



City of Scio

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Scio City Council

Scio City Hall – 38957 NW 1st Ave. Scio, Oregon

AGENDA

April 8, 2019

Mayor Chadd Weaver

*Councilor Debbie Nuber
Councilor Tom Meyer*

*Councilor Dennis Thomas
Councilor Joey Ferguson*

*Councilor Tom Gray
Councilor Karen Eckhart*

CALL TO ORDER ** FLAG SALUTE **** ROLL CALL:**

CONSENT AGENDA: *The following item(s) are considered routine and will be enacted by one motion. There will not be a separate discussion of these items unless a Councilor so requests. In this case, the item(s) will be removed from the Consent Agenda and considered separately.*

- Approval of March 11, 2019 City Council Minutes
- Approval of March 2019 – Statement of Revenue and Expenditures for – General, Road, Water & Sewer Funds
- Approval of Payment Journal – March, 2019
- Senior Services Minutes for March 2019

PROCLAMATION: April 2019 - “Child Abuse Prevention and Awareness Month”

CORRESPONDENCE: None

PRESENTATIONS:

- Linn County Sheriff’s Report – Presented by: Sgt. Greg Klein, Linn Co. Sheriff

REGULAR SESSION

- 1) Single – Family Residential Zone – Article 3, Section 3.010(a)
Presented by: Ginger Allen, City Manager
Action: Discussion
- 2) City Manager Report – Discussion
Presented by: Ginger Allen, City Manager

- 3) City Attorney Report – Discussion
Presented by: Tre Kennedy, City Attorney

ITEMS FROM COUNCIL:

PUBLIC COMMENTS: An opportunity for citizens to comment on items of city business.

*** Adjourn Regular Session, take a 5 minute recess to allow people to leave City Hall before beginning the executive session. ***

EXECUTIVE SESSION: Executive Sessions are closed to the public due to the highly confidential nature of the subject. It is unlawful to discuss anything outside of the Executive Session. Final action/decisions are to be made in open session.

Per ORS 192.660(2)(e) To conduct deliberations with persons designated by the governing body to negotiate real property transactions.

RECONVENE BACK INTO REGULAR PUBLIC SESSION:

ADJOURNMENT:

Upcoming City Council Meetings

Monday, May 13, 2019 @ 6:00 p.m. – Scio City Council Meeting
Monday, June 10, 2019 @ 6:00 p.m. – Scio City Council Meeting
Monday, July 8, 2019 @ 6:00 p.m. – Scio City Council Meeting

2019- 2020 Budget Committee Meetings

Monday, May 20th and Wednesday, May 22nd, @ 6:00 p.m.
Scio Budget Committee Meetings
Scio City Hall



SCIO CITY COUNCIL MEETING MINUTES
MONDAY March 11, 2019

COUNCIL PRESENT: Councilors Karen Eckhart, Joey Ferguson, Tom Gray, Tom Meyer, Debbie Nuber, and Mayor Chadd Weaver.

STAFF PRESENT: City Manager Ginger Allen, City Attorney Tre' Kennedy and Administrative Assistant Cathy Martin.

CALL TO ORDER: Mayor Weaver called the Regular Session of the Scio City Council to order at 6:00 P.M. at Scio City Hall, followed with the flag salute.

ROLL CALL: Roll call was taken with all Councilor Dennis Thomas absent.

APPROVAL OF CONSENT AGENDA: There were no questions.

Councilor Nuber moved, Councilor Eckhart seconded, to approve the Consent Agenda as Presented. Motion passed 5/0

CORRESPONDENCE:

1. A letter that has been sent by the City to the Lamb and Wool Board regarding the Scio Memorial Park. Ms. Allen stated that she has found out that they have been holding checks for over a year in order to get a total of 10 bricks to get engraved. Other communities do annual campaigns to make it cost effective.

PRESENTATIONS:

1. Linn County Sheriff's Report – Sgt. Greg Klein reported on the February 2019 – 0 citations, 4 warnings, 1 traffic crash, 26 incidents, 2 hours dedicated to traffic enforcement, 72 hours. Calls for service in the city have gone down, which is nice. He stated that Scio runs an average of 35-40 calls during the summer. Councilor Gray asked if there could be extra patrol during the lunch hour at the High School.

REGULAR SESSION:

- 1) **City Council Votes in 2019 Council President – Presented by: Ginger Allen, City Manager –**

Councilor Ferguson nominated Councilor Nuber, Councilor Eckhart seconded the nomination and Councilor Nuber accepted the nomination as Council President. The motion passed 5/0.

- 2) **Cascades West Area Commission on Transportation – Council Appointment – Presented by: Ginger Allen, City Manager** – Ms. Allen stated that this position was formerly filled by Wolfgang Borchard. The meetings are held every other month and the next meeting is in March. The city can opt not to participate and just ask for minutes of the meetings. Councilor Nuber stated that the city needed a representative.

Councilor Meyer volunteered to fill the position. Mayor Weaver thanked Councilor Meyer for volunteering to serve on the Cascades West ACT.

- 3) **City Hall Structural Update – Presented by: Ginger Allen, City Manager** – Ms. Allen reviewed the report with the council. Ms. Allen stated that the inspector confirmed everything that the city suspected was wrong with the building. The inspector stated that “adequate” was because the building was still standing. To investigate further would require the hiring of specific professionals such as environmental and engineering specialists, which could be as high as \$50-\$100K. Allen asked the council if they wanted to spend more money investigations the conditions of the current city hall or begin looking into a new city hall for the future. Two different engineering firms that Allen spoke with stated that restoring the existing building would more than likely cost more than building a new city hall, plus the current space capacity is not meeting the services needs today. Ferguson asked about the front door – he didn’t talk about the doors? Allen said that he stated they are adequate but does not meet code. Report confirms that the building has issues. Gray stated that the city should only do repairs that have to be done.

CITY MANAGER REPORT: Presented by Ginger Allen – Ms. Allen reported on the following topics:

Five Year Public Event Application – Lamb and Wool Fair May 2019 the Linn County Lamb & Wool Fair Board submitted their Public Event Application, the insurance has been received and we are waiting for the OLCC Permit. No reason to believe that OLCC would not issue a permit. Therefore, as soon as it is received the city will issue the permit. This is part of the five year permit and will expire in May of 2021, at which time a new five year application will need to be submitted.

Just Around the Corner – Scio Community Clean-up Days – Will be held May 7th through May 10th. Ms. Allen has a meeting with Danielle Blackwell, Scio High School Principal tomorrow to see about getting the students involved in the clean-up days. She is also working with S.C.I.O. and the Beautification Committee to assist local merchants with their clean-up needs. City staff will be involved. City responsible for providing: gloves, garbage bags, dumpsters, grass edger, and advertisement through city newsletter, website and water bills. Councilor Gray volunteered to help pressure wash.

Parks and Tree Board Update – The ordinance is almost ready to be presented to council. Hope to have before the April council meeting. Once approved will begin application process, goal to have established on or before June 30, 2019.

Pacific Power Pole Lights – Information was provided on the process/requirements for adding additional street lights.

Staff Training – City Hall administrative office will be closed on Wednesday, March 20th for staff to attend audit training in Albany.

In addition, the city has received a “Gold” safety award from CIS. Allen announced that Matt Winans has passed his first exam and will take the second later this month.

CITY ATTORNEY REPORT: Presented by Tre’ Kennedy – Kennedy stated that the letter was sent to Republic Services. A meeting has been set up for Tuesday, March 19th to discuss issues. Kennedy announced that he will be having office hours here in Scio, from 9:00 am to 12:00 pm on the first Mondays of the month.

Business from the Council:

Ferguson – None

Gray – there is a pothole starting on Main Street in front of the Post Office. Ferguson stated that there is another one on the corner at NW 4th and Main. Gray stated that it would be nice to have centralized post office boxes on streets.

Eckhart – None

Thomas – None

Nuber – None

Meyer – None

Weaver – Alley north of Middle School needs to be fixed.

Business from the Public: Mike Jones, SW Filbert Avenue, stated that the council was doing a great job.

The regular session of the city council was adjourned at 6:42 p.m. and Mayor Weaver announced a 5 minute recess allowing the public to leave city hall prior to opening the Executive Session.

At 6:50 p.m. Mayor Weaver read the official language allowing the council to conduct an executive session:

Executive Sessions are closed to the public due to the highly confidential nature of the subject. It is unlawful to discuss anything outside of the Executive Session. Final action/decisions are to be made in open session.

Executive Session: Per ORS 192.660(2)(e) to conduct deliberations with persons designated by the governing body to negotiate real property transactions.

There were no issues requiring a vote and therefore the executive session and regular session of the Scio City Council meeting was adjourned at 7:07 p.m.

The next regular meeting is scheduled for April 8, 2019 at 6:00 p.m.

Cathy Martin,
Administrative Assistant

Statement of Revenue and Expenditures

| Acct | Current Period | | Year-To-Date | | Annual Budget | Jul 2018 |
|-----------------------------------|------------------------------|-------------|--------------|--------------|---------------|-------------------|
| | Mar 2019 | Mar 2019 | Jul 2018 | Mar 2019 | Jul 2018 | Jun 2019 |
| | Actual | Actual | Actual | Actual | Jun 2019 | Variance |
| | | | | | | Percent of Budget |
| Revenue & Expenditures | | | | | | |
| Revenue | | | | | | |
| Tax Receipts | | | | | | |
| 4120 | Property Taxes | 4,788.55 | 248,844.70 | 240,000.00 | (8,844.70) | 103.7% |
| 4211 | Cigarette Tax | 0.00 | 659.75 | 1,400.00 | 740.25 | 47.1% |
| 4212 | Liquor Control Taxes | 929.33 | 11,267.53 | 14,000.00 | 2,732.47 | 80.5% |
| 4213 | Marijuana Tax | 0.00 | 1,897.69 | 2,000.00 | 102.31 | 94.9% |
| | Total Tax Receipts | \$5,717.88 | \$262,669.67 | \$257,400.00 | (\$5,269.67) | |
| Government Receipts | | | | | | |
| 4240 | Intergovernmental | 2,472.95 | 6,894.62 | 10,000.00 | 3,105.38 | 68.9% |
| | Total Government Receipts | \$2,472.95 | \$6,894.62 | \$10,000.00 | \$3,105.38 | |
| Franchise Fees | | | | | | |
| 4250 | Franchise Fees | 0.00 | 0.00 | 21,000.00 | 21,000.00 | 0.0% |
| 4251 | Franchise - Northwest Nat | 2,685.89 | 2,685.89 | 0.00 | (2,685.89) | 0.0% |
| 4252 | Franchise - Pacific Power | 1,224.99 | 9,375.74 | 0.00 | (9,375.74) | 0.0% |
| 4253 | Franchise - Republic Servic | 0.00 | 1,932.78 | 0.00 | (1,932.78) | 0.0% |
| 4254 | Franchise - Scio Cablevision | 122.00 | 1,289.87 | 0.00 | (1,289.87) | 0.0% |
| 4255 | Franchise - SMTA | 43.06 | 395.32 | 0.00 | (395.32) | 0.0% |
| | Total Franchise Fees | \$4,075.94 | \$15,679.60 | \$21,000.00 | \$5,320.40 | |
| Fees & Permits | | | | | | |
| 4271 | Planning Fees | 500.00 | 3,250.00 | 2,000.00 | (1,250.00) | 162.5% |
| 4272 | Building Permits | 4,252.46 | 6,174.68 | 1,000.00 | (5,174.68) | 617.5% |
| | Total Fees & Permits | \$4,752.46 | \$9,424.68 | \$3,000.00 | (\$6,424.68) | |
| Fines and Forfeitures | | | | | | |
| 4290 | Fines and Forfeitures | 22.00 | 430.00 | 1,000.00 | 570.00 | 43.0% |
| | Total Fines and Forfeitures | \$22.00 | \$430.00 | \$1,000.00 | \$570.00 | |
| Other Revenue | | | | | | |
| 4260 | Library Income | 0.00 | 0.00 | 10,000.00 | 10,000.00 | 0.0% |
| 4261 | Library Fees | 251.05 | 2,845.22 | 0.00 | (2,845.22) | 0.0% |
| 4262 | Library Donations | 0.00 | 880.00 | 0.00 | (880.00) | 0.0% |
| 4263 | Library Grants | 0.00 | 4,000.00 | 0.00 | (4,000.00) | 0.0% |
| 4330 | Grants | 0.00 | 0.00 | 14,731.00 | 14,731.00 | 0.0% |
| 4350 | Miscellaneous | 7.30 | 2,779.84 | 1,000.00 | (1,779.84) | 278.0% |
| | Total Other Revenue | \$258.35 | \$10,505.06 | \$25,731.00 | \$15,225.94 | |
| Interfund Transfers | | | | | | |
| 4520 | From Road Fund | 0.00 | 50,000.00 | 50,000.00 | 0.00 | 100.0% |
| 4530 | From Water Fund | 0.00 | 50,000.00 | 50,000.00 | 0.00 | 100.0% |
| | Total Interfund Transfers | \$0.00 | \$100,000.00 | \$100,000.00 | \$0.00 | |
| | Revenue | \$17,299.58 | \$405,603.63 | \$418,131.00 | \$12,527.37 | |
| | Gross Profit | \$17,299.58 | \$405,603.63 | \$418,131.00 | \$0.00 | |
| Expenses | | | | | | |
| Personnel Services | | | | | | |
| 5110 | Salaries | 5,424.45 | 51,332.43 | 67,672.00 | 16,339.57 | 75.9% |
| 5120 | Payroll Taxes | 530.25 | 4,707.48 | 8,030.00 | 3,322.52 | 58.6% |
| 5130 | Benefits | 2,363.90 | 16,061.79 | 27,245.00 | 11,183.21 | 59.0% |
| | Total Personnel Services | \$8,318.60 | \$72,101.70 | \$102,947.00 | \$30,845.30 | |
| Materials and Services | | | | | | |
| 6210 | Advertising | 0.00 | 0.00 | 1,000.00 | 1,000.00 | 0.0% |
| 6220 | City Attorney | 220.00 | 1,760.00 | 2,640.00 | 880.00 | 66.7% |
| 6230 | Contract Services | 1,045.00 | 3,907.16 | 5,775.00 | 1,867.84 | 67.7% |
| 6250 | Police Services | 0.00 | 42,120.00 | 59,000.00 | 16,880.00 | 71.4% |

Statement of Revenue and Expenditures

| Acct | Current Period | | Year-To-Date | | Annual Budget | Annual Budget | Jul 2018 |
|-----------------------------------|-------------------------------|-------------|--------------|----------------|---------------|---------------|-------------------|
| | Mar 2019 | Mar 2019 | Jul 2018 | Mar 2019 | Jul 2018 | Jun 2019 | Jun 2019 |
| | Actual | Actual | Actual | Actual | Jun 2019 | Variance | Percent of Budget |
| Revenue & Expenditures | | | | | | | |
| Expenses | | | | | | | |
| Materials and Services | | | | | | | |
| 6260 | Materials & Supplies | 462.86 | 3,791.48 | 4,000.00 | 208.52 | 94.8% | |
| 6270 | Community Involvement | 603.00 | 4,929.84 | 6,000.00 | 1,070.16 | 82.2% | |
| 6280 | Miscellaneous | 196.99 | 912.95 | 1,000.00 | 87.05 | 91.3% | |
| 6290 | Bank Charges and Fees | 31.11 | 469.08 | 1,200.00 | 730.92 | 39.1% | |
| 6310 | Insurance | 0.00 | 4,708.68 | 6,000.00 | 1,291.32 | 78.5% | |
| 6320 | Education | 0.00 | 299.00 | 1,000.00 | 701.00 | 29.9% | |
| 6330 | Grant Expenses | 0.00 | 16,730.00 | 14,731.00 | (1,999.00) | 113.6% | |
| 6341 | Utilities - Electricity | 1,427.69 | 12,962.49 | 18,400.00 | 5,437.51 | 70.4% | |
| 6342 | Utilities - Gas | 81.78 | 378.60 | 600.00 | 221.40 | 63.1% | |
| 6343 | Utilities - Telephone | 56.82 | 519.17 | 850.00 | 330.83 | 61.1% | |
| 6344 | Utilities - Garbage | 8.78 | 76.31 | 150.00 | 73.69 | 50.9% | |
| 6350 | Equipment Maintenance | 7.46 | 1,364.78 | 2,000.00 | 635.22 | 68.2% | |
| 6360 | Building Maintenance | 0.00 | 212.91 | 1,250.00 | 1,037.09 | 17.0% | |
| 6370 | Flood Mitigation | 0.00 | 6,252.50 | 14,000.00 | 7,747.50 | 44.7% | |
| 6381 | Library - Books | 269.30 | 2,317.09 | 3,000.00 | 682.91 | 77.2% | |
| 6382 | Library - Audio/Visual | 0.00 | 660.15 | 2,500.00 | 1,839.85 | 26.4% | |
| 6383 | Library - Journals/Periodical | 0.00 | 484.85 | 500.00 | 15.15 | 97.0% | |
| 6384 | Library - Materials & Suppli | 0.00 | 262.56 | 1,000.00 | 737.44 | 26.3% | |
| 6385 | Library - Miscellaneous | 0.00 | 481.13 | 500.00 | 18.87 | 96.2% | |
| 6386 | Library - Technical Support | 0.00 | 1,609.00 | 2,500.00 | 891.00 | 64.4% | |
| 6390 | Planning | 733.62 | 10,019.17 | 9,800.00 | (219.17) | 102.2% | |
| 6400 | Parks | 0.00 | 176.19 | 10,000.00 | 9,823.81 | 1.8% | |
| 6410 | Senior Services | 19.66 | 290.14 | 1,000.00 | 709.86 | 29.0% | |
| | Total Materials and Services | \$5,164.07 | \$117,695.23 | \$170,396.00 | \$52,700.77 | | |
| Capital Outlay | | | | | | | |
| 7100 | Property Acquisition/Buildin | 0.00 | 1,214.35 | 175,000.00 | 173,785.65 | 0.7% | |
| 7120 | Office Equipment | 0.00 | 2,725.00 | 2,800.00 | 75.00 | 97.3% | |
| | Total Capital Outlay | \$0.00 | \$3,939.35 | \$177,800.00 | \$173,860.65 | | |
| Other Expenses | | | | | | | |
| 9110 | Operating Contingency | 0.00 | 0.00 | 75,000.00 | 75,000.00 | 0.0% | |
| 9130 | Unappropriated Funds | 0.00 | 0.00 | 140,818.00 | 140,818.00 | 0.0% | |
| | Total Other Expenses | \$0.00 | \$0.00 | \$215,818.00 | \$215,818.00 | | |
| | Expenses | \$13,482.67 | \$193,736.28 | \$666,961.00 | \$473,224.72 | | |
| | Revenue Less Expenditures | \$3,816.91 | \$211,867.35 | (\$248,830.00) | \$0.00 | | |
| Other Revenue | | | | | | | |
| Extraordinary Income | | | | | | | |
| 4900 | Bldg Permit Pass Thru Inco | 3,006.82 | 12,373.35 | 0.00 | (12,373.35) | 0.0% | |
| | Total Extraordinary Income | \$3,006.82 | \$12,373.35 | \$0.00 | (\$12,373.35) | | |
| | Other Revenue | \$3,006.82 | \$12,373.35 | \$0.00 | (\$12,373.35) | | |
| Other Expenses | | | | | | | |
| Extraordinary Expense | | | | | | | |
| 9500 | Bldg Permit Pass Thru Expe | 285.38 | 9,366.53 | 0.00 | (9,366.53) | 0.0% | |
| | Total Extraordinary Expense | \$285.38 | \$9,366.53 | \$0.00 | (\$9,366.53) | | |
| | Other Expenses | \$285.38 | \$9,366.53 | \$0.00 | (\$9,366.53) | | |
| | Net Change in Fund Balance | \$6,538.35 | \$214,874.17 | (\$248,830.00) | \$0.00 | | |
| Fund Balances | | | | | | | |
| | Beginning Fund Balance | 457,146.52 | 248,810.70 | 0.00 | 0.00 | 0.0% | |

General Fund

Statement of Revenue and Expenditures

| Acct | Current Period | Year-To-Date | Annual Budget | Annual Budget | Jul 2018 |
|---------------------------|--------------------|--------------------|--------------------|----------------------|----------------------------------|
| | Mar 2019 Actual | Jul 2018 Actual | Jul 2018 Budget | Jun 2019 Variance | Jun 2019 Percent of Budget |
| Fund Balances | | | | | |
| Net Change in Fund Balanc | 6,538.35 | 214,874.17 | (248,830.00) | 0.00 | 0.0% |
| Ending Fund Balance | 463,684.87 | 463,684.87 | 0.00 | 0.00 | 0.0% |

Statement of Revenue and Expenditures

| Acct | | Current Period | Year-To-Date | Annual Budget | Annual Budget | Jul 2018 |
|-----------------------------------|------------------------------|--------------------------------|--------------------------------|----------------------|----------------------------------|----------------------------------|
| | | Mar 2019 Mar 2019 Actual | Jul 2018 Mar 2019 Actual | Jul 2018 Jun 2019 | Jul 2018 Jun 2019 Variance | Jun 2019 Percent of Budget |
| Revenue & Expenditures | | | | | | |
| Revenue | | | | | | |
| Tax Receipts | | | | | | |
| 4220 | State Highway Taxes | 5,095.99 | 51,472.94 | 53,000.00 | 1,527.06 | 97.1% |
| | Total Tax Receipts | \$5,095.99 | \$51,472.94 | \$53,000.00 | \$1,527.06 | |
| Franchise Fees | | | | | | |
| 4250 | Franchise Fees | 0.00 | 0.00 | 20,000.00 | 20,000.00 | 0.0% |
| 4251 | Franchise - Northwest Nat | 2,685.89 | 2,685.89 | 0.00 | (2,685.89) | 0.0% |
| 4252 | Franchise - Pacific Power | 1,224.98 | 9,375.71 | 0.00 | (9,375.71) | 0.0% |
| 4253 | Franchise - Republic Servic | 0.00 | 1,932.77 | 0.00 | (1,932.77) | 0.0% |
| 4254 | Franchise - Scio Cablevision | 122.00 | 1,042.28 | 0.00 | (1,042.28) | 0.0% |
| 4255 | Franchise - SMTA | 43.05 | 395.31 | 0.00 | (395.31) | 0.0% |
| | Total Franchise Fees | \$4,075.92 | \$15,431.96 | \$20,000.00 | \$4,568.04 | |
| Other Revenue | | | | | | |
| 4330 | Grants | 0.00 | 0.00 | 50,000.00 | 50,000.00 | 0.0% |
| 4350 | Miscellaneous | 0.00 | 200.00 | 0.00 | (200.00) | 0.0% |
| | Total Other Revenue | \$0.00 | \$200.00 | \$50,000.00 | \$49,800.00 | |
| | Revenue | \$9,171.91 | \$67,104.90 | \$123,000.00 | \$55,895.10 | |
| | Gross Profit | \$9,171.91 | \$67,104.90 | \$123,000.00 | \$0.00 | |
| Expenses | | | | | | |
| Personnel Services | | | | | | |
| 5110 | Salaries | 1,711.73 | 15,409.64 | 21,026.00 | 5,616.36 | 73.3% |
| 5120 | Payroll Taxes | 177.03 | 1,471.23 | 2,500.00 | 1,028.77 | 58.8% |
| 5130 | Benefits | 679.42 | 4,799.26 | 6,575.00 | 1,775.74 | 73.0% |
| | Total Personnel Services | \$2,568.18 | \$21,680.13 | \$30,101.00 | \$8,420.87 | |
| Materials and Services | | | | | | |
| 6210 | Advertising | 0.00 | 0.00 | 400.00 | 400.00 | 0.0% |
| 6220 | City Attorney | 110.00 | 880.00 | 1,320.00 | 440.00 | 66.7% |
| 6230 | Contract Services | 209.00 | 781.20 | 1,425.00 | 643.80 | 54.8% |
| 6240 | Engineering Consultants | 0.00 | 0.00 | 2,500.00 | 2,500.00 | 0.0% |
| 6260 | Materials & Supplies | 49.03 | 2,987.69 | 5,000.00 | 2,012.31 | 59.8% |
| 6290 | Bank Charges and Fees | 8.70 | 144.58 | 400.00 | 255.42 | 36.1% |
| 6310 | Insurance | 0.00 | 893.24 | 1,200.00 | 306.76 | 74.4% |
| 6320 | Education | 0.00 | 120.00 | 500.00 | 380.00 | 24.0% |
| 6341 | Utilities - Electricity | 0.00 | 1,003.14 | 0.00 | (1,003.14) | 0.0% |
| 6343 | Utilities - Telephone | 0.00 | 2.50 | 0.00 | (2.50) | 0.0% |
| 6344 | Utilities - Garbage | 5.45 | 45.23 | 100.00 | 54.77 | 45.2% |
| 6350 | Equipment Maintenance | 0.00 | 7.00 | 1,000.00 | 993.00 | 0.7% |
| 6360 | Building Maintenance | 0.00 | 126.33 | 250.00 | 123.67 | 50.5% |
| | Total Materials and Services | \$382.18 | \$6,990.91 | \$14,095.00 | \$7,104.09 | |
| Capital Outlay | | | | | | |
| 7130 | Special Projects/Grants | 0.00 | 0.00 | 50,000.00 | 50,000.00 | 0.0% |
| 7140 | Bike and Walkway Improve | 0.00 | 500.00 | 500.00 | 0.00 | 100.0% |
| 7150 | Capital Improvements | 0.00 | 0.00 | 15,000.00 | 15,000.00 | 0.0% |
| | Total Capital Outlay | \$0.00 | \$500.00 | \$65,500.00 | \$65,000.00 | |
| Other Expenses | | | | | | |
| 9110 | Operating Contingency | 0.00 | 0.00 | 35,000.00 | 35,000.00 | 0.0% |
| | Total Other Expenses | \$0.00 | \$0.00 | \$35,000.00 | \$35,000.00 | |
| Interfund Transfers | | | | | | |
| 8110 | To General Fund | 0.00 | 50,000.00 | 50,000.00 | 0.00 | 100.0% |
| 8180 | To Equipment Reserve Fun | 0.00 | 25,000.00 | 25,000.00 | 0.00 | 100.0% |

Statement of Revenue and Expenditures

| Acct | Current Period | Year-To-Date | Annual Budget | Annual Budget | Jul 2018 |
|-----------------------------------|--------------------|--------------------|---------------------------------------|----------------------------------|----------------------------------|
| | Mar 2019 Actual | Jul 2018 Actual | Annual Budget Jul 2018 Jun 2019 | Jul 2018 Jun 2019 Variance | Jun 2019 Percent of Budget |
| Revenue & Expenditures | | | | | |
| Expenses | | | | | |
| Total Interfund Transfers | \$0.00 | \$75,000.00 | \$75,000.00 | \$0.00 | |
| Expenses | \$2,950.36 | \$104,171.04 | \$219,696.00 | \$115,524.96 | |
| Revenue Less Expenditures | \$6,221.55 | (\$37,066.14) | (\$96,696.00) | \$0.00 | |
| Net Change in Fund Balance | \$6,221.55 | (\$37,066.14) | (\$96,696.00) | \$0.00 | |
| Fund Balances | | | | | |
| Beginning Fund Balance | 81,639.20 | 124,926.89 | 0.00 | 0.00 | 0.0% |
| Net Change in Fund Balanc | 6,221.55 | (37,066.14) | (96,696.00) | 0.00 | 0.0% |
| Ending Fund Balance | 87,860.75 | 87,860.75 | 0.00 | 0.00 | 0.0% |

Statement of Revenue and Expenditures

| Acct | | Current Period | Year-To-Date | Annual Budget | Annual Budget | Jul 2018 |
|-----------------------------------|-------------------------------------|--------------------------------|--------------------------------|----------------------|----------------------------------|----------------------------------|
| | | Mar 2019 Mar 2019 Actual | Jul 2018 Mar 2019 Actual | Jul 2018 Jun 2019 | Jul 2018 Jun 2019 Variance | Jun 2019 Percent of Budget |
| Revenue & Expenditures | | | | | | |
| Revenue | | | | | | |
| Other Revenue | | | | | | |
| 4110 | Investment Earnings | 0.00 | 4,171.33 | 0.00 | (4,171.33) | 0.0% |
| 4350 | Miscellaneous | 0.00 | 408.01 | 500.00 | 91.99 | 81.6% |
| | Total Other Revenue | \$0.00 | \$4,579.34 | \$500.00 | (\$4,079.34) | |
| User Fees | | | | | | |
| 4300 | User Fees | 20,040.61 | 208,355.29 | 269,640.00 | 61,284.71 | 77.3% |
| 4301 | Late Charges | 92.98 | 940.43 | 0.00 | (940.43) | 0.0% |
| 4302 | 24 Hour Notice | 150.00 | 1,650.00 | 0.00 | (1,650.00) | 0.0% |
| 4303 | Reconnect Fees | 0.00 | 50.00 | 0.00 | (50.00) | 0.0% |
| 4304 | Backflow Test | 0.00 | 1,180.00 | 0.00 | (1,180.00) | 0.0% |
| 4310 | New Connections | 7,000.00 | 14,000.00 | 7,000.00 | (7,000.00) | 200.0% |
| 4320 | Water Deposits | 500.00 | 2,500.00 | 4,000.00 | 1,500.00 | 62.5% |
| | Total User Fees | \$27,783.59 | \$228,675.72 | \$280,640.00 | \$51,964.28 | |
| | Revenue | \$27,783.59 | \$233,255.06 | \$281,140.00 | \$47,884.94 | |
| | Gross Profit | \$27,783.59 | \$233,255.06 | \$281,140.00 | \$0.00 | |
| Expenses | | | | | | |
| Personnel Services | | | | | | |
| 5110 | Salaries | 6,489.54 | 61,146.48 | 87,255.00 | 26,108.52 | 70.1% |
| 5120 | Payroll Taxes | 633.48 | 5,593.75 | 11,985.00 | 6,391.25 | 46.7% |
| 5130 | Benefits | 2,713.52 | 19,268.14 | 26,215.00 | 6,946.86 | 73.5% |
| | Total Personnel Services | \$9,836.54 | \$86,008.37 | \$125,455.00 | \$39,446.63 | |
| Materials and Services | | | | | | |
| 6210 | Advertising | 0.00 | 0.00 | 1,200.00 | 1,200.00 | 0.0% |
| 6220 | City Attorney | 385.00 | 3,080.00 | 4,620.00 | 1,540.00 | 66.7% |
| 6230 | Contract Services | 1,463.00 | 5,468.41 | 10,000.00 | 4,531.59 | 54.7% |
| 6240 | Engineering Consultants | 0.00 | 150.00 | 2,500.00 | 2,350.00 | 6.0% |
| 6260 | Materials & Supplies | 1,838.73 | 8,623.94 | 19,000.00 | 10,376.06 | 45.4% |
| 6280 | Miscellaneous | 30.00 | 213.92 | 250.00 | 36.08 | 85.6% |
| 6290 | Bank Charges and Fees | 36.87 | 505.28 | 1,300.00 | 794.72 | 38.9% |
| 6310 | Insurance | 0.00 | 6,658.73 | 8,400.00 | 1,741.27 | 79.3% |
| 6320 | Education | 200.00 | 935.00 | 2,000.00 | 1,065.00 | 46.8% |
| 6341 | Utilities - Electricity | 870.50 | 8,492.97 | 12,250.00 | 3,757.03 | 69.3% |
| 6342 | Utilities - Gas | 95.40 | 441.72 | 675.00 | 233.28 | 65.4% |
| 6343 | Utilities - Telephone | 65.38 | 608.72 | 950.00 | 341.28 | 64.1% |
| 6344 | Utilities - Garbage | 7.27 | 64.70 | 125.00 | 60.30 | 51.8% |
| 6350 | Equipment Maintenance | 18.72 | 2,977.90 | 4,500.00 | 1,522.10 | 66.2% |
| 6360 | Building Maintenance | 0.00 | 313.67 | 2,500.00 | 2,186.33 | 12.5% |
| 6420 | Water Deposit Refunds | 500.00 | 3,461.96 | 3,000.00 | (461.96) | 115.4% |
| | Total Materials and Services | \$5,510.87 | \$41,996.92 | \$73,270.00 | \$31,273.08 | |
| Capital Outlay | | | | | | |
| 7150 | Capital Improvements | 0.00 | 0.00 | 10,000.00 | 10,000.00 | 0.0% |
| 7160 | Equipment | 0.00 | 149.50 | 1,000.00 | 850.50 | 15.0% |
| | Total Capital Outlay | \$0.00 | \$149.50 | \$11,000.00 | \$10,850.50 | |
| Other Expenses | | | | | | |
| 7500 | Water Loan | 2,110.96 | 43,998.64 | 50,500.00 | 6,501.36 | 87.1% |
| 9110 | Operating Contingency | 0.00 | 0.00 | 80,000.00 | 80,000.00 | 0.0% |
| | Total Other Expenses | \$2,110.96 | \$43,998.64 | \$130,500.00 | \$86,501.36 | |
| Interfund Transfers | | | | | | |
| 8110 | To General Fund | 0.00 | 50,000.00 | 50,000.00 | 0.00 | 100.0% |

Statement of Revenue and Expenditures

| Acct | Current Period | Year-To-Date | Annual Budget | Annual Budget | Jul 2018 | |
|-----------------------------------|----------------------------|--------------|---------------|----------------|--------------|--------|
| | Mar 2019 | Jul 2018 | Annual Budget | Jul 2018 | Jun 2019 | |
| | Mar 2019 | Mar 2019 | Jul 2018 | Jun 2019 | Percent of | |
| | Actual | Actual | Jun 2019 | Variance | Budget | |
| Revenue & Expenditures | | | | | | |
| Expenses | | | | | | |
| Interfund Transfers | | | | | | |
| 8160 | To Water Reserve | 0.00 | 85,000.00 | 85,000.00 | 0.00 | 100.0% |
| 8180 | To Equipment Reserve Fun | 0.00 | 25,000.00 | 25,000.00 | 0.00 | 100.0% |
| | Total Interfund Transfers | \$0.00 | \$160,000.00 | \$160,000.00 | \$0.00 | |
| | Expenses | \$17,458.37 | \$332,153.43 | \$500,225.00 | \$168,071.57 | |
| | Revenue Less Expenditures | \$10,325.22 | (\$98,898.37) | (\$219,085.00) | \$0.00 | |
| | Net Change in Fund Balance | \$10,325.22 | (\$98,898.37) | (\$219,085.00) | \$0.00 | |
| Fund Balances | | | | | | |
| | Beginning Fund Balance | 169,229.55 | 278,453.14 | 0.00 | 0.00 | 0.0% |
| | Net Change in Fund Balanc | 10,325.22 | (98,898.37) | (219,085.00) | 0.00 | 0.0% |
| | Ending Fund Balance | 179,554.77 | 179,554.77 | 0.00 | 0.00 | 0.0% |

Statement of Revenue and Expenditures

| Acct | Current Period | | Year-To-Date | | Annual Budget | Jul 2018 |
|-----------------------------------|-------------------------------------|---------------------|----------------------|-----------------------|---------------------|-------------------|
| | Mar 2019 | Mar 2019 | Jul 2018 | Mar 2019 | Jul 2018 | Jun 2019 |
| | Actual | Actual | Actual | Actual | Jun 2019 | Variance |
| | | | | | | Percent of Budget |
| Revenue & Expenditures | | | | | | |
| Revenue | | | | | | |
| User Fees | | | | | | |
| 4300 | User Fees | 15,347.54 | 144,385.12 | 186,000.00 | 41,614.88 | 77.6% |
| 4301 | Late Charges | 92.99 | 940.43 | 0.00 | (940.43) | 0.0% |
| 4302 | 24 Hour Notice | 150.00 | 1,651.04 | 0.00 | (1,651.04) | 0.0% |
| 4303 | Reconnect Fees | 0.00 | 50.00 | 0.00 | (50.00) | 0.0% |
| 4310 | New Connections | 5,000.00 | 10,000.00 | 5,000.00 | (5,000.00) | 200.0% |
| | Total User Fees | \$20,590.53 | \$157,026.59 | \$191,000.00 | \$33,973.41 | |
| | Revenue | \$20,590.53 | \$157,026.59 | \$191,000.00 | \$33,973.41 | |
| | Gross Profit | \$20,590.53 | \$157,026.59 | \$191,000.00 | \$0.00 | |
| Expenses | | | | | | |
| Personnel Services | | | | | | |
| 5110 | Salaries | 7,239.53 | 63,396.47 | 87,255.00 | 23,858.53 | 72.7% |
| 5120 | Payroll Taxes | 633.48 | 5,593.74 | 11,985.00 | 6,391.26 | 46.7% |
| 5130 | Benefits | 2,713.52 | 19,268.16 | 26,215.00 | 6,946.84 | 73.5% |
| | Total Personnel Services | \$10,586.53 | \$88,258.37 | \$125,455.00 | \$37,196.63 | |
| Materials and Services | | | | | | |
| 6210 | Advertising | 0.00 | 0.00 | 1,200.00 | 1,200.00 | 0.0% |
| 6220 | City Attorney | 385.00 | 3,080.00 | 4,620.00 | 1,540.00 | 66.7% |
| 6230 | Contract Services | 1,463.00 | 8,020.71 | 10,000.00 | 1,979.29 | 80.2% |
| 6240 | Engineering Consultants | 0.00 | 660.00 | 3,500.00 | 2,840.00 | 18.9% |
| 6260 | Materials & Supplies | 1,065.07 | 14,879.12 | 19,500.00 | 4,620.88 | 76.3% |
| 6280 | Miscellaneous | 0.00 | 184.17 | 250.00 | 65.83 | 73.7% |
| 6290 | Bank Charges and Fees | 37.03 | 504.24 | 1,300.00 | 795.76 | 38.8% |
| 6310 | Insurance | 0.00 | 6,658.73 | 8,400.00 | 1,741.27 | 79.3% |
| 6320 | Education | 77.63 | 1,932.63 | 2,000.00 | 67.37 | 96.6% |
| 6341 | Utilities - Electricity | 797.48 | 4,671.06 | 6,800.00 | 2,128.94 | 68.7% |
| 6342 | Utilities - Gas | 229.70 | 1,648.19 | 2,200.00 | 551.81 | 74.9% |
| 6343 | Utilities - Telephone | 85.15 | 794.27 | 1,250.00 | 455.73 | 63.5% |
| 6344 | Utilities - Garbage | 8.78 | 74.87 | 150.00 | 75.13 | 49.9% |
| 6350 | Equipment Maintenance | 437.77 | 5,716.11 | 6,500.00 | 783.89 | 87.9% |
| 6360 | Building Maintenance | 0.00 | 970.67 | 3,750.00 | 2,779.33 | 25.9% |
| | Total Materials and Services | \$4,586.61 | \$49,794.77 | \$71,420.00 | \$21,625.23 | |
| Capital Outlay | | | | | | |
| 7130 | Special Projects/Grants | 12,430.00 | 51,210.67 | 75,000.00 | 23,789.33 | 68.3% |
| 7160 | Equipment | 0.00 | 791.70 | 1,000.00 | 208.30 | 79.2% |
| | Total Capital Outlay | \$12,430.00 | \$52,002.37 | \$76,000.00 | \$23,997.63 | |
| Other Expenses | | | | | | |
| 9110 | Operating Contingency | 0.00 | 0.00 | 20,629.00 | 20,629.00 | 0.0% |
| | Total Other Expenses | \$0.00 | \$0.00 | \$20,629.00 | \$20,629.00 | |
| | Expenses | \$27,603.14 | \$190,055.51 | \$293,504.00 | \$103,448.49 | |
| | Revenue Less Expenditures | (\$7,012.61) | (\$33,028.92) | (\$102,504.00) | \$0.00 | |
| | Net Change in Fund Balance | (\$7,012.61) | (\$33,028.92) | (\$102,504.00) | \$0.00 | |
| Fund Balances | | | | | | |
| | Beginning Fund Balance | 76,493.91 | 102,510.22 | 0.00 | 0.00 | 0.0% |
| | Net Change in Fund Balanc | (7,012.61) | (33,028.92) | (102,504.00) | 0.00 | 0.0% |
| | Ending Fund Balance | 69,481.30 | 69,481.30 | 0.00 | 0.00 | 0.0% |

Payment Journal
3/1/2019 to 3/31/2019

| Date | Transaction Number | Name / Description | Amount |
|------------------------------------|--------------------|----------------------------------|----------|
| General Checking - Columbia | | | |
| 3/1/2019 | 15037 | CIS Trust | 6,361.18 |
| 3/1/2019 | 15038 | Oregon State Police | 100.00 |
| 3/1/2019 | 15039 | Internal Revenue Service | 54.00 |
| 3/4/2019 | EFT | US Postal Service | 1.30 |
| 3/4/2019 | EFT | US Postal Service | 1.25 |
| 3/4/2019 | EFT | US Postal Service | 2.95 |
| 3/6/2019 | EFT | US Postal Service | 1.25 |
| 3/6/2019 | EFT | Amazon | 200.87 |
| 3/7/2019 | EFT | US Postal Service | 1.25 |
| 3/10/2019 | EFT | Columbia Bank Loan | 2,110.96 |
| 3/11/2019 | 15040 | Meals on Wheels | 500.00 |
| 3/11/2019 | 15041 | Willamette Valley Shred Guy, LLC | 20.00 |
| 3/11/2019 | 15042 | SMTA | 179.74 |
| 3/11/2019 | 15043 | David W. Kinney | 733.62 |
| 3/11/2019 | 15044 | Gale | 22.50 |
| 3/11/2019 | 15045 | Linn County Planning & Building | 285.38 |
| 3/11/2019 | 15046 | League of Oregon Cities | 795.04 |
| 3/11/2019 | 15047 | Darrel Lockard Consultant, LLC | 750.00 |
| 3/11/2019 | 15048 | Morley Thomas Law | 1,100.00 |
| 3/11/2019 | 15049 | Tennison, Liz | 19.66 |
| 3/11/2019 | 15050 | Clevenger Automotive & Tires | 61.87 |
| 3/11/2019 | 15051 | Ferguson | 1,079.72 |
| 3/11/2019 | 15052 | National Business Solutions | 24.90 |
| 3/11/2019 | 15053 | Republic Services | 30.28 |
| 3/11/2019 | 15054 | Scio Hardware | 18.99 |
| 3/11/2019 | EFT | US Postal Service | 2.50 |
| 3/12/2019 | EFT | US Postal Service | 1.25 |
| 3/13/2019 | EFT | US Postal Service | 1.25 |
| 3/14/2019 | EFT | US Postal Service | 19.05 |
| 3/14/2019 | EFT | US Postal Service | 1.25 |
| 3/15/2019 | EFT | US Postal Service | 1.25 |
| 3/15/2019 | EFT | Amazon | 15.99 |
| 3/15/2019 | EFT | Amazon | 179.71 |
| 3/15/2019 | EFT | Columbia Bank | 87.01 |
| 3/18/2019 | EFT | US Postal Service | 2.50 |
| 3/19/2019 | 15055 | Knurowski, Kostanty | 277.63 |
| 3/19/2019 | EFT | US Postal Service | 1.25 |
| 3/19/2019 | EFT | US Postal Service | 1.15 |
| 3/20/2019 | EFT | Dollar Tree Stores, Inc. | 103.00 |
| 3/20/2019 | EFT | US Postal Service | 1.25 |
| 3/21/2019 | EFT | Water Deposit Refunds | |
| 3/21/2019 | EFT | US Postal Service | 1.70 |
| 3/22/2019 | 15056 | Municode | 4,180.00 |

Payment Journal
3/1/2019 to 3/31/2019

| Date | Transaction Number | Name / Description | Amount |
|-----------|--------------------|------------------------------------|--------------------|
| 3/22/2019 | 15057 | ZCBJ Hall | 275.00 |
| 3/22/2019 | 15058 | Winans, Matthew | 48.72 |
| 3/22/2019 | 15059 | Pacific Power | 3,095.67 |
| 3/22/2019 | 15060 | RVS Software | 245.32 |
| 3/22/2019 | 15061 | Analytical Laboratory | 363.00 |
| 3/22/2019 | 15062 | Bethell, Kimberly | 130.00 |
| 3/22/2019 | 15063 | The Dyer Partnership | 12,430.00 |
| 3/22/2019 | EFT | US Postal Service | 1.25 |
| 3/25/2019 | 15064 | Dial Long Distance | 27.61 |
| 3/25/2019 | 15065 | NW Natural | 406.88 |
| 3/25/2019 | 15066 | Xylem | 420.00 |
| 3/25/2019 | EFT | Amazon | 51.10 |
| 3/25/2019 | EFT | US Postal Service | 1.25 |
| 3/26/2019 | EFT | US Postal Service | 1.25 |
| 3/27/2019 | EFT | US Postal Service | 1.25 |
| 3/28/2019 | EFT | US Postal Service | 1.25 |
| 3/29/2019 | EFT | US Postal Service | 1.25 |
| | | General Checking - Columbia Totals | <u>\$36,835.25</u> |

March 2019 Seniors

Due to snow in February the monthly Senior Center meeting was cancelled.

Friday March 8, 2019

The meeting opened at 10:30 am. After Liz welcomed everyone, Ginger Allen, City Manager, spoke to the group. Ginger explained to everyone Liz Tennison's responsibilities and function as Volunteer Senior Services Manager and as the senior center services and activities continue to grow, leadership is important to all those utilizing the services. She reports directly to me, Ginger and her duties include but are not limited to: ordering and/or purchasing of supplies for the Senior Center events, food purchases for Special Events (that are also used to recruit new members) presiding over and recording minutes of the Senior Center monthly attendee meetings, leading and directing other Senior Center Volunteers, reporting to and inform the Scio City Manager of planned activities and Senior Center needs and scheduling programs, recreational programs- site visits, nutritional/wellness programs and guest speakers.

Ginger then went on to explain that purchases for the center must come through Liz and be approved by Ginger. Liz can spend up to \$50 without pre-approval if she deems it appropriate. Larger expenses must be voted on by the group in attendance to determine if an item should be purchased. In order to keep within our \$1,000 annual budget, this process must be adhered to. At this time, the guidelines for the center are "short and sweet" but it may become necessary to put some operating guidelines into place if we see continued growth.

It was explained to the group that we are getting "an intern" who's is going to do her theses on small rural senior centers. Her name is Taylor Weaver, the mayor daughter who is extremely talented as an artist and musician. She grew up in Scio so has a unique perspective coming aboard to work with Liz on developing new programs for senior citizens of Scio. This is exciting news for us.

Ginger then gave a thank you to everyone who attends meetings, events and special programs as the participation brings joy to all who attend and to those of us who only get to listen.

Future plans (which are now just on a "wish list") was presented to the group- perhaps a new building if there is an approval by the city council members and board and perhaps a city bus starting out part time that could also incorporate Covered Bridge tours might be in Scio's future

Ginger went on to say how much she appreciated everyone who comes and has so much fun.

Then Ginger left for a meeting and the group went on to talk about bringing craft projects and classes. Since May has a Fifth Wednesday and a Special Event Day, the group chose Flowers as a theme and Liz will purchase terracotta flower pots so we can decorate them. Since it is too messy to bring in soil and plant them we will get some annuals to put inside of the pots. Games will include Mexican Train Dominoes and Bingo. Liz will purchase some fun prizes for Bingo and the group wanted another

sandwich platter from Big Town Hero. We still have the root beer and ice cream for floats and Liz will pick up some chips and a veggie platter.

Liz advised the group that the Lebanon Senior Center is having a St. Patrick's Performance with the Crazed Weasels Strong Band on Friday March 15th and those who are interested from Scio will meet at city hall at 1 pm and carpool to Lebanon. The event is from 2 to 3 pm.

May will be a busy month, besides our monthly meeting and on Wednesday May 15th the group will meet and go to Schreiner's Iris Garden in Salem. Admission is free but they charge \$5 a car for parking. Liz will see if we can get reimbursed the \$5 fee and limit the number of vehicle's driving there.

The third weekend in May is the Linn County Lamb and Wool Fair and the center will be used again to host the Friends of the Scio Library book sale and fund raiser.

May 29th is the Fifth Wednesday Special Event Day.

The group talked about approving the cost of specialized Covered Bridge puzzles to complete and frame to decorate the walls in the center. To stay within the theme of Scio being the Covered Bridge Capital we will use photos of 3 area covered bridges to send to be customized to decorate our walls. Perhaps the current paintings by local artists could be sold at the book sale if the Friends like that idea. The puzzles cost \$39 per for a 1,000 piece puzzle and frames around \$17 per frame. By ordering them from one company the puzzles would be the same size. After discussion on this matter, Shirley Hardee made a motion to approve the group spending up to \$200 for this project and Virginian Lewis seconded the motion. All were in agreement and the project was approved.

Congratulations were made formally to Nancy Mathias and Jim Kopeski for their very recent wedding.

In a previous meeting we discussed going to Albany to visit the Talking Waters Gardens but since the weather has been so nasty we decided to wait until June or July for that outing where we can enjoy being outdoors. After that visit we will all go out for lunch.

Our next meeting will be held April 12th at 10:30 am The meeting was officially closed at 11:25 am.

Those in attendance were:

Alphadine Freitag, Bob Newell, Brenda Marsters, Shirley Hardee, Bobbe Bass, Janet Burmester, Liz Tennison, Jim Kopeski, Nancy Mathias, Virginia Lewis, Ben Nelson and Linda and Gary Boyajean.



LINN COUNTY SHERIFF'S OFFICE

Jim Yon, Sheriff
1115 S.E. Jackson Street, Albany, OR 97322
Albany, OR. 97322
Phone: 541-967-3950
www.linnsheriff.org

2019

MONTHLY REPORT TO THE CITY OF SCIO FROM THE LINN COUNTY SHERIFF'S OFFICE

FOR THE MONTH OF: **March**

| | |
|---|------|
| TRAFFIC CITATIONS: ----- | 6 |
| TRAFFIC WARNINGS: ----- | 6 |
| TRAFFIC CRASHES: ----- | 2 |
| ADULTS CITED/VIOLATIONS: ----- | 0 |
| ADULTS ARRESTED : ----- | 6 |
| JUVENILES CITED/VIOLATIONS: ----- | 0 |
| JUVENILES ARRESTED: ----- | 0 |
| COMPLAINTS/INCIDENTS INVESTIGATED:----- | 42 |
| TRAFFIC HOURS----- | 7.75 |
| ADMINISTRATION HOURS----- | 3.5 |

TOTAL HOURS SPENT: **SCIO** **76**

CONTRACT HOURS= 72 HOURS

Jim Yon,
Sheriff, Linn County

By: Sergeant Greg Klein



**MONTHLY BULLETIN OF DISPATCHED
CALLS AND CASES
FOR CONTRACT CITIES**

This Report Encompasses: 3/ 1/19 to 3/31/19

Total Incidents This Month: **42**

| Incident Information: | Description |
|--|--|
| CAD# 2019021894 TIME: 3/2/2019 1:00:03AM CASE# CAD Only SCIO CAD CALL COMPLETE | CITIZEN CONTACT Reported at Block of 38500 SW ALDER ST SCIO <hr/> SC- I saw intoxicated subject walking on 5th st. behind the fire station. There are sidewalks available. Upon making contact with <i>the adult male</i> , I inquired where he was going. He was dressed in all dark colors with his hoodie hood up. He told me he was just out for a walk and hw lives north of the RFD. |
| CAD# 2019022175 TIME: 3/2/2019 7:22:55PM CASE# CAD Only SCIO WARNING MOVING VIOLATIC | TRAFFIC STOP Reported at Block of 38700 N MAIN ST SCIO <hr/> Driver warned for a moving violation. |
| CAD# 2019022185 TIME: 3/2/2019 8:00:32PM CASE# CAD Only SCIO CITE NO INSURANCE | TRAFFIC STOP Reported at Block of 38700 N MAIN ST/NW 2ND AVE SCIO <hr/> Driver issued a citation for driving uninsured. |
| CAD# 2019022191 TIME: 3/2/2019 8:17:46PM CASE# CAD Only SCIO CITE MOVING VIOLATION | TRAFFIC STOP Reported at Block of 38700 N MAIN ST/NE 1ST AVE SCIO <hr/> Driver was issued a citation for failing to yield at a stop sign. |
| CAD# 2019022206 TIME: 3/2/2019 9:01:43PM CASE# CAD Only SCIO CITE MOVING VIOLATION | TRAFFIC STOP Reported at Block of 38700 N MAIN ST SCIO <hr/> Two vehicles were stopped for running a stop sign , both drivers were issued citations. |

Incident Information:**Description**

CAD# 2019022454
TIME: 3/3/2019 7:01:40PM
CASE# CAD Only
SCIO
CITE MOVING VIOLATION

TRAFFIC STOP Reported at Block of 38700 N MAIN ST/NW 2ND AVE SCIO

Driver issued a citation for failing to yield at a stop sign.

CAD# 2019022459
TIME: 3/3/2019 7:16:07PM
CASE# CAD Only
SCIO
WARNING MOVING VIOLATIC

TRAFFIC STOP Reported at Block of 38800 N MAIN ST/NE 3RD AVE SCIO

Driver warned for a moving violation.

CAD# 2019022742
TIME: 3/4/2019 3:01:49PM
CASE# CAD Only
SCIO
CAD CALL COMPLETE

SUSPICIOUS VEHICLE Reported at Block of 38700 NW BEECH ST SCIO

REPORTED SUSPICIOUS VEHICLE AND PERSON. LEFT PRIOR TO ARRIVAL. CALLER WANTED THIS DOCUMENTED AND HE WAS TOLD TO CALL IF OCCURRED AGAIN.

CAD# 2019022785
TIME: 3/4/2019 4:32:49PM
CASE# CAD Only
SCIO

INFORMATION ONLY REPORT Reported at Block of 38800 N MAIN ST SCIO

Concerned citizen regarding custodial issue that may come up in the future.

CAD# 2019022827
TIME: 3/4/2019 6:48:43PM
CASE# 1900895
SCIO
REPORT TAKEN

Report Filed. RECKLESS ENDANGERING Reported At Block Of 38800 NW CHERRY ST Occurred between 1847 hours on 3/4/2019 and 1848 hours on 3/4/2019 . Reported:

Shawna Leth, a 24 year old Lebanon resident, was arrested and lodged in Linn County Jail for Burglary 1, Criminal Trespass 2, DUII, Reckless Driving, two counts of Reckless Endangering, Initiating a False Report, and Violation of Probation. This was following an investigation where Leth had reportedly driven to a residence in Scio with her two minor

CAD# 2019023939
TIME: 3/7/2019 7:38:28PM
CASE# CAD Only
SCIO
WARNING MOVING VIOLATIC

TRAFFIC STOP Reported at Block of 38900 SW 5TH AVE/SW ALDER ST SCIO

-Scio- Warn 925/ Fail to obey TC device. (stop sign)

Incident Information:**Description**

CAD# 2019025320
TIME: 3/11/2019 9:54:09PM
CASE# CAD Only
SCIO
CITE MOVING VIOLATION

TRAFFIC STOP Reported at Block of 38700 N MAIN ST/NE 1ST AVE SCIO

Driver was issued a citation for failing to yield at a stop sign.

CAD# 2019025620
TIME: 3/12/2019 7:33:19PM
CASE# CAD Only
SCIO
WARNING MOVING VIOLATIC

TRAFFIC STOP Reported at Block of 38800 N MAIN ST/NW 3RD AVE SCIO

No Public Narrative.

CAD# 2019025627
TIME: 3/12/2019 7:44:23PM
CASE# CAD Only
SCIO
WARNING MOVING VIOLATIC

TRAFFIC STOP Reported at Block of 38800 N MAIN ST SCIO

No Public Narrative.

CAD# 2019025994
TIME: 3/13/2019 5:05:48PM
CASE# CAD Only
SCIO
CAD CALL COMPLETE

EXTRA PATROL Reported at Block of 38900 NW 4TH AVE SCIO

No Public Narrative.

CAD# 2019026151
TIME: 3/14/2019 6:49:27AM
CASE# CAD Only
SCIO
CAD CALL COMPLETE

EXTRA PATROL Reported at Block of 38900 SW 6TH AVE SCIO

CAD# 2019026181
TIME: 3/14/2019 8:39:07AM
CASE# CAD Only
SCIO
CAD CALL COMPLETE

EXTRA PATROL Reported at Block of 38900 SW 6TH AVE SCIO

Incident Information:**Description**

CAD# 2019026433
TIME: 3/14/2019 5:35:33PM
CASE# CAD Only
SCIO
CAD CALL COMPLETE

EXTRA PATROL Reported at Block of 38900 SW 6TH AVE SCIO

CAD# 2019026937
TIME: 3/16/2019 2:31:54AM
CASE# CAD Only
SCIO
CAD CALL COMPLETE

SUSPICIOUS VEHICLE Reported at Block of 38900 NW 1ST AVE SCIO

Intoxicated subject passed out in his parked car. Deputy contacted male and made arrangements for him to be driven home.

CAD# 2019027021
TIME: 3/16/2019 11:33:51AM
CASE# 1901068
SCIO
REPORT TAKEN

REPORT PENDING. Original Call Type: HIT AND RUN Reported At Block Of 38700 N MAIN ST Occurred between 1133 hours on 3/16/2019 and 1133 hours on 3/16/2019 . Reported:

I arrived to the location and contacted the caller. Caller is an employee and had her vehicle backed into by another vehicle before it drove away. I collected security footage from the Stop N Save. A report was taken.

CAD# 2019027240
TIME: 3/16/2019 9:06:50PM
CASE# CAD Only
SCIO
CAD CALL COMPLETE

ALARM LAW ONLY Reported at Block of 38800 N MAIN ST SCIO

-
SC- I arrived on scene and found one vehicle in the parking lot. I met with the RP and we performed a walk through of the building. All was secure. Unknown cause of alarm. Cad

CAD# 2019027619
TIME: 3/18/2019 6:20:10AM
CASE# CAD Only
SCIO
CAD CALL COMPLETE

EXTRA PATROL Reported at Block of 38700 N MAIN ST SCIO

CAD# 2019027623
TIME: 3/18/2019 7:12:19AM
CASE# CAD Only
SCIO
CAD CALL COMPLETE

EXTRA PATROL Reported at Block of 38900 SW 6TH AVE SCIO

Incident Information:**Description**

CAD# 2019027737
TIME: 3/18/2019 12:21:12PM
CASE# CAD Only
SCIO
CAD CALL COMPLETE

EXTRA PATROL Reported at Block of 38900 SW 6TH AVE SCIO

No Public Narrative.

CAD# 2019028094
TIME: 3/19/2019 10:58:54AM
CASE# CAD Only
SCIO

SUSPICIOUS VEHICLE Reported at Block of 38800 NW 1ST AVE SCIO

No Public Narrative.

CAD# 2019028309
TIME: 3/19/2019 8:31:02PM
CASE# CAD Only
SCIO
CAD CALL COMPLETE

SUSPICIOUS VEHICLE Reported at Block of 39000 NE 1ST AVE SCIO

Area checked, vehicle UTL GOA

CAD# 2019028391
TIME: 3/20/2019 7:35:49AM
CASE# CAD Only
SCIO
CAD CALL COMPLETE

SUSPICIOUS CIRCUMSTANCE Reported at Block of 38800 NW 1ST AVE SCIO

No Public Narrative.

caller called back. we can disregard. the backpack belonged to a student

CAD# 2019028548
TIME: 3/20/2019 1:30:11PM
CASE# CAD Only
SCIO

911 HANG UP CALL Reported at Block of 38800 NW CHERRY ST SCIO

No Public Narrative.

CAD# 2019028560
TIME: 3/20/2019 1:53:38PM
CASE# CAD Only
SCIO
FALSE ALARM POLICE

ALARM LAW ONLY Reported at Block of 38800 NW ALDER ST SCIO

false alarm.

Incident Information:**Description**

CAD# 2019028661
TIME: 3/20/2019 5:00:42PM
CASE# CAD Only
SCIO
CAD CALL COMPLETE

HARASSMENT Reported at Block of 38800 NW CHERRY ST SCIO

There was a brief argument between room mates. Both agreed to leave each other alone as the female room mate moved out.

CAD# 2019028749
TIME: 3/20/2019 9:49:57PM
CASE# CAD Only
SCIO
CAD CALL COMPLETE

TRESPASS Reported at Block of 38800 NW GARDEN DR SCIO

Trespass into a vacant house by a neighbor. Caller wants subject trespassed from the location. Attempt made with no success.

CAD# 2019028920
TIME: 3/21/2019 11:26:48AM
CASE# 1901113
SCIO
REPORT TAKEN

REPORT PENDING. Original Call Type: THEFT Reported At Block Of 38600 SE CEDAR ST Occurred between 1126 hours on 3/21/2019 and 1126 hours on 3/21/2019 . Reported:

Caller observed a Black Honda Accord with a male driver and female passenger take two green recycle bags full of Bush and Budweiser beer cans from neighbor's residence. The cans cost 0.10 cents each and is unknown the exact number of cans inside the bags.

CAD# 2019029005
TIME: 3/21/2019 2:59:38PM
CASE# 1901116
SCIO
REPORT TAKEN

REPORT PENDING. Original Call Type: MVC NON INJURY Reported At Block Of 38800 N MAIN ST Occurred between 1459 hours on 3/21/2019 and 1459 hours on 3/21/2019 .

Non-injury crash at S. Main St. and 4th St. in Scio. Santiam towing responded and towed the Town and Country van to their tow yard.

CAD# 2019029158
TIME: 3/21/2019 9:57:37PM
CASE# CAD Only
SCIO
CITE MOVING VIOLATION

TRAFFIC STOP Reported at Block of 38700 SE ASH ST/HWY 226 SCIO

Driver was issued a citation for failing to yield at a stop sign.

CAD# 2019029959
TIME: 3/24/2019 4:46:56AM
CASE# CAD Only
SCIO
CAD CALL COMPLETE

EXTRA PATROL Reported at Block of 39000 NE 4TH AVE SCIO

Incident Information:**Description**

CAD# 2019030748
TIME: 3/26/2019 10:01:00AM
CASE# CAD Only
SCIO
CAD CALL COMPLETE

TRAFFIC COMPLAINT Reported at Block of 38900 HWY 226/SW 3RD AVE SCIO

Caller wanted more speed enforcement on Main St in Scio.

CAD# 2019030760
TIME: 3/26/2019 10:16:50AM
CASE# CAD Only
SCIO
WARNING SPEEDING VIOLAT

TRAFFIC STOP Reported at Block of 38800 HWY 226/SE 5TH AVE SCIO

Driver warned for speeding.

CAD# 2019030764
TIME: 3/26/2019 10:32:10AM
CASE# CAD Only
SCIO
WARNING SPEEDING VIOLAT

TRAFFIC STOP Reported at Block of 38800 HWY 226/SE 5TH AVE SCIO

Driver warned for speeding.

CAD# 2019031352
TIME: 3/27/2019 9:14:32PM
CASE# CAD Only
SCIO
WARNING ISSUED

TRAFFIC RELATED TO CALL Reported at Block of 38900 SW 2ND AVE/HWY 226 SCIO

No Public Narrative.

CAD# 2019031488
TIME: 3/28/2019 9:21:08AM
CASE# CAD Only
SCIO
CAD CALL COMPLETE

FOLLOW UP Reported at Block of 38700 NW BEECH ST SCIO

No Public Narrative.

CAD# 2019032065
TIME: 3/29/2019 6:30:55PM
CASE# CAD Only
SCIO

WELFARE CHECK Reported at Block of 38800 NW 2ND AVE SCIO

No Public Narrative.

Incident Information:

Description

CAD# 2019032372
TIME: 3/30/2019 5:45:21PM
CASE# CAD Only
SCIO
CAD CALL COMPLETE

HARASSMENT Reported at Block of 39000 SE 2ND AVE SCIO

No Public Narrative.



Covered Bridge Capital of the West

City of Scio

P. O. Box 37

Scio, OR 97374

Phone: 503-394-3342

Fax: 503-394-2340

M E M O R A N D U M

TO: Mayor Weaver and Scio City Council

FROM: Ginger Allen, Scio City Manager

RE: Single Family Residential Zones

DATE: April 5, 2019

City Zoning Ordinance, Article 3, Section 3.010(a), defines the Single-Family Residential Zone as allowing one family per lot within said zone. I have recently been informed of at least two families and possibly three families may be residing on a "single-family lot". This may be occurring by families living another person's property, in recreational vehicles, inside a designated Single-Family Residential Zone.

I would like to have a discussion about these situations.

CITY MANAGERS REPORT
Report Period March 6, 2019 – April 5, 2019

Ginger Allen, City Manager

Scio Community Clean-up Days Update

Mayor Weaver, Eloise Peaslee and I met with Scio High School Principal Dani Blackwell, Ms. Cox and the student leadership team on March 12, 2019 to discuss Scio Clean-up Days. It was decided that the city staff would begin prior to the actual school clean-up day which will be Thursday, May 16th from 8:30 a.m. to 11:30 a.m. Over 200 high school students will participate in the clean-up efforts and teachers will assist as supervisors. To date over 11 local businesses are partnering with this effort and creating task lists to assist the students with clean-up assignments.

Parks and Tree Board Update

I have made contact with the Oregon Forestry Department, who will review and advise on the revisions needed in our 2001 Tree Board Ordinance. Once I receive information from the Oregon Forestry Department I will send the ordinance onto Tre Kennedy for final legal review. My plan is to present the revised ordinance at the May 13th city council meeting.

Pot Holes on North Main Street

I sent three pictures of the pot hole in the center of main street, in front of the Post Office and five pictures of several deep pot holes at the corner of 4th and North Main street (going east bound toward Stayton) to Dave Curran, Linn County Road Dept. asking him to address the repairs needed in the roadways. Dave responded very quickly stating that he and his crew are aware of the circumstances and they will address the repairs as soon as the weather permits.

Public Works – Small City Allotment Grant

Ko and Matt, along with the administrative assistance of Cathy Martin are preparing to go out for quotes for minor road repairs associated with the Small City Allotment Grant. We have suffered a set-back due to incorrect pricing quotes in the original bid document. I learned from Shelly A. White-Robinson, Special Program Coordinator for ODOT, Region 2 that the grant will still be upheld. However, we do have to wait on a letter giving the city permission to proceed with project.

Records Codification Update

The Codification process is moving along quicker than expected. Cathy Martin has taken the lead on this project and is doing a great job working with the vendor Municode. Cathy and I are scheduled to have a legal review of the code on Tuesday, April 16, 2019. I will continue to update council on this project.

Scio Memorial Park

I will be meeting with Lamb & Wool Board President, Karen Borchard on Tuesday, April 30, 2019 at 3:00 p.m. to discuss the Scio Memorial Park upgrades and commemorative brick inlays.

Public Works Oversight

Darrell Lockard is no longer providing Waste Water Oversight to the Public Works Division since Matt Winans completed his certification in March. Darrell will stay on as “overseer” of the Collections Division until the end of April. The cost of these oversight duties was reduced drastically from \$750.00 per month to \$250.00 per month. We are very fortunate to have Darrel assisting Scio during this transition period.