Section 5.08.250 is amended to remove the fines and to specify that fines shall be established by resolution, to read as follows (additions are underlined; deletions are ~~crossed-out~~):

A violation of this Title is punishable by a fine ~~of not less than One Hundred Dollars (\$100.00) but not to exceed Five Hundred Dollars (\$500.00). Each day that an activity continues after notice of the violation shall be considered a separate offense~~ set by Council Resolution.

SECTION 4. SMC Chapter 5.12 relating to Medical Marijuana Dispensaries/Facilities is amended to read as set forth in Exhibit A, attached hereto as incorporated herein, replacing and superseding the current text of SMC Title 5.12

SECTION 5. 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 21ST DAY OF SEPTEMBER, 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

CHAPTER 5.12

~~MEDICAL MARIJUANA DISPENSARIES/FACILITIES~~

SECTIONS

5.12.010	Purpose
5.12.020	Definitions
5.12.030	Moratorium Declared
5.12.030A	Declaration
5.12.030B	Effective Date
5.12.030C	Remedies Not Exclusive
5.12.030	Enforcement
<u>5.12.030</u>	<u>Licensing</u>
<u>5.12.040</u>	<u>Location and Hours of Operation</u>
<u>5.12.050</u>	<u>Facility and Security</u>
<u>5.12.060</u>	<u>Product and Usage</u>
<u>5.12.070</u>	<u>Enforcement</u>
<u>5.12.0850</u>	Severability

5.12.010 PURPOSE

~~The purpose of this Chapter is to put into place reasonable regulations to govern Medical Marijuana Dispensaries or Facilities as allowed by state law. State law also allows for local government to place a temporary moratorium on medical marijuana dispensaries/facilities.~~

- A. This Chapter provides regulations that supplement the Oregon Revised Statutes (ORS), and administrative rules of the Oregon Health Authority's Medical Marijuana Program (OHA) and the Oregon Liquor Control Commission (OLCC), for the purpose of protecting the citizens and businesses of Stayton regarding marijuana matters.
- B. Certification and licensing by the State of Oregon is not a guarantee that a marijuana facility is permitted to operate under applicable local municipal regulations. All facilities shall comply with the regulations set forth in this Chapter, Title 17, and other applicable provision of this Code.

5.12.020 DEFINITIONS

For the purposes of this Chapter, any word or phrase defined by the Oregon Revised Statutes or an administrative rule of the Oregon Health Authority or Oregon Liquor Control Commission and not defined below shall have the same meaning as defined by statute or rule; otherwise, the following words and phrases mean:

FINANCIAL INTEREST: A financial interest exists when a person, the person's immediate family, or legal entity to which the person is a principal (1) receives or is entitled to receive directly or indirectly any of the profits of the enterprise; (2) rents or leases real property to the operator for use by the business; (3) rents or leases personal property to the operator for a commercially unreasonable rate; or (4) lends or gives money, real property, or personal property to the operator for use in the business.

INSPECTION, FORMAL: A scheduled inspection of the facilities, its owners, or operators to insure compliance with state and local regulations. This may include but not limited to owner and employee background checks, police reports, product inspection, security inspections, sales tracking procedures, financial, operational and facility information, payroll reports, and interviews with staff.

INSPECTION, INFORMAL: An unscheduled "walk through" of the facility to ensure compliance and assist with the safety of the public and the facility staff. Informal inspections should not interfere with day to day business unless an immediate issue needs to be addressed.

MARIJUANA: All parts of the plant of the Cannabis (Moraceae) family, whether growing or not, the resin extracted from any part of the plant; and every compound, manufacture, salt, derivative, mixture or preparation of the plant or its resin, as may be defined by Oregon Revised Statutes. It does not include the mature stalks of the plant, fiber produced from the stalks, oil or cake made from the seeds of the plant, any other compound, manufacture, salt, derivative mixture or preparation of the mature stalks (except the resin extracted therefrom), fiber, oil, cake or the sterilized seed of the plant which is incapable of germination.

MARIJUANA FACILITY: Any facility or business that dispenses, sells, gives, wholesales, produces, or processes either medical or recreational marijuana pursuant to Oregon Revised Statute.

MARIJUANA PROCESSING SITE: Location where processing of marijuana occurs.

MARIJUANA PROCESSOR: A person who processes marijuana.

MARIJUANA PRODUCER: A person who produces marijuana.

MARIJUANA RETAILER: A person who sells marijuana items to a consumer.

MARIJUANA WHOLESALER: A person who provides marijuana items for resale to a retailer.

MEDICAL MARIJUANA DISPENSARY: A business which sells medical marijuana products.

OPERATOR: The person who is the proprietor of a facility, whether in the capacity of company principal, owner, lessee, sub-lessee, mortgagee in possession, licensee or any other capacity. If the operator is a corporation, the term operator also includes its officers and each and every member of the corporation's board of directors whose directorship occurs in a period during which the facility is in operation. If the operator is a partnership or limited liability company, the term operator also includes each and every member thereof whose membership occurs in a period during which the facility is in operation.

PROCESSES: The processing, compounding or conversion of marijuana into marijuana products or marijuana extracts; The processing, compounding, or conversion of marijuana either directly or indirectly by extraction from substances of natural origin or independently by means of chemical syntheses or by a combination of extraction and chemical synthesis; the packaging or repackaging of marijuana items or the labeling or relabeling of any package or container if marijuana items.

PRODUCES: The manufacture, planting, cultivation, growing, or harvesting of marijuana.

RETAIL MARIJUANA FACILITY: A business that sells recreational use marijuana products to the consumer.

~~5.12.030 — MORATORIUM DECLARED~~

- ~~A. DECLARATION: The City of Stayton hereby declares a moratorium prohibiting the operation of any medical marijuana facility or dispensary in any area subject to the jurisdiction of the City of Stayton as the areas now exist or may be expanded.~~
- ~~B. EFFECTIVE DATE: The moratorium imposed hereby is effective from and after the enactment of this Chapter and continues until May 1, 2015, unless otherwise lawfully rescinded or extended.~~
- ~~C. REMEDIES NOT EXCLUSIVE: The remedies available under Senate Bill 1531 (2014) for a violation of the moratorium imposed by SMC Chapter 5.12 are not exclusive of any other remedies available under any applicable federal, state or local law. It is within the discretion of the City of Stayton to seek cumulative remedies for a violation of the moratorium imposed by this Chapter. Violations of this Chapter may be enforced according to SMC Chapter 5.08.~~

~~5.12.030 — ENFORCEMENT~~

- ~~A. The Chief of Police is charged with the enforcement of the provisions of this Chapter.~~

5.12.030 LICENSING

- A. No person shall establish, maintain or operate a marijuana facility within the City unless a City of Stayton Marijuana Facility license for that use is obtained from the City. The Stayton Police Chief shall issue a Facility License if the applicant fulfills all requirements of this Title.
- B. Each facility must continue to be licensed/registered and in good standing as an Oregon Marijuana Facility pursuant to state law.
- C. No facility or person will be issued a City license without proof of liability insurance for the facility, with coverage of not less than one million dollars per occurrence and two million dollars aggregate. The City may increase this minimum requirement under special circumstances that may cause an increase in risk such as, but not limited to, building location to another business or property.
- D. Facility License Term: Each facility must renew the City of Stayton marijuana business license each year. Facility licenses shall be issued on a calendar year basis for a term of one year or portion thereof beginning upon the date of approval of the original application. All facility licenses shall expire on December 31st of the year issued. If a licensee intends to continue to operate during the following license year, not less than thirty days prior to the license expiration, the licensee shall complete a license renewal application and pay the annual license fee. A facility's license shall not be sold, assigned, mortgaged or otherwise transferred.
- E. Criminal background checks will be performed by the City on facility operators, entity company principals, employees, volunteers of a facility, or those who have a financial interest in the facility. Criminal background checks will be performed on the applicants in the original application and each renewal application as allowed by Oregon Revised Statute.
- F. Facility License Fee: Upon submission of an original application for a marijuana facility license, the applicant shall submit a non-refundable application background investigation fee and the annual marijuana facility license fee as set by Council resolution. If an applicant applies for a marijuana facility license after July 1st, the annual license fee shall be reduced by one-half for the remaining portion of the first license year. The background investigation fee will not be reduced. The background investigation fee will be set based on the number of employees/staff as a criminal history check will be conducted on each employee. No portion of the license fee or background investigation fee is refundable in the event the operation of the facility is discontinued for any reason.
- G. The facility owner/operator shall notify the City and provide information for any new employees or volunteers throughout the year. A background investigative fee will be collected on each new employee or volunteer.

- H. The application for a license must include the information necessary for background checks of a criminal record of any and all owner(s), manager(s), operator(s), employee(s), agent(s), or volunteer(s). The City of Stayton will conduct all necessary background checks prior to issuing a facility license.
- I. The City shall deny a license if any facility operators, company principals, employees, volunteers of a facility, or those who have a financial interest in the facility do not meet the requirements set by the State of Oregon or if they meet the requirements for denial. In addition, the person may not have been convicted for the following crimes in the past 5 years:
1. Felony Person Crimes
 2. Misdemeanors related to drug charges
 3. Driving Under the Influence of Intoxicants
 4. Crimes of Fraud and Deceit
- J. Once the facility is licensed, the licensee must notify the City, remit the appropriate investigation fee, and submit necessary information for background checks of a criminal record of any new owner, manager, operator, employee, agent, or volunteer. Failing to update the City accordingly may result in a fine and/or revocation of the license.
- K. The City may deny an initial application or renewal license due to background checks of owners and employees, et.al, failure to comply with State laws and regulations, previous violations of the SMC 8.20 Chronic Nuisance Property, or failure to comply with SMC Title 17.
- L. If the City chooses to deny the approval of a facility license, the applicant will be sent a certified letter of denial stating the reason for the denial. Denial of an initial license application may be appealed to the Administrator within 30 days of receiving the reason for denial. The Administrator's decision is the City's final administrative decision.
- M. The marijuana facility will be given 60 days from the date of denial to correct the reason for the initial application denial if correction is possible.
- N. The license authorized by the City shall be displayed in a manner visible to persons conducting business in the facility.
- O. Each facility must allow reasonable scheduled formal inspections during the annual license renewal process or for reported issues. Without reducing or waiving any provisions of this Chapter, the Stayton Police Department shall have the same access to the facility, its records, and its operation as allowed to State inspectors. Denial or interference with access shall be grounds for revocation or suspension of the facility license.

P. Each facility must allow for reasonable informal inspections at any time.

Q. Each facility must comply with all State or local laws and regulations including, but not limited to, building and fire codes, including payment of all fines, fees, and taxes owing to the City.

5.12.040 LOCATION AND HOURS OF OPERATION

A. No marijuana facility may be located within 1,000 feet of another marijuana facility and 200 feet from any 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, the facility is not required to be more than 200 feet from the residence.

B. 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. 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.

C. Distances from the facility will be calculated from the closest point with respect to property lot lines.

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

5.12.050 FACILITY AND SECURITY

A. Marijuana facilities are required to utilize air filtration which, to the greatest extent feasible, confines all objectionable odors associated with the facility to the premises. For the purpose of this provision, the standard for judging “objectionable odors” shall be that of an average, reasonable person with ordinary sensibilities after taking into consideration the character of the neighborhood in which the odor is made and the odor is detected.

B. All marijuana products must be kept in a secure and locked storage unit including refrigerated products.

C. Marijuana facilities must provide for secure disposal of marijuana remnants or by-products; such remnants or by-products shall not be placed within the facility’s exterior refuse containers.

D. No loitering outside of the facility within 15 feet of the entrance of the facility

E. Alarm systems must have a City of Stayton permit in accordance with Title 8.

- F. Marijuana facilities may not use or implement any type of device or apparatus that is designed to injure, maim, or kill by the contact of any person with any string, wire, rod, stick, spring, or other contrive affixed to it or connected with it or with its trigger for the purpose of activating the device including, but not limited to, any spring gun or set gun as prohibited by law.
- G. If security officers are used for marijuana facility security they must be certified through the Oregon Department of Public Safety Standards and Training and registered with the Stayton Police Department.
- H. All criminal incidents, whether attempted or actual, must be reported to the Stayton Police Department as soon as they occur or as soon as they are discovered.

5.12.060 PRODUCT AND USAGE

- A. No marijuana products may be consumed on the facility's premises in any form including persons with medical cards.
- B. No person under the age of 21 may be present on the premises at any time. Exception: OLCC/OHA and/or Stayton Police underage decoy persons may be on the premise for the purpose of compliance checks.
- C. No marijuana products may be sold or given to a person under the age of 21.
- D. No marijuana products may be sold or given to an individual knowing the product will be sold or given to a person under the age of 21 or used in violation of State law.
- E. All sales or transfers of marijuana products must occur completely inside the marijuana facility building.
- F. No marijuana sales or transfers may be conducted through a "drive up" or "walk up" window service.
- G. Items used or designed specifically for using, smoking, ingesting, inhaling, or processing of marijuana such as pipes, bongs, vaporizers, etc. may only be sold in a licensed marijuana retail facility or medical marijuana dispensary .
- H. Cannabinoid extract products may only be produced in an Oregon State licensed facility in an industrial zone.
- I. Cannabinoid concentrates may only be produced following State statute or rules.

5.12.070 ENFORCEMENT

- A. The Stayton Chief of Police or designee is charged with the enforcement of the provisions of this Chapter.
- B. As part of investigation of a crime or violation of ORS or this Chapter, which law enforcement officials reasonably suspect has taken place on the premises of the facility, the Stayton Police shall be allowed to view surveillance video or digital records at any reasonable time.
- C. Violations of this Chapter are punishable by a fine set by City Council resolution. Fines for violations of this Title may be based per violation or per day the facility is out of compliance and continues to operate. For example if an employee is fined for consuming product on the premises, that person may receive a one-time fine for the violation. If the facility operates without a license it may be fined per day that it continues to operate without being in compliance.
- D. For non-safety issue violations the facility may be allowed up to 10 days to become compliant before a fine may be declared.
- E. The Stayton Chief of Police has the authority to revoke the facility license based on serious or continued uncorrected violations of the SMC. If the license is revoked, a report shall be submitted to the Stayton Municipal Court. On application of the affected party, a revocation hearing shall be held at the Municipal Court within 30 days. The Municipal Court Judge shall rule whether to uphold the revocation or reinstate the license. A report shall then be submitted to the OLCC/OHA notifying them of the status of the facility. After the initial revocation hearing and within the current license year, the facility owner/operator may request an additional hearing with the Municipal Court Judge to show they have corrected the violation(s) for which the license was revoked. The Municipal Court Judge may then rule as to whether the license may be reinstated or continue to be revoked. If the facility requests reinstatement after the current licensing year, it shall re-apply for a new license after a reinstatement hearing. The Municipal Court Judge ruling is the final decision of the City.
- F. The City is not responsible for any loss, including financial loss due to a revocation or denial of a facility license.

~~A. The Chief of Police is charged with enforcement of the moratorium.~~

5.12.080 SEVERABILITY

If any provision(s) of this Chapter or its application to any person or circumstance is held invalid, the invalidity does not affect other provisions or applications of this Chapter that can be given effect without the invalid provision or application, and to this end the provisions of this Chapter are severable.



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: September 21, 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:	July 2015	August 2015
Number of Bills sent out	2,684	2,666
Delinquent Notices sent out	486	527
Courtesy Delinquent Notices sent to Landlords	142	156
Notified of Impending Shut off & Penalty	141	172
Customers with Interrupted Services Non-Payment	20	30
Services still Disconnected	0	0

Accounts Payable:

Number of Checks Issued	207	169
Total Amount of Checks	\$386,155.66	\$431,341.14

CITY OF STAYTON
 FUND SUMMARY
 FOR THE 2 MONTHS ENDING AUGUST 31, 2015

GENERAL FUND

	YTD ACTUAL	BUDGET	VARIANCE	PCNT
<u>REVENUE</u>				
PROPERTY TAXES	27,732.61	1,809,000.00	1,781,267.39	1.5
CHARGES FOR SERVICES	473.00	7,200.00	6,727.00	6.6
GRANTS & CONTRIBUTIONS	2,089.82	1,500.00	(589.82)	139.3
FRANCHISE FEES	142,389.98	788,000.00	645,610.02	18.1
LICENSES, PERMITS & FEES	3,483.71	20,000.00	16,516.29	17.4
FINES & FORFEITURES	25,667.46	105,500.00	79,832.54	24.3
INTERGOVERNMENTAL	27,007.07	175,190.00	148,182.93	15.4
INTEREST	(308.14)	2,000.00	2,308.14	(15.4)
MISCELLANEOUS/TRANSFERS	7,805.21	402,455.00	394,649.79	1.9
	<u>236,340.72</u>	<u>3,310,845.00</u>	<u>3,074,504.28</u>	<u>7.1</u>
 <u>EXPENDITURES</u>				
NON-DEPARTMENTAL	19,513.19	418,300.00	398,786.81	4.7
ADMINISTRATION	81,750.48	495,852.00	414,101.52	16.5
POLICE	329,749.72	1,968,841.00	1,639,091.28	16.8
PLANNING	23,619.50	181,340.00	157,720.50	13.0
COMMUNITY CENTER	28,196.51	89,948.00	61,751.49	31.4
PARKS	29,773.45	171,383.00	141,609.55	17.4
MUNICIPAL COURT	12,763.78	128,859.00	116,095.22	9.9
STREET LIGHTING	8,979.23	116,685.00	107,705.77	7.7
	<u>534,345.86</u>	<u>3,571,208.00</u>	<u>3,036,862.14</u>	<u>15.0</u>

CITY OF STAYTON
 FUND SUMMARY
 FOR THE 2 MONTHS ENDING AUGUST 31, 2015

PUBLIC WORKS ADMINISTRATION

	YTD ACTUAL	BUDGET	VARIANCE	PCNT
<u>REVENUE</u>				
INTEREST	22.16	100.00	77.84	22.2
MISCELLANEOUS/TRANSFERS	45.00	426,390.00	426,345.00	.0
	67.16	426,490.00	426,422.84	.0
<u>EXPENDITURES</u>				
DEPARTMENT 80	93,849.79	457,852.00	364,002.21	20.5
	93,849.79	457,852.00	364,002.21	20.5

CITY OF STAYTON
 FUND SUMMARY
 FOR THE 2 MONTHS ENDING AUGUST 31, 2015

LIBRARY FUND

	YTD ACTUAL	BUDGET	VARIANCE	PCNT
<u>REVENUE</u>				
PROPERTY TAXES	2,345.59	157,262.00	154,916.41	1.5
CHARGES FOR SERVICES	2,338.95	82,647.00	80,308.05	2.8
GRANTS & CONTRIBUTIONS	.00	25,200.00	25,200.00	.0
LICENSES, PERMITS & FEES	3,996.00	13,000.00	9,004.00	30.7
FINES & FORFEITURES	1,820.28	12,000.00	10,179.72	15.2
INTERGOVERNMENTAL	.00	1,351.00	1,351.00	.0
INTEREST	72.08	400.00	327.92	18.0
MISCELLANEOUS/TRANSFERS	.00	120,000.00	120,000.00	.0
	10,572.90	411,860.00	401,287.10	2.6
<u>EXPENDITURES</u>				
DEPARTMENT 80	63,725.56	446,550.00	382,824.44	14.3
	63,725.56	446,550.00	382,824.44	14.3

CITY OF STAYTON
 FUND SUMMARY
 FOR THE 2 MONTHS ENDING AUGUST 31, 2015

WATER ENTERPRISE FUND

	YTD ACTUAL	BUDGET	VARIANCE	PCNT
<u>REVENUE</u>				
CHARGES FOR SERVICES	417,932.54	1,754,000.00	1,336,067.46	23.8
LICENSES, PERMITS & FEES	6,550.88	30,000.00	23,449.12	21.8
INTEREST	684.52	4,000.00	3,315.48	17.1
MISCELLANEOUS/TRANSFERS	591.20	2,000.00	1,408.80	29.6
	<u>425,759.14</u>	<u>1,790,000.00</u>	<u>1,364,240.86</u>	<u>23.8</u>
<u>EXPENDITURES</u>				
DEPARTMENT 86	177,991.65	2,109,665.00	1,931,673.35	8.4
	<u>177,991.65</u>	<u>2,109,665.00</u>	<u>1,931,673.35</u>	<u>8.4</u>

CITY OF STAYTON
 FUND SUMMARY
 FOR THE 2 MONTHS ENDING AUGUST 31, 2015

STORM WATER ENTERPRISE FUND

	YTD ACTUAL	BUDGET	VARIANCE	PCNT
<u>REVENUE</u>				
CHARGES FOR SERVICE	39,673.14	260,000.00	220,326.86	15.3
INTEREST	92.73	200.00	107.27	46.4
MISCELLANEOUS/TRANSFERS	.00	240,000.00	240,000.00	.0
	<u>39,765.87</u>	<u>500,200.00</u>	<u>460,434.13</u>	<u>8.0</u>
<u>EXPENDITURES</u>				
DEPARTMENT 86	<u>8,829.13</u>	<u>447,205.00</u>	<u>438,375.87</u>	<u>2.0</u>
	<u>8,829.13</u>	<u>447,205.00</u>	<u>438,375.87</u>	<u>2.0</u>

CITY OF STAYTON
 FUND SUMMARY
 FOR THE 2 MONTHS ENDING AUGUST 31, 2015

SEWER ENTERPRISE FUND

	YTD ACTUAL	BUDGET	VARIANCE	PCNT
<u>REVENUE</u>				
CHARGES FOR SERVICES	479,135.63	2,997,498.00	2,518,362.37	16.0
INTEREST	2,796.76	12,500.00	9,703.24	22.4
MISCELLANEOUS/TRANSFERS	.00	12,500.00	12,500.00	.0
	<u>481,932.39</u>	<u>3,022,498.00</u>	<u>2,540,565.61</u>	<u>15.9</u>
<u>EXPENDITURES</u>				
DEPARTMENT 86	<u>218,513.11</u>	<u>3,784,956.00</u>	<u>3,566,442.89</u>	<u>5.8</u>
	<u>218,513.11</u>	<u>3,784,956.00</u>	<u>3,566,442.89</u>	<u>5.8</u>

CITY OF STAYTON
 FUND SUMMARY
 FOR THE 2 MONTHS ENDING AUGUST 31, 2015

STREET FUND

	YTD ACTUAL	BUDGET	VARIANCE	PCNT
<u>REVENUE</u>				
CHARGES FOR SERVICES	14,407.84	84,000.00	69,592.16	17.2
INTERGOVERNMENTAL	201,308.17	511,876.00	310,567.83	39.3
INTEREST	501.23	900.00	398.77	55.7
MISCELLANEOUS/TRANSFERS	6,347.05	50,250.00	43,902.95	12.6
	222,564.29	647,026.00	424,461.71	34.4
<u>EXPENDITURES</u>				
DEPARTMENT 80	33,224.22	878,552.00	845,327.78	3.8
	33,224.22	878,552.00	845,327.78	3.8

CITY OF STAYTON
 FUND SUMMARY
 FOR THE 2 MONTHS ENDING AUGUST 31, 2015

SWIMMING POOL FUND

	<u>YTD ACTUAL</u>	<u>BUDGET</u>	<u>VARIANCE</u>	<u>PCNT</u>
<u>REVENUE</u>				
PROPERTY TAXES	2,542.44	159,750.00	157,207.56	1.6
GRANTS & CONTRIBUTIONS	.00	10,000.00	10,000.00	.0
INTEREST	14.93	250.00	235.07	6.0
MISCELLANEOUS/TRANSFERS	.00	15,000.00	15,000.00	.0
	<u>2,557.37</u>	<u>185,000.00</u>	<u>182,442.63</u>	<u>1.4</u>
<u>EXPENDITURES</u>				
DEPARTMENT 86	22,630.01	205,928.00	183,297.99	11.0
	<u>22,630.01</u>	<u>205,928.00</u>	<u>183,297.99</u>	<u>11.0</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: September 21, 2015
SUBJECT: Staff Report

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

	August 2015	Year to Date 2015	August 2014	Year to Date 2014
Police Activity	806	6137	902	5681
Investigated Incidents	396	2646	221	1823
Citations/Warning	92/137	2009	231	1076
Traffic Accidents	9	65	7	58
Juvenile Abuse	3	22	7	29
Arrests	50	346	82	550
Reserve Volunteer Hrs.	387.40	3031.40	179.5	1862
Citizen Volunteer Hrs.	0	25	57	203
Peer Court Referrals:	1	40	0	27

STAYTON POLICE DEPARTMENT CONSOLIDATED MONTHLY CATEGORIZED REPORT-NIBRS 8/1/2015 - 8/31/2015

	CRIMES		CRIMES CLEARED		CRIMES CLEARED BY ARREST & EXCEPTION		PERCENT CLEARED		PERSONS ARRESTED				
	8/1/15 to 8/31/15	1/1/15 to 8/31/15	8/1/15 to 8/31/15	1/1/15 to 8/31/15	8/1/15 to 8/31/15	1/1/15 to 8/31/15	8/1/15 to 8/31/15	1/1/15 to 8/31/15	8/1/15 to 8/31/15	1/1/15 to 8/31/15			
	to	to	to	to	to	to	to	to	to	to			
NON-CRIMINAL													
ACCIDENT-INJURY	3	8	9	-11.1%									
ACCIDENT-PROPERTY	1	32	25	28.0%									
ALL OTHER NON-CRIMINAL	271	1,868	1,054	77.2%									
NON CRIM DOMESTIC DISTURB	11	103	65	58.5%									
NON-CRIMINAL TOTALS	286	2,011	1,153	74.4%									
PERSON													
AGGRAVATED ASSAULT	1	5	14	-64.3%	0	3	12	60.0%	0	0	0	3	16
KIDNAPPING	0	0	3	-100.0%	0	0	3	0.0%	0	0	0	0	3
NEGLIGENT MANSLAUGHTER	0	0	0	0.0%	0	0	0	0.0%	0	0	0	0	1
OFFENSE AGAINST FAMILY	0	2	0	0.0%	0	0	0	0.0%	0	0	0	1	0
OTHER ASSAULTS	8	55	68	-19.1%	4	43	62	50.0%	0	5	5	50	59
RAPE	0	1	2	-50.0%	0	0	2	0.0%	0	0	0	0	0
RESTRAINING ORDER VIOLATION	1	7	7	0.0%	1	6	7	100.0%	0	1	1	6	5
ROBBERY	0	2	1	100.0%	0	2	1	0.0%	0	0	0	2	2
SEX OFFENSES	1	12	16	-25.0%	0	6	9	50.0%	0	0	0	0	9
PERSON TOTALS	11	84	111	-24.3%	5	60	96	45.5%	0	6	6	62	95
PROPERTY													
ARSON	0	1	1	0.0%	0	0	1	0.0%	0	0	0	0	1
BURGLARY - BUSINESS	0	4	6	-33.3%	0	0	1	0.0%	0	0	0	0	1
BURGLARY - OTHER STRUCTURE	2	6	5	20.0%	0	2	0	33.3%	0	0	0	1	1
BURGLARY - RESIDENCE	2	15	34	-55.9%	0	2	6	13.3%	0	1	1	3	4
COUNTERFEITING/FORGERY	1	2	5	-60.0%	0	0	1	0.0%	0	0	0	0	2
FRAUD	6	36	40	-10.0%	1	7	12	16.7%	0	1	1	7	13
LARCENY													
Pickpocket	0	1	0	0.0%	0	1	0	100.0%	0	0	0	0	0
Purse Snatching	1	3	0	0.0%	0	1	0	33.3%	0	0	0	1	0
Shoplifting	5	46	40	15.0%	2	29	28	40.0%	0	2	2	34	30
Theft from a Motor Vehicle	16	48	59	-18.6%	1	2	2	6.3%	0	1	1	2	0
Theft of MV Parts/Accessories	0	5	7	-28.6%	0	0	1	0.0%	0	0	0	0	0
Theft of Bicycle	9	20	23	-13.0%	0	2	0	10.0%	0	0	0	3	0
Theft from Building	1	15	17	-11.8%	0	0	3	0.0%	0	0	0	1	3
All Other Larceny	9	64	80	-20.0%	0	11	18	17.2%	0	0	0	12	23

	CRIMES			CRIMES CLEARED BY ARREST & EXCEPTION			PERCENT CLEARED			PERSONS ARRESTED		
	8/1/15 to 8/31/15	1/1/15 to 8/31/15	1/1/14 to 8/31/14 % Change Yr to Yr	8/1/15 to 8/31/15	1/1/15 to 8/31/15	1/1/14 to 8/31/14	8/1/15 to 8/31/15	1/1/15 to 8/31/15	1/1/14 to 8/31/14	8/1/15 to 8/31/15	Juv Adult	Total
LARCENY	41	202	226 -10.6%	3	46	52	7.3%	22.8%	23.0%	0	3	3
MOTOR VEHICLE THEFT	2	10	13 -23.1%	1	2	4	50.0%	20.0%	30.8%	0	1	1
STOLEN PROPERTY	0	2	2 0.0%	0	2	2	0.0%	100.0%	100.0%	0	0	0
VANDALISM	13	72	67 7.5%	2	9	24	15.4%	12.5%	35.8%	0	2	2
PROPERTY TOTALS	67	350	399 -12.3%	7	70	103	10.4%	20.0%	25.8%	0	8	8
SOCIETY												
ALL OTHER	19	120	113 6.2%	6	49	40	31.6%	40.8%	35.4%	0	3	3
ANIMAL	0	0	1 -100.0%	0	0	1	0.0%	0.0%	100.0%	0	0	0
CURFEW	2	16	8 100.0%	2	16	8	100.0%	100.0%	100.0%	3	0	3
CUSTODY-MENTAL	0	4	7 -42.9%	0	3	7	0.0%	75.0%	100.0%	0	0	0
DISORDERLY CONDUCT	4	32	36 -11.1%	4	29	35	100.0%	90.6%	97.2%	1	4	5
DR WHILE SUSP	2	10	20 -50.0%	2	10	20	100.0%	100.0%	100.0%	0	2	2
DRIVING UNDER INFLUENCE	5	38	35 8.6%	5	38	35	100.0%	100.0%	100.0%	0	5	5
ELUDING	0	3	1 200.0%	0	2	1	0.0%	66.7%	100.0%	0	0	0
ESCAPE	0	1	2 -50.0%	0	1	2	0.0%	100.0%	100.0%	0	0	0
FAIL TO DISPLAY DL	1	4	0 0.0%	1	3	0	100.0%	75.0%	0.0%	0	1	1
FUGITIVE	0	0	0 0.0%	0	0	0	0.0%	0.0%	0.0%	0	0	0
HIT & RUN	5	26	24 8.3%	2	9	6	40.0%	34.6%	25.0%	0	2	2
LIQUOR LAWS	0	9	17 -47.1%	0	8	17	0.0%	88.9%	100.0%	0	0	0
MIP TOBACCO	1	6	4 50.0%	1	6	4	100.0%	100.0%	100.0%	1	0	1
NARCOTICS/DRUGS	5	45	33 36.4%	4	43	32	80.0%	95.6%	97.0%	1	4	6
PROP RECOV - FOR OTHER AGENCY	0	1	3 -66.7%	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
RUNAWAY	0	8	12 -33.3%	0	7	12	0.0%	87.5%	100.0%	0	0	0
SEX OFFENSES	0	3	0 0.0%	0	1	0	0.0%	33.3%	0.0%	0	0	0
TRESPASS	3	50	23 117.4%	1	35	18	33.3%	70.0%	78.3%	0	0	0
VEH RECOV - FOR OTHER AGENCY	0	1	0 0.0%	0	1	0	0.0%	100.0%	0.0%	0	0	0
WARRANT	23	94	100 -6.0%	23	93	100	100.0%	98.9%	100.0%	0	0	0
WEAPONS	0	3	9 -66.7%	0	3	9	0.0%	100.0%	100.0%	0	0	0
SOCIETY TOTALS	70	475	452 5.1%	51	357	351	72.9%	75.2%	77.7%	6	48	55
GRAND TOTALS	434	2,920	2,115 38.1%									

	6	48	55	370	381
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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: September 21st, 2015
SUBJECT: Public Works Monthly Operating Report for August 2015

- | <u>KEY ACTIVITIES</u> | <u>STATUS</u> |
|---------------------------|---|
| • WWTP Facility | Effluent flows: 25.17 million gallons were treated during August. The highest flow was 0.96 million gallons on August 19th and the lowest flow was 0.64 million gallons on August 16th. The average flow was 0.81 million gallons. Total rainfall for August was 1.24 inches. |
| • WTP | Highest production day was 6,334,000 gallons on August 21st, 2015. |
| • Water System | Replaced nine meters. Replaced two radios. Cleaned sand filter #3. Installed 100 new radios. Lead and copper testing, samples from 20 homes. Replaced a meter stop at 1620 Wilco Rd. Replaced a valve box on Wilco Rd. Located a valve at 1700 block of Third Ave. |
| • Streets | Swept 144 curb miles and removed approximately 120 cubic yards of material. |
| • Parks | Volunteers: Community Service – 0 hours, Volunteer – 0 hours, Life skills High School Students – 0 hours. Total = 0 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	0	0
Commercial Building Addition/Alter/Other	3	0
Electrical	0	0
Mechanical	1	0
Plumbing	0	0
TOTAL	4	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: September 21, 2015
SUBJECT: Report of Activities for August, 2015

Enforcement Activity Highlights

Sent one letter regarding an accumulation of rubbish and two letters regarding unregistered vehicles.

Planning & Development Activity Summary

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



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

TO: Mayor Porter and the Stayton City Council
FROM: Katinka Bryk- Library Director
DATE: September 21, 2015
SUBJECT: August Library report

The library hosted a Murder Mystery Party for teens and adults as part of the Summer Reading Program. It was a role-playing, sleuthing evening where the clues led to the discovery of the villain. Summer Reading wrapped up with prizes given to all age groups including adults. There was a big finale play day for youth in the park behind the library which included giant bowling, water balloon fun and free books for all. Thank you to the Friends of the Library for their strong support of the programs.

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

The adult book club, Tea Time for Book Lovers, read *I Am Malala* by Malala Yousafzai. It is a stirring and dramatic memoir of a young woman's fight for freedom in the Swat Valley in Pakistan.

The library and the Friends of the Library hosted the Mid-Valley Poetry Society and their special guest, poet Henry Hughes of Western Oregon University. The event was well attended and there is interest in future poetry events to be held at the library.

Miss Lisa, the Outreach Storyteller, continued to be a presence at free summer lunches throughout the community. She also led a book club for middle schoolers at a subsidized housing complex which was extremely popular. She plans to continue this in a slightly different way when the school year begins.

Upcoming events to mark on your calendars:

- Visual art show based on the book *All the Light We Cannot See*- during September
- Friends of the Library book sale Oct 8-10
- Oregon Humanities Conversation Project *Talking About Dying* Oct 8, 7pm
- *Brews, Bites and Books* hosted by the Stayton Public Library Foundation Oct 9, 7pm

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											122,298	24,779

OTHER CIRCULATION SERVICES														
Self check out	4,841	4,263											20,821	9,104
Library2Go (ebooks +)	845	728											6,658	1,573

INCOME RECEIVED														
Non-resident cards	\$780.00	\$1,217.00											\$7,002.50	\$1,997
Fines: overdue & lost books	\$826.06	\$994.00											\$12,303.09	\$1,820
Room fees	\$1,944.00	\$55.00											\$4,235.00	\$1,999
												TOTAL	\$23,540.59	\$5,816.06

REFERENCE QUESTIONS														
In-Person, by phone and computer help	598	449											5,967	1,047

NEW PATRON CARDS	126	86											1,220	212
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INTERNET USE	1,421	1,295											16,312	2,716
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LIBRARY PROGRAM ATTENDANCE														
Children & adults at storytime	840	205											6,627	1,045
Teens	46	57											751	103
Adults	101	38											733	139
Outreach	834	523											4,183	1,357
												TOTAL	12,294	2,644

MEETING ROOM ATTENDANCE	1,089	479											10,676	1,568
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PATRON VISITS	8,085	7,018											85,386	15,103
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VOLUNTEER HOURS	263	270											2,157	533
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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): JERRY ~~Flowers~~ Flowers.

Address: 412 meadowbrook stayton OR 97325
Street City State Zip

Topic: MARIJUANA FACILITIES

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

Comments: very concerned about public and kids
Also unknown how to test & quantify in
system (Rec. use) (Not medical)
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.
Traffic impairment in area of D.Q. How to test for
impairment. Maximum stop in that area D.Q.?



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Name (please print): Cari Jessums

Address: 1501 E Burnett Stayton
Street City State Zip

Topic: Signs

Speaking in...
Support of Opposition to General Testimony

Comments: Thank you for changes & updates
to the sign code.

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): Risa Borden

Address: 525 Mill Stream Woods,

Street

City

State

Zip

Topic: Chalk Wall Mural

Speaking in...

Support of

Opposition to

General Testimony

Comments:

Chalk Art interactive mural on Covered Bridge CRK

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.

STAYTON INTERACTIVE MURAL PROJECT

100% of your \$5. purchase for this limited edition mini-art print and chalk will go toward the first *Chalk Mural Wall* to be installed on the corner 3rd Avenue at E. Marion downtown.

Help us reach the goal by Sept. 30th!

Our Town did a story about this project in their September issue and will publish monthly updates and pics of what's happening. N.W. Preferred donated 100 boxes of chalk to be sold and Joseph Loveless of J&T Furniture contributed a limited edition print to be used toward the fundraising as well. The location of this mural will create activity, interest and provide a base showing community supported projects as we move toward improving our downtown area with grant and rehab projects.

There will be upkeep and maintenance required for this outdoor mural and toward that a friends of the mural is already formed. Any remainder of our project monies will go to the Stayton Library toward the 2nd planned "Before I Die" word mural.