



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



AGENDA

April 29, 2024 (6:00 PM)

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

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

- Approval of March 25, 2024, City Council Minutes
- Approval of March 2024 Statement of Revenues & Expenditures
- Approval of March 2024 Payment Journal
- Approval of April 16, 2024, City Council Work Session Minutes

CORRESPONDENCE:

- WHA Insurance Memo

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:

- 1) Public Restroom Update
Presented by: Ginger Allen, Scio City Manager
Action: Discussion
- 2) City Hall Renovation Project Update
Presented by: Ginger Allen, Scio City Manager
Action: Discussion

CITY MANAGERS REPORT

CITY ATTORNEY REPORT

ITEMS FROM COUNCIL

ADJOURNMENT:

UPCOMING MEETINGS & HOLIDAYS

Thursday, May 9, 2024 @ 6:00 PM	Budget Committee Meeting
Thursday, May 23, 2024 @ 6:00 PM	Budget Committee Meeting (If Needed)
Monday, May 27, 2024	Memorial Day Holiday – Offices Closed
Monday, June 10, 2024 @ 6:00 PM	Scio City Council Meeting
Wednesday, June 19, 2024	Juneteenth Holiday – Offices Closed
Monday, June 24, 2024 @ 6:00 PM	Scio City Council Meeting

**EFFECTIVE IMMEDIATELY – ALL SCIO CITY COUNCIL MEETINGS WILL BE HELD
IN PERSON**

As per **ORS 192.670 Meetings by means of telephone or electronic communication**, the City of Scio will use Zoom as a virtual means of access and attendance to “All Scio Public Meetings”.

*** Any person wishing to attend via virtual means may do so by contacting city staff at 503-394-3342 or emailing cathy@sciooregon.gov, ginger@sciooregon.gov or lavonne@sciooregon.gov on or before 2:00 p.m. on the day of the public meeting. Once your request is submitted you will be instructed as to how to virtually join the meeting**.*

Consent Agenda

**City of Scio
City Council Minutes
March 25, 2024**

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: 7:38 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	John Tre' Kennedy, City Attorney
Councilor Joey Ferguson – arrived at 6:19 pm	Cathy Martin, Administrative Assistant
Councilor Tom Gray	LaVonne Murray, Librarian
Councilor Tom Meyer	
Councilor Dennis Shaffer	
Councilor Luke Zedwick	

AUDIENCE MEMBERS IN ATTENDANCE

Karen Borchard Issac	Loren Kuipers
Susan Yoder-Guardipee	Tim Dehne
Dean Schrunk	Deborah Lee
Scott Beck	

AGENDA	ACTIONS
<p><u>CONSENT AGENDA</u></p> <ul style="list-style-type: none"> • February 2024 Council Minutes • January 2024 Statement of Revenues & Expenditures • January 2024 Payment Journal • November 14, 2023 Library Advisory Committee Minutes 	<p>Motion from Councilor Zedwick seconded by Councilor Shaffer to approve the Consent Agenda as presented.</p> <p>Motion passed 5 yeas / 0 nays</p>
<p><u>Correspondence</u></p> <ul style="list-style-type: none"> • Letter to City of Stayton 	<p>Copy of Letter to City of Stayton was provided to council.</p>
<p><u>PRESENTATIONS</u></p> <p>Linn County Sheriff Report</p> <p>a. February 2024 Reports – Sgt Frambes</p>	<p>Sgt. Frambes reviewed February's Linn County Sheriff's Report with the council. Only notable thing was a disturbance at a bar.</p> <p>Gray asked about the disturbance at the bar. Frambes stated that they were uncooperative during the incident.</p>

<p>Library Report</p> <p>a. Presentation by LaVonne Murray, Librarian</p>	<p>Zedwick asked what tools does OLCC have that can help with this type of situation. Frambes stated that they can revoke licenses, among other steps to help gain cooperation.</p> <p>The Sheriff’s office can alert OLCC to issues that are happening with an establishment. OLCC will do their own investigation.</p> <p>Ms. Murray reported the following:</p> <ul style="list-style-type: none"> • March was busy programming month • Storytime - 1st Grade & Preschool • STEM days will continue as they had some cancellations and programs are planned in April and June. • OSU Extension Service – small farms program was well attended. They will be coming back for a Veteran Farmers Coffee and Chat morning later this month. • Salem Arts Exhibit • Friends of Library is hosting a local poet on April 18th at 7 pm.
<p><u>PUBLIC COMMENTS</u></p>	<p>NONE</p>
<p><u>REGULAR SESSION</u></p> <p>Letter of Support for Lost Shelton Cemetery Presented by – Deborah Lee</p> <p>a. Council Discussion</p> <p>b. Council Decision</p> <p>Bid Award to Accuity LLC for City of Scio Auditing Purposes Presented by – Ginger Allen, City Manager</p>	<p>Ms. Lee presented request for letter of support for Cemetery to apply for a grant to fence the Cemetery and clean it up</p> <p>Gray asked about community access. Ms. Lee said that they hope to have it open annually on Memorial Weekend.</p> <p>Motion was made by Eckhart, seconded by Zedwick to send a letter of support.</p> <p>Motion passed 6 yeas/ 0 nays</p> <p>Ms. Allen reviewed the memo in the packet. A request for proposal was sent out to 5 agencies, the results are in the packet.</p> <p>Ms. Allen and Mayor Nuber met with Accuity. They are excited to continue the service with the city.</p>

a. Council Discussion

None

b. Council Decision

Motion from Councilor Ferguson seconded by Councilor Eckhart to approve the bid award to Accuity.

Motion passed 6 yeas / 0 nays

Lamb & Wool Fair Board – Water System Update

Karen Borchard Issac
40411 Shimanek Bridge Drive

Loren Kuipers
38907 SW 2nd Place

Ms. Allen stated that over the past several months she has been asked for an update on the Water System upgrades for the Lamb and Wool Fair. An invitation was sent to the Lamb Fair Board to come before council to give an update. Copies of an email received this morning from the Lamb & Wool Fair are on your desk. Ms. Allen stated that no matter what takes place tonight, there is always a review process when there are infrastructure upgrades.

Ms. Borchard stated that she would like to schedule a pre-construction meeting.

Ms. Allen stated that this usually takes place after the contractor is selected.

Ms. Borchard stated that their biggest problem is lack of funding. Borchard said they will move forward with the project, share information about it at the upcoming fair, to hopefully get people behind the project. They are planning on replacing what is in the ground, replacing water and electrical lines at the same time.

Ms. Allen stated that based upon what has been presented, that the city could do a development review meeting as soon as possible. And the engineer could determine exactly what must be done. What the city wants is compliance as this is a safety/health issue.

a. Council Discussion

Ms. Allen asked when the Lamb Fair plans to complete the project.

Ms. Borchard stated that based on the bids that they have received, they need to raise additional funds to compete the project. They have applied for some grants to assist with funding.

Ms. Allen stated that if council wants to carry the funds over to a new year, then it would be a decision of the budget committee. Since these are General Fund Dollars, if the money is not spent it goes back to the fund, it does not automatically carry over. The money will have to go

<p>b. Council Decision</p>	<p>through the budget process again. Council will adopt the final budget.</p> <p>Nuber asked the council for consensus on placing funds in the budget.</p> <p>Ferguson asked how this will affect the fair this year.</p> <p>Borchard stated that the Linn County Health Department considered the fair as a temporary use as it is only once per year. The Fair Board has received permission to use the RV potable water hoses that connect to the system.</p> <p>Allen stated that she had contacted Linn County, and they indicated that they would accept it one more year, but they are expecting improvements to be done. the council could allow for 1 more year, with the expectation of the upgrades being completed next fiscal year.</p> <p>Allen stated that based on the discussion she will add the donation for the completion of the water improvements into the budget process. She will also reach out and set a meeting.</p>
<p>Pacific Power Franchise Fee Rate Increase Revisited Staff Report – Ginger Allen, City Manager</p> <p>a. Council Discussion</p>	<p>Ms. Allen stated that the memo provided additional information that was requested. She reviewed the memo with the council.</p> <p>Mayor Nuber stated that this is where we get our money to improve roads.</p> <p>Zedwick stated that our current rate is 3.5%. Allen stated that the city has been at that rate for 20 years.</p> <p>Shaffer asked how long have the other cities had been at 5%. Allen stated that she did not ask that question.</p> <p>Nuber stated that in order to make a difference, the city will need to make the increase to at least 5%.</p> <p>Eckhart and Shaffer both indicated that they could support a 5% franchise fee rate.</p> <p>Zedwick asked if the city was going to add a streetlight to the intersection of SW Beech and SW 3rd Avenue, this was one of the points of the discussion and part of the answers in the memo. Allen stated that staff can check into the cost of adding a streetlight to that intersection.</p>

<p>b. Council Decision</p>	<p>Kennedy recapped the increase in revenue generated from an increase in the Franchise rate from 3.5% to 5% would cost the Scio customer \$1.75 to \$2.00 per month. If the city increased the rate to 7%, then it would be \$4.50.</p> <p>Ms. Allen stated that Mr. Salazar had stated at the previous meeting that this could be changed at any time. Shaffer stated that Mr. Salazar stated that a 12% increase in the power utility rate went into effect in January and that there would be an additional increase.</p> <p>Motion from Councilor Zedwick seconded by Councilor Shaffer to approve the Pacific Power Franchise Agreement with the 5% rate.</p> <p>Motion passed 6 yeas / 0 nays</p>
<p>Resolution No. 24-04 – Linn County Cultural Coalition Grant Staff Report –</p> <p>a. Council Discussion</p> <p>b. Council Decision</p>	<p>City received \$1,200 grant from the Linn County Cultural Coalition to print new Scio Region Guides/Brochures.</p> <p>Motion from Councilor Eckhart seconded by Councilor Gray, to approve Resolution No. 24-04 read by title only.</p> <p>Ms. Allen read Resolution No. 24-04, A Resolution Appropriating Unanticipated Revenue to the General Fund of the City of Scio.</p> <p>Motion passed 6 yeas / 0 nays</p>
<p>City Hall Design Presentation Presentation by – Scott Beck, Architect, LLC</p>	<p>Mr. Beck reviewed a PowerPoint presentation of the proposed City Hall Design with the City Council.</p>

d. Councilor Zedwick	None
e. Councilor Gray	None
f. Mayor Nuber	None

Meeting adjourned at 7:39 pm

Statement of Revenue and Expenditures

Acct	Current Period Mar 2024 Mar 2024 Actual	Year-To-Date Jul 2023 Mar 2024 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	139.35	279,143.10	290,000.00	10,856.90	96.3%
4211 Cigarette Tax	44.43	551.63	780.00	228.37	70.7%
4212 Liquor Control Taxes	671.00	13,840.45	18,000.00	4,159.55	76.9%
4213 Marijuana Tax	336.39	1,317.65	1,200.00	(117.65)	109.8%
Total Tax Receipts	\$1,191.17	\$294,852.83	\$309,980.00	\$15,127.17	
Government Receipts					
4240 Intergovernmental	0.00	8,560.84	11,000.00	2,439.16	77.8%
Total Government Receipts	\$0.00	\$8,560.84	\$11,000.00	\$2,439.16	
Franchise Fees					
4251 Franchise - Northwest Nat	0.00	4,056.67	3,500.00	(556.67)	115.9%
4252 Franchise - Pacific Power	1,478.03	10,348.01	12,000.00	1,651.99	86.2%
4253 Franchise - Republic	0.00	2,742.43	3,600.00	857.57	76.2%
4255 Franchise - SMTA	55.75	515.49	500.00	(15.49)	103.1%
Total Franchise Fees	\$1,533.78	\$17,662.60	\$19,600.00	\$1,937.40	
Fees & Permits					
4271 Planning Fees	3,037.23	4,137.23	4,000.00	(137.23)	103.4%
4272 Building Permits	226.18	886.32	2,500.00	1,613.68	35.5%
Total Fees & Permits	\$3,263.41	\$5,023.55	\$6,500.00	\$1,476.45	
Fines and Forfeitures					
4290 Fines and Forfeitures	275.87	848.50	500.00	(348.50)	169.7%
Total Fines and Forfeitures	\$275.87	\$848.50	\$500.00	(\$348.50)	
Other Revenue					
4110 Investment Earnings	1,572.73	12,768.04	12,000.00	(768.04)	106.4%
4260 Library Income	7,100.64	9,000.00	9,000.00	0.00	100.0%
4261 Library Fees	520.50	3,076.09	4,000.00	923.91	76.9%
4262 Library Donations	0.00	2,155.00	2,150.00	(5.00)	100.2%
4263 Library Grants	0.00	1,000.00	1,750.00	750.00	57.1%
4264 Library Other	0.00	105.00	500.00	395.00	21.0%
4330 Grants	1,200.00	7,800.00	7,800.00	0.00	100.0%
4350 Miscellaneous	0.00	2,053.30	1,200.00	(853.30)	171.1%
Total Other Revenue	\$10,393.87	\$37,957.43	\$38,400.00	\$442.57	
Revenue	\$16,658.10	\$364,905.75	\$385,980.00	\$21,074.25	
Gross Profit	\$16,658.10	\$364,905.75	\$385,980.00	\$0.00	
Expenses					
Personnel Services					
5110 Salaries	9,257.13	86,756.29	106,675.00	19,918.71	81.3%
5120 Payroll Taxes	807.97	7,227.96	11,735.00	4,507.04	61.6%
5130 Benefits	2,492.69	19,328.22	28,250.00	8,921.78	68.4%
Total Personnel Services	\$12,557.79	\$113,312.47	\$146,660.00	\$33,347.53	
Materials and Services					
6210 Advertising	0.00	58.00	700.00	642.00	8.3%
6220 City Attorney	0.00	1,900.00	3,360.00	1,460.00	56.5%
6230 Contract Services	4,410.86	67,143.92	118,450.00	51,306.08	56.7%
6240 Engineering Consultants	1,675.57	19,474.34	50,000.00	30,525.66	38.9%
6250 Police Services	0.00	53,952.51	75,000.00	21,047.49	71.9%
6260 Materials & Supplies	104.73	1,958.03	2,500.00	541.97	78.3%
6270 Community Involvement	0.00	8,149.77	16,600.00	8,450.23	49.1%
6280 Miscellaneous	17.34	1,712.04	2,000.00	287.96	85.6%

Statement of Revenue and Expenditures

Acct	Current Period Mar 2024 Mar 2024 Actual	Year-To-Date Jul 2023 Mar 2024 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					
6290 Bank Charges and Fees	34.82	327.63	700.00	372.37	46.8%
6310 Insurance	0.00	5,981.16	6,325.00	343.84	94.6%
6320 Education	0.00	0.00	200.00	200.00	0.0%
6330 Grant Expenses	0.00	0.00	3,200.00	3,200.00	0.0%
6341 Utilities - Electricity	1,301.03	11,537.11	21,000.00	9,462.89	54.9%
6342 Utilities - Gas	177.54	1,114.09	2,500.00	1,385.91	44.6%
6343 Utilities - Telephone	87.75	790.37	1,800.00	1,009.63	43.9%
6344 Utilities - Garbage	11.19	100.71	300.00	199.29	33.6%
6350 Equipment Maintenance	0.00	1.96	1,000.00	998.04	0.2%
6360 Building Maintenance	972.00	1,204.74	1,500.00	295.26	80.3%
6370 Flood Mitigation	0.00	11,724.50	17,000.00	5,275.50	69.0%
6381 Library - Books	13.90	6,665.82	6,920.00	254.18	96.3%
6382 Library - Audio/Visual	0.00	133.24	500.00	366.76	26.6%
6383 Library -	0.00	0.00	50.00	50.00	0.0%
6384 Library - Materials &	6.00	873.03	900.00	26.97	97.0%
6385 Library - Miscellaneous	33.00	169.30	200.00	30.70	84.7%
6386 Library - Technical Support	0.00	2,335.55	2,400.00	64.45	97.3%
6387 Library - Donations	0.00	837.68	2,150.00	1,312.32	39.0%
6388 Library - Grants	0.00	682.33	1,750.00	1,067.67	39.0%
6389 Library - Programming	0.00	2,080.74	2,530.00	449.26	82.2%
6390 Planning	0.00	3,892.33	6,500.00	2,607.67	59.9%
6400 Parks	308.62	24,620.77	45,000.00	20,379.23	54.7%
6401 Veterans Memorial Park	0.00	0.00	533.00	533.00	0.0%
6410 Senior Services	0.00	163.74	1,000.00	836.26	16.4%
6430 Transportation	0.00	203.80	2,000.00	1,796.20	10.2%
Total Materials and Services	\$9,154.35	\$229,789.21	\$396,568.00	\$166,778.79	
Capital Outlay					
7120 Office Equipment	0.00	0.00	900.00	900.00	0.0%
7130 Special Projects/Grants	2,712.70	95,671.70	166,247.00	70,575.30	57.5%
Total Capital Outlay	\$2,712.70	\$95,671.70	\$167,147.00	\$71,475.30	
Other Expenses					
7600 Building Loan	844.09	5,124.53	8,000.00	2,875.47	64.1%
9110 Operating Contingency	0.00	0.00	686,264.00	686,264.00	0.0%
Total Other Expenses	\$844.09	\$5,124.53	\$694,264.00	\$689,139.47	
Interfund Transfers					
8140 Transfer To Sewer Fund	21,280.00	21,280.00	21,280.00	0.00	100.0%
Total Interfund Transfers	\$21,280.00	\$21,280.00	\$21,280.00	\$0.00	
Expenses	\$46,548.93	\$465,177.91	\$1,425,919.00	\$960,741.09	
Revenue Less Expenditures	(\$29,890.83)	(\$100,272.16)	(\$1,039,939.00)	\$0.00	
Other Revenue					
Extraordinary Income					
4900 Bldg Permit Pass Thru	0.00	1,048.92	0.00	(1,048.92)	0.0%
Total Extraordinary Income	\$0.00	\$1,048.92	\$0.00	(\$1,048.92)	
Other Revenue	\$0.00	\$1,048.92	\$0.00	(\$1,048.92)	

General Fund

Statement of Revenue and Expenditures

Acct	Current Period Mar 2024 Actual	Year-To-Date Jul 2023 Mar 2024 Actual	Annual Budget Jul 2023 Jun 2024	Annual Budget Jul 2023 Jun 2024 Variance	Jul 2023 Jun 2024 Percent of Budget
Revenue & Expenditures					
Other Expenses					
Extraordinary Expense					
9500 Bldg Permit Pass Thru	0.00	1,048.92	0.00	(1,048.92)	0.0%
Total Extraordinary Expense	\$0.00	\$1,048.92	\$0.00	(\$1,048.92)	
Other Expenses	\$0.00	\$1,048.92	\$0.00	(\$1,048.92)	
Net Change in Fund Balance	(\$29,890.83)	(\$100,272.16)	(\$1,039,939.00)	\$0.00	
Fund Balances					
Beginning Fund Balance	970,990.26	1,041,371.59	0.00	0.00	0.0%
Net Change in Fund Balance	(29,890.83)	(100,272.16)	(1,039,939.00)	0.00	0.0%
Ending Fund Balance	941,099.43	941,099.43	0.00	0.00	0.0%

Statement of Revenue and Expenditures

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Revenue & Expenditures						
Revenue						
Tax Receipts						
4220	State Highway Taxes	5,480.54	56,431.13	76,500.00	20,068.87	73.8%
	Total Tax Receipts	\$5,480.54	\$56,431.13	\$76,500.00	\$20,068.87	
Franchise Fees						
4251	Franchise - Northwest Nat	0.00	4,056.68	3,500.00	(556.68)	115.9%
4252	Franchise - Pacific Power	1,478.03	10,348.01	12,000.00	1,651.99	86.2%
4253	Franchise - Republic	0.00	2,742.43	3,600.00	857.57	76.2%
4255	Franchise - SMTA	55.76	515.48	500.00	(15.48)	103.1%
	Total Franchise Fees	\$1,533.79	\$17,662.60	\$19,600.00	\$1,937.40	
Other Revenue						
4330	Grants	87,302.05	440,452.87	557,538.00	117,085.13	79.0%
	Total Other Revenue	\$87,302.05	\$440,452.87	\$557,538.00	\$117,085.13	
User Fees						
4300	User Fees	2,205.58	17,045.41	20,340.00	3,294.59	83.8%
	Total User Fees	\$2,205.58	\$17,045.41	\$20,340.00	\$3,294.59	
	Revenue	\$96,521.96	\$531,592.01	\$673,978.00	\$142,385.99	
	Gross Profit	\$96,521.96	\$531,592.01	\$673,978.00	\$0.00	
Expenses						
Personnel Services						
5110	Salaries	1,275.96	11,925.71	20,881.00	8,955.29	57.1%
5120	Payroll Taxes	112.69	992.12	2,297.00	1,304.88	43.2%
5130	Benefits	471.49	4,118.20	5,625.00	1,506.80	73.2%
	Total Personnel Services	\$1,860.14	\$17,036.03	\$28,803.00	\$11,766.97	
Materials and Services						
6210	Advertising	0.00	11.60	200.00	188.40	5.8%
6220	City Attorney	0.00	950.00	1,680.00	730.00	56.5%
6230	Contract Services	63.67	1,089.26	1,970.00	880.74	55.3%
6240	Engineering Consultants	258.09	14,149.13	55,000.00	40,850.87	25.7%
6260	Materials & Supplies	99.13	1,647.36	3,500.00	1,852.64	47.1%
6280	Miscellaneous	0.00	113.80	300.00	186.20	37.9%
6290	Bank Charges and Fees	6.54	58.97	200.00	141.03	29.5%
6310	Insurance	0.00	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	1,845.94	40,488.81	43,279.00	2,790.19	93.6%
6341	Utilities - Electricity	50.72	314.38	1,500.00	1,185.62	21.0%
6342	Utilities - Gas	19.68	137.72	1,000.00	862.28	13.8%
6343	Utilities - Telephone	7.21	64.97	250.00	185.03	26.0%
6344	Utilities - Garbage	5.59	50.31	150.00	99.69	33.5%
6350	Equipment Maintenance	20.63	1,719.20	5,000.00	3,280.80	34.4%
6360	Building Maintenance	0.00	35.44	300.00	264.56	11.8%
6430	Transportation	20.60	403.23	1,000.00	596.77	40.3%
	Total Materials and Services	\$2,397.80	\$62,426.17	\$116,994.00	\$54,567.83	
Capital Outlay						
7130	Special Projects/Grants	0.00	496,127.75	623,964.00	127,836.25	79.5%
7140	Bike and Walkway	0.00	1,000.00	1,000.00	0.00	100.0%
7150	Capital Improvements	0.00	16,942.00	25,000.00	8,058.00	67.8%
	Total Capital Outlay	\$0.00	\$514,069.75	\$649,964.00	\$135,894.25	
Other Expenses						
7600	Building Loan	1,688.18	10,249.12	16,000.00	5,750.88	64.1%

Statement of Revenue and Expenditures

Acct	Current Period Mar 2024 Actual	Year-To-Date Jul 2023 Mar 2024 Actual	Annual Budget Jul 2023 Jun 2024	Annual Budget Jul 2023 Jun 2024 Variance	Jul 2023 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	\$1,688.18	\$10,249.12	\$112,697.00	\$102,447.88	
Expenses	\$5,946.12	\$603,781.07	\$908,458.00	\$304,676.93	
Revenue Less Expenditures	\$90,575.84	(\$72,189.06)	(\$234,480.00)	\$0.00	
Net Change in Fund Balance	\$90,575.84	(\$72,189.06)	(\$234,480.00)	\$0.00	
Fund Balances					
Beginning Fund Balance	71,717.89	234,482.79	0.00	0.00	0.0%
Net Change in Fund Balance	90,575.84	(72,189.06)	(234,480.00)	0.00	0.0%
Ending Fund Balance	162,293.73	162,293.73	0.00	0.00	0.0%

Statement of Revenue and Expenditures

Acct		Current Period Mar 2024 Mar 2024 Actual	Year-To-Date Jul 2023 Mar 2024 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	1,333.21	1,500.00	166.79	88.9%
Total Other Revenue		\$0.00	\$1,333.21	\$1,500.00	\$166.79	
User Fees						
4300	User Fees	29,433.82	302,194.43	391,600.00	89,405.57	77.2%
4301	Late Charges	170.08	1,564.73	2,400.00	835.27	65.2%
4302	24 Hour Notice	237.50	1,087.50	3,000.00	1,912.50	36.3%
4303	Reconnect Fees	25.00	300.00	250.00	(50.00)	120.0%
4304	Backflow Test	0.00	2,450.00	4,000.00	1,550.00	61.3%
4310	New Connections	0.00	4,000.00	0.00	(4,000.00)	0.0%
4320	Water Deposits	900.00	2,600.00	4,000.00	1,400.00	65.0%
Total User Fees		\$30,766.40	\$314,196.66	\$405,250.00	\$91,053.34	
Revenue		\$30,766.40	\$315,529.87	\$406,750.00	\$91,220.13	
Gross Profit		\$30,766.40	\$315,529.87	\$406,750.00	\$0.00	
Expenses						
Personnel Services						
5110	Salaries	8,476.40	78,937.56	114,379.00	35,441.44	69.0%
5120	Payroll Taxes	741.58	6,541.63	12,582.00	6,040.37	52.0%
5130	Benefits	2,733.15	23,958.26	29,200.00	5,241.74	82.0%
Total Personnel Services		\$11,951.13	\$109,437.45	\$156,161.00	\$46,723.55	
Materials and Services						
6210	Advertising	0.00	301.00	980.00	679.00	30.7%
6220	City Attorney	0.00	3,325.00	5,880.00	2,555.00	56.5%
6230	Contract Services	363.23	16,581.49	20,600.00	4,018.51	80.5%
6260	Materials & Supplies	784.49	5,793.23	12,000.00	6,206.77	48.3%
6280	Miscellaneous	15.00	2,397.08	4,000.00	1,602.92	59.9%
6290	Bank Charges and Fees	59.46	517.18	800.00	282.82	64.6%
6310	Insurance	0.00	8,343.98	8,925.00	581.02	93.5%
6320	Education	163.67	633.67	1,000.00	366.33	63.4%
6341	Utilities - Electricity	956.08	9,983.87	15,000.00	5,016.13	66.6%
6342	Utilities - Gas	39.38	275.51	1,500.00	1,224.49	18.4%
6343	Utilities - Telephone	102.62	916.91	1,500.00	583.09	61.1%
6344	Utilities - Garbage	9.09	81.81	250.00	168.19	32.7%
6350	Equipment Maintenance	41.28	814.85	10,000.00	9,185.15	8.1%
6360	Building Maintenance	0.00	248.40	2,500.00	2,251.60	9.9%
6420	Water Deposit Refunds	400.00	3,000.00	4,000.00	1,000.00	75.0%
6430	Transportation	50.00	682.13	1,750.00	1,067.87	39.0%
6440	Line Repairs	1,770.00	33,370.00	50,000.00	16,630.00	66.7%
Total Materials and Services		\$4,754.30	\$87,266.11	\$140,685.00	\$53,418.89	
Capital Outlay						
7160	Equipment	0.00	4,840.00	10,000.00	5,160.00	48.4%
Total Capital Outlay		\$0.00	\$4,840.00	\$10,000.00	\$5,160.00	
Other Expenses						
7500	Water Loan	0.00	32,287.49	32,500.00	212.51	99.3%
7600	Building Loan	2,954.31	17,935.93	53,000.00	35,064.07	33.8%
9110	Operating Contingency	0.00	0.00	73,868.00	73,868.00	0.0%
Total Other Expenses		\$2,954.31	\$50,223.42	\$159,368.00	\$109,144.58	

Statement of Revenue and Expenditures

Acct	Current Period Mar 2024 Mar 2024 Actual	Year-To-Date Jul 2023 Mar 2024 Actual	Annual Budget Jul 2023 Jun 2024	Annual Budget Jul 2023 Jun 2024 Variance	Jul 2023 Jun 2024 Percent of Budget
Revenue & Expenditures					
Expenses					
Interfund Transfers					
8160 Transfer To Water Reserve	0.00	125,000.00	125,000.00	0.00	100.0%
Total Interfund Transfers	\$0.00	\$125,000.00	\$125,000.00	\$0.00	
Expenses	\$19,659.74	\$376,766.98	\$591,214.00	\$214,447.02	
Revenue Less Expenditures	\$11,106.66	(\$61,237.11)	(\$184,464.00)	\$0.00	
Net Change in Fund Balance	\$11,106.66	(\$61,237.11)	(\$184,464.00)	\$0.00	
Fund Balances					
Beginning Fund Balance	110,707.09	183,050.86	0.00	0.00	0.0%
Net Change in Fund Balance	11,106.66	(61,237.11)	(184,464.00)	0.00	0.0%
Ending Fund Balance	121,813.75	121,813.75	0.00	0.00	0.0%

Statement of Revenue and Expenditures

Acct		Current Period Mar 2024 Mar 2024 Actual	Year-To-Date Jul 2023 Mar 2024 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	370.00	0.00	(370.00)	0.0%
Total Other Revenue		\$0.00	\$370.00	\$0.00	(\$370.00)	
User Fees						
4300	User Fees	25,723.00	237,125.67	308,550.00	71,424.33	76.9%
4301	Late Charges	170.07	1,564.72	2,400.00	835.28	65.2%
4302	24 Hour Notice	237.50	1,087.50	3,000.00	1,912.50	36.3%
4303	Reconnect Fees	25.00	300.00	250.00	(50.00)	120.0%
4310	New Connections	0.00	4,000.00	0.00	(4,000.00)	0.0%
Total User Fees		\$26,155.57	\$244,077.89	\$314,200.00	\$70,122.11	
Interfund Transfers						
4510	Transfer From General Fund	21,280.00	21,280.00	21,280.00	0.00	100.0%
4580	Transfer From Equip.	0.00	0.00	12,000.00	12,000.00	0.0%
Total Interfund Transfers		\$21,280.00	\$21,280.00	\$33,280.00	\$12,000.00	
Revenue		\$47,435.57	\$265,727.89	\$347,480.00	\$81,752.11	
Gross Profit		\$47,435.57	\$265,727.89	\$347,480.00	\$0.00	
Expenses						
Personnel Services						
5110	Salaries	6,015.31	56,161.63	91,236.00	35,074.37	61.6%
5120	Payroll Taxes	529.06	4,666.27	10,036.00	5,369.73	46.5%
5130	Benefits	2,138.76	18,698.99	24,175.00	5,476.01	77.3%
Total Personnel Services		\$8,683.13	\$79,526.89	\$125,447.00	\$45,920.11	
Materials and Services						
6210	Advertising	0.00	301.00	980.00	679.00	30.7%
6220	City Attorney	0.00	3,325.00	5,880.00	2,555.00	56.5%
6230	Contract Services	330.70	16,764.04	19,850.00	3,085.96	84.5%
6240	Engineering Consultants	501.80	28,671.21	50,000.00	21,328.79	57.3%
6260	Materials & Supplies	627.99	11,371.74	21,000.00	9,628.26	54.2%
6280	Miscellaneous	15.00	1,178.36	4,000.00	2,821.64	29.5%
6290	Bank Charges and Fees	59.46	514.16	800.00	285.84	64.3%
6310	Insurance	0.00	8,343.98	8,925.00	581.02	93.5%
6320	Education	163.67	889.01	1,000.00	110.99	88.9%
6341	Utilities - Electricity	687.84	5,354.24	10,000.00	4,645.76	53.5%
6342	Utilities - Gas	163.05	1,365.26	5,000.00	3,634.74	27.3%
6343	Utilities - Telephone	94.51	844.49	1,250.00	405.51	67.6%
6344	Utilities - Garbage	9.09	81.81	250.00	168.19	32.7%
6350	Equipment Maintenance	41.28	7,833.67	18,400.00	10,566.33	42.6%
6360	Building Maintenance	0.00	248.40	2,500.00	2,251.60	9.9%
6430	Transportation	50.00	642.73	1,500.00	857.27	42.8%
Total Materials and Services		\$2,744.39	\$87,729.10	\$151,335.00	\$63,605.90	
Capital Outlay						
7130	Special Projects/Grants	0.00	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		\$0.00	\$3,635.00	\$285,021.00	\$281,386.00	
Other Expenses						
7600	Building Loan	2,954.31	17,935.93	28,000.00	10,064.07	64.1%
9110	Operating Contingency	0.00	0.00	116,474.00	116,474.00	0.0%
Total Other Expenses		\$2,954.31	\$17,935.93	\$144,474.00	\$126,538.07	
Expenses		\$14,381.83	\$188,826.92	\$706,277.00	\$517,450.08	

Statement of Revenue and Expenditures

Acct	Current Period Mar 2024 Mar 2024 Actual	Year-To-Date Jul 2023 Mar 2024 Actual	Annual Budget Jul 2023 Jun 2024	Annual Budget Jul 2023 Jun 2024 Variance	Jul 2023 Jun 2024 Percent of Budget
Revenue & Expenditures					
Revenue Less Expenditures	\$33,053.74	\$76,900.97	(\$358,797.00)	\$0.00	
Net Change in Fund Balance	\$33,053.74	\$76,900.97	(\$358,797.00)	\$0.00	
Fund Balances					
Beginning Fund Balance	401,942.06	358,094.83	0.00	0.00	0.0%
Net Change in Fund Balance	33,053.74	76,900.97	(358,797.00)	0.00	0.0%
Ending Fund Balance	434,995.80	434,995.80	0.00	0.00	0.0%

Payment Journal
3/1/2024 to 3/31/2024

Date	Transaction Number	Name / Description	Amount
General Checking - Columbia			
3/2/2024	EFT	Amazon	13.90
3/4/2024	EFT	Red Wing Software	90.00
3/4/2024	EFT	US Postal Service	2.10
3/5/2024	EFT	US Postal Service	2.10
3/6/2024	EFT	US Postal Service	2.10
3/7/2024	EFT	Adobe Inc	59.97
3/7/2024	EFT	US Postal Service	2.10
3/8/2024	17324	Oregon State Police	33.00
3/8/2024	EFT	Sewer Fund	21,280.00
3/8/2024	EFT	US Postal Service	2.10
3/11/2024	EFT	Les Schwab Tire Center	49.96
3/11/2024	EFT	Water Deposit Refunds	
3/12/2024	EFT	Water Deposit Refunds	
3/13/2024	EFT	Safeway	47.34
3/13/2024	EFT	Home Depot	52.00
3/15/2024	EFT	US Postal Service	2.10
3/15/2024	EFT	Umpqua Bank Loan	8,440.89
3/18/2024	EFT	US Postal Service	2.10
3/20/2024	17325	G & D Clevenger LLC	120.60
3/20/2024	17326	Republic Services	34.96
3/20/2024	17327	Scio Auto Parts	103.19
3/20/2024	17328	Scio Hardware	12.99
3/20/2024	17329	SMTA	317.09
3/20/2024	17330	Smith Glass Service, Inc.	972.00
3/20/2024	17331	National Business Solutions	198.07
3/20/2024	17332	Shred Northwest, LLC	35.00
3/20/2024	17333	Mellison, Mike	54.81
3/20/2024	17334	Pacific Power	2,995.67
3/20/2024	17335	Analytical Laboratory	204.00
3/20/2024	17336	Knurowski, Kostanty	327.34
3/20/2024	17337	Scio School District	1,845.94
3/20/2024	EFT	Water Deposit Refunds	
3/20/2024	EFT	umpqua Bank	130.88
3/21/2024	EFT	Amazon	76.74
3/21/2024	EFT	CollinsFlags.com	258.66
3/21/2024	EFT	OHA	112.50
3/21/2024	EFT	US Postal Service	4.20
3/24/2024	EFT	Costco	159.90
3/25/2024	17338	AT&T Mobility	40.04
3/25/2024	17339	JW Gibbs Construction, LLC	1,770.00
3/25/2024	17340	National Business Solutions	600.35
3/25/2024	17341	Scott Beck Architect, LLC.	4,180.00
3/25/2024	17342	The Dyer Partnership	2,515.46

Payment Journal

3/1/2024 to 3/31/2024

Date	Transaction Number	Name / Description	Amount
3/25/2024	17343	NW Natural	399.65
3/25/2024	EFT	US Postal Service	2.10
3/26/2024	EFT	US Postal Service	2.10
3/27/2024	EFT	Amazon	64.24
3/27/2024	EFT	Linn County Planning & Building	140.00
3/27/2024	EFT	Linn County Planning & Building	588.26
3/27/2024	EFT	US Postal Service	2.10
3/27/2024	EFT	Linn County Planning & Building	1,984.44
3/28/2024	EFT	US Postal Service	2.10
3/28/2024	EFT	US Postal Service	2.10
3/29/2024	17344	Hartford	400.00
3/29/2024	17345	eTrade	400.00
3/29/2024	17346	Country Trust Bank	500.00
3/29/2024	17347	Ameriprise	500.00
3/29/2024	17348	eTrade	400.00
3/29/2024	EFT	US Postal Service	800.00
3/29/2024	EFT	Oregon Department of Revenue	78.45
3/29/2024	EFT	Oregon Department of Revenue - SUTA	549.27
3/29/2024	EFT	Oregon Department of Revenue - WBF	52.04
3/29/2024	EFT	Oregon Dept of Revenue - PD Leave	466.73
3/29/2024	EFT	CIS Trust	5,683.45
3/29/2024	EFT	EFTPS	6,554.87
3/29/2024	EFT	Oregon Department of Revenue - WH	1,742.86
General Checking - Columbia Totals			\$68,466.91

**City of Scio
City Council Work Session Minutes
April 16, 2024**

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:** 7:38 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 WORK SESSION MEETING ATTENDANCE LOG

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

AUDIENCE MEMBERS IN ATTENDANCE

Sgt. Steven Frambes	Lt. Brian Hardy
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AGENDA	ACTIONS
<p><u>WORK SESSION</u> Vehicle Parking Inside the City Limits of Scio Presented by – Tre' Kennedy</p>	<p>Mr. Kennedy stated that the city has been receiving multiple complaints regarding parking issues in Scio. The city has very few paved streets, which can make unique situations that make it difficult to determine if a vehicle or an RV is parked totally on private property. He presented several handouts regarding Street Parking in comparison between cities.</p> <p>Lt. Brian Hardy spoke to the council regarding the need to have the administrative process aligned with the other cities throughout the county. Cities must have the internal administrative processes in the ordinance</p> <p>Discussion was held by the council on the general parking issues.</p> <p>Allen stated that the other small cities throughout Linn County are finding that the more we can be in alignment with each other, the easier it is to enforce ordinance language and compliance increases.</p> <p>Kennedy will draft an Ordinance.</p>

Meeting adjourned at 7:38 pm

Correspondence



SB1576

This message serves to inform you of the recent enactment of SB 1576 by Governor Kotek, which addresses recreational immunity for improved trails in Oregon. The bill was signed into law March 27th 2024 and came into effect immediately. As a result, trails closed due to the Fields v. City of Newport court decision can now be reopened.

Impact of SB1576

SB1576 allows cities to keep trails, bridges, staircases and the like open to the public to recreate without subjecting local governments to liabilities and risk associated with the use of these improved trails. CIS released an update March 27th retracting their earlier recommendation to close improved trails. Local governments across Oregon can now communicate to the public that trails and recreational facilities are accessible and will remain so throughout the summer season.

Temporary Protection

It should be noted that this measure is temporary, with its protections expiring on January 1, 2026. Efforts are underway to develop a permanent solution, expected to be in place by 2025. At WHA Insurance we offer comprehensive services tailored to the unique needs of Public Entities, including loss control and risk management strategies to enhance safety and mitigate potential liabilities for improved trails. If you have any questions or would like more information, please contact our office.

Thanks,

WHA Insurance
(800) 852-6140
info@whainsurance.com



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.linnsheeriff.org

2024

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

FOR THE MONTH OF: MARCH

TRAFFIC CITATIONS: -----	4
TRAFFIC WARNINGS: -----	9
TRAFFIC CRASHES: -----	0
ARRESTS MADE: -----	0
COMPLAINTS/INCIDENTS INVESTIGATED:-----	45

TOTAL HOURS SPENT: SCIO 80 hours

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: 3/ 1/24 to 3/31/24

Total Incidents This Month: **45**

Incident Information:

Description

CAD# 2024042593
TIME: 3/1/2024 11:20:17PM
CASE# CAD Only
SCIO
WARNING EQUIPMENT VIOL

TRAFFIC STOP Reported at Block of 38900 HWY 226 SCIO

Driver warned for failure to renew registration.

CAD# 2024042706
TIME: 3/2/2024 4:07:03AM
CASE# CAD Only
SCIO
SCIO

EXTRA PATROL Reported at Block of 38800 N MAIN ST SCIO

Deputies checked the high school. NFA

CAD# 2024042708
TIME: 3/2/2024 4:11:32AM
CASE# CAD Only
SCIO
WARNING EQUIPMENT VIOL

TRAFFIC STOP Reported at Block of 39000 NE 4TH AVE/NE ASH ST SCIO

Operator warned for no lights

CAD# 2024042726
TIME: 3/2/2024 6:35:35AM
CASE# CAD Only
SCIO
CAD CALL COMPLETE

TRESPASS Reported at Block of 38900 NW 2ND AVE SCIO

two people in vehicle trespassing at church parking lot. They were advised to leave.

CAD# 2024043193
TIME: 3/2/2024 11:18:32PM
CASE# CAD Only
SCIO
WARNING MOVING VIOLATIC

TRAFFIC STOP Reported at Block of 38700 N MAIN ST SCIO

Operator warned for unsignaled turn

Incident Information:**Description**

CAD# 2024044203
TIME: 3/4/2024 2:32:08PM
CASE# CAD Only
SCIO
CAD CALL COMPLETE

FOLLOW UP Reported at Block of 38800 N MAIN ST SCIO

follow up

CAD# 2024044269
TIME: 3/4/2024 3:43:20PM
CASE# CAD Only
SCIO
CAD CALL COMPLETE

JUVENILE COMPLAINT Reported at Block of 38800 NW 1ST AVE SCIO

Caller reporting an ongoing issue between her son and another boy at school.

CAD# 2024045050
TIME: 3/5/2024 5:49:03PM
CASE# CAD Only
SCIO
CAD CALL COMPLETE

INTOXICATED SUBJECT Reported at Block of 38900 NW 1ST AVE SCIO

Disturbance caused by drunken roommate. No crimes.

CAD# 2024046081
TIME: 3/7/2024 8:05:24AM
CASE# CAD Only
SCIO
CAD CALL COMPLETE

EVENT DETAIL Reported at Block of 38800 N MAIN ST SCIO

career presentation at Scio High School

CAD# 2024046696
TIME: 3/8/2024 7:38:11AM
CASE# CAD Only
SCIO
CAD CALL COMPLETE

ABANDON VEHICLE Reported at Block of 38900 HWY 226/SW 3RD AVE SCIO

Deputy tags abandon vehicles for tow and found they were removed from city property in the allowed time.

CAD# 2024046742
TIME: 3/8/2024 9:10:09AM
CASE# CAD Only
SCIO
CAD CALL COMPLETE

ABANDON VEHICLE Reported at Block of 38900 SW 5TH AVE SCIO

Deputy tags abandon vehicle for tow and found they were removed from city property in the allowed time.

Incident Information:**Description**

CAD# 2024047516
TIME: 3/9/2024 9:11:50AM
CASE# CAD Only
SCIO

911 HANG UP CALL Reported at Block of 38700 N MAIN ST SCIO

Unknown reason for dial

CAD# 2024049298
TIME: 3/12/2024 4:09:53AM
CASE# CAD Only
SCIO

CITE SPEEDING VIOLATION

TRAFFIC STOP Reported at Block of 38800 NE ASH ST/NE 4TH AVE SCIO

Zachary Rimer, 29 out of Scio, was issued a traffic citation for speeding (11-20 over).

CAD# 2024049301
TIME: 3/12/2024 4:36:37AM
CASE# CAD Only
SCIO

WARNING SPEEDING VIOLAT

TRAFFIC STOP Reported at Block of 38800 NE ASH ST/NE 4TH AVE SCIO

Operator warned for speed

CAD# 2024049305
TIME: 3/12/2024 4:57:16AM
CASE# CAD Only
SCIO

CITE DWS NO ODL

TRAFFIC STOP Reported at Block of 38800 N MAIN ST SCIO

Jorge Hernandez Romero, 64 out of Salem, was issued a traffic citation for operating a vehicle without driving privileges.

CAD# 2024049311
TIME: 3/12/2024 5:38:13AM
CASE# CAD Only
SCIO

WARNING EQUIPMENT VIOLA

TRAFFIC STOP Reported at Block of 38700 N MAIN ST SCIO

Driver warned for failure to renew registration.

CAD# 2024049926
TIME: 3/12/2024 11:50:41PM
CASE# CAD Only
SCIO

CITE NO INSURANCE

TRAFFIC STOP Reported at Block of 38800 N MAIN ST SCIO

Joseph Stafford, 28 out of Stayton, was issued a traffic citation for driving uninsured.

Incident Information:**Description**

CAD# 2024050228
TIME: 3/13/2024 11:13:35AM
CASE# CAD Only
SCIO
CAD CALL COMPLETE

EXTRA PATROL Reported at Block of 38800 SW 6TH AVE SCIO

Spent time patrolling all city streets and areas of Scio contacting citizens along the way.

CAD# 2024050244
TIME: 3/13/2024 11:28:27AM
CASE# CAD Only
SCIO
CAD CALL COMPLETE

ABANDON VEHICLE Reported at Block of 38800 SW 5TH AVE SCIO

Deputy tagged a long parked vehicle as abandoned and contacted the owner, who was not the registered owner, advising him it needed to move ASAP.

CAD# 2024050940
TIME: 3/14/2024 10:05:09AM
CASE# CAD Only
SCIO
CAD CALL COMPLETE

TRAFFIC COMPLAINT Reported at Block of 38800 NE ASH ST/NE 4TH AVE SCIO

Deputy responds to traffic hazard and finds no vehicles speeding through the area .

CAD# 2024050958
TIME: 3/14/2024 10:29:37AM
CASE# CAD Only
SCIO
WARNING ISSUED

DOG COMPLAINT Reported at Block of 38600 SW DOGWOOD ST SCIO

written warning issued to dog owner for dog violations

CAD# 2024052249
TIME: 3/16/2024 12:12:44AM
CASE# CAD Only
SCIO
CAD CALL COMPLETE

JUVENILE COMPLAINT Reported at Block of 38600 SW DOGWOOD ST SCIO

Ding dong ditching juveniles. Deputies searched the area, but the kids appeared to have returned home. NFA

CAD# 2024053033
TIME: 3/17/2024 2:34:03AM
CASE# CAD Only
SCIO
SCIO

EXTRA PATROL Reported at Block of 38800 N MAIN ST SCIO

Extra patrol at Scio High School, nothing suspicious found.

Incident Information:**Description**

CAD# 2024053193
TIME: 3/17/2024 11:24:36AM
CASE# CAD Only
SCIO

SUSPICIOUS CIRCUMSTANCE Reported at Block of 38700 N MAIN ST SCIO

Caller reported being followed to location by another vehicle. Vehicle then continued on and caller no longer needed law enforcement.

CAD# 2024054744
TIME: 3/19/2024 11:50:11AM
CASE# CAD Only
SCIO
WARNING ISSUED

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

Operator warned for equipment violation.

CAD# 2024054963
TIME: 3/19/2024 5:54:42PM
CASE# CAD Only
SCIO
WARNING ISSUED

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

Operator warned for speed.

CAD# 2024055603
TIME: 3/20/2024 3:08:29PM
CASE# CAD Only
SCIO
SCIO

EXTRA PATROL Reported at Block of 38600 SW DOGWOOD ST SCIO

Deputy conducted extra patrol for speeders.

CAD# 2024056027
TIME: 3/21/2024 8:47:46AM
CASE# CAD Only
SCIO
CAD CALL COMPLETE

PARKING COMPLAINT Reported at Block of 38900 HWY 226 SCIO

Deputy spoke with male about the storage of a trailer on city property.

CAD# 2024056043
TIME: 3/21/2024 9:04:08AM
CASE# CAD Only
SCIO
CAD CALL COMPLETE

PARKING COMPLAINT Reported at Block of 38600 SW FILBERT ST SCIO

Addressed parking complaint.

Incident Information:**Description**

CAD# 2024056594
TIME: 3/22/2024 12:30:55AM
CASE# CAD Only
SCIO
WARNING EQUIPMENT VIOL

TRAFFIC STOP Reported at Block of 38700 NW CHERRY ST SCIO

Driver warned for Failure to renew registration

CAD# 2024056772
TIME: 3/22/2024 9:55:16AM
CASE# CAD Only
SCIO
CAD CALL COMPLETE

CIVIL DISPUTE REPORT Reported at Block of 39000 NE 4TH AVE SCIO

Initial caller reporting a possible theft of a propane tank from her travel trailer while it was at a repair facility. She then went to the facility and trespassed into private office space of the business. After speaking with the involved parties, this is a civil issue regarding the trailer and payment for work. The business is not pressing charges for the trespass.

CAD# 2024057297
TIME: 3/22/2024 11:30:38PM
CASE# CAD Only
SCIO
SCIO

SUSPICIOUS VEHICLE Reported at Block of 39000 NE 4TH AVE SCIO

Deputy checked on vehicle at closed school.

CAD# 2024057364
TIME: 3/23/2024 1:36:43AM
CASE# CAD Only
SCIO
CAD CALL COMPLETE

DISTURBANCE Reported at Block of 38900 SW 4TH AVE SCIO

Deputies responded to possible domestic incident. Parties involved had no complaint of injuries or unwanted physical contact. Statements provided were corroborated and described an accident and not an intentional harassment.

CAD# 2024058158
TIME: 3/24/2024 12:34:57PM
CASE# CAD Only
SCIO
CAD CALL COMPLETE

SUSPICIOUS CIRCUMSTANCE Reported at Block of 38700 N MAIN ST SCIO

Caller reporting her ex stepmother is causing issues. Deputies contacted caller and learned it was not a criminal matter.

CAD# 2024058581
TIME: 3/25/2024 9:13:51AM
CASE# CAD Only
SCIO
CAD CALL COMPLETE

CIVIL DISPUTE REPORT Reported at Block of 39000 NE 4TH AVE SCIO

Deputies responded to a civil issue. Parties involved came to an agreement.

Incident Information:**Description**

CAD# 2024058715
TIME: 3/25/2024 12:46:26PM
CASE# CAD Only
SCIO

INFORMATION ONLY REPORT Reported at Block of 39000 SE 2ND AVE SCIO

Caller upset about flyers being placed in mailboxes

CAD# 2024058872
TIME: 3/25/2024 5:26:55PM
CASE# CAD Only
SCIO

CAD CALL COMPLETE

EVENT DETAIL Reported at Block of 38900 NW 1ST AVE SCIO

city council meeting

CAD# 2024059385
TIME: 3/26/2024 1:06:40PM
CASE# 2401224
SCIO

REPORT TAKEN

REPORT PENDING. Original Call Type: DOG COMPLAINT Reported At Block Of 38600 SW DOGWOOD ST Occurred between 1306 hours on 3/26/2024 and 1306 hours on 3/26/2024 .

Donald Medley and Pennie Littau were cited for dog violations in Scio.

CAD# 2024059484
TIME: 3/26/2024 3:09:47PM
CASE# 2401226
SCIO

REPORT TAKEN

REPORT PENDING. Original Call Type: DOG COMPLAINT Reported At Block Of 38600 SW DOGWOOD ST Occurred between 1509 hours on 3/26/2024 and 1509 hours on 3/26/2024 .

Donald Medley and Pennie Littau were cited for dog violations in Scio.

CAD# 2024059853
TIME: 3/27/2024 7:53:08AM
CASE# CAD Only
SCIO

CAD CALL COMPLETE

FOLLOW UP Reported at Block of 38700 SW 2ND AVE SCIO

Deputy conducted follow up for an on going investigation.

CAD# 2024060033
TIME: 3/27/2024 2:02:41PM
CASE# CAD Only
SCIO

WARNING MOVING VIOLATIC

TRAFFIC STOP Reported at Block of 38800 HWY 226 SCIO

Deputy stops and warns driver for speeding violation.

Incident Information:**Description**

CAD# 2024061065
TIME: 3/29/2024 12:52:54AM
CASE# CAD Only
SCIO
CAD CALL COMPLETE

NOISE DISTURBANCE Reported at Block of 38800 N MAIN ST SCIO

Males who were dancing and busting all the moves with some loud tunes were told to turn it down at night. Neighbor was trying to sleep. Males were very apologetic.

CAD# 2024061204
TIME: 3/29/2024 9:32:44AM
CASE# CAD Only
SCIO
WARNING ISSUED

ANIMAL COMPLAINT Reported at Block of 38800 SW 5TH AVE SCIO

issued written warning to residents of 38601 SW Dogwood for nuisance barking

CAD# 2024061536
TIME: 3/29/2024 5:49:37PM
CASE# CAD Only
SCIO

POCKET DIAL LCSO AND CRCC Reported at Block of 38800 N MAIN ST SCIO

No Public Narrative.

CAD# 2024062002
TIME: 3/30/2024 3:38:51PM
CASE# CAD Only
SCIO
SCIO

TRAFFIC COMPLAINT Reported at Block of 38500 SW ALDER ST SCIO

Report of ATV's driving around in Scio. Deputies arrived shortly after the call came in and did not locate any on the roadway.

Incident Information:

Description

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

MEMORANDUM

TO: Mayor Nuber and Scio City Councilors

FROM: Ginger Allen, Scio City Manager

RE: Public Restroom Update and Site Visit

DATE: April 24, 2024

As you can see the public restroom has arrived! The restroom was set in place by Oregon State Bridge Construction Company (OSBC) in Scio. OSBC partnered with the city on this project and have been generous with their time and expertise.

Barring any unforeseen situations the restroom should be fully operational on or before May 13th.

Remaining project tasks at this time:

- * Electrical Hook Ups
- * Sewer Hook Ups
- * Storm Sewer Hook Ups
- * Water Hook Ups
- * Security Cameras
- * Cement Work
- * Asphalt Work

Once the restroom is complete and ready for public use a Grand Opening will be scheduled and we will celebrate this momentous occasion.

Restroom hours will start out as Sunday through Saturday 8:00 a.m. to 5:00 p.m. As we gain experience and knowledge regarding the use of the restroom, and take into consideration community activities, hours may be adjusted.

Project Costs

Approximate cost of project as of April 2024:	\$286,351.00
Covid Dollars	<218,651.98>
Cost to City of Scio	\$ 67,699.02 (less than 1/3 of the total Project cost)

****Note:** We will visit the restroom at the beginning of the council meeting, while it is still daylight.

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

MEMORANDUM

TO: Mayor Nuber and Scio City Councilors

FROM: Ginger Allen, Scio City Manager

RE: City Hall Renovation Update

DATE: April 24, 2024

As you may already know, conceptual drawings of the City Hall Renovation plan have been printed and are currently being shared with the public at City Hall. Staff has been encouraging city hall patrons to view the plans and ask any questions that they might have. Thus far, all of the comments have been positive and supportive.

The three main questions, thus far from the public, are:

1. When will this happen?
2. How long will the construction take?
3. Where will city staff be located during construction?

Only one person has asked the question: How will the city pay for the project? The answer is: *Just like any other city project, we place the project into the budget and pay for the project out of incoming property taxes, limited enterprise funds, and franchise fees.*

Regarding potential financing options: I have spoken with two loaning institutions, which are very comparable at this time. If we assume a rough estimated potential rate range, for a tax-exempt full faith and credit and property tax supported financing for the City between 6.50% and 7.0% (to be clear, these rates are not approved or committed to and are based on the current rate market as it is presently) and a 15 year fully amortizing loan we can expect to see the following estimated payments:

Financing a \$2.0 million dollar loan, estimated payments would be in the range of \$209,000 annually or \$17,420.00 per month (at 6.50%) to \$216,000 annually or \$18,000.00 per month (at 7.0%) per year.

Financing a \$1,750,000 loan, estimated payments would be in the range of \$183,000 annually or \$15,250 per month (at 6.5%) to \$190,000 annually or \$15,850 per month (at 7.0%) per year.

Financing a \$1,500,000 loan, estimated payments would be in the range of \$157,200 annually or \$13,100 per month (at 6.5%) to \$162,000 annually or \$13,500 per month (at 7.0%) per year.

Follow up discussion at council session.

City Manager Report

CITY MANAGERS REPORT
Report Period March 7, 2024 – April 29, 2024

Ginger Allen, City Manager

Basketball Hoop Enforcement: After further consideration I have decided to do an educational campaign on the new basketball ordinance before tagging the hoops and announcing the enforcement policy. Here are the steps that will be taken:

1. We will identify who owns and uses the various basketball hoops.
2. A letter will be sent to the property owner advising them of the permit process and the enforcement procedure.
3. The letter will allow them time to meet with the city manager, if they so desire, or time to call city hall for any questions they might have regarding the ordinance.
4. An explanation regarding the basketball ordinance will be placed on the city's Facebook page.

Walking Bridge Update: The road bollards located on both sides of the walking bridge do not have links on them to hook a cross chain. Thus, the city is working to have hooks welded onto the bollards. If this is not possible, staff will order new bollards with chain connectors. Another update will be provided on this task at the June 10th city council meeting.

Logger Pride Day, Thursday, May 16th: Once again the city is partnering with the Scio High School for Logger Pride Day. City staff supports this event by transporting trash, yard debris, hauling of bark dust and providing gloves and heavy-duty garbage bags to the students.

Small City Allotment Grant: The City of Scio will be applying for another Small City Allotment Grant in the amount of \$250K. The city will be placing an additional \$40K into the road budget for this street improvement project. I will provide a project update at the June 10, 2024 city council meeting.

Water System Upgrade at Scio Fair Grounds: Following the March 25th city council meeting I chatted with our city engineer and sent the following email to Karen Borchard Issacc and Loren Kuipers of the Lamb and Wool Board. I want the city council to know that the city has done everything they can at this point to assist with the water system improvements needed at the Scio fair grounds at this time. I will reach out to Karen and Loren again once the Lamb and Wool Festival takes place and the board has some time to determine when they will do the upgrades.

Good morning, Karen and Loren,

I had an early morning chat with our City Engineer and he wants to make sure that our process remains intact so that everyone's time is used effectively. In order to have the pre-construction meeting a client must be ready to move forward with a project. With that said, I wish to apologize for stating that the city would host a pre-construction meeting sooner and not later. Given the fact that the board wishes to move the water system improvement into next fiscal year's budget, arranging a pre-construction meeting at this time is pre-mature. As time passes and the Board wants to begin the project the following steps will need to be taken:

1. Lamb and Wool Fair Board selects a contractor to perform the work.
 2. Contractor should assist you, the client, with the following:
 - a. Pulling of project permits (both city and county permits when applicable)
 - b. Ensure that the water system improvements meet city code.
 - c. Attend Pre-Construction meeting, along with board members and ask any clarifying questions regarding city infrastructure code
 - d. Perform work as approved at the Pre-construction meeting
 - e. Contacts city/county for any construction work inspections
- Thus, I highly recommend that the meeting with our city engineer be set closer to the time frame that the work will be completed. This will allow any code changes that are enforced between now and the fall to be incorporated into the design and improvements, while avoiding the cost of second or third pre- construction meetings.

Please call or drop by with any questions you might have.

Thank you,

Ginger Allen

Scio City Manager

P.O. Box 37

Scio, Oregon 97374

503-394-8156

Ginger@sciooregon.gov