

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

AGENDA

August 14, 2023 (6:00 PM)

Mayor Debbie Nuber

Council Pres. Joey Ferguson
Councilor Luke Zedwick

Councilor Dennis Shaffer
Councilor Karen Eckhart

Councilor Tom Gray
Councilor Tom Meyer

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 June 2023 City Council Minutes
- Approval of June and July 2023 Statement of Revenues & Expenditures
- Approval of June and July 2023 Payment Journal
- Approval of January 25, 2023 Planning Commission Minutes

CORRESPONDENCE: None

PRESENTATIONS:

- Linn County Sheriff's Report – Presented by: Linn Co. Deputy
- Scio Library Report – LaVonne Murray, Scio Librarian

PUBLIC COMMENT(S): An opportunity for citizens to comment on items of city business.

REGULAR SESSION:

*****Note:** Following each agenda item, and after a motion is made and seconded, a “call for discussion” should take place before the final vote!! If there is no discussion the Mayor shall call for a vote and move onto the next agenda item.*

- 1) Library Services, Collection Development Policy
Presented by: LaVonne Murray, Scio Librarian
Action: Vote to Approve or Deny

*** I move to approve the Library Collection Development Policy as presented.*

*** I move to deny the Library Collection Development Policy. Please state the reason for denial for the record.*

- 2) Resolution No. 23-11 Unanticipated Revenue Funds – Community Involvement
Presented by: Ginger Allen, Scio City Manager
Action: Vote to Approve or Deny

*** I move to approve Resolution No 23-22 as presented and to be read by title only.*

*** I move to deny Resolution no 23-22. Please state reason for denial for the record.*

- 3) Resolution No. 23-10 Unanticipated Revenue Funds – Library Donation
Presented by: Ginger Allen, Scio City Manager
Action: Vote to Approve or Deny

*** I move to approve Resolution No 23-10 as presented and to be read by title only.*

*** I move to deny Resolution No 23-10. Please state reason for denial for the record.*

- 4) Annual Audit Process - Request for Proposal
Presented by: Ginger Allen, Scio City Manager
Action: Vote to Approve or Deny

*** I move to approve the Request for Proposal for the City's Auditing Services.*

*** I move to deny the Request for Proposal for the City's Auditing Services. Please state the reason for the denial for the record.*

PUBLIC HEARING:

This is the time set aside to "allow and hear any person" wishing to comment on PL2023-01 – Scio School District – Comp Plan Map/Zone Map Change 10S01W018AC, Tax Lot 104 as previously approved by the Scio Planning Commission on July 26, 2023. A copy of the planning document has been placed in the council packet.

(Hearing shall be closed once everyone has had an opportunity to comment on proposed Zone Map Change)

RE-OPEN REGULAR SESSION

- 5) Public Hearing: PL2023-01 – Scio School District – Comp Plan Map/Zone Map Change. This Will be the time for Council Deliberation and Decision
Presented by: Dave Kinney, Planning Consultant
Action: Motion to Approve or Deny
- 6) Ordinance No. 626 – An Ordinance Amending the Scio Comprehensive Plan Map and Scio Zoning Map to Redesignate and Rezone a 0.21-Acre Parcel at 38729 NW Cherry Street in Scio, Oregon.
Presented by: Dave Kinney, Planning Consultant
Action: Motion to Approve or Deny

CITY MANAGERS REPORT

CITY ATTORNEY REPORT

ITEMS FROM COUNCIL

ADJOURNMENT:

Consent Agenda

**City of Scio
City Council Minutes
June 26, 2023**

LOCATION: SCIO CITY COUNCIL CHAMBER, 38957 NW 1ST AVENUE, SCIO
Public was allowed to attend in person or via Zoom.

Time Start: 6:00 P.M.

Time End: 7:22 P.M.

CALL TO ORDER

The meeting was called to order at 6:00 pm by Mayor Debbie Nuber. Everyone stood for the Pledge of Allegiance. Roll call was taken by Cathy Martin, Administrative Assistant.

COUNCIL MEETING ATTENDANCE LOG

COUNCIL	SCIO STAFF
Mayor Debbie Nuber	Ginger Allen, City Manager
Councilor Karen Eckhart	Cathy Martin, Administrative Assistant
Councilor Joey Ferguson	Tre' Kennedy, City Attorney
Councilor Tom Gray - excused	LaVonne Murray, Librarian
Councilor Tom Meyer	
Councilor Dennis Shaffer - excused	
Councilor Luke Zedwick	

AUDIENCE MEMBERS IN ATTENDANCE

Sgt. Steve Frambes, Linn County Sheriff's Office	Dean Schrunk
Nadji Vogel	

AGENDA	ACTIONS
<u>CONSENT AGENDA</u> <ul style="list-style-type: none"> May 22, 2023 City Council Minutes May 2023 Statement of Revenue & Expenditures May 2023 Payment Journal 	<p>Motion from Councilor Ferguson, seconded by Councilor Eckhart to approve the Consent Agenda as presented. Motion passed 4 years / 0 nays</p>
<u>Correspondence</u> <ul style="list-style-type: none"> Scio Friends of the Library – Thank you card S.C.I.O. Beautification Committee – Thank you card 	<p>Council appreciated the cards. Ferguson stated that the flower baskets are beautiful</p>
<u>PRESENTATIONS</u> Linn County Sheriff Report <ul style="list-style-type: none"> a. May 2023 Report – Sgt Frambes b. Council Discussion 	<p>Sgt. Frambes hit on several points.</p> <ul style="list-style-type: none"> Contract hours a little high, over contract amount, due to Lamb & Wool Fair – deputies covered over 20 miles walking More Traffic stops Minimal property crime during the month <p>Meyer noted a large number of dropped calls. Frambes stated that it happens a lot during events. If the calls do</p>

c. Council Decision	<p>Motion from Councilor Zedwick seconded by Councilor Ferguson, to accept the Public Event Permit for National Night Out.</p> <p>Motion passed 4 yeas / 0 nays</p>
<p>Resolution No. 23-03 – Municipal Fees, Water and Sewer System Rates</p> <p>a. Staff Report – Ginger Allen –</p> <p>b. Council Discussion</p> <p>c. Council Decision</p>	<p>Allen stated that the resolution was required to be approved to enact the water, sewer and storm drain rates approved by the budget committee.</p> <p>Martin reviewed the changes in the rates.</p> <p>Allen commented that we have noticed a change in payment habits due to the change in fees that were implemented.</p> <p>None</p> <p>Motion from Councilor Eckhart, seconded by Councilor Zedwick, to approve Resolution No. 23-03 Establishing Municipal Fees, Water and Sewer System Rates, Fees, Charges and Other Expenses Under the Jurisdiction of the City of Scio, and requested the resolution be read by title only.</p> <p>Allen read the resolution by title only.</p> <p>Motion passed 4 yeas / 0 nays</p>
<p>Resolution No. 23-04 Unanticipated Revenue Funds – Library Services</p> <p>a. Staff Report – Ginger Allen</p> <p>b. Council Discussion</p> <p>c. Council Decision</p>	<p>Allen stated that this was the STEM Grant that Ms. Murray spoke about. These funds will be carried forward to FY 2023-2024</p> <p>None</p> <p>Motion from Councilor Zedwick seconded by Councilor Ferguson, to approve Resolution No. 23-04, A Resolution Appropriating Unanticipated Revenue to the General Fund of the City of Scio.</p> <p>Motion passed 4 yeas / 0 nays</p>
<p>Resolution No. 23-09 Transfer of Contingency Funds</p> <p>a. Staff Report – Ginger Allen</p> <p>b. Council Discussion</p>	<p>Ms. Allen asked that the record be shown that the Resolution No, has been taken out of sequence. The water fund needed to move \$3,200 from water contingency to Contract Services.</p> <p>None</p>

<p>c. Council Decision</p>	<p>Motion from Councilor Meyer, seconded by Councilor Zedwick, to approve Resolution No. 23-09, A Resolution of the City Council of the City of Scio for the Purpose of Transferring Appropriations Within a Fund.</p> <p>Motion passed 4 years / 0 nays</p>
<p>PUBLIC HEARING 2023-2024 Scio City Budget a. Staff Report – Ginger Allen</p>	<p>Ms. Allen presented the 2023-2024 Fiscal Year Budget. She reviewed the proposed changes to the budget that was approved by the budget committee.</p> <p>General Fund</p> <ul style="list-style-type: none"> • <i>Beginning Cash Balance</i> increased by \$161,147 • <i>Total Revenues</i> increased by \$161,327 • <i>Personnel Services</i> increased by \$1,071 • <i>Materials and Services</i> decreased by \$205,024 • <i>Capital Outlay</i> increased by \$73,982 • <i>Interfund Transfers Out</i> increased by \$21,280 • <i>Operating Contingency</i> increased by \$269,968 <p>Road Fund</p> <ul style="list-style-type: none"> • <i>Beginning Cash Balance</i> decreased by \$7,742 • <i>Total Revenues</i> increased by \$20,536 • <i>Personnel Services</i> increased by \$179 • <i>Materials and Services</i> increased by \$6,573 • <i>Operating Contingency</i> increased by \$13,784 <p>Water Fund</p> <ul style="list-style-type: none"> • <i>Beginning Cash Balance</i> increased by \$7,786 • <i>Total Revenues</i> increased by \$7,786 • <i>Personnel Services</i> increased by \$1,468 • <i>Materials and Services</i> decreased by \$180 • <i>Interfund Transfers Out</i> increased by \$45,000 • <i>Operating Contingency</i> decreased by \$38,502 <p>Sewer Fund</p> <ul style="list-style-type: none"> • <i>Beginning Cash Balance</i> increased by \$12,105 • <i>Interfund Transfers In</i> increased by \$33,280 • <i>Total Revenue</i> increased by \$45,385 • <i>Personnel Services</i> increased by \$891 • <i>Materials and Services</i> decreased by \$5,680 • <i>Capital Outlay</i> increased by \$65,412 • <i>Operating Contingency</i> decreased by \$15,238 <p>Equipment Reserve Fund</p> <ul style="list-style-type: none"> • <i>Interfund Transfer Out</i> to the Sewer Fund in the amount of \$12,000

<p>b. Council Discussion</p> <p>Public Hearing Closed</p> <p>Resolution No. 23-05, A Resolution Declaring Municipal Services for Fiscal Year 2023-2024 a. Staff Report – Ginger Allen</p> <p>Resolution No. 23-06, A Resolution Declaring the City’s Election to Receive State Revenues a. Staff Report – Ginger Allen</p> <p>Nuber stated that a request had been made by Councilor Shaffer (who was unable to attend the meeting) to grant City Manager, Ginger Allen the same COLA as that received by staff (7% cola instead of 3.5%)</p> <p>Resolution No. 23-07, A Resolution Adopting & Making Appropriations to the 2023-2024 Fiscal Budget a. Staff Report – Ginger Allen</p> <p>Resolution No. 23-08, A Resolution to Impose and Categorize Taxes for Fiscal Year 2023-2024 a. Staff Report – Ginger Allen</p>	<p>6:39 pm</p> <p>Motion from Councilor Eckhart, seconded by Councilor Meyer, to approve Resolution No. 23-05, A Resolution Declaring Municipal Services for Fiscal Year 2023-2024, requesting that the resolution be read by title only, Allen read the resolution by title only. Motion passed 4 yeas / 0 nays</p> <p>Motion from Councilor Eckhart, seconded by Councilor Zedwick, to approve Resolution No. 23-06, A Resolution Declaring the City’s Election to Receive State Revenues, requesting be read by title only. Allen read the resolution by title only. Motion passed 4 yeas / 0 nays</p> <p>Motion by Eckhart, second by Meyer to approve a 7% Cola for Allen – Motion passed 4 yeas/0 nays</p> <p>Motion from Councilor Eckhart, seconded by Councilor Meyer, to approve Resolution No. 23-07, A Resolution Adopting & Making Appropriations to the 2023-2024 Fiscal Budget, requesting read by title only Allen read the resolution by title only. Motion passed 4 yeas / 0 nays</p> <p>Motion from Councilor Zedwick, seconded by Councilor Eckhart to approve Resolution No. 23-08, A Resolution to Impose and Categorize Taxes for Fiscal Year 2023-2024, read by title only. Allen read the resolution by title only. Motion passed 4 yeas / 0 nays</p>
<p>COMMUNICATIONS FROM CITY STAFF a. City Manager’s Report</p>	<p>Ms. Allen reviewed the City Manager’s report dated June 22, 2023</p> <ul style="list-style-type: none"> • PW Shop Update – June 7th, Opening Celebration was really nice. Still have some things to complete by staff. A small punch list to be completed by the contractor. Final payment will not be issued until the punch list is completed. • Parks and Tree Committee Update – money added to the parks fund. • Council Email Accounts – • Safe Routes to School Project – project is underway. Question as to placing a bulb-out at

<p>b. City Attorney's Report</p>	<p>the school and park area. The adjustment to the sidewalk/school entrance to high of a grade. County required that the bulb out be eliminated. Contractor plans to be done in advance of the start of school.</p> <ul style="list-style-type: none"> • Small City Allotment Grant – will be starting on July 10th – 4-6 weeks for completion. City will be able to apply for another grant. Question was asked if there will be enough radius for trucks to turn at that intersection. There will not be handicap bulb outs, only ramps. • July City Council Meeting – No meeting planned at this time. <p>None</p>
<p><u>ITEMS FROM THE COUNCIL</u></p> <p>a. Councilor Meyer</p> <p>b. Councilor Eckhart</p> <p>c. Mayor Nuber</p> <p>d. Councilor Ferguson</p> <p>g. Councilor Zedwick</p>	<p>Appreciate all you have done.</p> <p>National Night out, Tuesday, August 1st – asked if the council would be willing to serve. Thank you for all the work on the budget</p> <p>All School Alumni on Sunday, Class of 1973 at the Highschool, Class of 1965 also had an event. Great weekend in Scio.</p> <p>Thank you for all the work on the budget and special projects.</p> <p>Excited about the projects, enhanced livability. Allen spoke about Councilor Zedwick's work on a committee with ODOT engineering study – Sidewalks on Highway 226.</p>
<p><u>PUBLIC COMMENTS</u></p> <p>a. None</p>	

Statement of Revenue and Expenditures

Acct	Current Period Jun 2023 Jun 2023 Actual	Year-To-Date Jul 2022 Jun 2023 Actual	Annual Budget Jul 2022 Jun 2023	Annual Budget Jul 2022 Jun 2023 Variance	Jul 2022 Jun 2023 Percent of Budget
Revenue & Expenditures					
Revenue					
Tax Receipts					
4120 Property Taxes	8,920.28	290,258.04	280,000.00	(10,258.04)	103.7%
4211 Cigarette Tax	47.13	646.60	800.00	153.40	80.8%
4212 Liquor Control Taxes	1,404.97	18,891.08	17,000.00	(1,891.08)	111.1%
4213 Marijuana Tax	0.00	1,235.39	1,200.00	(35.39)	102.9%
Total Tax Receipts	\$10,372.38	\$311,031.11	\$299,000.00	(\$12,031.11)	
Government Receipts					
4240 Intergovernmental	0.00	10,963.43	10,000.00	(963.43)	109.6%
Total Government Receipts	\$0.00	\$10,963.43	\$10,000.00	(\$963.43)	
Franchise Fees					
4251 Franchise - Northwest Nat	0.00	3,638.84	2,900.00	(738.84)	125.5%
4252 Franchise - Pacific Power	1,011.50	12,277.62	11,000.00	(1,277.62)	111.6%
4253 Franchise - Republic	0.00	3,673.19	3,000.00	(673.19)	122.4%
4255 Franchise - SMTA	58.69	529.39	400.00	(129.39)	132.3%
Total Franchise Fees	\$1,070.19	\$20,119.04	\$17,300.00	(\$2,819.04)	
Fees & Permits					
4271 Planning Fees	0.00	4,812.95	4,000.00	(812.95)	120.3%
4272 Building Permits	104.65	2,162.24	3,000.00	837.76	72.1%
Total Fees & Permits	\$104.65	\$6,975.19	\$7,000.00	\$24.81	
Fines and Forfeitures					
4290 Fines and Forfeitures	0.00	575.00	500.00	(75.00)	115.0%
Total Fines and Forfeitures	\$0.00	\$575.00	\$500.00	(\$75.00)	
Other Revenue					
4110 Investment Earnings	1,147.56	33,782.75	5,500.00	(28,282.75)	614.2%
4260 Library Income	0.00	8,400.00	8,400.00	0.00	100.0%
4261 Library Fees	282.01	4,539.55	2,000.00	(2,539.55)	227.0%
4262 Library Donations	0.00	6,712.75	7,852.19	1,139.44	85.5%
4263 Library Grants	750.00	10,172.25	10,172.00	(0.25)	100.0%
4264 Library Other	33.00	555.00	0.00	(555.00)	0.0%
4350 Miscellaneous	105.00	7,462.33	1,500.00	(5,962.33)	497.5%
4360 Veterans Memorial Park	0.00	50.00	0.00	(50.00)	0.0%
Total Other Revenue	\$2,317.57	\$71,674.63	\$35,424.19	(\$36,250.44)	
Revenue	\$13,864.79	\$421,338.40	\$369,224.19	(\$52,114.21)	
Gross Profit	\$13,864.79	\$421,338.40	\$369,224.19	\$0.00	
Expenses					
Personnel Services					
5110 Salaries	8,914.15	116,246.66	105,996.00	(10,250.66)	109.7%
5120 Payroll Taxes	751.43	9,818.56	13,779.00	3,960.44	71.3%
5130 Benefits	1,817.21	20,860.95	39,071.00	18,210.05	53.4%
Total Personnel Services	\$11,482.79	\$146,926.17	\$158,846.00	\$11,919.83	
Materials and Services					
6210 Advertising	0.00	328.18	625.00	296.82	52.5%
6220 City Attorney	220.00	2,640.00	3,360.00	720.00	78.6%
6230 Contract Services	1,210.25	45,917.25	170,120.00	124,202.75	27.0%
6250 Police Services	0.00	68,505.00	75,000.00	6,495.00	91.3%
6260 Materials & Supplies	71.85	2,263.56	1,500.00	(763.56)	150.9%
6270 Community Involvement	0.00	4,471.71	5,400.00	928.29	82.8%
6280 Miscellaneous	11.48	1,417.21	1,500.00	82.79	94.5%
6290 Bank Charges and Fees	28.43	459.55	950.00	490.45	48.4%

Statement of Revenue and Expenditures

Acct	Current Period Jun 2023 Jun 2023 Actual	Year-To-Date Jul 2022 Jun 2023 Actual	Annual Budget Jul 2022 Jun 2023	Annual Budget Jul 2022 Jun 2023 Variance	Jul 2022 Jun 2023 Percent of Budget
Revenue & Expenditures					
Expenses					
Materials and Services					
6310 Insurance	0.00	5,095.78	4,874.00	(221.78)	104.6%
6320 Education	0.00	0.00	200.00	200.00	0.0%
6330 Grant Expenses	3,477.72	22,026.09	122,280.00	100,253.91	18.0%
6341 Utilities - Electricity	1,197.42	14,510.81	19,000.00	4,489.19	76.4%
6342 Utilities - Gas	5.44	1,065.79	1,750.00	684.21	60.9%
6343 Utilities - Telephone	0.00	1,370.96	1,400.00	29.04	97.9%
6344 Utilities - Garbage	11.19	127.84	150.00	22.16	85.2%
6350 Equipment Maintenance	0.00	132.66	2,500.00	2,367.34	5.3%
6360 Building Maintenance	0.00	4,304.61	1,000.00	(3,304.61)	430.5%
6370 Flood Mitigation	0.00	15,535.00	16,750.00	1,215.00	92.7%
6381 Library - Books	26.98	6,279.92	6,360.00	80.08	98.7%
6382 Library - Audio/Visual	0.00	497.78	490.00	(7.78)	101.6%
6383 Library -	0.00	0.00	50.00	50.00	0.0%
6384 Library - Materials &	6.00	785.52	700.00	(85.52)	112.2%
6385 Library - Miscellaneous	682.03	3,853.03	3,800.00	(53.03)	101.4%
6386 Library - Technical Support	1,000.00	1,000.00	1,500.00	500.00	66.7%
6387 Library - Donations	0.00	2,893.05	3,962.19	1,069.14	73.0%
6388 Library - Grants	248.98	17,313.25	18,063.00	749.75	95.8%
6389 Library - Programming	550.00	2,053.71	1,890.00	(163.71)	108.7%
6390 Planning	0.00	5,688.97	6,500.00	811.03	87.5%
6400 Parks	0.00	3,245.12	5,000.00	1,754.88	64.9%
6401 Veterans Memorial Park	220.00	220.00	753.00	533.00	29.2%
6410 Senior Services	0.00	21.78	1,000.00	978.22	2.2%
6430 Transportation	0.00	1,723.01	3,500.00	1,776.99	49.2%
Total Materials and Services	\$8,967.77	\$235,747.14	\$481,927.19	\$246,180.05	
Capital Outlay					
7100 Property	0.00	11,700.06	450,000.00	438,299.94	2.6%
7120 Office Equipment	0.00	723.84	2,500.00	1,776.16	29.0%
7130 Special Projects/Grants	94,038.88	1,350,679.28	1,433,458.00	82,778.72	94.2%
Total Capital Outlay	\$94,038.88	\$1,363,103.18	\$1,885,958.00	\$522,854.82	
Other Expenses					
7600 Building Loan	460.47	5,421.68	10,800.00	5,378.32	50.2%
9110 Operating Contingency	0.00	0.00	197,413.00	197,413.00	0.0%
Total Other Expenses	\$460.47	\$5,421.68	\$208,213.00	\$202,791.32	
Expenses	\$114,949.91	\$1,751,198.17	\$2,734,944.19	\$983,746.02	
Revenue Less Expenditures	(\$101,085.12)	(\$1,329,859.77)	(\$2,365,720.00)	\$0.00	
Other Revenue					
Extraordinary Income					
4900 Bldg Permit Pass Thru	383.67	12,540.73	0.00	(12,540.73)	0.0%
Total Extraordinary Income	\$383.67	\$12,540.73	\$0.00	(\$12,540.73)	
Other Revenue	\$383.67	\$12,540.73	\$0.00	(\$12,540.73)	
Other Expenses					
Extraordinary Expense					
9500 Bldg Permit Pass Thru	1,999.36	12,540.73	0.00	(12,540.73)	0.0%
Total Extraordinary Expense	\$1,999.36	\$12,540.73	\$0.00	(\$12,540.73)	
Other Expenses	\$1,999.36	\$12,540.73	\$0.00	(\$12,540.73)	
Net Change in Fund Balance	(\$102,700.81)	(\$1,329,859.77)	(\$2,365,720.00)	\$0.00	

General Fund

Statement of Revenue and Expenditures

Acct	Current Period Jun 2023 Jun 2023 Actual	Year-To-Date Jul 2022 Jun 2023 Actual	Annual Budget Jul 2022 Jun 2023	Annual Budget Jul 2022 Jun 2023 Variance	Jul 2022 Jun 2023 Percent of Budget
Fund Balances					
Beginning Fund Balance	1,144,072.40	2,371,231.36	0.00	0.00	0.0%
Net Change in Fund Balance	(102,700.81)	(1,329,859.77)	(2,365,720.00)	0.00	0.0%
Ending Fund Balance	1,041,371.59	1,041,371.59	0.00	0.00	0.0%

Statement of Revenue and Expenditures

Acct		Current Period Jun 2023 Jun 2023 Actual	Year-To-Date Jul 2022 Jun 2023 Actual	Annual Budget Jul 2022 Jun 2023	Annual Budget Jul 2022 Jun 2023 Variance	Jul 2022 Jun 2023 Percent of Budget
Revenue & Expenditures						
Revenue						
Tax Receipts						
4220	State Highway Taxes	6,126.60	74,708.33	76,000.00	1,291.67	98.3%
Total Tax Receipts		\$6,126.60	\$74,708.33	\$76,000.00	\$1,291.67	
Franchise Fees						
4251	Franchise - Northwest Nat	0.00	3,638.85	2,900.00	(738.85)	125.5%
4252	Franchise - Pacific Power	1,011.50	12,277.63	11,000.00	(1,277.63)	111.6%
4253	Franchise - Republic	0.00	3,673.18	3,000.00	(673.18)	122.4%
4255	Franchise - SMTA	58.69	529.39	400.00	(129.39)	132.3%
Total Franchise Fees		\$1,070.19	\$20,119.05	\$17,300.00	(\$2,819.05)	
Other Revenue						
4330	Grants	0.00	42,461.89	600,000.00	557,538.11	7.1%
4350	Miscellaneous	0.00	100.00	0.00	(100.00)	0.0%
Total Other Revenue		\$0.00	\$42,561.89	\$600,000.00	\$557,438.11	
Revenue		\$7,196.79	\$137,389.27	\$693,300.00	\$555,910.73	
Gross Profit		\$7,196.79	\$137,389.27	\$693,300.00	\$0.00	
Expenses						
Personnel Services						
5110	Salaries	1,228.98	15,038.01	19,613.00	4,574.99	76.7%
5120	Payroll Taxes	104.12	1,467.03	2,550.00	1,082.97	57.5%
5130	Benefits	457.29	5,737.05	7,027.00	1,289.95	81.6%
Total Personnel Services		\$1,790.39	\$22,242.09	\$29,190.00	\$6,947.91	
Materials and Services						
6210	Advertising	0.00	79.30	125.00	45.70	63.4%
6220	City Attorney	110.00	1,320.00	1,680.00	360.00	78.6%
6230	Contract Services	4,298.98	5,644.96	1,860.00	(3,784.96)	303.5%
6240	Engineering Consultants	780.22	11,258.82	12,000.00	741.18	93.8%
6260	Materials & Supplies	7.48	8,034.34	8,180.00	145.66	98.2%
6280	Miscellaneous	0.00	156.56	250.00	93.44	62.6%
6290	Bank Charges and Fees	5.34	80.59	180.00	99.41	44.8%
6310	Insurance	0.00	1,095.82	975.00	(120.82)	112.4%
6320	Education	0.00	0.00	400.00	400.00	0.0%
6330	Grant Expenses	0.00	38,426.81	81,706.00	43,279.19	47.0%
6341	Utilities - Electricity	18.01	64.50	1,500.00	1,435.50	4.3%
6342	Utilities - Gas	4.18	59.57	500.00	440.43	11.9%
6343	Utilities - Telephone	0.00	78.97	100.00	21.03	79.0%
6344	Utilities - Garbage	7.34	83.81	100.00	16.19	83.8%
6350	Equipment Maintenance	0.00	23.63	1,250.00	1,226.37	1.9%
6360	Building Maintenance	0.00	115.77	100.00	(15.77)	115.8%
6430	Transportation	37.57	410.18	1,500.00	1,089.82	27.3%
Total Materials and Services		\$5,269.12	\$66,933.63	\$112,406.00	\$45,472.37	
Capital Outlay						
7130	Special Projects/Grants	0.00	0.00	623,964.00	623,964.00	0.0%
7140	Bike and Walkway	910.10	1,500.00	1,500.00	0.00	100.0%
7150	Capital Improvements	0.00	0.00	25,000.00	25,000.00	0.0%
Total Capital Outlay		\$910.10	\$1,500.00	\$650,464.00	\$648,964.00	
Other Expenses						
7600	Building Loan	637.58	7,506.96	14,400.00	6,893.04	52.1%

Statement of Revenue and Expenditures

Acct	Current Period	Year-To-Date	Annual Budget	Annual Budget	Jul 2022
	Jun 2023	Jul 2022	Jul 2022	Jul 2022	Jun 2023
	Jun 2023	Jun 2023	Jun 2023	Jun 2023	Percent of
	Actual	Actual		Variance	Budget
Revenue & Expenditures					
Expenses					
Other Expenses					
9110 Operating Contingency	0.00	0.00	82,116.00	82,116.00	0.0%
Total Other Expenses	\$637.58	\$7,506.96	\$96,516.00	\$89,009.04	
Expenses	\$8,607.19	\$98,182.68	\$888,576.00	\$790,393.32	
Revenue Less Expenditures	(\$1,410.40)	\$39,206.59	(\$195,276.00)	\$0.00	
Net Change in Fund Balance	(\$1,410.40)	\$39,206.59	(\$195,276.00)	\$0.00	
Fund Balances					
Beginning Fund Balance	235,893.19	195,276.20	0.00	0.00	0.0%
Net Change in Fund Balance	(1,410.40)	39,206.59	(195,276.00)	0.00	0.0%
Ending Fund Balance	234,482.79	234,482.79	0.00	0.00	0.0%

Statement of Revenue and Expenditures

Acct		Current Period Jun 2023 Jun 2023 Actual	Year-To-Date Jul 2022 Jun 2023 Actual	Annual Budget Jul 2022 Jun 2023	Annual Budget Jul 2022 Jun 2023 Variance	Jul 2022 Jun 2023 Percent of Budget
Revenue & Expenditures						
Revenue						
Other Revenue						
4350	Miscellaneous	0.00	739.18	2,000.00	1,260.82	37.0%
	Total Other Revenue	\$0.00	\$739.18	\$2,000.00	\$1,260.82	
User Fees						
4300	User Fees	31,175.82	360,512.83	354,200.00	(6,312.83)	101.8%
4301	Late Charges	121.00	1,512.99	1,150.00	(362.99)	131.6%
4302	24 Hour Notice	87.50	1,537.50	1,260.00	(277.50)	122.0%
4303	Reconnect Fees	150.00	275.00	250.00	(25.00)	110.0%
4304	Backflow Test	0.00	4,260.00	2,130.00	(2,130.00)	200.0%
4320	Water Deposits	300.00	2,800.00	4,000.00	1,200.00	70.0%
	Total User Fees	\$31,834.32	\$370,898.32	\$362,990.00	(\$7,908.32)	
	Revenue	\$31,834.32	\$371,637.50	\$364,990.00	(\$6,647.50)	
	Gross Profit	\$31,834.32	\$371,637.50	\$364,990.00	\$0.00	
Expenses						
Personnel Services						
5110	Salaries	8,134.25	97,260.21	100,079.00	2,818.79	97.2%
5120	Payroll Taxes	688.48	9,340.34	13,010.00	3,669.66	71.8%
5130	Benefits	2,654.47	33,631.27	35,371.00	1,739.73	95.1%
	Total Personnel Services	\$11,477.20	\$140,231.82	\$148,460.00	\$8,228.18	
Materials and Services						
6210	Advertising	0.00	498.95	875.00	376.05	57.0%
6220	City Attorney	385.00	4,620.00	5,880.00	1,260.00	78.6%
6230	Contract Services	416.40	15,098.97	11,930.00	(3,168.97)	126.6%
6260	Materials & Supplies	167.97	11,361.16	10,290.00	(1,071.16)	110.4%
6280	Miscellaneous	0.00	4,113.82	2,450.00	(1,663.82)	167.9%
6290	Bank Charges and Fees	48.79	692.47	1,360.00	667.53	50.9%
6310	Insurance	0.00	6,984.10	3,820.00	(3,164.10)	182.8%
6320	Education	0.00	675.16	1,500.00	824.84	45.0%
6341	Utilities - Electricity	1,069.05	11,555.59	12,500.00	944.41	92.4%
6342	Utilities - Gas	13.79	911.99	1,000.00	88.01	91.2%
6343	Utilities - Telephone	0.00	1,056.90	1,250.00	193.10	84.6%
6344	Utilities - Garbage	7.34	83.81	100.00	16.19	83.8%
6350	Equipment Maintenance	0.00	2,125.00	2,460.00	335.00	86.4%
6360	Building Maintenance	390.00	796.02	500.00	(296.02)	159.2%
6420	Water Deposit Refunds	0.00	3,360.00	4,000.00	640.00	84.0%
6430	Transportation	75.15	1,000.61	2,500.00	1,499.39	40.0%
	Total Materials and Services	\$2,573.49	\$64,934.55	\$62,415.00	(\$2,519.55)	
Capital Outlay						
7160	Equipment	0.00	0.00	3,500.00	3,500.00	0.0%
	Total Capital Outlay	\$0.00	\$0.00	\$3,500.00	\$3,500.00	
Other Expenses						
7500	Water Loan	2,110.96	50,331.52	50,500.00	168.48	99.7%
7600	Building Loan	1,487.68	17,516.23	33,915.00	16,398.77	51.6%
9110	Operating Contingency	0.00	0.00	148,742.00	148,742.00	0.0%
	Total Other Expenses	\$3,598.64	\$67,847.75	\$233,157.00	\$165,309.25	
	Expenses	\$17,649.33	\$273,014.12	\$447,532.00	\$174,517.88	
	Revenue Less Expenditures	\$14,184.99	\$98,623.38	(\$82,542.00)	\$0.00	
	Net Change in Fund Balance	\$14,184.99	\$98,623.38	(\$82,542.00)	\$0.00	

Statement of Revenue and Expenditures

Acct	Current Period	Year-To-Date	Annual Budget	Annual Budget	Jul 2022
	Jun 2023 Jun 2023 Actual	Jul 2022 Jun 2023 Actual	Jul 2022 Jun 2023	Jul 2022 Jun 2023 Variance	Jun 2023 Percent of Budget
Fund Balances					
Beginning Fund Balance	168,865.87	84,427.48	0.00	0.00	0.0%
Net Change in Fund Balance	14,184.99	98,623.38	(82,542.00)	0.00	0.0%
Ending Fund Balance	183,050.86	183,050.86	0.00	0.00	0.0%

Statement of Revenue and Expenditures

Acct	Current Period Jun 2023 Jun 2023 Actual	Year-To-Date Jul 2022 Jun 2023 Actual	Annual Budget Jul 2022 Jun 2023	Annual Budget Jul 2022 Jun 2023 Variance	Jul 2022 Jun 2023 Percent of Budget
Revenue & Expenditures					
Revenue					
Other Revenue					
4330 Grants	0.00	111,279.58	111,217.00	(62.58)	100.1%
4350 Miscellaneous	0.00	50.00	0.00	(50.00)	0.0%
Total Other Revenue	\$0.00	\$111,329.58	\$111,217.00	(\$112.58)	
User Fees					
4300 User Fees	21,628.77	259,333.55	268,800.00	9,466.45	96.5%
4301 Late Charges	121.00	1,513.00	1,150.00	(363.00)	131.6%
4302 24 Hour Notice	87.50	1,537.50	1,260.00	(277.50)	122.0%
4303 Reconnect Fees	150.00	275.00	250.00	(25.00)	110.0%
Total User Fees	\$21,987.27	\$262,659.05	\$271,460.00	\$8,800.95	
Revenue	\$21,987.27	\$373,988.63	\$382,677.00	\$8,688.37	
Gross Profit	\$21,987.27	\$373,988.63	\$382,677.00	\$0.00	
Expenses					
Personnel Services					
5110 Salaries	5,787.45	70,338.48	86,668.00	16,329.52	81.2%
5120 Payroll Taxes	490.14	6,705.18	11,267.00	4,561.82	59.5%
5130 Benefits	2,075.12	26,145.64	30,647.00	4,501.36	85.3%
Total Personnel Services	\$8,352.71	\$103,189.30	\$128,582.00	\$25,392.70	
Materials and Services					
6210 Advertising	0.00	508.71	875.00	366.29	58.1%
6220 City Attorney	385.00	4,620.00	5,880.00	1,260.00	78.6%
6230 Contract Services	1,126.36	21,711.33	13,400.00	(8,311.33)	162.0%
6240 Engineering Consultants	0.00	1,862.50	2,000.00	137.50	93.1%
6260 Materials & Supplies	414.17	14,311.20	23,600.00	9,288.80	60.6%
6280 Miscellaneous	0.00	200.87	200.00	(0.87)	100.4%
6290 Bank Charges and Fees	48.66	690.22	1,360.00	669.78	50.8%
6310 Insurance	0.00	7,034.10	6,820.00	(214.10)	103.1%
6320 Education	0.00	675.15	1,500.00	824.85	45.0%
6341 Utilities - Electricity	506.30	5,559.85	7,500.00	1,940.15	74.1%
6342 Utilities - Gas	133.59	2,346.05	2,500.00	153.95	93.8%
6343 Utilities - Telephone	0.00	1,005.81	1,250.00	244.19	80.5%
6344 Utilities - Garbage	9.09	103.83	125.00	21.17	83.1%
6350 Equipment Maintenance	0.00	10,188.76	14,400.00	4,211.24	70.8%
6360 Building Maintenance	0.00	394.75	500.00	105.25	79.0%
6430 Transportation	75.15	1,126.60	2,800.00	1,673.40	40.2%
Total Materials and Services	\$2,698.32	\$72,339.73	\$84,710.00	\$12,370.27	
Capital Outlay					
7130 Special Projects/Grants	0.00	14,461.30	201,117.00	186,655.70	7.2%
7160 Equipment	0.00	2,000.00	4,000.00	2,000.00	50.0%
Total Capital Outlay	\$0.00	\$16,461.30	\$205,117.00	\$188,655.70	
Other Expenses					
7600 Building Loan	956.37	11,260.44	21,600.00	10,339.56	52.1%
9110 Operating Contingency	0.00	0.00	128,949.00	128,949.00	0.0%
Total Other Expenses	\$956.37	\$11,260.44	\$150,549.00	\$139,288.56	
Expenses	\$12,007.40	\$203,250.77	\$568,958.00	\$365,707.23	
Revenue Less Expenditures	\$9,979.87	\$170,737.86	(\$186,281.00)	\$0.00	
Net Change in Fund Balance	\$9,979.87	\$170,737.86	(\$186,281.00)	\$0.00	

Statement of Revenue and Expenditures

Acct	Current Period	Year-To-Date	Annual Budget	Annual Budget	Jul 2022
	Jun 2023 Jun 2023 Actual	Jul 2022 Jun 2023 Actual	Jul 2022 Jun 2023	Jul 2022 Jun 2023 Variance	Jun 2023 Percent of Budget
Fund Balances					
Beginning Fund Balance	348,114.96	187,356.97	0.00	0.00	0.0%
Net Change in Fund Balance	9,979.87	170,737.86	(186,281.00)	0.00	0.0%
Ending Fund Balance	358,094.83	358,094.83	0.00	0.00	0.0%

Statement of Revenue and Expenditures

Acct	Current Period Jul 2023 Jul 2023 Actual	Year-To-Date Jul 2023 Jul 2023 Actual	Annual Budget Jul 2023 Jun 2024	Annual Budget Jul 2023 Jun 2024 Variance	Jul 2023 Jun 2024 Percent of Budget
Revenue & Expenditures					
Revenue					
Tax Receipts					
4120 Property Taxes	0.00	0.00	290,000.00	290,000.00	0.0%
4211 Cigarette Tax	116.57	116.57	780.00	663.43	14.9%
4212 Liquor Control Taxes	2,164.34	2,164.34	18,000.00	15,835.66	12.0%
4213 Marijuana Tax	308.56	308.56	1,200.00	891.44	25.7%
Total Tax Receipts	\$2,589.47	\$2,589.47	\$309,980.00	\$307,390.53	
Government Receipts					
4240 Intergovernmental	0.00	0.00	11,000.00	11,000.00	0.0%
Total Government Receipts	\$0.00	\$0.00	\$11,000.00	\$11,000.00	
Franchise Fees					
4251 Franchise - Northwest Nat	0.00	0.00	3,500.00	3,500.00	0.0%
4252 Franchise - Pacific Power	942.25	942.25	12,000.00	11,057.75	7.9%
4253 Franchise - Republic	893.84	893.84	3,600.00	2,706.16	24.8%
4255 Franchise - SMTA	58.75	58.75	500.00	441.25	11.8%
Total Franchise Fees	\$1,894.84	\$1,894.84	\$19,600.00	\$17,705.16	
Fees & Permits					
4271 Planning Fees	0.00	0.00	4,000.00	4,000.00	0.0%
4272 Building Permits	125.25	125.25	2,500.00	2,374.75	5.0%
Total Fees & Permits	\$125.25	\$125.25	\$6,500.00	\$6,374.75	
Fines and Forfeitures					
4290 Fines and Forfeitures	7.00	7.00	500.00	493.00	1.4%
Total Fines and Forfeitures	\$7.00	\$7.00	\$500.00	\$493.00	
Other Revenue					
4110 Investment Earnings	0.00	0.00	12,000.00	12,000.00	0.0%
4260 Library Income	0.00	0.00	9,000.00	9,000.00	0.0%
4261 Library Fees	144.99	144.99	4,000.00	3,855.01	3.6%
4262 Library Donations	2,150.00	2,150.00	0.00	(2,150.00)	0.0%
4263 Library Grants	0.00	0.00	750.00	750.00	0.0%
4264 Library Other	105.00	105.00	500.00	395.00	21.0%
4350 Miscellaneous	75.87	75.87	1,200.00	1,124.13	6.3%
Total Other Revenue	\$2,475.86	\$2,475.86	\$27,450.00	\$24,974.14	
Revenue	\$7,092.42	\$7,092.42	\$375,030.00	\$367,937.58	
Gross Profit	\$7,092.42	\$7,092.42	\$375,030.00	\$0.00	
Expenses					
Personnel Services					
5110 Salaries	9,462.02	9,462.02	106,675.00	97,212.98	8.9%
5120 Payroll Taxes	789.21	789.21	11,735.00	10,945.79	6.7%
5130 Benefits	1,817.21	1,817.21	28,250.00	26,432.79	6.4%
Total Personnel Services	\$12,068.44	\$12,068.44	\$146,660.00	\$134,591.56	
Materials and Services					
6210 Advertising	58.00	58.00	700.00	642.00	8.3%
6220 City Attorney	0.00	0.00	3,360.00	3,360.00	0.0%
6230 Contract Services	3,067.01	3,067.01	118,450.00	115,382.99	2.6%
6240 Engineering Consultants	4,598.00	4,598.00	50,000.00	45,402.00	9.2%
6250 Police Services	0.00	0.00	75,000.00	75,000.00	0.0%
6260 Materials & Supplies	442.73	442.73	2,500.00	2,057.27	17.7%
6270 Community Involvement	2,540.00	2,540.00	12,000.00	9,460.00	21.2%
6280 Miscellaneous	0.00	0.00	2,000.00	2,000.00	0.0%
6290 Bank Charges and Fees	33.39	33.39	700.00	666.61	4.8%

Statement of Revenue and Expenditures

Acct	Current Period Jul 2023 Jul 2023 Actual	Year-To-Date Jul 2023 Jul 2023 Actual	Annual Budget Jul 2023 Jun 2024	Annual Budget Jul 2023 Jun 2024 Variance	Jul 2023 Jun 2024 Percent of Budget
Revenue & Expenditures					
Expenses					
Materials and Services					
6310 Insurance	5,959.99	5,959.99	6,325.00	365.01	94.2%
6320 Education	0.00	0.00	200.00	200.00	0.0%
6341 Utilities - Electricity	1,221.39	1,221.39	21,000.00	19,778.61	5.8%
6342 Utilities - Gas	17.67	17.67	2,500.00	2,482.33	0.7%
6343 Utilities - Telephone	87.63	87.63	1,800.00	1,712.37	4.9%
6344 Utilities - Garbage	11.19	11.19	300.00	288.81	3.7%
6350 Equipment Maintenance	0.00	0.00	1,000.00	1,000.00	0.0%
6360 Building Maintenance	0.00	0.00	1,500.00	1,500.00	0.0%
6370 Flood Mitigation	3,883.75	3,883.75	17,000.00	13,116.25	22.8%
6381 Library - Books	309.88	309.88	6,920.00	6,610.12	4.5%
6382 Library - Audio/Visual	0.00	0.00	500.00	500.00	0.0%
6383 Library -	0.00	0.00	50.00	50.00	0.0%
6384 Library - Materials &	128.21	128.21	900.00	771.79	14.2%
6385 Library - Miscellaneous	103.30	103.30	200.00	96.70	51.7%
6386 Library - Technical Support	1,000.00	1,000.00	2,400.00	1,400.00	41.7%
6388 Library - Grants	0.00	0.00	750.00	750.00	0.0%
6389 Library - Programming	885.94	885.94	2,530.00	1,644.06	35.0%
6390 Planning	699.20	699.20	6,500.00	5,800.80	10.8%
6400 Parks	0.00	0.00	45,000.00	45,000.00	0.0%
6401 Veterans Memorial Park	0.00	0.00	533.00	533.00	0.0%
6410 Senior Services	0.00	0.00	1,000.00	1,000.00	0.0%
6430 Transportation	10.84	10.84	2,000.00	1,989.16	0.5%
Total Materials and Services	\$25,058.12	\$25,058.12	\$385,618.00	\$360,559.88	
Capital Outlay					
7120 Office Equipment	0.00	0.00	900.00	900.00	0.0%
7130 Special Projects/Grants	0.00	0.00	166,247.00	166,247.00	0.0%
7160 Equipment	6,455.00	6,455.00	0.00	(6,455.00)	0.0%
Total Capital Outlay	\$6,455.00	\$6,455.00	\$167,147.00	\$160,692.00	
Other Expenses					
7600 Building Loan	342.78	342.78	8,000.00	7,657.22	4.3%
9110 Operating Contingency	0.00	0.00	686,264.00	686,264.00	0.0%
Total Other Expenses	\$342.78	\$342.78	\$694,264.00	\$693,921.22	
Interfund Transfers					
8140 Transfer To Sewer Fund	0.00	0.00	21,280.00	21,280.00	0.0%
Total Interfund Transfers	\$0.00	\$0.00	\$21,280.00	\$21,280.00	
Expenses	\$43,924.34	\$43,924.34	\$1,414,969.00	\$1,371,044.66	
Revenue Less Expenditures	(\$36,831.92)	(\$36,831.92)	(\$1,039,939.00)	\$0.00	
Other Revenue					
Extraordinary Income					
4900 Bldg Permit Pass Thru	565.87	565.87	0.00	(565.87)	0.0%
Total Extraordinary Income	\$565.87	\$565.87	\$0.00	(\$565.87)	
Other Revenue	\$565.87	\$565.87	\$0.00	(\$565.87)	
Net Change in Fund Balance	(\$36,266.05)	(\$36,266.05)	(\$1,039,939.00)	\$0.00	
Fund Balances					
Beginning Fund Balance	1,041,371.59	1,041,371.59	0.00	0.00	0.0%
Net Change in Fund Balance	(36,266.05)	(36,266.05)	(1,039,939.00)	0.00	0.0%
Ending Fund Balance	1,005,105.54	1,005,105.54	0.00	0.00	0.0%

Statement of Revenue and Expenditures

Acct		Current Period Jul 2023 Jul 2023 Actual	Year-To-Date Jul 2023 Jul 2023 Actual	Annual Budget Jul 2023 Jun 2024	Annual Budget Jul 2023 Jul 2024 Variance	Jul 2023 Jun 2024 Percent of Budget
Revenue & Expenditures						
Revenue						
Tax Receipts						
4220	State Highway Taxes	7,037.54	7,037.54	76,500.00	69,462.46	9.2%
	Total Tax Receipts	\$7,037.54	\$7,037.54	\$76,500.00	\$69,462.46	
Franchise Fees						
4251	Franchise - Northwest Nat	0.00	0.00	3,500.00	3,500.00	0.0%
4252	Franchise - Pacific Power	942.24	942.24	12,000.00	11,057.76	7.9%
4253	Franchise - Republic	893.84	893.84	3,600.00	2,706.16	24.8%
4255	Franchise - SMTA	58.74	58.74	500.00	441.26	11.7%
	Total Franchise Fees	\$1,894.82	\$1,894.82	\$19,600.00	\$17,705.18	
Other Revenue						
4330	Grants	2,510.60	2,510.60	557,538.00	555,027.40	0.5%
	Total Other Revenue	\$2,510.60	\$2,510.60	\$557,538.00	\$555,027.40	
User Fees						
4300	User Fees	10.00	10.00	20,340.00	20,330.00	0.0%
	Total User Fees	\$10.00	\$10.00	\$20,340.00	\$20,330.00	
	Revenue	\$11,452.96	\$11,452.96	\$673,978.00	\$662,525.04	
	Gross Profit	\$11,452.96	\$11,452.96	\$673,978.00	\$0.00	
Expenses						
Personnel Services						
5110	Salaries	1,302.29	1,302.29	20,881.00	19,578.71	6.2%
5120	Payroll Taxes	108.92	108.92	2,297.00	2,188.08	4.7%
5130	Benefits	457.30	457.30	5,625.00	5,167.70	8.1%
	Total Personnel Services	\$1,868.51	\$1,868.51	\$28,803.00	\$26,934.49	
Materials and Services						
6210	Advertising	11.60	11.60	200.00	188.40	5.8%
6220	City Attorney	0.00	0.00	1,680.00	1,680.00	0.0%
6230	Contract Services	13,958.21	13,958.21	1,970.00	(11,988.21)	708.5%
6240	Engineering Consultants	3,598.26	3,598.26	55,000.00	51,401.74	6.5%
6260	Materials & Supplies	110.26	110.26	3,500.00	3,389.74	3.2%
6280	Miscellaneous	0.00	0.00	300.00	300.00	0.0%
6290	Bank Charges and Fees	5.92	5.92	200.00	194.08	3.0%
6310	Insurance	1,191.99	1,191.99	1,265.00	73.01	94.2%
6320	Education	0.00	0.00	400.00	400.00	0.0%
6330	Grant Expenses	524.96	524.96	43,279.00	42,754.04	1.2%
6341	Utilities - Electricity	42.33	42.33	1,500.00	1,457.67	2.8%
6342	Utilities - Gas	3.88	3.88	1,000.00	996.12	0.4%
6343	Utilities - Telephone	7.18	7.18	250.00	242.82	2.9%
6344	Utilities - Garbage	5.59	5.59	150.00	144.41	3.7%
6350	Equipment Maintenance	165.00	165.00	5,000.00	4,835.00	3.3%
6360	Building Maintenance	19.99	19.99	300.00	280.01	6.7%
6430	Transportation	58.33	58.33	1,000.00	941.67	5.8%
	Total Materials and Services	\$19,703.50	\$19,703.50	\$116,994.00	\$97,290.50	
Capital Outlay						
7130	Special Projects/Grants	48,754.00	48,754.00	623,964.00	575,210.00	7.8%
7140	Bike and Walkway	0.00	0.00	1,000.00	1,000.00	0.0%
7150	Capital Improvements	0.00	0.00	25,000.00	25,000.00	0.0%
	Total Capital Outlay	\$48,754.00	\$48,754.00	\$649,964.00	\$601,210.00	
Other Expenses						
7600	Building Loan	685.57	685.57	16,000.00	15,314.43	4.3%

Statement of Revenue and Expenditures

Acct	Current Period	Year-To-Date	Annual Budget	Annual Budget	Jul 2023
	Jul 2023 Jul 2023 Actual	Jul 2023 Jul 2023 Actual	Jul 2023 Jun 2024	Jul 2023 Jun 2024 Variance	Jun 2024 Percent of Budget
Revenue & Expenditures					
Expenses					
Other Expenses					
9110 Operating Contingency	0.00	0.00	96,697.00	96,697.00	0.0%
Total Other Expenses	\$685.57	\$685.57	\$112,697.00	\$112,011.43	
Expenses	\$71,011.58	\$71,011.58	\$908,458.00	\$837,446.42	
Revenue Less Expenditures	(\$59,558.62)	(\$59,558.62)	(\$234,480.00)	\$0.00	
Net Change in Fund Balance	(\$59,558.62)	(\$59,558.62)	(\$234,480.00)	\$0.00	
Fund Balances					
Beginning Fund Balance	234,482.79	234,482.79	0.00	0.00	0.0%
Net Change in Fund Balance	(59,558.62)	(59,558.62)	(234,480.00)	0.00	0.0%
Ending Fund Balance	174,924.17	174,924.17	0.00	0.00	0.0%

Statement of Revenue and Expenditures

Acct		Current Period Jul 2023 Jul 2023 Actual	Year-To-Date Jul 2023 Jul 2023 Actual	Annual Budget Jul 2023 Jun 2024	Annual Budget Jul 2023 Jun 2024 Variance	Jul 2023 Jun 2024 Percent of Budget
Revenue & Expenditures						
Revenue						
Other Revenue						
4350	Miscellaneous	0.00	0.00	1,500.00	1,500.00	0.0%
Total Other Revenue		\$0.00	\$0.00	\$1,500.00	\$1,500.00	
User Fees						
4300	User Fees	39,215.87	39,215.87	391,600.00	352,384.13	10.0%
4301	Late Charges	225.00	225.00	2,400.00	2,175.00	9.4%
4302	24 Hour Notice	0.00	0.00	3,000.00	3,000.00	0.0%
4303	Reconnect Fees	0.00	0.00	250.00	250.00	0.0%
4304	Backflow Test	0.00	0.00	4,000.00	4,000.00	0.0%
4320	Water Deposits	300.00	300.00	4,000.00	3,700.00	7.5%
Total User Fees		\$39,740.87	\$39,740.87	\$405,250.00	\$365,509.13	
Revenue		\$39,740.87	\$39,740.87	\$406,750.00	\$367,009.13	
Gross Profit		\$39,740.87	\$39,740.87	\$406,750.00	\$0.00	
Expenses						
Personnel Services						
5110	Salaries	8,634.13	8,634.13	114,379.00	105,744.87	7.5%
5120	Payroll Taxes	719.68	719.68	12,582.00	11,862.32	5.7%
5130	Benefits	2,654.46	2,654.46	29,200.00	26,545.54	9.1%
Total Personnel Services		\$12,008.27	\$12,008.27	\$156,161.00	\$144,152.73	
Materials and Services						
6210	Advertising	182.20	182.20	980.00	797.80	18.6%
6220	City Attorney	0.00	0.00	5,880.00	5,880.00	0.0%
6230	Contract Services	1,441.77	1,441.77	20,600.00	19,158.23	7.0%
6260	Materials & Supplies	1,367.33	1,367.33	12,000.00	10,632.67	11.4%
6280	Miscellaneous	400.00	400.00	4,000.00	3,600.00	10.0%
6290	Bank Charges and Fees	52.26	52.26	800.00	747.74	6.5%
6310	Insurance	8,343.98	8,343.98	8,925.00	581.02	93.5%
6320	Education	0.00	0.00	1,000.00	1,000.00	0.0%
6341	Utilities - Electricity	1,309.52	1,309.52	15,000.00	13,690.48	8.7%
6342	Utilities - Gas	7.77	7.77	1,500.00	1,492.23	0.5%
6343	Utilities - Telephone	98.69	98.69	1,500.00	1,401.31	6.6%
6344	Utilities - Garbage	9.09	9.09	250.00	240.91	3.6%
6350	Equipment Maintenance	250.00	250.00	10,000.00	9,750.00	2.5%
6360	Building Maintenance	60.00	60.00	2,500.00	2,440.00	2.4%
6420	Water Deposit Refunds	700.00	700.00	4,000.00	3,300.00	17.5%
6430	Transportation	88.95	88.95	1,750.00	1,661.05	5.1%
Total Materials and Services		\$14,311.56	\$14,311.56	\$90,685.00	\$76,373.44	
Capital Outlay						
7160	Equipment	0.00	0.00	10,000.00	10,000.00	0.0%
Total Capital Outlay		\$0.00	\$0.00	\$10,000.00	\$10,000.00	
Other Expenses						
7500	Water Loan	32,287.49	32,287.49	32,500.00	212.51	99.3%
7600	Building Loan	1,199.74	1,199.74	53,000.00	51,800.26	2.3%
9110	Operating Contingency	0.00	0.00	123,686.00	123,686.00	0.0%
Total Other Expenses		\$33,487.23	\$33,487.23	\$209,186.00	\$175,698.77	
Interfund Transfers						
8160	Transfer To Water Reserve	125,000.00	125,000.00	125,000.00	0.00	100.0%
Total Interfund Transfers		\$125,000.00	\$125,000.00	\$125,000.00	\$0.00	
Expenses		\$184,807.06	\$184,807.06	\$591,032.00	\$406,224.94	

Statement of Revenue and Expenditures

Acct	Current Period	Year-To-Date	Annual Budget	Annual Budget	Jul 2023
	Jul 2023	Jul 2023	Jul 2023	Jul 2023	Jun 2024
	Jul 2023	Jul 2023	Jun 2024	Jun 2024	Percent of
	Actual	Actual		Variance	Budget
Revenue & Expenditures					
Revenue Less Expenditures	(\$145,066.19)	(\$145,066.19)	(\$184,282.00)	\$0.00	
Net Change in Fund Balance	(\$145,066.19)	(\$145,066.19)	(\$184,282.00)	\$0.00	
Fund Balances					
Beginning Fund Balance	183,050.86	183,050.86	0.00	0.00	0.0%
Net Change in Fund Balance	(145,066.19)	(145,066.19)	(184,282.00)	0.00	0.0%
Ending Fund Balance	37,984.67	37,984.67	0.00	0.00	0.0%

Statement of Revenue and Expenditures

Acct		Current Period Jul 2023 Jul 2023 Actual	Year-To-Date Jul 2023 Jul 2023 Actual	Annual Budget Jul 2023 Jun 2024	Annual Budget Jul 2023 Jun 2024 Variance	Jul 2023 Jun 2024 Percent of Budget
Revenue & Expenditures						
Revenue						
User Fees						
4300	User Fees	26,004.37	26,004.37	308,550.00	282,545.63	8.4%
4301	Late Charges	225.00	225.00	2,400.00	2,175.00	9.4%
4302	24 Hour Notice	0.00	0.00	3,000.00	3,000.00	0.0%
4303	Reconnect Fees	0.00	0.00	250.00	250.00	0.0%
Total User Fees		\$26,229.37	\$26,229.37	\$314,200.00	\$287,970.63	
Interfund Transfers						
4510	Transfer From General Fund	0.00	0.00	21,280.00	21,280.00	0.0%
4580	Transfer From Equip.	0.00	0.00	12,000.00	12,000.00	0.0%
Total Interfund Transfers		\$0.00	\$0.00	\$33,280.00	\$33,280.00	
Revenue		\$26,229.37	\$26,229.37	\$347,480.00	\$321,250.63	
Gross Profit		\$26,229.37	\$26,229.37	\$347,480.00	\$0.00	
Expenses						
Personnel Services						
5110	Salaries	6,135.77	6,135.77	91,236.00	85,100.23	6.7%
5120	Payroll Taxes	512.64	512.64	10,036.00	9,523.36	5.1%
5130	Benefits	2,075.12	2,075.12	24,175.00	22,099.88	8.6%
Total Personnel Services		\$8,723.53	\$8,723.53	\$125,447.00	\$116,723.47	
Materials and Services						
6210	Advertising	182.20	182.20	980.00	797.80	18.6%
6220	City Attorney	0.00	0.00	5,880.00	5,880.00	0.0%
6230	Contract Services	1,236.57	1,236.57	19,850.00	18,613.43	6.2%
6240	Engineering Consultants	1,457.07	1,457.07	50,000.00	48,542.93	2.9%
6260	Materials & Supplies	767.91	767.91	21,000.00	20,232.09	3.7%
6280	Miscellaneous	0.00	0.00	4,000.00	4,000.00	0.0%
6290	Bank Charges and Fees	50.24	50.24	800.00	749.76	6.3%
6310	Insurance	8,343.98	8,343.98	8,925.00	581.02	93.5%
6320	Education	0.00	0.00	1,000.00	1,000.00	0.0%
6341	Utilities - Electricity	538.39	538.39	10,000.00	9,461.61	5.4%
6342	Utilities - Gas	127.57	127.57	5,000.00	4,872.43	2.6%
6343	Utilities - Telephone	90.65	90.65	1,250.00	1,159.35	7.3%
6344	Utilities - Garbage	9.09	9.09	250.00	240.91	3.6%
6350	Equipment Maintenance	2,039.00	2,039.00	18,400.00	16,361.00	11.1%
6360	Building Maintenance	60.00	60.00	2,500.00	2,440.00	2.4%
6430	Transportation	75.55	75.55	1,500.00	1,424.45	5.0%
Total Materials and Services		\$14,978.22	\$14,978.22	\$151,335.00	\$136,356.78	
Capital Outlay						
7130	Special Projects/Grants	3,635.00	3,635.00	273,021.00	269,386.00	1.3%
7160	Equipment	0.00	0.00	12,000.00	12,000.00	0.0%
Total Capital Outlay		\$3,635.00	\$3,635.00	\$285,021.00	\$281,386.00	
Other Expenses						
7600	Building Loan	1,199.74	1,199.74	28,000.00	26,800.26	4.3%
9110	Operating Contingency	0.00	0.00	116,474.00	116,474.00	0.0%
Total Other Expenses		\$1,199.74	\$1,199.74	\$144,474.00	\$143,274.26	
Expenses		\$28,536.49	\$28,536.49	\$706,277.00	\$677,740.51	
Revenue Less Expenditures		(\$2,307.12)	(\$2,307.12)	(\$358,797.00)	\$0.00	
Net Change in Fund Balance		(\$2,307.12)	(\$2,307.12)	(\$358,797.00)	\$0.00	

Statement of Revenue and Expenditures

Acct	Current Period	Year-To-Date	Annual Budget	Annual Budget	Jul 2023
	Jul 2023 Jul 2023 Actual	Jul 2023 Jul 2023 Actual	Jul 2023 Jun 2024	Jul 2023 Jun 2024 Variance	Jun 2024 Percent of Budget
Fund Balances					
Beginning Fund Balance	358,094.83	358,094.83	0.00	0.00	0.0%
Net Change in Fund Balance	(2,307.12)	(2,307.12)	(358,797.00)	0.00	0.0%
Ending Fund Balance	355,787.71	355,787.71	0.00	0.00	0.0%

Payment Journal
6/1/2023 to 6/30/2023

Date	Transaction Number	Name / Description	Amount
General Checking - Columbia			
6/1/2023	EFT	US Postal Service	1.75
6/2/2023	EFT	Red Wing Software	90.00
6/2/2023	EFT	US Postal Service	126.00
6/2/2023	EFT	US Postal Service	1.75
6/3/2023	EFT	Dollar Tree Stores, Inc.	7.50
6/5/2023	EFT	US Postal Service	1.75
6/6/2023	EFT	Scio Hardware	26.73
6/6/2023	EFT	Lowe's Home Center	11.48
6/7/2023	16982	Commercial Business Furniture	9,037.40
6/7/2023	16983	Scio Hardware	69.43
6/7/2023	16984	G & D Clevenger LLC	187.87
6/7/2023	16985	Allen, Ginger	33.24
6/7/2023	16986	Linn County Planning & Building	1,615.69
6/7/2023	16987	Republic Services	34.96
6/7/2023	16988	OM Stone, Inc.	220.00
6/7/2023	16989	Shred Northwest, LLC	35.00
6/7/2023	EFT	American Eagle Outfitters	121.90
6/7/2023	EFT	Amazon	81.69
6/7/2023	EFT	Amazon	11.59
6/7/2023	EFT	Amazon	10.88
6/7/2023	EFT	Amazon	79.72
6/7/2023	EFT	Adobe Inc	59.97
6/7/2023	EFT	US Postal Service	1.75
6/7/2023	EFT	Safeway	44.98
6/8/2023	EFT	US Postal Service	1.75
6/9/2023	EFT	US Postal Service	1.75
6/12/2023	EFT	Scholastic.com	199.63
6/12/2023	EFT	US Postal Service	1.75
6/12/2023	EFT	US Postal Service	1.75
6/12/2023	EFT	CIS Trust	4,712.59
6/13/2023	EFT	TrueClassicTees.com	78.31
6/14/2023	16991	Oregon State Police	33.00
6/15/2023	EFT	Staples	31.14
6/15/2023	EFT	Staples	130.04
6/15/2023	EFT	Amazon	20.97
6/15/2023	EFT	RVS Receipts	97.13
6/15/2023	EFT	US Postal Service	1.75
6/15/2023	EFT	Umpqua Bank Loan	3,542.10
6/15/2023	EFT	Umpqua Bank Loan	2,110.96
6/20/2023	EFT	RVS Receipts	67.28
6/20/2023	EFT	US Postal Service	1.75
6/21/2023	16993	Jones, Britton	136.19
6/21/2023	16994	Analytical Laboratory	204.00

Payment Journal
6/1/2023 to 6/30/2023

Date	Transaction Number	Name / Description	Amount
6/21/2023	16995	Andy Medcalf Construction	31,618.05
6/21/2023	16996	Angel Ocasio	450.00
6/21/2023	16997	Haney, Steven	1,000.00
6/21/2023	16998	Jones, Ben	250.00
6/21/2023	16999	National Business Solutions	236.02
6/21/2023	17000/1005	Pacific Power	2,790.78
6/21/2023	17001/1001	The Dyer Partnership	10,568.97
6/21/2023	17002/1006	NW Natural	157.00
6/21/2023	EFT	umpqua Bank	106.72
6/21/2023	EFT	US Postal Service	1.75
6/22/2023	17003/1007	Grinder, David	100.00
6/22/2023	17004/1008	Gale	26.98
6/22/2023	17005/1010	Heil, Misty	29.99
6/22/2023	17006/1011	Littau, Pennie	88.94
6/22/2023	EFT	RVS Receipts	150.00
6/22/2023	EFT	Amazon	50.00
6/22/2023	EFT	US Postal Service	1.75
6/26/2023	17007/1012	AT&T Mobility	40.04
6/26/2023	17008/1013	Morley Thomas Law	1,100.00
6/26/2023	17009/1014	Equinox	1,000.00
6/26/2023	17010/1004	Buganski, Nicole	52.63
6/26/2023	17011/1003	Northside Electric	390.00
6/26/2023	17012/1002	Andy Medcalf Construction	53,297.71
6/27/2023	EFT	US Postal Service	1.75
6/27/2023	EFT	US Postal Service	1.75
6/29/2023	17013/1015	Jack, Carrie	173.00
6/29/2023	17014/1016	Linn County Planning & Building	383.67
6/29/2023	17018/1017	Hartford	400.00
6/29/2023	17019/1018	eTrade	400.00
6/29/2023	17020/1019	Country Trust Bank	500.00
6/29/2023	17021/1020	Ameriprise	500.00
6/29/2023	17022/1021	eTrade	500.00
6/29/2023	EFT	Oregon Department of Revenue - WH	1,739.29
6/29/2023	EFT	EFTPS	6,366.21
6/29/2023	EFT	CIS Trust	4,712.59
6/30/2023	EFT	Oregon Department of Revenue	75.28
6/30/2023	EFT	Oregon Department of Revenue - SUTA	526.89
6/30/2023	EFT	Oregon Department of Revenue - WBF	60.36
6/30/2023	EFT	Oregon Dept of Revenue - PD Leave	433.59
General Checking - Columbia Totals			\$143,568.58

Payment Journal
7/1/2023 to 7/31/2023

Date	Transaction Number	Name / Description	Amount
General Checking - Columbia			
7/3/2023	01022	Linn County Environmental Health	140.00
7/3/2023	EFT	Water Deposit Refunds	
7/3/2023	EFT	Amazon	95.69
7/3/2023	EFT	Amazon	37.20
7/3/2023	EFT	Amazon	52.02
7/3/2023	EFT	Amazon	21.02
7/3/2023	EFT	Amazon	33.68
7/5/2023	EFT	Red Wing Software	90.00
7/5/2023	EFT	Amazon	13.91
7/5/2023	EFT	US Postal Service	1.75
7/6/2023	17023	Accuity, LLC	1,000.00
7/6/2023	17024	Allen, Ginger	42.34
7/6/2023	17025	CIS Trust	21,163.46
7/6/2023	17026	Equinox	1,000.00
7/6/2023	17027	G & D Clevenger LLC	191.33
7/6/2023	17028	HUB International	240.00
7/6/2023	17029	Jack, Carrie	103.30
7/6/2023	17030	League of Oregon Cities	952.00
7/6/2023	17031	Department of Environmental Quality	104.00
7/6/2023	17032	OHA	675.00
7/6/2023	17033	RVS Software	1,005.00
7/6/2023	17034	SAIF Corporation	2,436.48
7/6/2023	17035	Scio Fairgrounds and Event Center	800.00
7/6/2023	17036	Scio Loggers Booster Club	800.00
7/6/2023	17037	Scio Hardware	272.96
7/6/2023	17038	Scio Youth Club	800.00
7/6/2023	17039	Shred Northwest, LLC	35.00
7/6/2023	17040	SMTA	309.15
7/6/2023	17041	The Canyon Weekley	232.00
7/6/2023	17042	Red Yarn Productions	550.00
7/6/2023	17043	Museum of Natural & Cultural History	300.00
7/6/2023	17044	National Business Solutions	2,603.95
7/6/2023	EFT	Amazon	15.17
7/6/2023	EFT	Water Reserve Fund	125,000.00
7/6/2023	EFT	US Postal Service	3.50
7/6/2023	EFT	Amazon	27.82
7/7/2023	EFT	Adobe Inc	59.97
7/10/2023	EFT	US Postal Service	2.00
7/10/2023	EFT	Amazon	6.29
7/11/2023	17045	David W. Kinney	699.20
7/11/2023	EFT	Amazon	17.67
7/11/2023	EFT	US Postal Service	2.00
7/12/2023	17046	Pollardwater	39.60

Payment Journal

7/1/2023 to 7/31/2023

Date	Transaction Number	Name / Description	Amount
7/12/2023	17047	Republic Services	34.96
7/12/2023	EFT	Amazon	58.42
7/12/2023	EFT	Amazon	10.59
7/12/2023	EFT	umpqua Bank	32,287.49
7/12/2023	EFT	US Postal Service	2.00
7/13/2023	EFT	Costco	139.99
7/13/2023	EFT	US Postal Service	2.00
7/14/2023	EFT	Ingram Library Services	229.58
7/14/2023	EFT	US Postal Service	2.00
7/15/2023	EFT	Umpqua Bank Loan	3,427.83
7/17/2023	EFT	Amazon	9.99
7/17/2023	EFT	US Postal Service	2.00
7/18/2023	17048	A&B Septic Service	1,789.00
7/18/2023	17049	Pacific Power	3,111.63
7/18/2023	17050	Analytical Laboratory	204.00
7/18/2023	EFT	US Postal Service	66.00
7/18/2023	EFT	US Postal Service	2.00
7/19/2023	17051	Mid-Valley Newspapers	1,288.16
7/19/2023	EFT	RVS ACH Receipts	368.67
7/19/2023	EFT	US Postal Service	2.00
7/20/2023	EFT	Amazon	23.48
7/21/2023	EFT	Amazon	93.22
7/24/2023	EFT	umpqua Bank	118.56
7/24/2023	EFT	Stop-N-Save	4.58
7/26/2023	EFT	Amazon	30.76
7/26/2023	EFT	Stop-N-Save	6.68
7/26/2023	EFT	US Postal Service	2.00
7/31/2023	17052	AT&T Mobility	40.04
7/31/2023	17053	Gale	28.78
7/31/2023	17054	Hendricks Service & Repair	165.00
7/31/2023	17055	NW Natural	156.89
7/31/2023	17056	The Dyer Partnership	22,904.38
7/31/2023	17057	US Geological Survey	3,883.75
7/31/2023	17058	Clinton Construction	6,455.00
7/31/2023	17059	D&D Concrete and Utilities, INC.	48,754.00
7/31/2023	17060	National Business Solutions	642.32
7/31/2023	17061	OreVac West, Inc.	3,635.00
7/31/2023	17062	Unrau Collision & Restoration	500.00
7/31/2023	17063	Hyde, Jesse	16.55
7/31/2023	17064	Tate Public Affairs	450.00
7/31/2023	17065	Frank, Andrea S	100.00
7/31/2023	17066	Dan's Leak Detection LLC	400.00
7/31/2023	17067	Hartford	400.00
7/31/2023	17068	eTrade	400.00
7/31/2023	17069	Country Trust Bank	500.00

Payment Journal
7/1/2023 to 7/31/2023

Date	Transaction Number	Name / Description	Amount
7/31/2023	17070	Ameriprise	500.00
7/31/2023	17071	eTrade	500.00
7/31/2023	EFT	CIS Trust	4,712.59
7/31/2023	EFT	EFTPS	6,836.33
7/31/2023	EFT	Oregon Department of Revenue - WH	1,861.83
General Checking - Columbia Totals			\$309,134.51

**City of Scio
Planning Commission Minutes
January 25, 2023**

LOCATION: SCIO CITY COUNCIL CHAMBER, 38957 NW 1ST AVENUE, SCIO

Time Start: 7:00 P.M.

Time End: 7:38 P.M.

CALL TO ORDER

The meeting was called to order at 7:00 pm by Planning Commission Chairman Beau Buganski. Role call was taken by Cathy Martin, Administrative Assistant.

PLANNING COMMISSION MEETING ATTENDANCE LOG

PLANNING COMMISSION	SCIO STAFF
Chairman Beau Buganski	Cathy Martin, Administrative Assistant
Commissioner Richard Androes	David Kinney, Planning Consultant
Commissioner Katrina Clouse	
Commissioner Ellie Ferguson	
Commissioner Ron Loewen	
Commissioner Nicole Zedwick	
Vacancy	

AUDIENCE MEMBERS IN ATTENDANCE

Brian Vandetta, Udel Engineering	Bradley Sandberg
Beverly Sandberg	

AGENDA	ACTIONS
<u>APPROVAL OF MINUTES</u> <ul style="list-style-type: none">April 27, 2022 Planning Commission Minutes	Zedwick noted that the start time was incorrect in the call to order. Martin will correct. Motion from Commissioner Clouse, seconded by Commissioner Androes to approve the minutes of April 26, 2022 as amended. Motion passed 5:0
<u>BUSINESS</u> PL2021-02 – Iceland Construction – Extension of Subdivision Approval 10S01W18AC, Lot 900 <ul style="list-style-type: none">a. Presented by – Dave Kinney, Planning Consultant	Mr. Kinney introduced Brian Vandetta, Udel Engineering, who then addressed the commission regarding the extension request. Mr. Vandetta stated that a backlog in his office occurred, which delayed completion of final engineering plans for the project. The engineering plans have been completed and approved by the city Engineer and DEQ. They need to submit the DEQ 1200-C permit application, but want to wait until just before the optimum construction period due to the time limits for construction that occur with the approval from DEQ. He stated that they are asking for extension to get through the construction season.

b. Commissioner Discussion

Buganski asked about time needed to complete the process.

Mr. Kinney stated that the code does allow 5 years to complete the work with the engineering approval. Buganski asked if the project can be completed within the 5-year window?

Vandetta stated that he was confident that the completion can be obtained, provided that his client moves forward with construction.

Kinney stated that a motion was needed to grant an extension as the original approval required the project to be completed by a certain date. Loewen stated that he thought that they should be given the whole 5 years for the final completion. Kinney if they wanted to give them the 5 years for completion as allowed in the code, the final date for completion would be May 3, 2026 (five years from the original notice of decision)

c. Planning Commission Decision

Motion from Commissioner Loewen, seconded by Commissioner Zedwick, to extend the completion of the project to May 3, 2026 as allowed by code, on application number PL2021-01 by Iceland Construction. **Motion passed 5:0**

**PL2022-02 – Sandberg, Property Line Adjustment
10S01W18AA, Tax Lots 5801, 5900 & 6300**

a. Staff Report – Dave Kinney

Dave Kinney presented the staff report. Kinney asked the commission to turn to the maps in the staff report. Bradley and Beverly Sandberg wish to set the property lines to match existing fence lines.

b. Council Discussion

Buganski asked about the bump out into the south property. Kinney explained that Sandbergs had previously encroached into the area when it was an undeveloped alleyway. With the city vacation of the alley, that area became property of Ms. Eckhart.

The other part of the property line adjustment with Jantz's is to adjust the property line so that the existing fence between the two properties become part of Sandberg's property.

c. Planning Commission Decision

Motion from Commissioner Loewen, seconded by Commissioner Clouse, to approve the property line adjustment and conditions of approval for File No. PL2022-02, as recommended. **Motion passed 5:0**

<p>ODOT/Highway 226 – Urban Design Review Fieldtrip</p>	<p>Kinney and Martin spoke to the commission regarding the review of conditions with ODOT and City representatives, in order for ODOT to develop a plan for sidewalk/pedestrian crosswalk enhancements along the Highway 226 corridor from SE Ash Street to SW 6th Avenue.</p>
<p>Planning Commission Vacancy</p> <ul style="list-style-type: none"> a. Staff report 	<p>Ms. Martin reminded the commission that there is still one opening on the commission. Loewen stated that he would be leaving the commission in the near future as he has plans to move to Nevada this calendar year.</p>
<p>Adjournment</p>	<p>The meeting was adjourned at 7:38 p.m.</p>

Presentations



LINN COUNTY SHERIFF'S OFFICE

Michelle Duncan, Sheriff

1115 S.E. Jackson Street, Albany, OR 97322

Albany, OR. 97322

Phone: 541-967-3950

www.linnsheriff.org

2023

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

FOR THE MONTH OF:

JUNE

TRAFFIC CITATIONS: -----	2
TRAFFIC WARNINGS: -----	3
TRAFFIC CRASHES: -----	0
ARRESTS MADE: -----	0
COMPLAINTS/INCIDENTS INVESTIGATED:-----	32

TOTAL HOURS SPENT:

SCIO

72 hrs.

CONTRACT HOURS= 72 HOURS

**Michelle Duncan,
Sheriff, Linn County**

By: Sgt. Steven Frambes



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

This Report Encompasses: 6/ 1/23 to 6/30/23

Total Incidents This Month: **32**

Incident Information:	Description
CAD# 2023104238 TIME: 6/1/2023 2:40:22AM CASE# CAD Only SCIO UTL GOA	SUSPICIOUS PERSON Reported at Block of 38700 N MAIN ST SCIO Caller reporting intoxicated male walking around making noise. Deputy checked the area and was not able to locate the male.
CAD# 2023104248 TIME: 6/1/2023 3:52:40AM CASE# CAD Only SCIO CAD CALL COMPLETE	SUSPICIOUS PERSON Reported at Block of 38800 NW BEECH ST SCIO Intoxicated male located in alleyway. Deputies responded and located the male. He was transported to the hospital for an evaluation.
CAD# 2023104609 TIME: 6/1/2023 1:09:14PM CASE# CAD Only SCIO CAD CALL COMPLETE	FOLLOW UP Reported at Block of 38700 N MAIN ST SCIO Follow up to hit and run
CAD# 2023105537 TIME: 6/2/2023 3:15:42PM CASE# CAD Only SCIO	911 HANG UP CALL Reported at Block of 38600 SW FILBERT ST SCIO Hang up. No history, no voicemail.
CAD# 2023106873 TIME: 6/4/2023 8:10:47AM CASE# CAD Only SCIO CAD CALL COMPLETE	FOLLOW UP Reported at Block of 38700 N MAIN ST SCIO Deputies conduct follow up on hit and run case.

Incident Information:	Description
CAD# 2023108409 TIME: 6/6/2023 8:05:55AM CASE# CAD Only SCIO WARNING EQUIPMENT VIOL/	TRAFFIC STOP Reported at Block of 38800 NW 1ST AVE SCIO <hr/> Deputies stopped a vehicle for expired insurance. The operator provided valid proof of insurance.
CAD# 2023108745 TIME: 6/6/2023 2:48:15PM CASE# CAD Only SCIO CAD CALL COMPLETE	EXTRA PATROL Reported at Block of 38800 N MAIN ST SCIO <hr/> deputies walked through the Scio Highschool as school got out.
CAD# 2023108765 TIME: 6/6/2023 3:17:39PM CASE# CAD Only SCIO CAD CALL COMPLETE	FRAUD Reported at Block of 38900 SW 2ND PL SCIO <hr/> A person reported an attempted phone scam that was unsuccessful.
CAD# 2023109317 TIME: 6/7/2023 8:47:52AM CASE# CAD Only SCIO CAD CALL COMPLETE	CITY ORDINANCE VIOLATION Reported at Block of 38900 HWY 226 SCIO <hr/> Noise complaint. Deputy advised the responsible party of the complaint.
CAD# 2023110159 TIME: 6/8/2023 9:14:06AM CASE# CAD Only SCIO CAD CALL COMPLETE	DOG COMPLAINT Reported at Block of 38900 SW 6TH AVE SCIO <hr/> transported stray dog to Animal Control
CAD# 2023110950 TIME: 6/9/2023 8:06:06AM CASE# CAD Only SCIO SCIO	EXTRA PATROL Reported at Block of 38800 NW 1ST AVE SCIO <hr/> Extra patrol at Centennial Grade School

Incident Information:	Description
CAD# 2023111087 TIME: 6/9/2023 11:05:38AM CASE# CAD Only SCIO CAD CALL COMPLETE	FOLLOW UP Reported at Block of 38800 N MAIN ST SCIO <hr/> Deputies conducted follow up on a DWS case.
CAD# 2023111413 TIME: 6/9/2023 6:37:28PM CASE# 2302294 SCIO REPORT TAKEN	REPORT PENDING. Original Call Type: JUVENILE COMPLAINT Reported At Block Of 38700 NW BEECH ST Occurred between 1837 hours on 6/9/2023 and 1837 hours on 6/9/2023 . <hr/> Deputy spoke to concerned parent regarding juvenile who needs intervention.
CAD# 2023111609 TIME: 6/9/2023 11:21:06PM CASE# CAD Only SCIO CITE EQUIPMENT VIOLATION	TRAFFIC STOP Reported at Block of 38900 NW 4TH AVE SCIO <hr/> 32yo Joshua JOHNSON of Lyons was issued a citation for driving while suspended , expired registration. and failure to properly secure a child in a child safety seat. He was warned for operating a vehicle with prohibited lighting.
CAD# 2023112065 TIME: 6/10/2023 2:22:51PM CASE# CAD Only SCIO CAD CALL COMPLETE	SHOTS HEARD Reported at Block of 38800 SW 6TH AVE SCIO <hr/> Deputies responded to a shots heard call. Deputies contacted the individual shooting, who was shooting legally on his own property, in a safe direction and outside of city limits.
CAD# 2023112648 TIME: 6/11/2023 8:50:08AM CASE# CAD Only SCIO WARNING EQUIPMENT VIOLATION	TRAFFIC STOP Reported at Block of 38900 HWY 226 SCIO <hr/> Operator warned for an equipment violation
CAD# 2023112853 TIME: 6/11/2023 2:30:14PM CASE# CAD Only SCIO CAD CALL COMPLETE	VIOLATION OF ORDER Reported at Block of 38800 NE ASH ST SCIO <hr/> Deputy answered questions about a Restraining Order between two parties.

Incident Information:	Description
CAD# 2023112912 TIME: 6/11/2023 3:47:15PM CASE# CAD Only SCIO CAD CALL COMPLETE	FOLLOW UP Reported at Block of 38800 NE ASH ST SCIO <hr/> Follow up
CAD# 2023114378 TIME: 6/13/2023 11:04:35AM CASE# CAD Only SCIO	POCKET DIAL LCSO AND CRCC Reported at Block of 38600 SE BIRCH ST SCIO <hr/> No Public Narrative.
CAD# 2023115018 TIME: 6/14/2023 8:12:45AM CASE# CAD Only SCIO CAD CALL COMPLETE	EXTRA PATROL Reported at Block of 38800 N MAIN ST SCIO <hr/> Deputies walked through the school as it was getting in.
CAD# 2023115240 TIME: 6/14/2023 1:02:27PM CASE# CAD Only SCIO CAD CALL COMPLETE	EXTRA PATROL Reported at Block of 38800 NW 1ST AVE SCIO <hr/> Extra patrol at grade school Field Day
CAD# 2023115946 TIME: 6/15/2023 9:25:06AM CASE# CAD Only SCIO SCIO	SUSPECT FOLLOW UP Reported at Block of 38700 N MAIN ST SCIO <hr/> Animal complaint follow up. (Sheep)
CAD# 2023116323 TIME: 6/15/2023 5:13:28PM CASE# CAD Only SCIO CAD CALL COMPLETE	IDENTITY THEFT Reported at Block of 38800 SW 2ND AVE SCIO <hr/> Caller reported their identity was used in another state.

Incident Information:	Description
CAD# 2023117871 TIME: 6/17/2023 4:16:02PM CASE# CAD Only SCIO	POCKET DIAL LCSO AND CRCC Reported at Block of 38900 SW 4TH AVE SCIO <hr/> No Public Narrative.
CAD# 2023118376 TIME: 6/18/2023 12:10:51PM CASE# CAD Only SCIO CAD CALL COMPLETE	FOLLOW UP Reported at Block of 38700 N MAIN ST SCIO <hr/> Follow up on active investigation
CAD# 2023118552 TIME: 6/18/2023 4:28:00PM CASE# CAD Only SCIO	POCKET DIAL LCSO AND CRCC Reported at Block of 38900 STAYTON SCIO RD SCIO <hr/> No Public Narrative.
CAD# 2023118916 TIME: 6/19/2023 8:31:57AM CASE# CAD Only SCIO CITE NO INSURANCE	TRAFFIC STOP Reported at Block of 38900 SW 2ND AVE SCIO <hr/> Shon Davis, 50 out of Turner, was issued a traffic citation for driving uninsured and driving while suspended.
CAD# 2023119760 TIME: 6/20/2023 1:29:46PM CASE# CAD Only SCIO	POCKET DIAL LCSO AND CRCC Reported at Block of 38900 SW 6TH AVE SCIO <hr/> No Public Narrative.
CAD# 2023124156 TIME: 6/25/2023 11:27:37PM CASE# CAD Only SCIO WARNING EQUIPMENT VIOL/	TRAFFIC STOP Reported at Block of 38800 N MAIN ST SCIO <hr/> Driver warned for displaying expired registration tags after a traffic stop on Main Street in Scio.

Incident Information:	Description
CAD# 2023127016 TIME: 6/29/2023 7:41:21PM CASE# CAD Only SCIO	911 HANG UP CALL Reported at Block of 38600 SW CHERRY ST SCIO <hr/> Reached caller. Everything is fine, accidental dial.
CAD# 2023127061 TIME: 6/29/2023 9:09:53PM CASE# CAD Only SCIO	911 HANG UP CALL Reported at Block of 38800 NW BEECH ST SCIO <hr/> Immediate hang up. No answer on call back.
CAD# 2023127657 TIME: 6/30/2023 3:59:25PM CASE# CAD Only SCIO SCIO	WELFARE CHECK Reported at Block of 38900 HWY 226 SCIO <hr/> Welfare check on a child seen screaming. Deputies learn the child is autistic and just acting out. Deputies find the child to be happy and healthy.



LINN COUNTY SHERIFF'S OFFICE

Michelle Duncan, Sheriff

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2023

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

FOR THE MONTH OF:

JULY

TRAFFIC CITATIONS: -----	6
TRAFFIC WARNINGS: -----	1
TRAFFIC CRASHES: -----	1
ARRESTS MADE: -----	2
COMPLAINTS/INCIDENTS INVESTIGATED:-----	49

TOTAL HOURS SPENT:

SCIO

79.5 hrs.

CONTRACT HOURS= 72 HOURS

**Michelle Duncan,
Sheriff, Linn County**

By: Sgt. Steven Frambes



MONTHLY BULLETIN OF DISPATCHED CALLS AND CASES FOR CONTRACT CITIES

This Report Encompasses: 7/ 1/23 to 7/31/23

Total Incidents This Month: **49**

Incident Information:	Description
CAD# 2023128347 TIME: 7/1/2023 2:35:12PM CASE# CAD Only SCIO CAD CALL COMPLETE	SUSPICIOUS PERSON Reported at Block of 38800 NW 1ST AVE SCIO Caller reports suspicious activity at the grade school after hours.
CAD# 2023130239 TIME: 7/3/2023 10:10:40PM CASE# CAD Only SCIO CAD CALL COMPLETE	FIREWORK COMPLAINT Reported at Block of 39000 SE 2ND AVE SCIO Caller found illegal fireworks and disposed of them.
CAD# 2023131108 TIME: 7/4/2023 10:02:31PM CASE# CAD Only SCIO CAD CALL COMPLETE	FIREWORK COMPLAINT Reported at Block of 38900 NW 4TH AVE SCIO Citizen reporting fireworks, deputies tied up on high priority calls, will check area as they become available.
CAD# 2023131723 TIME: 7/5/2023 1:53:14PM CASE# 2302707 SCIO REPORT TAKEN	Report Filed. CRIMINAL MISCHIEF 1 - CRIME DAMAGE Reported At Block Of 38700 N MAIN ST Occurred between 0130 hours on 7/5/2023 and 0300 hours on 7/5/2023 . Deputy responds to a report of criminal mischief to a 2007 Kawasaki Ninja resulting in over \$2700 in damage. The investigation is on going.
CAD# 2023132265 TIME: 7/6/2023 8:08:47AM CASE# 2302722 SCIO REPORT TAKEN	Report Filed. CANCELLED REPORT Reported At Block Of 38800 NW 1ST AVE Occurred between 0807 hours on 7/6/2023 and 0808 hours on 7/6/2023 . Reported: 7/6/2023 Officer Deputy responded to a reported criminal mischief damages totaling 500.00.

Incident Information:	Description
CAD# 2023132322 TIME: 7/6/2023 9:28:26AM CASE# CAD Only SCIO CAD CALL COMPLETE	FOLLOW UP Reported at Block of 38700 N MAIN ST SCIO <hr/>
CAD# 2023132468 TIME: 7/6/2023 1:08:43PM CASE# CAD Only SCIO CAD CALL COMPLETE	FOLLOW UP Reported at Block of 38700 N MAIN ST SCIO <hr/>
CAD# 2023134204 TIME: 7/8/2023 6:39:28PM CASE# 2302757 SCIO REPORT TAKEN	Report Filed. BURGLARY 2 - OTHER STRUCTURE Reported At Block Of 38700 NW BEECH ST Occurred between 1430 hours on 7/8/2023 and 1645 hours on 7/8/2023 . <hr/> Deputies are investigating a burglary, in which a 2020 KTM 300XC motorcycle was stolen. The motorcycle was worth approximately \$8,000. Investigation ongoing.
CAD# 2023134782 TIME: 7/9/2023 4:11:49PM CASE# CAD Only SCIO CAD CALL COMPLETE	ALARM LAW ONLY Reported at Block of 38800 N MAIN ST SCIO <hr/> No Public Narrative.
CAD# 2023134903 TIME: 7/9/2023 8:13:24PM CASE# CAD Only SCIO CAD CALL COMPLETE	FOLLOW UP Reported at Block of 38700 NW BEECH ST SCIO <hr/> Operator warned for a moving violation
CAD# 2023135396 TIME: 7/10/2023 1:08:40PM CASE# CAD Only SCIO	TRANSFER 911 INFO - LAW CALL Reported at Block of 38700 SE ASH ST/HWY 226 SCIO <hr/>

Incident Information:	Description
CAD# 2023135403 TIME: 7/10/2023 1:13:40PM CASE# CAD Only SCIO SCIO	SUSPICIOUS CIRCUMSTANCE Reported at Block of 38900 HWY 226/SE ASH ST SCIO <hr/> Deputies were unable to locate the wandering person.
CAD# 2023136136 TIME: 7/11/2023 1:18:42PM CASE# CAD Only SCIO CAD CALL COMPLETE	SUSPECT FOLLOW UP Reported at Block of 38700 N MAIN ST SCIO <hr/> Brian Dietrich age 43 of Scio was arrested for 26 counts of animal neglect II
CAD# 2023136290 TIME: 7/11/2023 4:21:52PM CASE# 2302790 SCIO REPORT TAKEN	Report Filed. PROPERTY, FOUND Reported At Block Of 38900 SW 6TH AVE Occurred between 1620 hours on 7/11/2023 and 1621 hours on 7/11/2023 . Reported: 7/11/2023 <hr/> Keys were placed in evidence.
CAD# 2023136718 TIME: 7/12/2023 8:03:12AM CASE# CAD Only SCIO CAD CALL COMPLETE	MENTAL HEALTH Reported at Block of 38900 NW 1ST AVE SCIO <hr/> A woman coincidentally knocked at the Scio Mayor`s door and said she was trying to find the Fire Station so she could contact a Deputy who was looking for her. The female appeared to be having some mental health issues and was not a problem. She left the area on her own accord.
CAD# 2023137160 TIME: 7/12/2023 6:24:31PM CASE# CAD Only SCIO CAD CALL COMPLETE	SUSPICIOUS CIRCUMSTANCE Reported at Block of 38500 SW BEECH ST SCIO <hr/> Deputies contacted a male, who appeared to be suffering from a mental health problem . Deputies offered resources.
CAD# 2023137952 TIME: 7/13/2023 9:20:41PM CASE# CAD Only SCIO	INFORMATION ONLY REPORT Reported at Block of 38900 SW 5TH AVE SCIO <hr/> Caller upset her child's father didn't pick their child up from day care on time.....

Incident Information:	Description
CAD# 2023138076 TIME: 7/14/2023 1:10:26AM CASE# CAD Only SCIO CAD CALL COMPLETE	DOMESTIC DISTURBANCE Reported at Block of 38700 SW 2ND AVE SCIO <hr/> Couple going through a divorce, still living together, and unable to get along. No crimes.
CAD# 2023138094 TIME: 7/14/2023 2:23:35AM CASE# CAD Only SCIO	911 HANG UP CALL Reported at Block of 38700 SW 2ND AVE SCIO <hr/> No Public Narrative.
CAD# 2023138119 TIME: 7/14/2023 4:24:33AM CASE# 2302843 SCIO CAD CALL COMPLETE	Report Filed. ASSAULT 4 - SIMPLE ASLT DOMESTIC Reported At Block Of 38700 SW 2ND AVE Occurred between 0426 hours on 7/14/2023 and 0434 hours on 7/14/2023 . Reported: <hr/> Couple going through a divorce, still living together, and unable to get along. No crimes
CAD# 2023138542 TIME: 7/14/2023 4:59:26PM CASE# CAD Only SCIO CAD CALL COMPLETE	FOLLOW UP Reported at Block of 38700 SW 2ND AVE SCIO <hr/> Deputies conduct follow up interview regarding ongoing investigation.
CAD# 2023140180 TIME: 7/16/2023 7:42:31PM CASE# 2302879 SCIO REPORT TAKEN	The stop sign post at the northeast corner of SE 2nd Street and Highway 226 was struck by a passing vehicle, which left the scene. The post will need to be replaced and the Linn County Road Department was notified.
CAD# 2023141004 TIME: 7/17/2023 9:21:31PM CASE# CAD Only SCIO CAD CALL COMPLETE	FOLLOW UP Reported at Block of 38700 SW 2ND AVE SCIO <hr/> Follow up

Incident Information:	Description
CAD# 2023141086 TIME: 7/17/2023 11:21:02PM CASE# CAD Only SCIO CAD CALL COMPLETE	SUSPICIOUS VEHICLE Reported at Block of 38700 N MAIN ST SCIO <hr/> Deputies contacted a vehicle parked in the parking lot of a business. The occupants were employees who were getting off work.
CAD# 2023141303 TIME: 7/18/2023 10:01:43AM CASE# CAD Only SCIO WARNING EQUIPMENT VIOL/	TRAFFIC STOP Reported at Block of 38900 HWY 226 SCIO <hr/> Warning
CAD# 2023141319 TIME: 7/18/2023 10:17:56AM CASE# CAD Only SCIO CITE EQUIPMENT VIOLATION	TRAFFIC STOP Reported at Block of 38900 SE 2ND AVE SCIO <hr/> Citation issued to driver for illegal window tint and driving while suspended.
CAD# 2023141325 TIME: 7/18/2023 10:27:33AM CASE# CAD Only SCIO CITE EQUIPMENT VIOLATION	TRAFFIC STOP Reported at Block of 38800 N MAIN ST/NE 4TH AVE SCIO <hr/> Citation issued to driver for illegal window tint and terminated insurance.
CAD# 2023141879 TIME: 7/19/2023 1:04:39AM CASE# CAD Only SCIO SCIO	EXTRA PATROL Reported at Block of 38800 NW 1ST AVE SCIO <hr/> Extra patrol at Centennial grade school.
CAD# 2023141883 TIME: 7/19/2023 1:07:51AM CASE# CAD Only SCIO SCIO	EXTRA PATROL Reported at Block of 39000 NE 4TH AVE SCIO <hr/> Deputies performed an extra patrol at the Scio High School

Incident Information:	Description
CAD# 2023142139 TIME: 7/19/2023 11:56:05AM CASE# CAD Only SCIO CAD CALL COMPLETE	EVENT DETAIL Reported at Block of 38900 NW 1ST AVE SCIO <hr/> No Public Narrative.
CAD# 2023142493 TIME: 7/19/2023 9:16:26PM CASE# CAD Only SCIO	911 HANG UP CALL Reported at Block of 38600 SE BIRCH ST SCIO <hr/> No Public Narrative.
CAD# 2023143529 TIME: 7/21/2023 9:22:07AM CASE# CAD Only SCIO CAD CALL COMPLETE	INFORMATION ONLY REPORT Reported at Block of 38900 SW 3RD AVE SCIO <hr/> Caller upset with neighbors.
CAD# 2023143616 TIME: 7/21/2023 11:31:02AM CASE# CAD Only SCIO CAD CALL COMPLETE	WELFARE CHECK Reported at Block of 38800 N MAIN ST SCIO <hr/> Deputy conducted welfare check on elderly male and female. Male and female were well but will be transported to the hospital later for a medical evaluation.
CAD# 2023144108 TIME: 7/21/2023 11:27:30PM CASE# CAD Only SCIO CAD CALL COMPLETE	SUSPICIOUS VEHICLE Reported at Block of 38900 NW 4TH AVE SCIO <hr/> Deputies contacted a vehicle parked in a church parking lot after dark. The two occupants were playing Pokemon Go. NFA
CAD# 2023144473 TIME: 7/22/2023 2:22:27PM CASE# CAD Only SCIO CAD CALL COMPLETE	STALKING COMPLAINT Reported at Block of 38600 SW FILBERT ST SCIO <hr/> Deputy spoke to concerned caller about possible stalking situation. Caller advised of stalking orders.

Incident Information:	Description
CAD# 2023145206 TIME: 7/23/2023 3:08:26PM CASE# CAD Only SCIO	911 HANG UP CALL Reported at Block of 38600 SE CEDAR ST SCIO <hr/> No Public Narrative.
CAD# 2023145838 TIME: 7/24/2023 1:40:59PM CASE# CAD Only SCIO CAD CALL COMPLETE	PARKING COMPLAINT Reported at Block of 38700 NW ALDER ST SCIO <hr/> Deputies respond to a report of an abandoned vehicle. Deputies learn the vehicle was recently parked there and will removed the following day.
CAD# 2023145895 TIME: 7/24/2023 2:39:29PM CASE# CAD Only SCIO	ABANDON VEHICLE Reported at Block of 38800 NW 1ST AVE SCIO <hr/> No Public Narrative.
CAD# 2023146043 TIME: 7/24/2023 5:28:23PM CASE# CAD Only SCIO CAD CALL COMPLETE	MENTAL HEALTH Reported at Block of 38500 SW BEECH ST SCIO <hr/> Deputies take information regarding ongoing mental health issue.
CAD# 2023147589 TIME: 7/26/2023 5:47:40PM CASE# CAD Only SCIO CAD CALL COMPLETE	DISTURBANCE Reported at Block of 38800 NW ALDER ST SCIO <hr/> Deputy provided juvenile a courtesy ride to hospital with a parent following in their car for possible mental health evaluation.
CAD# 2023148678 TIME: 7/28/2023 8:36:26AM CASE# CAD Only SCIO CAD CALL COMPLETE	TRAFFIC HAZARD Reported at Block of 38500 SW FILBERT ST/SW 6TH AVE SCIO <hr/> RV with slides out causing a hazard for vehicles and pedestrians walking along the road . RV owner stated they would bring the slides in.

Incident Information:	Description
CAD# 2023148692 TIME: 7/28/2023 9:07:27AM CASE# CAD Only SCIO	POCKET DIAL LCSO AND CRCC Reported at Block of 38800 NW CHERRY ST SCIO <hr/> No Public Narrative.
CAD# 2023148734 TIME: 7/28/2023 10:18:09AM CASE# CAD Only SCIO	POCKET DIAL LCSO AND CRCC Reported at Block of 38800 NW CHERRY ST SCIO <hr/> No Public Narrative.
CAD# 2023149143 TIME: 7/28/2023 7:43:03PM CASE# CAD Only SCIO CAD CALL COMPLETE	SUSPICIOUS CIRCUMSTANCE Reported at Block of 38700 N MAIN ST SCIO <hr/> Deputies attempt to locate male with outstanding charges.
CAD# 2023149810 TIME: 7/29/2023 7:35:37PM CASE# CAD Only SCIO CAD CALL COMPLETE	FOLLOW UP Reported at Block of 38700 N MAIN ST SCIO <hr/> Deputies attempt to locate wanted subject in Scio area.
CAD# 2023149845 TIME: 7/29/2023 8:39:50PM CASE# CAD Only SCIO CAD CALL COMPLETE	WELFARE CHECK Reported at Block of 38800 N MAIN ST SCIO <hr/> : Dispatched to distraught female in a car with a male. Vehicle left the area 2 hours before police were notified. The vehicle was not located and the caller was not able to get a license plate of the car.
CAD# 2023150278 TIME: 7/30/2023 2:55:31PM CASE# CAD Only SCIO	NON 911 ISSUE Reported at Block of 38900 SW 6TH AVE SCIO <hr/> No Public Narrative.

Incident Information:	Description
CAD# 2023150392 TIME: 7/30/2023 6:16:30PM CASE# CAD Only SCIO CAD CALL COMPLETE	PARKING COMPLAINT Reported at Block of 38700 NW BEECH ST SCIO <hr/> Vehicle parked blocking callers driveway . The vehicle was moved and no loner blocking.
CAD# 2023151207 TIME: 7/31/2023 9:30:40PM CASE# CAD Only SCIO CAD CALL COMPLETE	FOLLOW UP Reported at Block of 38700 NW ALDER ST SCIO <hr/> Deputies conducted follow-up on a burglary case.

Agenda Item 1



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 Nuber and Scio City Councilors

FROM: LaVonne Murray, Librarian

RE: Library Collection Development Policy

DATE: August 4, 2023

In the council packet is a Collection Development Policy for the Scio Public Library. This is a revision of the Collection Development Policy written and approved in 2005. It is recommended that the policy be revised every 3-5 years, which is what will be done in the future.

COLLECTION DEVELOPMENT POLICY for the Scio Public Library (SPL)

INTRODUCTION

PURPOSE

The Collection Development Policy provides direction for the growth and development of collections to meet the community's needs and communicates these guiding principles to library staff and the public.

MISSION

The Scio Public Library improves and enriches the lives of our users by promoting reading and providing access to materials, in all formats, which meet the informational, cultural, educational and recreational needs of our community.

GENERAL PRINCIPLES

Intellectual Freedom

Library users make choices as to what items they and their children will use based on individual interests and standards. The Scio Public Library supports the right of each family to decide which items are appropriate for use by their children. SPL adheres to the principles of intellectual freedom adopted by the American Library Association as expressed in the "Library Bill of Rights," the "Freedom to Read," and the "Freedom to View" statements. These statements are contained in the policy under Appendices.

Diversity

Our goal is to collect materials that reflect a wide range of views, expressions, opinions, and interests. Specific items acquired for the collection may include unorthodox, unpopular with the majority, or controversial items. SPL's acquisition of such material does not constitute an endorsement of the material's content.

SELECTION PROCEDURE

Responsibility

Library staff members select library materials.

Staff selects materials from general and specialized review media such as *Booklist*, *Library Journal*, *School Library Journal*, and *Publisher's Weekly*; Newbery, Caldecott, and Readers' Choice awards; in response to library user's requests.

Criteria

General criteria for selecting library materials (purchased or donated) include, but are not limited, the following:

- Budget and space limitations
- Public demand, interest, or need
- Contemporary significance, popular interest, or permanent value
- Prominence, authority, and/or competence of author or creator
- Professional, high-quality content that has been independently and positively reviewed in an authoritative review journal.
- Timeliness of information
- Relation to existing collection
- An original or alternative point of view
- Authenticity of historical, regional, or social setting
- Suitability of subject and style for the intended audience
- Appropriateness to interest and skills of the intended audience
- Local emphasis
- Availability from other Linn Library Consortium libraries

Consortia Acquisitions

Scio Public Library does not have direct control over resources acquired through membership in state wide consortia, including Library 2 Go and the Statewide Database Licensing Program.

Gifts, Donations and Memorials

SPL welcomes donations of books and other materials, as well as financial contributions. SPL reserves the right to decide the disposition of all gifts received. Gifts are added to the collection according to the same criteria for selection of purchased materials. Gifts accepted for addition to the SPL's collection become the property of the Scio Public Library and will be placed where most appropriate.

Material not added to the collection may be sold or transferred to the Friends of the Scio Public Library, a non-profit organization, for use in their book sales. The proceeds from these sales are donated to the SPL in support of our programs and collections.

SPL reserves the right to decline gifts that would not serve the best interest of the Scio Public Library or the City of Scio.

Maintenance, Replacement, and Withdrawal of Items

SPL continuously evaluates the collection to ensure its usefulness and relevance to the community. Standard professional criteria such as CREW (an acronym for continuous review, evaluation and weeding) will be used. This evaluation relies on library staff's professional expertise to address the content of the collection for the ever-changing needs of the community. Items may be withdrawn from the collections, and damaged, destroyed, or lost items may not be replaced for the following reasons:

- Obsolescence – no longer timely, accurate or relevant
- Damaged or in poor condition
- Space or budget limitations
- Number of copies in the collection
- Insufficient use
- Availability at other Linn Library Consortium libraries

Requests for Reconsideration of Materials

Patrons wishing to express concerns about materials already in the collection will be invited first to discuss their concerns with the librarian.

Should a patron still be unsatisfied, they may formally request that SPL reconsider its classification or possession of an item by submitting a "Request for Reconsideration of Library Materials" form to the City Manager, who will do the following:

- Consult with the librarian and the Library Advisory Committee
- Examine the item in question, check reviews, and determine whether it conforms to the standards of the Collection Development Policy
- Make a decision on the disposition of the item in question and communicate that decision in writing to the complainant

Should the patron wish to pursue the matter further, they may request that the City Manager bring the issue before the Scio City Council/Library Board for their decision. At this point, the City Manager, the librarian, and Library Advisory Committee will each fill out a copy of the "Request for Reconsideration" form, including their recommendation as to the appropriate action. The City Council/Library Board will consider the request and the staff and Library Advisory Committee's recommendations at the next scheduled Council/Board meeting. It will render a decision as to the appropriate action. This decision will be final and will be conveyed in writing to the patron submitting the request.

APPENDICES

Request for Reconsideration of Library Materials

Author:_____

Title:_____

Publisher:_____

Request initiated by: _____

Telephone:_____Address:_____

Complainant represents (please circle one): Self Organization

Please identify organization:_____

(Use back of sheet if needed)

1. To what in the material do you object? (Please be specific; cite pages, frames or sections)

2. What do you feel might be the result of reading or viewing this material?

3. For which collection (children, teen, adult) do you think this material is acceptable?

4. Do you see any value in the use of this item?

5. Did you read or view the material in its entirety? If not, what parts did you examine?

Scio Public Library Collection Development Policy

6. Are you aware of the judgment of this material by literary critics?

7. What do you believe is the theme of this material?

8. What do you see as the purpose of this material?

9. What other material could you recommend in its place as conveying the same viewpoint?

10. What action would you like the Library Advisory Committee to take?

Signature of

Complainant _____ Date _____

Library Bill of Rights

The American Library Association affirms that all libraries are forums for information and ideas, and that the following basic policies should guide their services.

I. Books and other library resources should be provided for the interest, information, and enlightenment of all people of the community the library serves. Materials should not be excluded because of the origin, background, or views of those contributing to their creation.

II. Libraries should provide materials and information presenting all points of view on current and historical issues. Materials should not be proscribed or removed because of partisan or doctrinal disapproval.

III. Libraries should challenge censorship in the fulfillment of their responsibility to provide information and enlightenment.

IV. Libraries should cooperate with all persons and groups concerned with resisting abridgment of free expression and free access to ideas.

V. A person's right to use a library should not be denied or abridged because of origin, age, background, or views.

VI. Libraries which make exhibit spaces and meeting rooms available to the public they serve should make such facilities available on an equitable basis, regardless of the beliefs or affiliations of individuals or groups requesting their use.

VII. All people, regardless of origin, age, background, or views, possess a right to privacy and confidentiality in their library use. Libraries should advocate for, educate about, and protect people's privacy, safeguarding all library use data, including personally identifiable information.

Adopted June 19, 1939, by the ALA Council; amended October 14, 1944; June 18, 1948; February 2, 1961; June 27, 1967; January 23, 1980; January 29, 2019.

Inclusion of "age" reaffirmed January 23, 1996.

The Freedom to Read Statement

The freedom to read is guaranteed by the Constitution. Those with faith in free people will stand firm on these constitutional guarantees of essential rights and will exercise the responsibilities that accompany these rights.

We therefore affirm these propositions:

1. *It is in the public interest for publishers and librarians to make available the widest diversity of views and expressions, including those that are unorthodox, unpopular, or considered dangerous by the majority.*
2. *Publishers, librarians, and booksellers do not need to endorse every idea or presentation they make available. It would conflict with the public interest for them to establish their own political, moral, or aesthetic views as a standard for determining what should be published or circulated.*
3. *It is contrary to the public interest for publishers or librarians to bar access to writings on the basis of the personal history or political affiliations of the author.*
4. *There is no place in our society for efforts to coerce the taste of others, to confine adults to the reading matter deemed suitable for adolescents, or to inhibit the efforts of writers to achieve artistic expression.*
5. *It is not in the public interest to force a reader to accept the prejudgment of a label characterizing any expression or its author as subversive or dangerous.*
6. *It is the responsibility of publishers and librarians, as guardians of the people's freedom to read, to contest encroachments upon that freedom by individuals or groups seeking to impose their own standards or tastes upon the community at large; and by the government whenever it seeks to reduce or deny public access to public information.*
7. *It is the responsibility of publishers and librarians to give full meaning to the freedom to read by providing books that enrich the quality and diversity of thought and expression. By the exercise of this affirmative responsibility, they can demonstrate that the answer to a "bad" book is a good one, the answer to a "bad" idea is a good one.*

We state these propositions neither lightly nor as easy generalizations. We here stake out a lofty claim for the value of the written word. We do so because we believe that it is possessed of enormous variety and usefulness, worthy of cherishing and keeping free. We realize that the application of these propositions may mean the dissemination of ideas and manners of expression that are repugnant to many persons. We do not state these propositions in the comfortable belief that what people read is unimportant. We believe rather that what people read is deeply important; that ideas can be dangerous; but that the suppression of ideas is fatal to a democratic society. Freedom itself is a dangerous way of life, but it is ours.

Adopted June 25, 1953, by the ALA Council and the AAP Freedom to Read Committee; amended January 28, 1972; January 16, 1991; July 12, 2000; June 30, 2004.

Freedom to View Statement

The **FREEDOM TO VIEW**, along with the freedom to speak, to hear, and to read, is protected by the First Amendment to the Constitution of the United States. In a free society, there is no place for censorship of any medium of expression. Therefore these principles are affirmed:

1. To provide the broadest access to film, video, and other audiovisual materials because they are a means for the communication of ideas. Liberty of circulation is essential to insure the constitutional guarantee of freedom of expression.
2. To protect the confidentiality of all individuals and institutions using film, video, and other audiovisual materials.
3. To provide film, video, and other audiovisual materials which represent a diversity of views and expression. Selection of a work does not constitute or imply agreement with or approval of the content.
4. To provide a diversity of viewpoints without the constraint of labeling or prejudging film, video, or other audiovisual materials on the basis of the moral, religious, or political beliefs of the producer or filmmaker or on the basis of controversial content.
5. To contest vigorously, by all lawful means, every encroachment upon the public's freedom to view.

This statement was originally drafted by the Freedom to View Committee of the American Film and Video Association (formerly the Educational Film Library Association) and was adopted by the AFVA Board of Directors in February 1979. This statement was updated and approved by the AFVA Board of Directors in 1989.

Endorsed January 10, 1990, by the ALA Council

Agenda Item 2



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 Nuber and Scio City Councilors

FROM: Ginger Allen, Scio City Manager

RE: Resolution No. 23-11 Unanticipated Revenue Funds – Community Involvement

DATE: August 4, 2023

Earlier this year, serving as the city's liaison to the Scio Fairgrounds and Event Center, requested a donation from Republic Services to assist with the cost of entertainment at the up-coming Bridges, Bikes and Brews Festival.

At the time of the request, I was told I would have to wait as the request itself made it way up the change of command for approval of the donation. After a number of days I was informed that Republic Services would indeed support the event with a generous donation of \$3,600.00 going towards the fall festival event.

The city received this small grant, ear marked for the support of the Bridges, Bikes and Brews event. Thus, the city needs to enter the money into our grant revenue line item and turn the funds over to the festival event via "Community Involvement".

I am requesting council approve the receipt of the funds and the disbursement of the funds to the Scio Fairgrounds and Event Center organization.



City Of Scio, Oregon



RESOLUTION NO. 23-11

A RESOLUTION APPROPRIATING UNANTICIPATED REVENUE TO THE GENERAL FUND OF THE CITY OF SCIO.

WHEREAS, Oregon Budget Law, under ORS 294-326(2), provides that money from unanticipated grants, gifts, bequests or devises that have been transferred to a municipal corporation in trust for a specific purpose may be lawfully expended after enactment of an appropriate resolution; and

WHEREAS, the City of Scio has received a donation totaling \$3,600.00 from Republic Services; and

WHEREAS, Oregon Budget Law, under ORS 294.326(2) allows the City of Scio to spend unanticipated money,

THEREFORE, BE IT RESOLVED by the Scio City Council of the City of Scio that the following appropriations be made:

Revenue:

<u>General Fund</u>	<u>Budget Appropriation</u>	<u>Increase</u>	<u>Adjusted Budget</u>
10-4330 – Grants	<u>\$0.00</u>	<u>\$3,600.00</u>	<u>\$3,600.00</u>
Total =	<u>\$0.00</u>	<u>\$3,600.00</u>	<u>\$3,600.00</u>

Expenses:

10-6270 – Community Involvement	<u>\$0.00</u>	<u>\$3,600.00</u>	<u>\$3,600.00</u>
Total =	<u>\$0.00</u>	<u>\$3,600.00</u>	<u>\$3,600.00</u>

Passed by the City Council of the City of Scio this 14th day of August, 2023.

By: _____
[] Debbie Nuber, Mayor
[] Joey Ferguson, City Council President

ATTEST:

Virginia Allen, City Manager

Agenda Item 3



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 Nuber and Scio City Councilors

FROM: Ginger Allen, Scio City Manager

RE: Resolution No. 23-10 Unanticipated Revenue Funds – Library Donation

DATE: August 4, 2023

Each year the Friends of the Scio Public Library donates time and dollars to assist with Library Services.

This resolution is the standard requirement needed to take in funds that were unanticipated at the time the 2023-2024 budget was confirmed. The funds listed in the resolution are funds that assist with Library Services.



City Of Scio, Oregon



RESOLUTION NO. 23-10

A RESOLUTION APPROPRIATING UNANTICIPATED REVENUE TO THE GENERAL FUND OF THE CITY OF SCIO.

WHEREAS, Oregon Budget Law, under ORS 294-326(2), provides that money from unanticipated grants, gifts, bequests or devises that have been transferred to a municipal corporation in trust for a specific purpose may be lawfully expended after enactment of an appropriate resolution; and

WHEREAS, the City of Scio has received a donation totaling \$2,150.00 from Friends of the Scio Public Library; and

WHEREAS, Oregon Budget Law, under ORS 294.326(2) allows the City of Scio to spend unanticipated money,

THEREFORE, BE IT RESOLVED by the Scio City Council of the City of Scio that the following appropriations be made:

Revenue:

<u>General Fund</u>	<u>Budget Appropriation</u>	<u>Increase</u>	<u>Adjusted Budget</u>
10-4262 – Library Donations	<u>\$0.00</u>	<u>\$2,150.00</u>	<u>\$2,150.00</u>
Total =	<u>\$0.00</u>	<u>\$2,150.00</u>	<u>\$2,150.00</u>

Expenses:

10-6387 – Library – Donations	<u>\$0.00</u>	<u>\$2,150.00</u>	<u>\$2,150.00</u>
Total =	<u>\$0.00</u>	<u>\$2,150.00</u>	<u>\$2,150.00</u>

Passed by the City Council of the City of Scio this 14th day of August, 2023.

By: _____
[] Debbie Nuber, Mayor
[] Joey Ferguson, City Council President

ATTEST:

Virginia Allen, City Manager

Agenda Item 4



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 Nuber and Scio City Councilors

FROM: Ginger Allen, Scio City Manager

RE: Annual Audit Process – Request for Proposal

DATE: August 4, 2023

The City of Scio has been using Accuity, LLC as its annual auditing firm since 2012. It has been 11 years since we have compared services with other vendors. I am seeking permission to send out Requests for Proposals for the city's auditing services.

The purpose of the Request for Proposal (RFP) will help determine the following services:


- Compliance with other vendors within the auditing industry.
- Timely and accurate delivery of services.
- Availability of the vendors and staff when something goes wrong and operations are disrupted. How fast does the vendor respond to client questions.
- Does the vendor make an effort to meet personally with the client or do they prefer using some remote form of service.
- Competitiveness within the market and whether the vendor always offer the best price for services.

There are other questions that will be included in the RFP, the areas listed above are examples of what we will be looking for from our auditing firm.

Agenda Item 5

David W. Kinney
Community Development Consultant
791 E. Hollister Street, Stayton, OR 97383
Office: (503) 769-2020 • Cell: (503) 551-0899 • Fax: (503) 769-4111
Email: dwkinney@wvi.com

To: Mayor Debbie Nuber and City Councilors

From: Chairman Beau Buganski and Scio Planning Commission
David W. Kinney, Planning Consultant 

Date: July 27, 2023

Subject: City File # 2023-01
Proposal: Comprehensive Plan Map Amendment (Residential) to (Public)
Zoning Map Amendment Commercial (R-2) to Public (P)
Applicant: Scio School District
Location: 38729 NW Cherry St.

Proposal:

The Scio School District proposes to amend the Scio Comprehensive Plan Map and Zoning Map to redesignate and rezone a 0.21-acre parcel at 38729 NW Cherry St. (corner of NW Cherry & NW 1st Ave). The school district proposes to relocate their district office from Scio Middle School to this site. The district plans to remodel the existing house and add a parking lot in the rear for district office staff.

Public Hearing and Public Testimony:

The Planning Commission held a public hearing on July 26, 2023. Steve Martinelli, Superintendent with the Scio School District, presented the application. Mr. Martinelli was the only person testifying at the public hearing. City Engineer Ryan Quigley, Dyer Partnership, provided comments on the parking and storm drainage plan for the project. The Fire District had no comments.

Planning Commission Findings and Recommendation:

Approval

The staff report dated July 17, 2023 includes a description of the application, decision criteria and findings for the proposal. At the conclusion of the public hearing, the Scio Planning Commission unanimously adopted the findings and recommended the City Council approve the proposal and adopt an Ordinance approving the application.

City Council Public Hearing and Decision Options

The Mayor will conduct the public hearing and follow the City's land use procedures. Since the application includes a comprehensive plan amendment, this is considered a legislative proceeding. The Planning Commission's recommendation, the July 17, 2023 staff report and the city's land use file are included in the record for the proceeding.

Council Action

At the conclusion of the public hearing, the City Council may either:

1. Continue the Public Hearing until (date & time).
2. Close the Public Hearing but hold the Written Record Open until (date and time)
3. Close the Public Hearing and Make a Final Decision

If Continued: Motion or direction by the Mayor to continue the public hearing to _____, 2023 at 7:00 p.m. to consider further testimony.

[The Mayor may continue the hearing to consider additional testimony on the entire application or may limit future testimony to specific issues].

Approval:

Motion 1: Motion to **APPROVE** File 2023-01 to amend the *Scio Comprehensive Plan Map* and the *Scio Zoning Map* to redesignate and rezone a 0.21-acre parcel at 38729 NW Cherry St. to a Public plan designation and a Public zoning district and to adopt the findings of fact in the Staff Report dated July 20, 2023.

Motion 2: *Ordinance Adoption:* If approved, Adopt Ordinance No. _____ approving File No. 2023-06, comprehensive plan and zoning map amendments for the 0.21-acre parcel at 38965 NW 1st Avenue.

Denial: Motion to Deny the application if City Council finds the application does not comply with all of the applicable comprehensive plan policies and to direct the City Planning Consultant to prepare findings of fact for consideration by the City Council at the next regular council meeting.

City of Scio

Public Hearing before the Scio City Council Hearing Format

- A. Opening of the Public Hearing & Rules of Conduct
- B. Introduction of City Councilors
- C. Declarations of Ex Parte Contact, Conflicts of Interest or Bias
- D. Staff Report and Planning Commission Recommendation
- E. Applicant's Presentation or Testimony
- F. Proponent's Testimony
- G. Opponent's Testimony
- H. General Testimony of Other Individuals or Organizations
- I. Questions of Clarification from the City Council
- J. Staff Summary
- K. Continuation of Public Hearing to a Date Certain or Close of Public Hearing

The City Attorney will provide advice to the Mayor and Council on whether or not the City Council should continue the public hearing to another date and if the record will be kept open to allow for additional public testimony.

After the close of the public hearing, no further public testimony will be received by the City.

- L. City Council Deliberation & Decision

The Scio City Council will deliberate on the proposal this evening and may either make a decision tonight or continue their discussion at their next regularly scheduled meeting.

The City Council may either (1) adopt an Ordinance approving the applicant's proposal, (2) take no action or (3) deny the proposal.

Public Hearing Rules of Conduct

The public hearing will be conducted in the order listed on the agenda. The Planning Commission Chairman will recognize each person who wishes to testify on the proposal. If you wish to testify during the public hearing, please assist us by abiding by the following rules:

1. State your name and address
2. Indicate whether you support the Comprehensive Plan amendments, oppose them or wish to offer general testimony.
3. Please keep your testimony brief and to the point. We request testimony be limited to 3-5 minutes per person.
4. Direct any questions you have to the Chairman. He will direct your question to the city staff, the Planning Commission or other person who may be able to provide an answer.
5. The Chair may limit testimony when it is cumulative, repetitive, irrelevant or immaterial to the issues being considered.

Disclosure Statements:

Right to Request the Record be Held Open: Any party to this hearing may request the record be held open for a minimum of seven (7) days to allow for the submittal of additional written testimony. If a request is made this evening, at the end of the hearing, the Chair will set a date and time the record will be closed.

Right to Appeal: The City Council will make the final decision on this proposal. Any person who is aggrieved by this decision may file an appeal with the Land Use Board of Appeals as specified in ORS 197 after the council makes its decision. Failure to raise an issue during the public hearing, either in person or by letter, or failure to provide sufficient specificity to afford the Planning Commission or City Council an opportunity to respond to that issue precludes an appeal to the State Land Use Board of Appeals on that issue.



City of Scio
Covered Bridge Capital of the West

David W. Kinney
Planning Consultant for the City of Scio
791 E. Hollister St., Stayton, OR 97383
Office: (503) 769-2023 Cell: (503) 551-0899
Email: dwkinney@wvi.com

SCIO PLANNING COMMISSION

STAFF REPORT

STAFF REPORT DATE: July 17, 2023

HEARING DATE: July 26, 2023 7:00 PM Scio Planning Commission
August 14, 2023 6:00 PM Scio City Council

FILE NUMBER: PL 2023-01

**APPLICANT/
PROPERTY OWNER:** Steve Martinelli, Superintendent
Scio School District No. 95C
38875 NW First Avenue, Scio, Oregon 97374

APPLICANT'S PROPERTY:

<u>Assessor's Map</u>	<u>Tax Lot</u>	<u>Account</u>	<u>Acres</u>	<u>Address</u>
T10S R1W 18AC	00104	716106	0.21	38729 NW Cherry St.

PROPOSAL: Comprehensive Plan Map Amendment (Residential) to (Public)
Zoning Map Amendment Multi-Family Residential (R-2) to Public (P)

SUBMITTAL **EXHIBIT A - Application for a Comp Plan Amendment/Zone Change.**
A-1 Application Form (on file in City Hall land use file)
A-2 Existing Conditions Site Plan (C-102) (2 sheets)
A-3 Preliminary Site Plan & Parking Plan (C-103)

OTHER EXHIBITS
Exhibit B Agency Testimony (on file in City Hall land use file)
Exhibit C Public Testimony (on file in City Hall land use file)
Exhibit D DRAFT Ordinance to Approve CP/ZC for File 2023-01

DECISION CRITERIA

The following criteria apply to this application for a Comprehensive Plan Amendment and Zone Change.

A. Oregon Statewide Planning Goals and related Oregon Administrative Rules (OAR 660)

- *Goal 1 – Citizen Involvement*
- *Goal 2 – Land Use – Buildable Lands*
- *Goal 7 – Natural Hazards*
- *Goal 10 - Housing*
- *Goal 11 – Public Facilities*
- *Goal 12 - Transportation*

B. Scio Comprehensive Plan, including

- *Land Use Goals and Policies*
 - *Goal LU-2 Buildable Lands*
 - *Policy LU-12 Public Lands – Sites for Public Facilities*
 - *Policy LU-14 Public Lands – Public Input in Siting of Public Facilities*
- *Natural Resource Goals and Policies*
 - *Flood Hazard Goals Goal NR-4*
 - *Flood Hazard Policies: NR-8 Flood Hazard Zone and Data*
- *Public Facilities Goals and Policies*
 - *Goal PF-1 Provide Quality Public Facilities*
 - *Public Facilities: PF-9 and PF-10 Timing of Public Facilities*
- *Transportation Goals and Policies*
 - *Goal T-1: Streets and Highway System - Provide for efficient motor vehicle travel within and through the City of Scio.*
 - *Goal T-2: Active Transportation – Increase the availability of pedestrian and bicycle facilities.*

C. Scio Comprehensive Plan Amendment Ordinance 496

- Section 3 to 6 Application, Filing and Public Hearing Requirements
- Section 7 Approval Criteria

D. Scio Zoning Ordinance 561 – Article 10, Amendments to the Zoning Ordinance

- Section 10.010 Application for Amendments
- Section 10.020 Public Hearings and Procedural Requirements

The Planning Commission will make its decision based on the criteria listed above. The criteria listed for the Scio Comprehensive Plan, the Scio Zoning Code and city ordinances can be viewed at the City of Scio website: <http://ci.scio.or.us>

I. Applicant's Proposal

School Superintendent Steve Martinelli has filed an application requesting the City of Scio approve an amendment to the Scio Comprehensive Plan Map and the Scio Zoning Map to redesignate and rezone a 0.21-acre lot at 38729 NW Cherry St. from multi-family residential (R-2) to Public (P) as shown on Map 1 and in Table 1.

Map 1
Proposed Comprehensive Plan Map and Zoning Map Amendments
Redesignate & Rezone 0.21-acres from Residential (R-2) to Public (P)
38729 NW Cherry St., Scio, Oregon



Table 1
Scio School District No. 95C
Comprehensive Plan Map and Zone Change Proposal

#	Assessor's Map and Tax Lot	Acres	Existing Use	Existing Comp Plan Map Designation	Existing Zoning District	Proposed Comp Plan Map Designation and Zoning District
1	10S 1W 18AC TL 00104	0.21	Single-family Dwelling	Residential	Multi-Family Residential (R-2)	Public (P)

II. BACKGROUND INFORMATION

A. Pre-Application Information and Application Submittals:

In April and May 2023, school district officials communicated with the City regarding the District's acquisition of the 0.21-acre residential property at 38729 NW Cherry Street and plans to change the use and remodel the house for administrative offices for the school district. District officials were advised that amendments to the Scio Comprehensive Plan Map and Zoning Map are required to redesignate and rezone the entire property prior to use the existing home for district administrative offices. City staff and consultants explained the City's land use application process and advised district officials about the parking requirements for an administrative office.

On May 16, 2023 the school district filed a land use application with the City. The Comprehensive Plan/Zone Change application was deemed complete on June 13, 2023 after the District submitted a revised site plan.

B. Application, Land Use Procedure and Review Requirements:

The application requires a public hearing before the Scio Planning Commission and a second public hearing before the City Council. If the Council approves the proposal, the City Council must adopt an ordinance to amend the Scio Comprehensive Plan Map and the Scio Zoning Map.

The City Planner recommends the City adhere to the following schedule:

July 26, 2023	Scio Planning Commission Public Hearing. At the conclusion of the hearing the Commission will deliberate and make a recommendation to the City Council. The Planning Commission may continue deliberations at a subsequent meeting.
August 14, 2023	Scio City Council Public Hearing. Receive the Scio PC recommendation and consider public testimony. At the conclusion of the City Council public hearing, the Council will decide to approve or deny the Planning Commission's recommendations.
August/Sept 2023	If the application is approved, the City Council will adopt an ordinance at either the August 14, 2023 or September 2023 city council meeting.

Since the application includes a legislative amendment to the Scio Comprehensive Plan, the "120-day rule" does not apply.

C. Public Hearings

Planning Commission Hearing: A public hearing concerning File 2023-01 will be held before the Planning Commission on Wednesday, July 26, 2023 beginning at 7:00 p.m. at the Scio City Hall, 38957 NW First Avenue. The Planning Commission will consider the applicant's presentation and consider public testimony on the proposal. At the conclusion of the hearing, Chair Beau Buganski will close the public hearing. After the public hearing is closed, the Planning Commission will deliberate on the proposal and make a recommendation to the Scio City Council.

City Council Hearing: The City Council is scheduled to receive the planning commission recommendation and hold a public hearing on Monday, August 14, 2023 at the regularly scheduled council meeting which begins at 6:00 p.m. At the conclusion of the public hearing, the City Council will deliberate and decide to approve or deny the application.

D. Notices of Public Hearing:

The proposed Comprehensive Plan map amendment and zoning map amendment is a Post-Acknowledgment Plan Amendments (PAPA). Notice was provided to the Oregon Department of Land Conservation and Development (DLCD) on May 24, 2023.

Notice of the public hearings must be provided to affected governmental agencies, adjacent property owners and the community. Notices for both public hearings were provided as follows:

1. Mailing to Adjacent Property Owners: Written notice will be mailed to owners of property within 500' of the subject property at least 10 days prior to the initial evidentiary hearing before the Scio Planning Commission and 10 days prior to a public hearing before the City Council. Notice of the public hearings will be mailed to property owners on or July 10, 2023, more than 10 days prior to the initial evidentiary hearing.
2. Agency Notification: Agency notices will be emailed to affected agencies with a request that agency comments be returned to the City on or about July 14, 2023, more than 10 days prior to the initial evidentiary hearing.
3. Posting: Notices of the public hearing were posted at the U.S. Post Office in Scio, at City Hall and on the City of Scio website more than 10 days prior to the initial evidentiary hearing.

F. Existing Conditions:

The district provided the following description of the proposal, the reason the site was selected for the District Office and existing land uses in the surrounding neighborhood:

"The proposed use of the property is for public education – new Scio School District administrative office. The middle school is running out of student space, so we need to move the district office. We would like to stay close to our current buildings."

The school district acquired the 0.21-acre property at 38729 NW Cherry Street (corner of NW 1st Avenue & NW Cherry St.) on March 30, 2023. There is an existing 1,200 square foot one-story stick-built home on the site. Map 1, a 2021 aerial photograph of the area, shows the parcel is on the south side of NW 1st Avenue across the street from the Centennial Elementary School property and playground for the elementary school and middle school. The Scio Middle School is 1-block east on NW 1st Avenue.

Surrounding Land Uses: The site is located in a multi-family residential (R-2) zone. Map 2 on the next page shows the zoning on surrounding properties and the adjacent land uses.

- | | |
|--------|--|
| North: | Centennial Elementary & Scio Middle School recreational fields on NW 1 st Avenue, between NW Beech & NW Cherry St. |
| West: | Single family residence at 38880 NW 1 st Avenue. The home is outside the Scio city limits and inside the UGB. South and west of the home, the Scio School District owns a 4.51-acre site used for physical ed classes, recreation and youth sports. |
| East: | Two duplexes south of NW 1 st Avenue and west of NW Beech St. |
| South: | A single-family residence at 38717 NW Cherry St. and a vacant 0.32-acre parcel. Both these parcels abut Thomas Creek. |

Map 2
**Proposed Scio School District Office Site
 Surrounding Development and Zoning**



G. Utilities:

The existing house at 38729 NW Cherry St. is served with all public utilities and improved streets and drainage facilities.

Water: City water lines about the site in NW 1st Avenue (6") and NW Cherry St.

Sewer: A 10" sanitary sewer main is located in NW 1st Avenue abutting the site.

Storm Sewer: A 12" storm sewer is located in NW Cherry St. and in NW 1st Avenue abutting the site. As part of the school's site development plan for a District Office, the city engineer may require the applicant to submit a storm drainage report, balanced cut & fill data and a plan for proposed on-site storm drainage improvements.

H. Streets:

NW 1st Ave: 38'-wide paved street with curb and gutter. The City is adding ADA ramps and crosswalks in summer 2023 under ODOT Safe Routes to School (SRTS) grant project.

NW Cherry St.: 18' +/- paved half-street with curbs, gutters and storm drainage facilities on the east side abutting the parcel at 38729 NW Cherry St. No improvements are required for the District Office. A new parking lot is planned behind the house with driveway access from NW Cherry St.

I. Agency Comments and Public Testimony:

1. Agency Comments. Agency comments were solicited from DLCD and the Scio Rural Fire District. Agency comments were requested back by July 14, 2023.

- Scio Rural Fire Protection District: On July 13, 2023, Chief Kyle White, Scio Fire District, responded via email: *"The Fire District doesn't have any concerns with this project."*
- Fair Housing Council of Oregon: On June 25, 2023 Sarah Bermudez for the Fair Housing Council of Oregon responded via email requesting a copy of the staff report in order for FHCO to review the proposal for Goal 10 "Housing" compliance.
- City Engineer Ryan Quigley: On July 13, 2023, City Engineer Ryan Quigley provided the following comments to questions posed on the Udell Engineering site plan set, submitted as part of the Comprehensive Plan Zone change application, via email:
 - I. *The sidewalk on the south side of NW First Ave. will be extended to the east, approximately 45 feet from the existing corner. The sidewalk is being extended in this area to accommodate the new ADA accessible curb extension. I believe it would be appropriate to require the sidewalk to be extended from the new terminus point to the east property line of the subject property as part of the lot development.*
 - II. *I do not see any issues with the continued use of existing utilities for the proposed District Office. The site is served by City water and sewer and, after discussion with City Staff, do not know of any issues with these services that would need to be addressed during site development. A relatively new storm drain line is available on NW Cherry St. for future connection, provided storm drain detention is provided for the proposed site development. The east side Cherry St was upgraded and includes a sidewalk, so no improvements would be necessary, as you have indicated in the Staff Report.*
 - III. *I concur with the number of counted spaces at 10, excluding the garage. The parking lot looks to be adequately sized (24' between end of parking stalls and south end of lot). Additional parking across NW First St. will be accessible via the new curb extension crossing.*
 - IV. *Yes, a balance cut and fill would be required in compliance with flood plain development permit. No concerns with drainage from the parking lot, provided a drainage plan with drainage report is required of the applicant. We anticipate that stormwater detention will be needed prior to connection to the existing stormwater system.*

2. Public Testimony. As of July 10, 2023, the City has not received any written testimony.

Any additional written testimony received prior to and during its public hearing is hereby made a part of the record and is attached in either Exhibit B "Agency Comments" or Exhibit C "Public Testimony". A summary of the oral testimony will be included in the meeting minutes.

The minutes of the planning commission public hearing will include a summary of public comments received at the public hearing and responses by the City and City Planner.

III. FINDINGS

The Scio School District No. 95C applied for a Comprehensive Plan Map Amendment and Zone Change. An amendment to the Scio Comprehensive Plan Map is reviewed based on applicable criteria found in the Statewide Planning Goals, Oregon Revised Statutes (ORS), applicable Oregon Administrative Rules (OAR)

in OAR Chapter 660 and the Scio Comprehensive Plan.

The Scio Comprehensive Plan was updated by the City over a 4-year period from 2015 to 2019 and compiled into a final plan document in March 2019. The updated Scio Comprehensive Plan was acknowledged by DLCD as being in compliance with Oregon Statewide Planning Goals 1 to 14.

The City's Planning Consultant and the Scio Planning Commission have reviewed the proposal, including the City's submittals, to determine whether or not the proposal complies with the applicable standards and criteria listed on page 2 of this report.

A. Statewide Planning Goals, Oregon Laws and Administrative Rules

The following findings address statewide planning goals, Oregon Administrative Rules in OAR Chapter 660 that apply to this application. The applicable ORS and OAR requirements are listed under each statewide planning goal below.

City Planner and Planning Commission Goal and OAR Findings

Goal 1 – Citizen Involvement

The City of Scio provides opportunities for citizen involvement in all post-acknowledgement plan amendment proceedings. Notices of the city hearings were provided to affected property owners and agencies. Section II "Background Information" of this staff report outlines the public notice, hearings and citizen involvement process that is used by the City of Scio. The application, applicant's testimony, public testimony, agency reviews and comments, planning commission minutes and city council minutes are all part of the public record in this case and available to the public. The proposal complies with Goal 1 – Citizen Involvement.

Goal 2 – Land Use Planning

Goal 2 requires the City to adopt a buildable lands analysis showing the City has a 20-year supply of buildable residential and employment lands to serve the projected growth of the community.

- 2.1 In April 2015, the City of Scio adopted the Scio Buildable Lands Analysis Update (Scio BLA) dated February 2015 in compliance with ORS 197.296 and OAR Chapter 660-024 "Urban Growth Boundaries".
- 2.2 The Scio BLA compares the overall buildable land that is available against what will be needed over the 20-year planning period through the year 2035. Table LU-6 in Chapter 4 of the Scio Comprehensive Plan summarizes information from the Scio BLA. The table shows an adequate supply of land designated for residential and industrial uses, but a need to designate additional land for public and commercial uses.

Table LU-6
Buildable Lands Analysis
Comparison of Land Need and Land Supply through 2035 In the Scio UGB

Plan Designation	Net Buildable Land Available (Acres)	Buildable Land Needed (Acres)	Surplus Buildable Land Scio UGB (Acres)
Residential	66.18	14.71	51.47
Commercial	0.98	2.02	(1.04)
Industrial	4.86	4.10	0.76
Public	24.01	24.01	0
TOTAL ACREAGE	96.03	44.84	51.19

Source: City of Scio Buildable Lands Analysis Update, February 2015.

- 2.3 The Scio BLA included the 0.21-acre site at 38729 NW Cherry St. as already committed to residential use. It is not included in the city's inventory of vacant or redevelopable residential land. Therefore, the redesignation and rezoning of the site to public use will not reduce the city's inventory of buildable residential land.
- 2.4 If this application is approved, the 0.21-acre parcel at 38729 NW Cherry St. will be changed from an existing residential use to a public use and the parcel will be removed from the R-2 multi-family residential zone. Despite this change, Table LU-6 shows there is an adequate supply of vacant, buildable land designated and zoned for residential use in the Scio UGB to meet the city's needs for new/replacement housing during the 20-year planning period. *[See Goal 10 findings for a further discussion and updated land need estimates based on PSU's 2021 population projections.]*
- 2.5 The Public plan designation and Public zone are intended to provide land for general government buildings and public facilities. The District proposes to redevelop the house at 38729 NW Cherry St. and relocate the School District administrative office from the Scio Middle School to this site.
- 2.6 Table LU-6 lists 24.01 acres of publicly owned land is designated and zoned for public use. The Scio BLA did not analyze the amount of public land needed for general government buildings, parks and open space or educational facilities.
- 2.7 In Chapter 4 on page 29 of the Scio Comprehensive Plan, the narrative states: "Government agencies are expected to plan for improved public parks, public facilities . . . to serve the community. As the need arises, these [public] agencies will need to acquire additional property and then redesignate and rezone it for public use."
- 2.8 Policy LU-8 encourages the revitalization of Scio's downtown core along N. Main Street and Hwy 226. The retention of the District Office in the center of the city and adjacent to the Centennial Elementary School, the Scio Middle School and the Scio City Hall is consistent with the plan policies to keep employers in and adjacent to the existing downtown commercial district.
- 2.9 Policy LU-12 encourages the City to secure adequate sites for public facilities in areas of the City which can best serve the citizens of Scio. The City staff concludes redevelopment of the house at 38729 NW Cherry St. for a district office keeps administrative staff close to students, school staff, city offices and local businesses. It is an important investment in the revitalization of the city center.

The City concludes the proposal is consistent with the City's land use goals and policies to encourage public agencies to acquire land for public facilities and investment in a new district administrative office is a positive investment in Scio's future and will help revitalize the city's center. The proposal complies with Goal 2.

Goal 7 – Natural Hazards

Goal 7 requires cities to inventory and adopt measures to protect the community from floods, landslides, earthquake and other natural disasters.

7.1 The site *is* located within the Thomas Creek 100-year flood plain, as shown on Map 3. The Linn County Flood Insurance Study (2010) and historical information from the January 2012 flood will be used to evaluate any redevelopment of the site.

7.2 The community has a history of shallow flooding, including NW 1st Avenue adjacent to the City Hall site. A flood in January 2012 caused water to flow in NW 1st Avenue, as shown on Map 4 – “City of Scio Flood Data – January 2012 Flood Event”. The 2012 flood event caused street flooding adjacent to the parcel at 38729 NW Cherry Street.

7.3 Natural Hazards Goals and Policies:

Chapter 5 of the Scio Comprehensive Plan includes the following “Natural Resources” goals and policies that apply to the proposal.

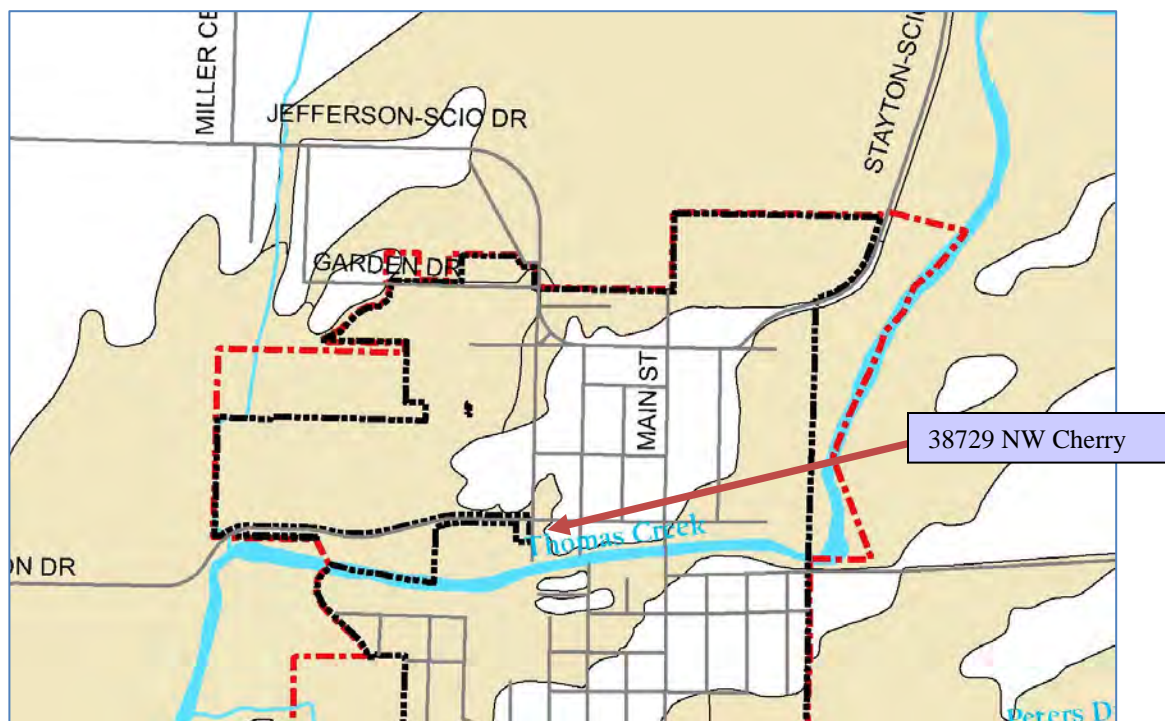
FLOOD AND OTHER NATURAL HAZARDS

Goal NR-4: *To prevent losses as a direct result of natural hazards, by the identification of hazard areas and the control of development in hazard areas.*

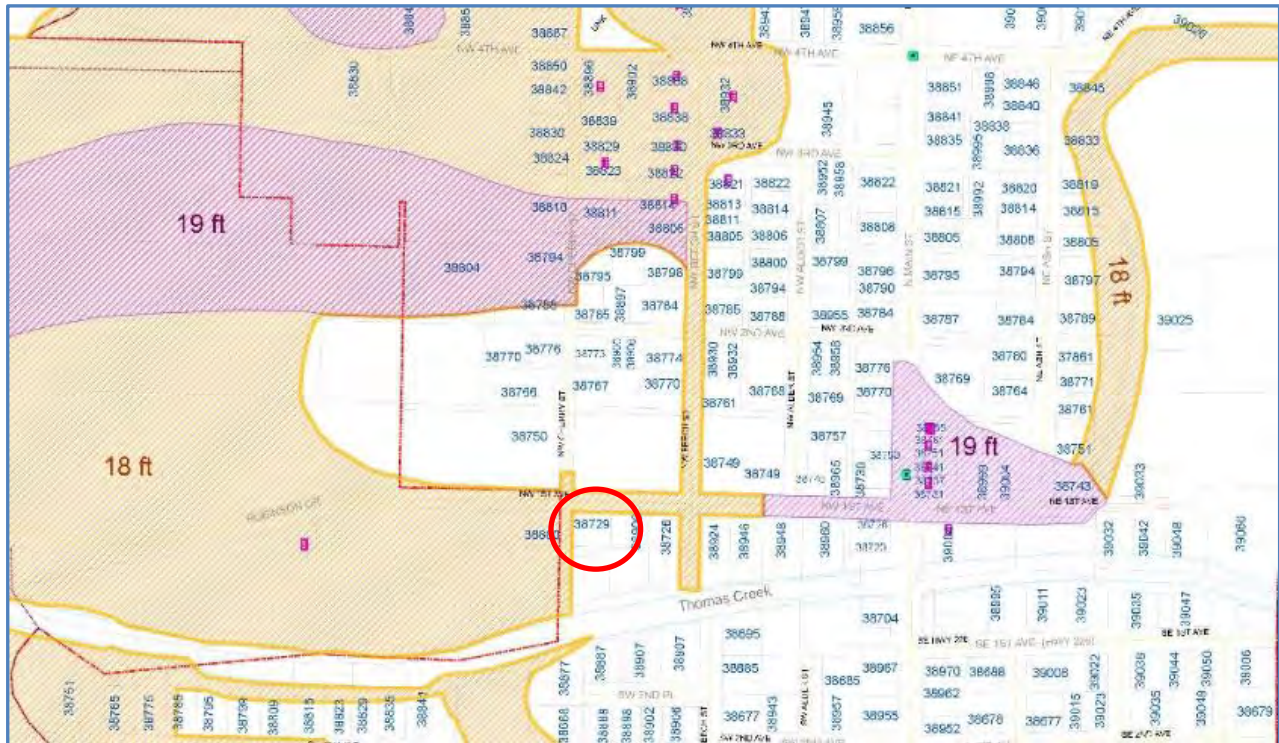
Policy NR-8: The City of Scio will utilize the best available information acceptable to the Federal Emergency Management Administration (FEMA) to identify special flood hazard areas.

Policy NR-10: The City of Scio will regulate development in areas subject to flooding in accordance with the adopted floodplain maps and the Scio Flood Hazards Ordinance.

Map 3
Thomas Creek Flood Plain in the City of Scio, Oregon



Map 4
City of Scio Flood Data – January 2012 Flood Event



The City of Scio has adopted Ordinance 579, the Scio Flood Plain Management Ordinance and Linn County Flood Management Study (September 2010). The flood management ordinance includes protection measures to govern development within the 100-year flood hazard area. It requires a property owner to obtain a Flood Development Permit from the City and comply with National Flood Insurance Program (NFIP) regulations. Scio Ordinance 536 has a balanced cut & fill requirement to prevent development from causing an increase in flood depths.

At the time of site development, the City building plans must show the building complies with the City's flood development regulations. As part of the City's review of the site plan and building permits, the City will verify the project will not increase flood elevations and will not impede the flow of floodwaters within or around the site.

- 7.4 Storm Drainage. Storm sewers are located in NW 1st Avenue and NW Cherry St. abutting the site. Prior to approval of the site development plan for the new parking area, the applicant's engineer may be required to prepare a "Storm Drainage Analysis" and certify the site complies with the Scio Public Work Design Standards and balanced cut & fill requirements.
- 7.5 Other Natural Hazards. Chapter 5 of the Scio Comprehensive Plan inventories other potential natural hazards. The City has not identified any other natural hazards that impact the site.

The City concludes the City has adopted comprehensive plan goals, policies and development regulations appropriate to manage new development within the Thomas Creek Flood Hazard area and the proposal complies with the applicable Natural Hazards goals and policies. At the time of site development, the school district's engineer will need to verify the project will have no negative effects within the 100-year flood hazard area. The applicant's civil engineer may be required to prepare a storm drainage analysis,

design and construct storm drainage improvements (as needed) in compliance with the City of Scio public works design standards and cut/fill ordinance requirements.

The City Planner concludes the proposal complies with Goal 7 and a site development plan for the project site can comply with the city's flood plain management requirements and storm drainage facilities requirements at the time of development.

Goal 10 – Housing

Goal 10 requires cities to inventory and make available buildable lands that are suitable, available and necessary for all types of residential development. The City's comprehensive plan must encourage the development of needed housing units to serve persons of all income levels and provide for flexibility of housing locations, types and density.

10.1 The City of Scio Buildable Lands Analysis (Scio BLA) was adopted in 2015 for the 20-year planning period that ends in 2035. The Scio BLA concluded there was a need for 14.7 acres of buildable residential land through the end of the planning period and a supply of more than 51-acres of buildable residential land inside the Scio UGB [See Goal 2 findings above].

10.2 Since 2015, the City has approved construction of 25+/- single-family residential building permits on approximately 8 acres of land in the City. Most new homes were built in the Thomas Creek Estates subdivision in the SW portion of the City. After removal of these 8-acres of developed land, the City Planner estimates Scio has approximately 45 acres of buildable residential land available for development in 2023.

10.3 Scio's certified population estimate for July 2022 was 952 persons. PSU's coordinated population projection for Linn County (June 2021) estimates Scio's population will grow to a population of 1413 by the year 2045, an increase of 461 persons. Using the same methodology, density and housing mix as in the Scio BLA, the City Planner estimates the City will need an additional 35+/- acres of buildable residential land to accommodate the estimated population growth of the City of Scio by the year 2045. As noted in paragraph 10.2, the City of Scio has 45 acres of buildable residential land available for development to meet the housing needs of the City through the year 2045.

10.3 If this application is approved, a 0.21-acre parcel will be removed from the city's inventory of residentially zoned land.

The City Planner concludes that if this application is approved and the 0.21-acre parcel is removed from the city's inventory of residential land, the City has an adequate supply of available buildable residential land to meet the housing needs of the City through the year 2045. The proposal complies with Goal 10.

Goal 11 – Public Facilities

Goal 11 requires cities to plan for the timely, orderly and efficient arrangement of public facilities and services to serve as a framework for urban and rural development. Chapter 11 "Public Facilities" in the Scio Comprehensive Plan was updated in 2018. The City, Linn County and the Scio Rural Fire Protection District provide a variety of public services including water, sewer, storm drainage, roads, fire protection services and law enforcement. Chapter 11 provides a brief summary of the existing facilities and services and concludes there are adequate services available to serve growth in the community for the 20-year planning period from 2017 to 2035.

11.1 Fire Protection/Emergency Medical Services. The site is within the Scio Rural Fire District

boundaries. The Fire Chief has no objections to the proposed comprehensive plan/zone change proposal. Depending on the scope of work for the change in use for district administrative office, the fire district may need to review the project for compliance with the fire code.

- 11.2 Law Enforcement Services. Linn County provides law enforcement services for the City of Scio and the surrounding rural areas. The Scio substation is located at the Fire District main office. Law enforcement services will not be affected.
- 11.3 Water. The City of Scio operates a municipal water system. It provides potable drinking water to approximately 300 customers located inside the city limits and a handful of customers outside the City. The site is served by 6" distribution water mains and fire hydrants on NW 1st Avenue.
- 11.4 Storm Drainage. See Goal 7 – Findings for discussion of storm drainage facilities.
- 11.5 Sanitary Sewer. The City of Scio operates a wastewater collection and treatment system that serves the community. In 2023, City Engineer Ryan Quigley, Dyer Partnership, LLC, prepared a new wastewater facility master plan for the City of Scio. The site is currently served by the existing Scio sewer system.

The City concludes there are adequate law enforcement, fire protection/emergency medical services, public water and sanitary sewer facilities to serve the property. The City concludes the proposal complies with Goal 11.

Goal 12 – Transportation

Goal 12 requires cities to provide a safe, convenient and economic transportation system. Due to its size, the City of Scio is not required to prepare a Transportation System Plan. The Scio Comprehensive Plan includes transportation goals and policies that encourage the development of local streets, roads and pedestrian networks to serve the residents of the city.

Findings Related to Goal 12 Transportation

- 12.1 NW 1st Avenue and NW Cherry Street are local streets.
- 12.2 The Scio Comprehensive Plan includes Transportation Goal T-2 and Objectives 2a, 2b, 2c and 2d encouraging the City to provide pedestrian and bicycle facilities, including Safe Routes to School, concurrently with new development. Map T-6 in Chapter 12 "Transportation" of the Scio Comprehensive Plan recommends pedestrian/sidewalk improvements on NW 1st Avenue including ADA compliant ramps and crosswalks to the Centennial Elementary School and Scio Middle School.
- 12.3 After a fatal accident near the Scio Middle School, ODOT awarded the City of Scio a grant from its Safe Routes to School Program (SRTS) to construct pedestrian safety improvements on NW 1st Avenue (NW Alder west to NW Cherry St.), adjacent to the school-owned properties. Work will be completed by the end of September 2023.
- 12.4 Article 13 "Public Facilities" of the Scio Zoning Ordinance includes public facility improvement requirements that apply to development in the City. Improvement requirements are imposed at the time of development/redevelopment.

The City Planner concludes the proposal complies with Goal 12.

B. Scio Comprehensive Plan Goals and Policies

The City reviewed the proposal for compliance with the Scio Comprehensive Plan. The following goals and policies apply to the proposal:

LAND USE GOALS AND POLICIES

Land Use Goals:

Goal LU-2: *The City of Scio will provide an adequate supply of land inside the city limits that is zoned for residential, commercial, industrial and public uses to meet the projected needs of the City for the next 20 years.*

Public Lands Policies:

Policy LU-12: The City will secure adequate sites for public facilities in areas of the City which can best serve the citizens of Scio.

Policy LU-14: The City will encourage citizen involvement and input in the planning, siting and design of public facilities.

Findings:

- LU-1 The Scio Buildable Lands Analysis Update (2015) does not identify the amount of buildable land (# of acres) needed for school district facilities during the 20-year planning period through the year 2035.
- LU-2 The *Scio Comprehensive Plan* narrative states: “Government agencies are expected to plan for improved public parks, public facilities . . . to serve the community. As the need arises, these [public] agencies will need to acquire additional property and then redesignate and rezone it for public use.” [Chapter 4, page 29].
- LU-3 The school district’s proposed Comprehensive Plan Map Amendment and Zone Change will add 0.21 acres of buildable land to the Public (P) zone and remove 0.21-acres from the Multi-family Residential (R-2) zone. The removal of the site from the R-2 zone does not reduce the amount of vacant, buildable land in the R-2 zone, because the site has been fully developed.
- LU-4 The school district has retained Udell Engineering to prepare site development and parking plans for the change in use from residential to a district administrative office building. Prior to occupancy of the building, the City must approve the comprehensive plan map amendment and the zone change to a public plan designation and zone since a government office building is not permitted in the R-2 zone.
- LU-5 The school district submitted a conceptual plan (Exhibit A-3, Sheet C-103) for a new parking lot behind the existing building with 6 standard and 2 HC parking spaces. The district proposes a shared driveway with the adjacent parcel. The City Engineer will review the final engineering plans to ensure compliance with City of Scio Public Works Design Standards.
- LU-6 Public hearings for this land use action provide opportunities for citizens to review the school district’s plans and provide public comment.
- LU-7 Goal 2 findings are incorporated herein as if set forth in full.

The proposal is consistent with Goal LU-2 and Land Use Policies LU-12 and LU-14.

NATURAL RESOURCE GOALS AND POLICIES

FLOOD AND OTHER NATURAL HAZARDS

Goal NR-4:	<i>To prevent losses as a direct result of natural hazards, by the identification of hazard areas and the control of development in hazard areas.</i>
Policy NR-8:	The City of Scio will utilize the best available information acceptable to the Federal Emergency Management Administration (FEMA) to identify special flood hazard areas.
Policy NR-10:	The City of Scio will regulate development in areas subject to flooding in accordance with the adopted floodplain maps and the Scio Flood Hazards Ordinance.

Findings:

- NR-1 Goal N-4 requires the City to prevent losses as a result of natural hazards, including the 100-year flood plain for Thomas Creek.
- NR-2 Policies NR-8 and NR-10 permit development on properties located in the Flood Hazard zone, subject to a Flood Development Permit and compliance with National Flood Insurance Program (NFIP) regulations.
- NR-3 The City of Scio has adopted Ordinance 579, the Scio Flood Plain Management Ordinance and Linn County Flood Management Study (September 2010). The flood management ordinance includes protection measures to govern development within the 100-year flood hazard area.
- NR-4 The west half of the parcel at 38729 NW Cherry St. is located in the 100-year flood hazard area.
- NR-5 Scio Ordinance 536 has a balanced cut & fill requirement to prevent development from causing an increase in flood depths.
- NR-4 See the Goal 7 findings above for additional findings related to flood hazard requirements.

A flood plain development permit is required for the new parking lot. At the time of site development for the proposed parking lot, the City Engineer will verify any cut or fill on the site and the site improvements will not increase flood elevations and will not impede the flow of floodwaters within or around the site.

The proposal is consistent with Goal NR-4 and Policies NR-8 and NR-10.

PUBLIC FACILITIES AND TRANSPORTATION SYSTEM GOALS AND POLICIES

<u>Public Facilities Goals:</u>	
Goal PF-1	<i>To provide quality public facilities and services for the citizens of Scio, in compliance with state and federal requirements and within the economic capabilities of the community.</i>
<u>Public Facilities Policies:</u>	
Policy PF-9	The City of Scio will require city water, sewer and storm drainage facilities and services to be available in advance or concurrently with development.
Policy PF-10	At the time of development, the developer will be required to extend or expand needed public facilities to and through the development site at the developer's sole cost and expense.

Findings:

- PF-1 Public facilities (water, sewer and storm drainage) serve the existing home at 38729 NW Cherry St., as discussed in Section II-G "Utilities" and Section II-H "Streets" of this report.
- PF-2 The City Engineer will require the applicant to submit a Flood Development Permit for the

parking area and applicant's design engineer will prepare a "Storm Drainage Report" and a plan showing proposed storm drainage improvements needed to serve the site.

PF-3 No water or sewer improvements are proposed for the change in use.

The proposal is consistent with Goal PF-1 and public facilities policies PF-9, PF-10.

TRANSPORTATION SYSTEM GOALS AND POLICIES

Transportation Goals:

Goal T-1: *Streets and Highway System - Provide for efficient motor vehicle travel within and through the City of Scio.*

Goal T-2: *Active Transportation – Increase the availability of pedestrian and bicycle facilities.*

Transportation Policies and Objectives:

Objective 1c: Review land development proposals using the City's transportation development standards.

Objective 2a: Identify bike lanes, recreational trail and sidewalk projects that enhance pedestrian/cyclist safety and encourage use of these facilities in Scio, including streetscape amenities such as lighting, benches, banners, and signage.

Objective 2b: Develop "Safe Routes to School" and walking / biking connections to public facilities, parks and covered bridges.

Objective 2c: Install way-finding signage directing pedestrians and cyclists to nearby schools, parks, museum, covered bridges and local businesses.

Objective 2d: Evaluate and improve existing sidewalks. Ensure pedestrian facilities and recreational trails are clear of obstacles and obstructions (e.g., posts, signs, utility poles, trees, noxious vegetation) and comply with applicable Americans with Disability Act (ADA) standards.

Findings:

T-1 NW 1st Avenue and NW Cherry Street are local streets.

T-2 Map T-6 and Map T-9 in Chapter 12 "Transportation" of the *Scio Comprehensive Plan* show NW 1st Avenue (NW Alder St. west to Centennial Elementary School) is a priority safe-route-to-school corridor. Section 12.3.3 of the *Scio Comprehensive Plan* narrative discusses the need for wider sidewalks and ADA compliant crosswalks.

T-3 The City of Scio has received an ODOT SRTS grant to construct wider sidewalks, crosswalk and ADA compliant ramps on NW 1st Avenue. Work will be completed in September 2023.

T-4 See Goal 12 findings for additional findings.

The City Planner concludes the City will construct sidewalks, ADA ramps, crosswalks abutting the site under the SRTS grant project. The proposal is consistent with Transportation Goals T-1 and T-2 and Objectives 1c, 2a, 2b, 2c and 2d.

The City will require the school district to extend the sidewalk on the NW 1st Avenue to the east property.

City Planner's Summary – Compliance with the Scio Comprehensive Plan Goals and Policies

The City Planner concludes the proposal the Comprehensive Plan Map Amendment / Zone Change application is consistent with the *Scio Comprehensive Plan* goals and policies.

C. Scio Comprehensive Plan Amendment Ordinance 496

The City's proposal requests approval of an amendment to the Scio Comprehensive Plan map to redesignate a 0.21-acre site from Multi-family Residential(R-2) to Public (P), as shown on Map 1 above.

Scio Ordinance 496 includes application requirements, standards and criteria for amendments to the Scio Comprehensive Plan. The criteria that apply to this proposal are found in Ord. 496, Section 7:

Ordinance 496, Section 7: Approval criteria.

To approve an application for amendment of the comprehensive plan, findings shall be made that the proposal complies with the following decision criteria:

- 1. The proposed amendment is consistent with and does not alter the intent of the applicable sections of the Comprehensive Plan.**
- 2. Other suitable locations are not presently available to accommodate the use for which the amendment is proposed.**
- 3. The proposed amendment will be compatible with adjacent land uses and will not adversely impact the overall land use pattern in the area.**
- 4. The proposed amendment will not have a significant negative impact on the provision of public facilities such as police and fire protection, water supply and sewage disposal.**
- 5. The proposed amendment will not have a significant negative impact on the provision of transportation facilities.**
- 6. Development limitations, such as soil and foundation suitability, or flood hazard potential, will not adversely affect the land uses which would be permitted through the amendment.**

The application complies with the application, filing fee and review procedure requirements for a comprehensive plan amendment as set forth in Ordinance 496, Sections 1 to 6.

City Planner Findings for Compliance with Ordinance 496, Section 7 - Approval Criteria

Criteria 7-1: Consistent with the Scio Comprehensive Plan

Findings: See Scio Comprehensive Plan findings above in Section III-B above, pp. 13-16. The proposal complies with Criteria 7-1.

Criteria 7-2: Other Suitable Locations are Not Available to Accommodate the Use

Findings:

7-2.1 Chapter 9 of the Scio Comprehensive Plan discusses the City's goal to revitalize the historic city center of Scio as a vibrant livable city center. Keeping school district administrative offices close to the existing Centennial Elementary School, Scio Middle school and the city's downtown is a significant investment and an important business retention strategy. The plan reads:

Table ED-8 estimates 85 commercial, service and government jobs will be added by 2035.¹ The City of Scio anticipates the job growth in the commercial business sectors will occur in the retail, health care, hospitality/food services, professional services and be located in or near Scio's commercial area along Hwy 226 and North Main Street or in small home-based business.

¹ Commercial, public and service sector job growth estimate for 2015 to 2035: (122 new jobs * 70% = 85 new jobs).

The City recognizes there are challenges to revitalizing the commercial district. In spite of these challenges, city officials anticipate Scio will continue to serve as a local business, education, government and service center for Scio area residents with a mix of selected community-based businesses. Pro-active leadership and a public/private partnership will be needed to keep Main Street a vibrant center of the city. The community can recognize and celebrate the historic heritage of downtown. Private investments in building improvements, repairs and painting coupled with the careful design of the streetscape and public spaces can enhance the physical character of the Main St/Hwy 226 corridor as an attractive small-town city center.

7-2.2 The school district does not own any other unused buildings close to the two schools. Acquisition of the 0.21-acre parcel adjacent to both Centennial Elementary School and Scio Middle School enables the district to add classroom areas in Scio Middle School (in areas vacated by the district offices) and to retain district offices within walking distance of both schools.

7-2.3 No additional public investments are required to extend public utilities or streets.

The City Planner finds the proposal encourages reinvestment/redevelopment of the city center. The school district does not own an alternative site close to existing schools. Redevelopment of this site enables the district to prudently manage financial resources for the benefit of the public. The proposal complies with Criteria 7-2.

Criteria 7-3: Compatibility with Adjacent Land Uses and Proposal will not affect overall land use pattern in the area

Findings:

7-3.1 Map 1 – Aerial Site Map (p. 3) and Map 2 – Zoning (p. 6) shows surrounding land uses on NW 1st Avenue are public schools (northwest & northeast), school recreational fields (north & west), two duplexes (east) and one single-family home (south).

7-3.2 The Scio Comprehensive Plan Map shows the neighborhood is planned and zoned for future public uses and residential uses. If the 0.21-acres at 38729 NW Cherry St. is redesignated for public use and rezoned from R-2 to Public (P) the current pattern of development will be retained.

The City concludes the proposal is consistent with the Scio Comprehensive Plan map, goals and policies for future public uses and redevelopment of the city's business district. The proposal complies with Criteria 7-3.

Criteria 7-4: No Negative Impact on Public Facilities and Services

Findings: See Section II-G "Utilities", the Goal 11 findings and the Scio Comprehensive Plan findings in this staff report for a description of existing and proposed public facilities. The City concludes the city has adequate public facilities to serve the area and there will be no negative impact on public facilities and services. The proposal complies with Criteria 7-4.

Criteria 7-5: No Negative Impact on Transportation Facilities

Findings: See Section II-H "Streets", the Goal 12 findings and the Scio Comp Plan findings above for a description of existing and proposed transportation facilities.

7-5.1 There are existing sidewalks adjacent to the site on NW Cherry St.

7-5.2 ODOT has awarded the City of Scio a Safe Routes to School grant. New sidewalks, ADA ramps and crosswalk improvements will be constructed on NW 1st Avenue (Alder to Cherry) from July 1, 2023 and September 30, 2023. The City concludes improvements will be completed prior to

the relocation of the district administrative offices to 38729 NW Cherry St.

- 7-5.3 The City Engineer has determined that the Scio School District shall extend the sidewalk to the east property line, adjacent to 38729 NW Cherry Street as part of the change of use.

The City Planner concludes the existing and proposed streets, sidewalks, ADA ramps, crosswalks adjacent to 38729 NW Cherry St. are compliant with city requirements. The City concludes the redesignation and rezoning of the lot at 38729 NW Cherry St. will have no negative impact on the local transportation network. The proposal complies with Criteria 7-5.

Criteria 7-6 Development Limitations – Soils, Flood Hazards, Wetlands will not adversely affect land use permitted with the amendment.

Findings: See the Goal 7 findings and the Scio Comprehensive Plan findings above for Natural Resource Goals and Policies - "Flood Plain".

- 7-6.1 Goal NR-4 requires the City to adopt and enforce flood hazard regulations to prevent losses in the 100-year flood plain.
- 7-6.2 Policies NR-8 and NR-10 permits development of properties located in the Flood Hazard zone, subject to a Flood Development Permit. The proposed parking lot shown on Exhibit A-3 appears to be located within the 100-year flood plain. The design of the parking lot/site improvements must be designed to eliminate or minimize the potential for any flood damage.
- 7-6.3 There are no wetlands identified on the project site.

The City Planner concludes there are limitations on the site. The City's major concern is that development of the site will not negatively impact storm drainage and cause a change in flood conditions for upstream property owners. If the City approves the Comprehensive Plan Amendment and Zone Change, the school district's engineer will need to submit plans for the parking lot/site development that complies with the City's balanced cut and fill ordinance and be designed so it does not negatively impact upstream and downstream properties.

The City concludes the project can be designed so it will not adversely affect adjacent land uses from potential storm drainage or flood hazards. The proposal complies with Criteria 7-6.

City Planner's Summary – Compliance with the Ordinance 496

The City Planner concludes the proposed Comprehensive Plan Map Amendment/ Zoning Map Amendment application is consistent with Ordinance 496 and complies with Criteria 7-1 through 7-6.

D. Scio Zoning Ordinance – Article 10 "Zoning Amendments"

The City's proposal includes an amendment to the Scio Zoning Ordinance to rezone the 0.21-acre site from Multi-family Residential(R-2) to Public (P) for the site shown on Map 1.

Scio Ordinance 561, Article 10 includes application requirements and procedures to considering a zone change application. Sections 10.000 to 10.030 do not include any criteria for review of a zoning map amendment. Therefore, the proposal must comply with the goals and policies in the Scio Comprehensive Plan, as reviewed in Section B above.

Procedural Requirements

The application complies with the application, filing fee and review procedure requirements for a comprehensive plan map and zoning map amendment as set forth in Ordinance 561, Sections 10.010 and 10.020. The City Planner concludes the proposed zone change application is consistent with the application and procedural requirements of the City of Scio and complies with Article 10, Ordinance 561.

IV. CITY PLANNER CONCLUSION and RECOMMENDATION

Based on the findings and conclusions contained in this report, the City Planner concludes that the City's proposal complies with the requirements to approve a Comprehensive Plan amendment and Zone Change from (R-2) to Public (P) and recommends the Planning Commission recommend the City Council approve the application in File 2023-01.

V. PLANNING COMMISSION OPTIONS

The Planning Commission has several options:

A. CONTINUE THE HEARING OR DELIBERATION:

Continue the Public Hearing or deliberations to the next regularly scheduled meeting.

B. APPROVAL:

Approve the application if the Planning Commission concludes the proposal complies with the decision criteria. No conditions of approval are recommended.

C. DENIAL:

Deny the application if the Planning Commission concludes the proposal does not comply with the decision criteria, as follows *[Insert basis for denial]*.

VI. MOTIONS

Continuance	Motion or direction by the Planning Commission Chair to continue the public hearing to _____, 2023 at 7:00 p.m. to consider further testimony on the proposal.
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[The Chair may continue the hearing to consider additional testimony on the entire application or may limit future testimony to specific issues].

Approval	Motion to recommend the City Council APPROVE File 2023-01 to amend the <i>Scio Comprehensive Plan Map</i> to redesignate a 0.21-acre site at 38729 NW Cherry St. from a Multi-family Residential plan designation to a Public plan
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designation and to concurrently rezone the property from Multi-family Residential (R-2) to Public (P) and to adopt the findings of fact in the Staff Report dated July 17, 2023.

Denial

Motion to recommend the City Council **DENY** File 2023-01 because the proposal does not comply with Scio Comprehensive Plan policies . . . [list reasons]

The Planning Commission directs the Planning Consultant to modify the findings and conclusions in the staff report to reflect the Planning Commission's deliberation and to present the updated findings to the Commission at its next regular meeting.

VII. ORDINANCE ADOPTION (If Approved)

If the Planning Commission and City Council approve the application, the City must adopt an ordinance to amend the Scio Comprehensive Plan Map and the Scio Zoning Map. A draft ordinance will be provided to the City Council.

Exhibit List

Exhibit A: Application

The following exhibits are in the land use file at Scio City Hall.

- A-1 Application Form (on file in City Hall land use file)
- A-2 Existing Conditions Site Plan (C-102) - Attached
- A-3 Preliminary Site Plan & Parking Plan (C-103) - Attached

Exhibit B: Agency Comments

The following exhibits are in the land use file at Scio City Hall. The full text of each agency's comment is included in the staff report.

- B-1 Scio Fire District Email dated July 13, 2023
- B-2 City Engineer, Ryan Quigley, email dated July 13, 2023

Exhibit C: Public Testimony

No public testimony was received as of July 17, 2023.

Exhibit D: DRAFT Ordinance 6xx

A draft ordinance to approve the proposed Comprehensive Plan Map and Zoning Map Amendment from Multi-family Residential(R-2) to Public (P) for the property located at 38729 NW Cherry St. in Scio.

ORS 197.763(5) STATEMENT INFORMATION

REGARDING PROCEDURES FOR LAND USE HEARING

**File 2023-02 – Comprehensive Plan Map & Zoning Map Amendment
38729 NW Cherry Street, Scio**

Applicant: Scio School District

The applicable substantive criteria upon which this case will be decided are found in the following state law, rules and City of Scio planning regulations. The applicable sections and the decision criteria are listed in the staff report.

- A. Statewide Planning Goals 1, 2, 7, 10, 11 and 12
- B. Oregon Administrative Rules (OAR 660), particularly OAR 660-008 and 660-018
- C. Scio Comprehensive Plan
- D. Scio Comprehensive Plan Amendment Ordinance 496
- E. Scio Zoning Ordinance 561 – Article 10, Amendments to the Zoning Ordinance

The applicable substantive decision criteria upon which this case will be decided are listed in the staff report.

All testimony, arguments and evidence received during this public hearing must be directed toward these approval criteria, or to such other rule, law, regulation or policy which you believe to apply to this case.

An issue which may be the basis for an appeal to the Oregon Land Use Board of Appeals (LUBA) shall be raised not later than the close of the record at or following the final evidentiary hearing on this case. Such issues shall be raised with sufficient specificity so as to afford this body, and the parties to this hearing an adequate opportunity to respond to each issue.

The Planning Commission's recommendation has been submitted to the Scio City Council. After the public hearing, the Scio City Council will make a decision on the proposal. The City Council's decision is final. The City Council's final action may be appealed to the Oregon Land Use Board of Appeals within 21 days of mailing of notice of the City Council's decision.

The Presiding Officer over the public hearing reserves the right to limit the time of any presentation. Please try to avoid repetition; if someone else has already expressed the same thoughts, it is perfectly alright to state that you agree with the statements of that previous speaker.

If you have documents, maps or letters that you wish to have considered by this body, they must formally be placed in the record of this proceeding. To do that, written or verbal testimony must be submitted to the City by _____ at 4:00 p.m. Planning Staff will make sure your evidence is entered into the record at the _____ hearing date.

Prior to the conclusion of the City Council Public Hearing on August 14, 2023, any participant may request an opportunity to present additional evidence, arguments or testimony regarding the application involved here. Continuances may take the form of holding an additional public hearing with oral testimony allowed, or may consist of holding the evidentiary record open for a period of time designated by the City, for submittal from the public of written evidence.

If you have any questions regarding any of the information contained in this Statement, please voice those questions, or objections at the time you testify. If you do not wish to testify, your questions or objections may be submitted in writing and will be dealt with during the course of the hearing. Any written material must be presented prior to the closure of the record in this case.



City Of Scio, Oregon



ORDINANCE No. 626

AN ORDINANCE AMENDING THE SCIO COMPREHENSIVE PLAN MAP AND SCIO ZONING MAP TO REDESIGNATE AND REZONE A 0.21-ACRE PARCEL AT 38729 NW Cherry Street IN SCIO, OREGON

WHEREAS, the Scio School District No. 95C has submitted a land use application File 2023-01 regarding a 0.21-acre parcel at 38729 NW Cherry Street in Scio, Oregon; Linn County Assessor's Map T10S R1W Section 18AC, Tax Lot 00104 in the City of Scio, Oregon; and

WHEREAS, the City proposes to Amend the Scio Comprehensive Plan map to redesignate the property from a Residential plan designation to a Public plan designation and to amend the Scio Zoning Map to rezone the property from a Multi-family Residential (R-2) zone to a City of Scio Public (P) zone,

WHEREAS, the Planning Commission held a public hearing on July 26, 2023 to consider the application and upon deliberation, after the close of the public hearing, recommended the city council approve the application; and

WHEREAS, the City Council held a public hearing on August 14, 2023 and at the close of the hearing the City Council concurred with the Planning Commission recommendation; and

WHEREAS, the City Council adopted findings of fact approving the land use application;

NOW, THEREFORE, the City Council of the City of Scio hereby ordains as follows:

SECTION 1: COMPREHENSIVE PLAN MAP AMENDMENT AND ZONE CHANGE:

The Scio Comprehensive Plan Map and the Scio Zoning Map shall be amended to redesignate and rezone the following 0.21-acre parcel listed in Table 1 from Residential (R-2) to Public (P). Attached hereto is Exhibit "A", which accurately portrays the property to be redesignated and rezoned.

Table 1
Comprehensive Plan Map & Zoning Map Amendment

#	Owner	Linn County Assessor's Map	Tax Lot	Total Parcel Size (Acres)	Existing Scio Comp Plan Designation and Scio Zoning	New Scio Comp Plan Designation and Scio Zoning
1	Scio School District No. 95C	T10S, R1W, Section 18AC	00104	0.21 Acres	Multi-Family Residential (R-2)	Public (P)

SECTION 2: RECORD. The City Manager shall submit a certified true copy of this ordinance to the Linn County Clerk, the Linn County Assessor and the Linn County Geographic Information System (GIS) office.

SECTION 3. SEVERABILITY. The provisions of this ordinance are severable. If a section, sentence, clause, or phrase of this ordinance is adjudged by a court of competent jurisdiction to be invalid, the decision shall not affect the validity of the remaining portions of this ordinance.

This Ordinance read by title only on the ____ day of _____, 2023.

This Ordinance passed on the ____ day of _____, 2023 by the City Council and executed by the mayor.

Date: _____ By: _____
DEBBIE NUBER, Mayor

Date: _____ Attest: _____
VIRGINIA A. ALLEN, City Manager

APPROVED AS TO FORM

Date: _____ By: _____
JOHN E. KENNEDY, City Attorney

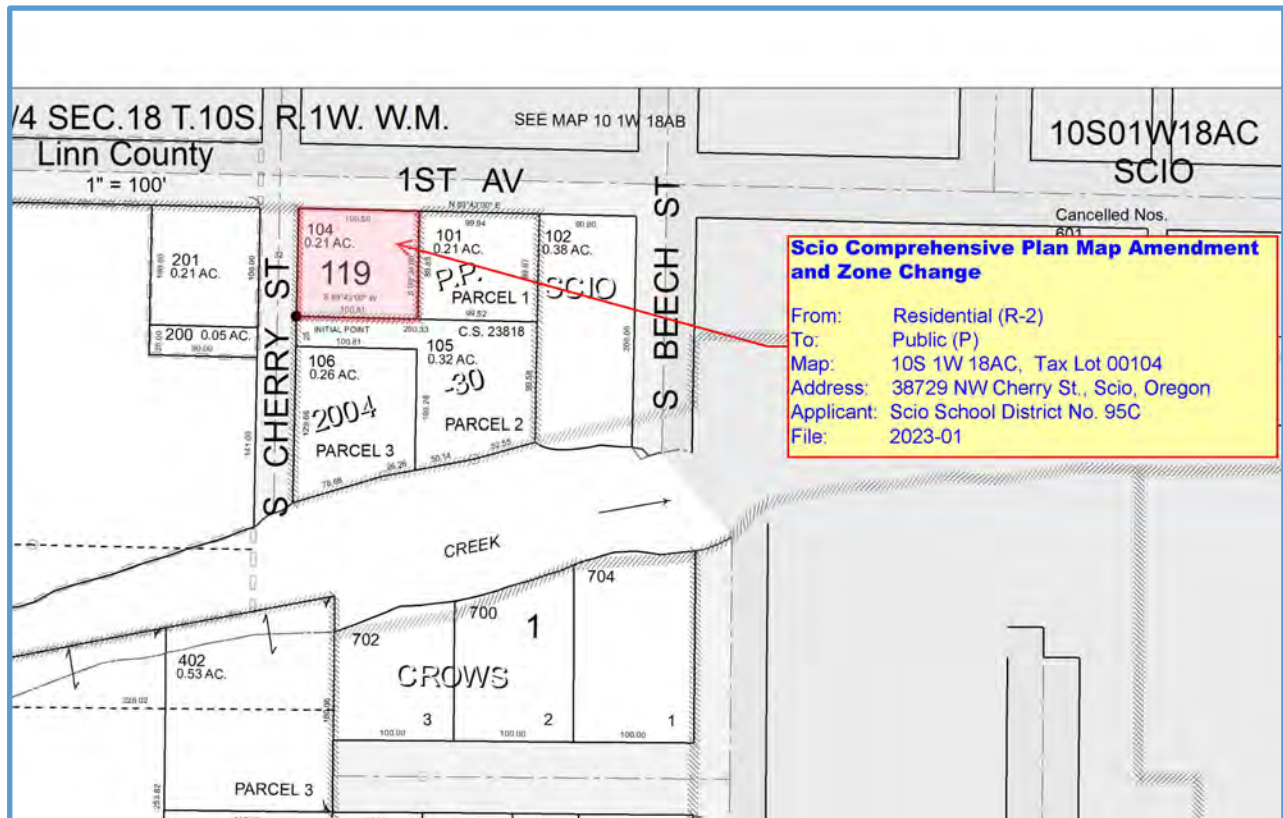
Attachment:

Exhibit "A" – A map showing the 0.21-acre parcel on the Linn County Assessor's Map 10S1W18AC, Tax Lot 00104 to be re-designated Public (P) on the Scio Comprehensive Plan Map and rezoned to Public (P) on the Scio Zoning Map.

ORDINANCE 6xx
Exhibit "A"

File 2023-01
Comprehensive Plan Amendment and Zone Change
Residential (R-2) to Public (P)

38729 NW Cherry Street, Scio, OR



City Manager Report

CITY MANAGERS REPORT
Report Period June 22, 2023 – August 4, 2023

Ginger Allen, City Manager

Public Works Shop Update: The PW Shop is complete and the public works employee have been occupying the shop since mid-July. It will take a few months to get all of the materials and supplies moved to the new building but the transition to the new building is underway.

Parks and Tree Committee: A Request for Proposal (RFP) is in the drafting stages for Phase I of the park improvement project at Thomas Creek Park. Phase I includes the following:

- Clear the park site
- Level the park ground area
- Install new irrigation system
- Plant grass seed going into the fall of 2023.
- Install a fence around the park area (the fence is recommended by the city's insurance provider – City County Insurance of Oregon).

Safe Routes to School Project: The sidewalk and crosswalk enhancement project, on NW 1st Avenue is well underway. D & D Construction is the contractor on this project and the crew is working hard to meet the deadline of August 25, 2023.

Small City Allotment Grant: This sidewalk project is on scheduled and should be completed by August 25, 2023.

Water leaks in Thomas Creek Sub-division: The city has been tracking down a number of water leaks in the Thomas Creek Sub-division. We are working with the Oregon State Soil Health Lab to determine if the soil in the sub-division is contributing to the early corrosion of the water lines located in the sub-division. At the time of this report the city has replaced a total of 4 saddles, a limited amount of copper piping and meter connections. I will keep everyone apprised as to what is taking place in this area as we learn more about the issues themselves.

Scott Beck Architect Chosen for City Hall Renovation Design: City staff meet with three different architectural firms to solicit costs associated with a design phase for the renovation of the Scio City Hall building. After meeting with three different firms:

- Scott Beck Architect, LLC
361 N.W. Third Avenue
Canby, Oregon 97013

- RSS Architecture, P.C.
Randy Sauders
2225 Country Club Road
Woodburn, Oregon 97071
- AC+Co Architecture
Blake Bural, Project Architect
1100 Liberty St. SE, STE 200
Salem, Oregon 97302

Scott Beck Architect, LLC was selected for the project.

While all three firms were qualified to perform the work needed for the project, I found Scott Beck's approach to the project more fitting for Scio and some of his creative statements pushed him to the top of the pool. The cost of the design will land somewhere between \$15,000.00 and \$25,000.00 depending upon what is required from a structural stand point.

Water Reservoir Loan Paid Off: I am happy to report that I made the last payment on the \$315,000.00 water loan on July 12, 2023. The city paid off a 15 year loan in 7.5 years!! The total amount owed going into the 2023-2024 fiscal year was \$32,287.49.