



Scio City Council Meeting  
Scio City Hall – 38957 NW 1<sup>st</sup> Ave., Scio, Oregon



**AGENDA**

March 11, 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 February 12, 2023, City Council Minutes
- Approval of February 2024 Statement of Revenues & Expenditures
- Approval of February 2024 Payment Journal

**CORRESPONDENCE:**

- Letter of Support to City of Stayton for park grant application

**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) Bid Award to Accuity LLC for City of Scio Auditing Purposes  
Presented by: Ginger Allen, Scio City Manager  
Action: Vote to Approve or Deny Bid Award
- 2) Lamb and Wool Fair Board – Water System Update  
Presented by: Karen Borchard Issac and Loren Kuiper  
Action: Discussion Only
- 3) Pacific Power Franchise Fee Rate Increase Revisited  
Presented by: Ginger Allen, Scio City Manager  
Action: Vote to Approve or Deny Franchise Fee Rate Increase
- 4) City Hall Design Presentation  
Presented by: Scott Beck, Architect, LLC  
Action: Discussion Only

**CITY MANAGERS REPORT**

**CITY ATTORNEY REPORT**

**ITEMS FROM COUNCIL**

**ADJOURNMENT:**

**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](mailto:cathy@sciooregon.gov), [ginger@sciooregon.gov](mailto:ginger@sciooregon.gov) or [lavonne@sciooregon.gov](mailto: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  
February 12, 2024**

**LOCATION:** SCIO CITY COUNCIL CHAMBER, 38957 NW 1<sup>ST</sup> 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**

<b>COUNCIL</b>	<b>SCIO STAFF</b>
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	LaVonne Murray, Librarian
Councilor Tom Meyer	
Councilor Dennis Shaffer	
Councilor Luke Zedwick	

**AUDIENCE MEMBERS IN ATTENDANCE**

Dustin Blumenstein	Scott Salazar
Dean Schrunk	Marty McLerran

<b>AGENDA</b>	<b>ACTIONS</b>
<b><u>CONSENT AGENDA</u></b> <ul style="list-style-type: none"><li>January 22, 2024 Council Minutes</li><li>January 2024 Statement of Revenues &amp; Expenditures</li><li>January 2024 Payment Journal</li><li>November 14, 2023 Library Advisory Committee Minutes</li></ul>	Motion from Councilor Ferguson seconded by Councilor Shaffer to approve the Consent Agenda as presented.  <b>Motion passed 6 yeas / 0 nays</b>
<b><u>Correspondence</u></b> <ul style="list-style-type: none"><li>None</li></ul>	
<b><u>PRESENTATIONS</u></b> <b>Linn County Sheriff Report</b> <ul style="list-style-type: none"><li>a. January 2024 Reports – Sgt Frambes</li></ul>	Sgt. Frambes reviewed January's Linn County Sheriff's Report with the council. He noted 3 calls – page 2 crash, Theft of saw at a home that was being remodeled, Welfare Check of Female in Distress. He stated that she later passed, noted because it is good to know your neighbors.

Lots of calls about person and weather. All on the same individual.

Ferguson asked about previous report of person living under bridge. Sgt. Frambes stated that they looked into it, no evidence indicating that such an occurrence took place.

Car chase – went through Scio at high speeds., nothing to do with anyone in Scio. Chase originated in Albany.

Shaffer – animal complaint, - Frambes – nothing criminal passed on to the Veterinary Board.

Kennedy – law change – can’t pull people over for one taillight out – safety concerns? Frambes – have to have other incidents.

### **Library Report**

#### **a. Presentation by LaVonne Murray, Librarian**

Ms. Murray reported the following:

- Planning for programming
- Storytime
- School Visits, 1<sup>st</sup> grade & Pre-school
- STEM Day – no visit in February, back in March
- Salem Reads Art Exhibit – March base on the book Inheritance
- Lake Oswego Reads – October based on book
- Adult programming
- OSU Extension –
  - Small Farms presentation in March
  - April – Master Gardener
  - May – Master Food
- Summer Reading program – sign up week after school gets out
- Program events (6) start week following 4<sup>th</sup> of July
  - OMSI
  - Drum Circle
  - Reptile Man
  - University of Oregon Museum of Natural History
  - Craft Day
  - Movie

<p><b>Parks &amp; Tree Committee Member Request</b></p> <p>a. <b>Presentation by Cathy Martin, Administrative Assistant</b></p>	<p>Ms. Martin reported that Susan Yoder-Guardipee has applied to serve on the Parks &amp; Tree Committee. She has attended previous committee meetings and has shown an interest in the development of the city parks. The committee has requested that she be appointed to fill one of the vacant positions on the committee.</p> <p>Motion from Councilor Ferguson seconded by Councilor Zedwick to appoint Susan Yoder -Guardipee to the Parks &amp; Tree Committee.</p> <p><b>Motion passed 6 yeas / 0 nays</b></p>
<p><b><u>PUBLIC COMMENTS</u></b></p> <p>a. Marty McLerran, 42172 Rodgers Mtn Loop, (503)933-4602, martymclerran@hotmail.com</p> <p>b. Dean Schrunk, 38587 SW Filbert Street</p>	<p>Is anyone concerned with the lighting of vehicles, and change of law as reported by the Sheriff Office?</p> <p>Kennedy – looking for a creative way to address within jurisdictions, sometimes there are no ways to preempt State Jurisdiction. Nothing that any city or county can do to change the law.</p> <p>Zedwick stated that he thought that law was passed after 2020 to address racial bias.</p> <p>McClaren asked where she could find the language pertaining to this law? City Attorney Kennedy referred her to SB-1510</p> <p>Has anything been done about the condemned houses, Allen stated that this topic is scheduled for discussion on tonight agenda.</p>
<p><b><u>REGULAR SESSION</u></b></p> <p><b>Resolution No. 24-03, Resolution No. 24-03 Correction of Resolution No. 24-02</b> Presented by – Ginger Allen, City Manager</p> <p>a. Council Discussion</p> <p>b. Council Decision</p>	<p>Ms. Allen stated that Resolution No. 24-02 contained a financial error of \$750.00. Staff failed to list a \$750.00 Revenue Budget Appropriation on Resolution No 24-02. Resolution No. 24-03 corrects the revenue appropriation.</p> <p>None</p> <p>Motion from Councilor Eckhart seconded by Councilor Gray to approve Resolution No. 24-03 as read by Title Only. Ms. Allen read Resolution No. 24-03, A resolution Correcting Resolution No. 24-02 and Appropriating Unanticipated Revenue to the General Fund of the City of Scio as presented.</p>

<p><b>Linn County Multi-Jurisdictional Natural Hazards Mitigation Plan IGA</b> Staff report – Ginger Allen, City Manager</p> <p>c. Council Discussion</p> <p>d. Council Decision</p>	<p><b>Motion passed 6 yeas / 0 nays</b></p> <p>Ms. Allen stated that the city has been involved in a Multi-Jurisdictional Natural Hazards Mitigation Plan with Linn County. This allows the city residents to qualify for FEMA assistance in an emergency.</p> <p>Each participant must attend so many meetings, or represent. Ms. Allen stated she went to recent meeting and was one of the best she attended. Meetings are scheduled monthly. Scio must develop an appendix for Just Scio.</p> <p>Eckhart asked if there was a cost. Allen stated that the state is paying for the plan.</p> <p>Shaffer asked what the city has to do. Allen stated that Scio has to make its own plan, that will become an addendum to the Linn County plan.</p> <p>Ferguson asked how well funded is FEMA? Allen – unknown.</p> <p>Allen discussed the need to help with low level flooding and the need for all partnering agencies be at the table (ODOT).</p> <p>Motion from Councilor Zedwick seconded by Councilor Eckhart to approve the Multi-Jurisdictional Natural Hazards Mitigation Plan - IGA</p> <p><b>Motion passed 6 yeas / 0 nays</b></p>
<p><b>Pacific Power Franchise Fee Agreement</b> Staff Report – Tre’ Kennedy, City Attorney</p>	<p>Mr. Kennedy stated that Scott Salazar from PacifiCorp is also present for the meeting.</p> <p>Propose increase in the franchise fee. Currently 3.5% proposed is a 7% fee. As a state regulated franchise, this is a direct pass off to the customer.</p> <p>Ms. Allen stated that the prior franchise agreement was 20 years, this one is a 10-year agreement. Ms. Allen stated that the 3.5% fee has been in place for 20 years.</p> <p>Kennedy stated that this is a decision that the council needs to make.</p>

<p>a. Council Discussion</p>	<p>Scott Salazar, Pacific Power Regional Sales Manager, here to answer questions. The current 3.5% is imbedded in rates. Any increase will show up on the bill.</p> <p>Shaffer asked why the increase to 7%?</p> <p>Kennedy asked if there was a state regulated maximum? Salazar it can be what the city wants.</p> <p>Shaffer questioned raising this franchise fee with the recent rate hikes with water and sewer.</p> <p>Allen stated that this fee would go to storm drain and road repairs.</p> <p>Shaffer seems like we are hitting everyone.</p> <p>Nuber everything is increasing.</p> <p>Salazar city has the right to raise the fee at any time.</p> <p>Eckart stated that she feels it is a sneaky way of raising fees.</p> <p>Dustin Blumenstein, 38840 NE Ash Street, knowing what the fees are going for, it is easier for him to understand the fees. If you want to fix something you have to have the financial resources.</p> <p>Gray no one likes fees, but sometimes is necessary.</p> <p>Allen stated that the city needs a master plan identify what needs to come first when fixing the storm drainage system.</p> <p>Council asked for additional information on surrounding city's franchise fees</p> <p>Salazar to get information on average bills</p> <p>Ferguson – asked about lighting in cities – Pacific Power 50% LED – Ameresco does the conversion – cost – incentive is cheaper rate schedule</p> <p>Cost of Lighting at the next meeting.</p> <p><b>Postpone decision to March Council Meeting</b></p>
<p><b>Nuisance Ordinance</b> Staff Report – Tre' Kennedy, City Attorney</p>	<p>Mr. Kennedy stated that this was time to repeal and replace the existing ordinance. The goal is voluntary</p>





b. Councilor Eckhart	None
c. Councilor Shaffer	None
d. Councilor Ferguson	Nuisance on Highway 226 – trailer with garbage, tarped, Allen stated that it is on the list
e. Councilor Gray	None
f. Councilor Zedwick	None
g. Mayor Nuber	Going to the Fire Department Appreciation Dinner on Friday. Encouraging attendance at the Fire Department Meeting.

Meeting adjourned at 7:39 pm

## Statement of Revenue and Expenditures

Acct	Current Period Feb 2024 Feb 2024 Actual	Year-To-Date Jul 2023 Feb 2024 Actual	Annual Budget Jul 2023 Jun 2024	Annual Budget Jul 2023 Jun 2024 Variance	Jul 2023 Jun 2024 Percent of Budget
<b>Revenue &amp; Expenditures</b>					
<b>Revenue</b>					
<b>Tax Receipts</b>					
4120 Property Taxes	0.00	279,003.75	290,000.00	10,996.25	96.2%
4211 Cigarette Tax	50.33	507.20	780.00	272.80	65.0%
4212 Liquor Control Taxes	2,324.96	13,169.45	18,000.00	4,830.55	73.2%
4213 Marijuana Tax	0.00	981.26	1,200.00	218.74	81.8%
<b>Total Tax Receipts</b>	<b>\$2,375.29</b>	<b>\$293,661.66</b>	<b>\$309,980.00</b>	<b>\$16,318.34</b>	
<b>Government Receipts</b>					
4240 Intergovernmental	3,166.08	8,560.84	11,000.00	2,439.16	77.8%
<b>Total Government Receipts</b>	<b>\$3,166.08</b>	<b>\$8,560.84</b>	<b>\$11,000.00</b>	<b>\$2,439.16</b>	
<b>Franchise Fees</b>					
4251 Franchise - Northwest Nat	4,056.67	4,056.67	3,500.00	(556.67)	115.9%
4252 Franchise - Pacific Power	1,380.04	8,869.98	12,000.00	3,130.02	73.9%
4253 Franchise - Republic	0.00	2,742.43	3,600.00	857.57	76.2%
4255 Franchise - SMTA	56.80	459.74	500.00	40.26	91.9%
<b>Total Franchise Fees</b>	<b>\$5,493.51</b>	<b>\$16,128.82</b>	<b>\$19,600.00</b>	<b>\$3,471.18</b>	
<b>Fees &amp; Permits</b>					
4271 Planning Fees	100.00	1,100.00	4,000.00	2,900.00	27.5%
4272 Building Permits	55.41	660.14	2,500.00	1,839.86	26.4%
<b>Total Fees &amp; Permits</b>	<b>\$155.41</b>	<b>\$1,760.14</b>	<b>\$6,500.00</b>	<b>\$4,739.86</b>	
<b>Fines and Forfeitures</b>					
4290 Fines and Forfeitures	25.00	572.63	500.00	(72.63)	114.5%
<b>Total Fines and Forfeitures</b>	<b>\$25.00</b>	<b>\$572.63</b>	<b>\$500.00</b>	<b>(\$72.63)</b>	
<b>Other Revenue</b>					
4110 Investment Earnings	0.00	9,730.08	12,000.00	2,269.92	81.1%
4260 Library Income	1,899.36	1,899.36	9,000.00	7,100.64	21.1%
4261 Library Fees	51.75	2,555.09	4,000.00	1,444.91	63.9%
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	0.00	6,600.00	6,600.00	0.00	100.0%
4350 Miscellaneous	35.00	2,053.30	1,200.00	(853.30)	171.1%
<b>Total Other Revenue</b>	<b>\$1,986.11</b>	<b>\$26,097.83</b>	<b>\$37,200.00</b>	<b>\$11,102.17</b>	
<b>Revenue</b>	<b>\$13,201.40</b>	<b>\$346,781.92</b>	<b>\$384,780.00</b>	<b>\$37,998.08</b>	
<b>Gross Profit</b>	<b>\$13,201.40</b>	<b>\$346,781.92</b>	<b>\$384,780.00</b>	<b>\$0.00</b>	
<b>Expenses</b>					
<b>Personnel Services</b>					
5110 Salaries	9,462.04	77,499.16	106,675.00	29,175.84	72.6%
5120 Payroll Taxes	796.67	6,419.99	11,735.00	5,315.01	54.7%
5130 Benefits	2,492.70	16,835.53	28,250.00	11,414.47	59.6%
<b>Total Personnel Services</b>	<b>\$12,751.41</b>	<b>\$100,754.68</b>	<b>\$146,660.00</b>	<b>\$45,905.32</b>	
<b>Materials and Services</b>					
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	1,087.13	62,778.68	118,450.00	55,671.32	53.0%
6240 Engineering Consultants	1,465.77	17,798.77	50,000.00	32,201.23	35.6%
6250 Police Services	17,811.25	53,952.51	75,000.00	21,047.49	71.9%
6260 Materials & Supplies	244.18	1,853.30	2,500.00	646.70	74.1%
6270 Community Involvement	0.00	8,149.77	16,600.00	8,450.23	49.1%
6280 Miscellaneous	171.28	1,694.70	2,000.00	305.30	84.7%

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<b>Revenue &amp; Expenditures</b>					
<b>Expenses</b>					
<b>Materials and Services</b>					
6290 Bank Charges and Fees	34.34	292.81	700.00	407.19	41.8%
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	2,000.00	2,000.00	0.0%
6341 Utilities - Electricity	1,415.99	10,236.08	21,000.00	10,763.92	48.7%
6342 Utilities - Gas	108.96	936.55	2,500.00	1,563.45	37.5%
6343 Utilities - Telephone	87.93	702.62	1,800.00	1,097.38	39.0%
6344 Utilities - Garbage	11.19	89.52	300.00	210.48	29.8%
6350 Equipment Maintenance	0.00	1.96	1,000.00	998.04	0.2%
6360 Building Maintenance	0.00	232.74	1,500.00	1,267.26	15.5%
6370 Flood Mitigation	0.00	11,724.50	17,000.00	5,275.50	69.0%
6381 Library - Books	106.94	6,651.92	6,920.00	268.08	96.1%
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 &	22.99	867.03	900.00	32.97	96.3%
6385 Library - Miscellaneous	0.00	136.30	200.00	63.70	68.2%
6386 Library - Technical Support	0.00	2,335.55	2,400.00	64.45	97.3%
6387 Library - Donations	354.84	833.60	2,150.00	1,316.40	38.8%
6388 Library - Grants	0.00	682.33	1,750.00	1,067.67	39.0%
6389 Library - Programming	530.90	2,080.74	2,530.00	449.26	82.2%
6390 Planning	240.00	3,892.33	6,500.00	2,607.67	59.9%
6400 Parks	0.00	24,312.15	45,000.00	20,687.85	54.0%
6401 Veterans Memorial Park	0.00	0.00	533.00	533.00	0.0%
6410 Senior Services	49.79	163.74	1,000.00	836.26	16.4%
6430 Transportation	0.00	203.80	2,000.00	1,796.20	10.2%
<b>Total Materials and Services</b>	<b>\$23,743.48</b>	<b>\$220,676.40</b>	<b>\$395,368.00</b>	<b>\$174,691.60</b>	
<b>Capital Outlay</b>					
7120 Office Equipment	0.00	0.00	900.00	900.00	0.0%
7130 Special Projects/Grants	0.00	92,959.00	166,247.00	73,288.00	55.9%
<b>Total Capital Outlay</b>	<b>\$0.00</b>	<b>\$92,959.00</b>	<b>\$167,147.00</b>	<b>\$74,188.00</b>	
<b>Other Expenses</b>					
7600 Building Loan	844.09	4,280.44	8,000.00	3,719.56	53.5%
9110 Operating Contingency	0.00	0.00	686,264.00	686,264.00	0.0%
<b>Total Other Expenses</b>	<b>\$844.09</b>	<b>\$4,280.44</b>	<b>\$694,264.00</b>	<b>\$689,983.56</b>	
<b>Interfund Transfers</b>					
8140 Transfer To Sewer Fund	0.00	0.00	21,280.00	21,280.00	0.0%
<b>Total Interfund Transfers</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$21,280.00</b>	<b>\$21,280.00</b>	
<b>Expenses</b>	<b>\$37,338.98</b>	<b>\$418,670.52</b>	<b>\$1,424,719.00</b>	<b>\$1,006,048.48</b>	
<b>Revenue Less Expenditures</b>	<b>(\$24,137.58)</b>	<b>(\$71,888.60)</b>	<b>(\$1,039,939.00)</b>	<b>\$0.00</b>	
<b>Other Revenue</b>					
<b>Extraordinary Income</b>					
4900 Bldg Permit Pass Thru	0.00	1,048.92	0.00	(1,048.92)	0.0%
<b>Total Extraordinary Income</b>	<b>\$0.00</b>	<b>\$1,048.92</b>	<b>\$0.00</b>	<b>(\$1,048.92)</b>	
<b>Other Revenue</b>	<b>\$0.00</b>	<b>\$1,048.92</b>	<b>\$0.00</b>	<b>(\$1,048.92)</b>	

## Statement of Revenue and Expenditures

Acct	Current Period Feb 2024 Feb 2024 Actual	Year-To-Date Jul 2023 Feb 2024 Actual	Annual Budget Jul 2023 Jun 2024	Annual Budget Jul 2023 Jun 2024 Variance	Jul 2023 Jun 2024 Percent of Budget
<b>Revenue &amp; Expenditures</b>					
<b>Other Expenses</b>					
<b>Extraordinary Expense</b>					
9500 Bldg Permit Pass Thru	0.00	1,048.92	0.00	(1,048.92)	0.0%
<b>Total Extraordinary Expense</b>	<b>\$0.00</b>	<b>\$1,048.92</b>	<b>\$0.00</b>	<b>(\$1,048.92)</b>	
<b>Other Expenses</b>	<b>\$0.00</b>	<b>\$1,048.92</b>	<b>\$0.00</b>	<b>(\$1,048.92)</b>	
<b>Net Change in Fund Balance</b>	<b>(\$24,137.58)</b>	<b>(\$71,888.60)</b>	<b>(\$1,039,939.00)</b>	<b>\$0.00</b>	
<b>Fund Balances</b>					
Beginning Fund Balance	993,620.57	1,041,371.59	0.00	0.00	0.0%
Net Change in Fund Balance	(24,137.58)	(71,888.60)	(1,039,939.00)	0.00	0.0%
Ending Fund Balance	969,482.99	969,482.99	0.00	0.00	0.0%

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<b>Revenue &amp; Expenditures</b>						
<b>Revenue</b>						
<b>Tax Receipts</b>						
4220	State Highway Taxes	6,452.24	50,950.59	76,500.00	25,549.41	66.6%
	<b>Total Tax Receipts</b>	<b>\$6,452.24</b>	<b>\$50,950.59</b>	<b>\$76,500.00</b>	<b>\$25,549.41</b>	
<b>Franchise Fees</b>						
4251	Franchise - Northwest Nat	4,056.68	4,056.68	3,500.00	(556.68)	115.9%
4252	Franchise - Pacific Power	1,380.05	8,869.98	12,000.00	3,130.02	73.9%
4253	Franchise - Republic	0.00	2,742.43	3,600.00	857.57	76.2%
4255	Franchise - SMTA	56.80	459.72	500.00	40.28	91.9%
	<b>Total Franchise Fees</b>	<b>\$5,493.53</b>	<b>\$16,128.81</b>	<b>\$19,600.00</b>	<b>\$3,471.19</b>	
<b>Other Revenue</b>						
4330	Grants	100,000.00	353,150.82	557,538.00	204,387.18	63.3%
	<b>Total Other Revenue</b>	<b>\$100,000.00</b>	<b>\$353,150.82</b>	<b>\$557,538.00</b>	<b>\$204,387.18</b>	
<b>User Fees</b>						
4300	User Fees	2,192.59	14,824.55	20,340.00	5,515.45	72.9%
	<b>Total User Fees</b>	<b>\$2,192.59</b>	<b>\$14,824.55</b>	<b>\$20,340.00</b>	<b>\$5,515.45</b>	
	<b>Revenue</b>	<b>\$114,138.36</b>	<b>\$435,054.77</b>	<b>\$673,978.00</b>	<b>\$238,923.23</b>	
	<b>Gross Profit</b>	<b>\$114,138.36</b>	<b>\$435,054.77</b>	<b>\$673,978.00</b>	<b>\$0.00</b>	
<b>Expenses</b>						
<b>Personnel Services</b>						
5110	Salaries	1,302.26	10,649.75	20,881.00	10,231.25	51.0%
5120	Payroll Taxes	110.16	879.43	2,297.00	1,417.57	38.3%
5130	Benefits	471.49	3,646.71	5,625.00	1,978.29	64.8%
	<b>Total Personnel Services</b>	<b>\$1,883.91</b>	<b>\$15,175.89</b>	<b>\$28,803.00</b>	<b>\$13,627.11</b>	
<b>Materials and Services</b>						
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	82.04	1,038.45	1,970.00	931.55	52.7%
6240	Engineering Consultants	0.00	13,891.04	55,000.00	41,108.96	25.3%
6260	Materials & Supplies	80.89	1,548.23	3,500.00	1,951.77	44.2%
6280	Miscellaneous	0.00	113.80	300.00	186.20	37.9%
6290	Bank Charges and Fees	6.94	52.43	200.00	147.57	26.2%
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	0.00	38,642.87	43,279.00	4,636.13	89.3%
6341	Utilities - Electricity	53.48	263.66	1,500.00	1,236.34	17.6%
6342	Utilities - Gas	8.50	118.04	1,000.00	881.96	11.8%
6343	Utilities - Telephone	7.18	57.76	250.00	192.24	23.1%
6344	Utilities - Garbage	5.59	44.72	150.00	105.28	29.8%
6350	Equipment Maintenance	0.00	1,698.57	5,000.00	3,301.43	34.0%
6360	Building Maintenance	0.00	35.44	300.00	264.56	11.8%
6430	Transportation	0.00	382.63	1,000.00	617.37	38.3%
	<b>Total Materials and Services</b>	<b>\$244.62</b>	<b>\$60,041.23</b>	<b>\$116,994.00</b>	<b>\$56,952.77</b>	
<b>Capital Outlay</b>						
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%
	<b>Total Capital Outlay</b>	<b>\$0.00</b>	<b>\$514,069.75</b>	<b>\$649,964.00</b>	<b>\$135,894.25</b>	
<b>Other Expenses</b>						
7600	Building Loan	1,688.18	8,560.94	16,000.00	7,439.06	53.5%

## Statement of Revenue and Expenditures

Acct	Current Period	Year-To-Date	Annual Budget	Annual Budget	Jul 2023
	Feb 2024 Feb 2024 Actual	Jul 2023 Feb 2024 Actual	Jul 2023 Jun 2024	Jul 2023 Jun 2024 Variance	Jun 2024 Percent of Budget
<b>Revenue &amp; Expenditures</b>					
<b>Expenses</b>					
<b>Other Expenses</b>					
9110 Operating Contingency	0.00	0.00	96,697.00	96,697.00	0.0%
<b>Total Other Expenses</b>	<b>\$1,688.18</b>	<b>\$8,560.94</b>	<b>\$112,697.00</b>	<b>\$104,136.06</b>	
<b>Expenses</b>	<b>\$3,816.71</b>	<b>\$597,847.81</b>	<b>\$908,458.00</b>	<b>\$310,610.19</b>	
<b>Revenue Less Expenditures</b>	<b>\$110,321.65</b>	<b>(\$162,793.04)</b>	<b>(\$234,480.00)</b>	<b>\$0.00</b>	
<b>Net Change in Fund Balance</b>	<b>\$110,321.65</b>	<b>(\$162,793.04)</b>	<b>(\$234,480.00)</b>	<b>\$0.00</b>	
<b>Fund Balances</b>					
Beginning Fund Balance	(38,631.90)	234,482.79	0.00	0.00	0.0%
Net Change in Fund Balance	110,321.65	(162,793.04)	(234,480.00)	0.00	0.0%
Ending Fund Balance	71,689.75	71,689.75	0.00	0.00	0.0%

## Statement of Revenue and Expenditures

Acct		Current Period Feb 2024 Feb 2024 Actual	Year-To-Date Jul 2023 Feb 2024 Actual	Annual Budget Jul 2023 Jun 2024	Annual Budget Jul 2023 Jun 2024 Variance	Jul 2023 Jun 2024 Percent of Budget
<b>Revenue &amp; Expenditures</b>						
<b>Revenue</b>						
<b>Other Revenue</b>						
4350	Miscellaneous	0.00	1,333.21	1,500.00	166.79	88.9%
<b>Total Other Revenue</b>		<b>\$0.00</b>	<b>\$1,333.21</b>	<b>\$1,500.00</b>	<b>\$166.79</b>	
<b>User Fees</b>						
4300	User Fees	32,598.73	272,760.61	391,600.00	118,839.39	69.7%
4301	Late Charges	177.77	1,387.15	2,400.00	1,012.85	57.8%
4302	24 Hour Notice	226.38	850.00	3,000.00	2,150.00	28.3%
4303	Reconnect Fees	0.00	275.00	250.00	(25.00)	110.0%
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	300.00	1,700.00	4,000.00	2,300.00	42.5%
<b>Total User Fees</b>		<b>\$33,302.88</b>	<b>\$283,422.76</b>	<b>\$405,250.00</b>	<b>\$121,827.24</b>	
<b>Revenue</b>		<b>\$33,302.88</b>	<b>\$284,755.97</b>	<b>\$406,750.00</b>	<b>\$121,994.03</b>	
<b>Gross Profit</b>		<b>\$33,302.88</b>	<b>\$284,755.97</b>	<b>\$406,750.00</b>	<b>\$0.00</b>	
<b>Expenses</b>						
<b>Personnel Services</b>						
5110	Salaries	8,634.13	70,461.16	114,379.00	43,917.84	61.6%
5120	Payroll Taxes	729.82	5,800.05	12,582.00	6,781.95	46.1%
5130	Benefits	2,733.15	21,225.11	29,200.00	7,974.89	72.7%
<b>Total Personnel Services</b>		<b>\$12,097.10</b>	<b>\$97,486.32</b>	<b>\$156,161.00</b>	<b>\$58,674.68</b>	
<b>Materials and Services</b>						
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	891.82	16,308.27	20,600.00	4,291.73	79.2%
6260	Materials & Supplies	232.19	5,008.74	12,000.00	6,991.26	41.7%
6280	Miscellaneous	0.00	2,382.08	4,000.00	1,617.92	59.6%
6290	Bank Charges and Fees	53.83	457.72	800.00	342.28	57.2%
6310	Insurance	0.00	8,343.98	8,925.00	581.02	93.5%
6320	Education	220.00	470.00	1,000.00	530.00	47.0%
6341	Utilities - Electricity	1,141.04	9,027.79	15,000.00	5,972.21	60.2%
6342	Utilities - Gas	16.99	236.13	1,500.00	1,263.87	15.7%
6343	Utilities - Telephone	102.40	814.29	1,500.00	685.71	54.3%
6344	Utilities - Garbage	9.09	72.72	250.00	177.28	29.1%
6350	Equipment Maintenance	0.00	773.57	10,000.00	9,226.43	7.7%
6360	Building Maintenance	0.00	248.40	2,500.00	2,251.60	9.9%
6420	Water Deposit Refunds	700.00	2,600.00	4,000.00	1,400.00	65.0%
6430	Transportation	0.00	632.13	1,750.00	1,117.87	36.1%
6440	Line Repairs	850.00	31,600.00	50,000.00	18,400.00	63.2%
<b>Total Materials and Services</b>		<b>\$4,217.36</b>	<b>\$82,601.82</b>	<b>\$140,685.00</b>	<b>\$58,083.18</b>	
<b>Capital Outlay</b>						
7160	Equipment	0.00	4,840.00	10,000.00	5,160.00	48.4%
<b>Total Capital Outlay</b>		<b>\$0.00</b>	<b>\$4,840.00</b>	<b>\$10,000.00</b>	<b>\$5,160.00</b>	
<b>Other Expenses</b>						
7500	Water Loan	0.00	32,287.49	32,500.00	212.51	99.3%
7600	Building Loan	2,954.31	14,981.62	53,000.00	38,018.38	28.3%
9110	Operating Contingency	0.00	0.00	73,868.00	73,868.00	0.0%
<b>Total Other Expenses</b>		<b>\$2,954.31</b>	<b>\$47,269.11</b>	<b>\$159,368.00</b>	<b>\$112,098.89</b>	



## Statement of Revenue and Expenditures

Acct		Current Period Feb 2024 Feb 2024 Actual	Year-To-Date Jul 2023 Feb 2024 Actual	Annual Budget Jul 2023 Jun 2024	Annual Budget Jul 2023 Jun 2024 Variance	Jul 2023 Jun 2024 Percent of Budget
<b>Revenue &amp; Expenditures</b>						
<b>Expenses</b>						
<b>Interfund Transfers</b>						
8160	Transfer To Water Reserve	0.00	125,000.00	125,000.00	0.00	100.0%
<b>Total Interfund Transfers</b>		<b>\$0.00</b>	<b>\$125,000.00</b>	<b>\$125,000.00</b>	<b>\$0.00</b>	
<b>Expenses</b>		<b>\$19,268.77</b>	<b>\$357,197.25</b>	<b>\$591,214.00</b>	<b>\$234,016.75</b>	
<b>Revenue Less Expenditures</b>		<b>\$14,034.11</b>	<b>(\$72,441.28)</b>	<b>(\$184,464.00)</b>	<b>\$0.00</b>	
<b>Net Change in Fund Balance</b>		<b>\$14,034.11</b>	<b>(\$72,441.28)</b>	<b>(\$184,464.00)</b>	<b>\$0.00</b>	
<b>Fund Balances</b>						
Beginning Fund Balance		96,575.47	183,050.86	0.00	0.00	0.0%
Net Change in Fund Balance		14,034.11	(72,441.28)	(184,464.00)	0.00	0.0%
Ending Fund Balance		110,609.58	110,609.58	0.00	0.00	0.0%

## Statement of Revenue and Expenditures

Acct		Current Period Feb 2024 Feb 2024 Actual	Year-To-Date Jul 2023 Feb 2024 Actual	Annual Budget Jul 2023 Jun 2024	Annual Budget Jul 2023 Jun 2024 Variance	Jul 2023 Jun 2024 Percent of Budget
<b>Revenue &amp; Expenditures</b>						
<b>Revenue</b>						
<b>Other Revenue</b>						
4350	Miscellaneous	0.00	370.00	0.00	(370.00)	0.0%
<b>Total Other Revenue</b>		<b>\$0.00</b>	<b>\$370.00</b>	<b>\$0.00</b>	<b>(\$370.00)</b>	
<b>User Fees</b>						
4300	User Fees	28,596.24	211,417.95	308,550.00	97,132.05	68.5%
4301	Late Charges	192.78	1,402.15	2,400.00	997.85	58.4%
4302	24 Hour Notice	226.38	850.00	3,000.00	2,150.00	28.3%
4303	Reconnect Fees	0.00	275.00	250.00	(25.00)	110.0%
4310	New Connections	0.00	4,000.00	0.00	(4,000.00)	0.0%
<b>Total User Fees</b>		<b>\$29,015.40</b>	<b>\$217,945.10</b>	<b>\$314,200.00</b>	<b>\$96,254.90</b>	
<b>Interfund Transfers</b>						
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%
<b>Total Interfund Transfers</b>		<b>\$0.00</b>	<b>\$0.00</b>	<b>\$33,280.00</b>	<b>\$33,280.00</b>	
<b>Revenue</b>		<b>\$29,015.40</b>	<b>\$218,315.10</b>	<b>\$347,480.00</b>	<b>\$129,164.90</b>	
<b>Gross Profit</b>		<b>\$29,015.40</b>	<b>\$218,315.10</b>	<b>\$347,480.00</b>	<b>\$0.00</b>	
<b>Expenses</b>						
<b>Personnel Services</b>						
5110	Salaries	6,135.78	50,146.32	91,236.00	41,089.68	55.0%
5120	Payroll Taxes	518.94	4,137.21	10,036.00	5,898.79	41.2%
5130	Benefits	2,138.75	16,560.23	24,175.00	7,614.77	68.5%
<b>Total Personnel Services</b>		<b>\$8,793.47</b>	<b>\$70,843.76</b>	<b>\$125,447.00</b>	<b>\$54,603.24</b>	
<b>Materials and Services</b>						
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	859.28	16,284.85	19,850.00	3,565.15	82.0%
6240	Engineering Consultants	1,568.76	28,169.41	50,000.00	21,830.59	56.3%
6260	Materials & Supplies	1,663.19	10,743.75	21,000.00	10,256.25	51.2%
6280	Miscellaneous	0.00	1,163.36	4,000.00	2,836.64	29.1%
6290	Bank Charges and Fees	53.83	454.70	800.00	345.30	56.8%
6310	Insurance	0.00	8,343.98	8,925.00	581.02	93.5%
6320	Education	220.00	725.34	1,000.00	274.66	72.5%
6341	Utilities - Electricity	922.27	4,666.40	10,000.00	5,333.60	46.7%
6342	Utilities - Gas	139.65	1,202.21	5,000.00	3,797.79	24.0%
6343	Utilities - Telephone	94.37	749.98	1,250.00	500.02	60.0%
6344	Utilities - Garbage	9.09	72.72	250.00	177.28	29.1%
6350	Equipment Maintenance	0.00	7,792.39	18,400.00	10,607.61	42.3%
6360	Building Maintenance	0.00	248.40	2,500.00	2,251.60	9.9%
6430	Transportation	0.00	592.73	1,500.00	907.27	39.5%
<b>Total Materials and Services</b>		<b>\$5,530.44</b>	<b>\$84,836.22</b>	<b>\$151,335.00</b>	<b>\$66,498.78</b>	
<b>Capital Outlay</b>						
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%
<b>Total Capital Outlay</b>		<b>\$0.00</b>	<b>\$3,635.00</b>	<b>\$285,021.00</b>	<b>\$281,386.00</b>	
<b>Other Expenses</b>						
7600	Building Loan	2,954.31	14,981.62	28,000.00	13,018.38	53.5%
9110	Operating Contingency	0.00	0.00	116,474.00	116,474.00	0.0%
<b>Total Other Expenses</b>		<b>\$2,954.31</b>	<b>\$14,981.62</b>	<b>\$144,474.00</b>	<b>\$129,492.38</b>	
<b>Expenses</b>		<b>\$17,278.22</b>	<b>\$174,296.60</b>	<b>\$706,277.00</b>	<b>\$531,980.40</b>	

Statement of Revenue and Expenditures

Acct	Current Period Feb 2024 Feb 2024 Actual	Year-To-Date Jul 2023 Feb 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	\$11,737.18	\$44,018.50	(\$358,797.00)	\$0.00	
Net Change in Fund Balance	\$11,737.18	\$44,018.50	(\$358,797.00)	\$0.00	
Fund Balances					
Beginning Fund Balance	390,376.15	358,094.83	0.00	0.00	0.0%
Net Change in Fund Balance	11,737.18	44,018.50	(358,797.00)	0.00	0.0%
Ending Fund Balance	402,113.33	402,113.33	0.00	0.00	0.0%

# Correspondence



*Covered Bridge Capital of the West*

*City of Scio*

*P. O. Box 37*

*Scio, OR 97374*

*Phone: 503-394-3342*

*Fax: 503-394-2340*

March 5, 2024

Lance Ludwick  
Director of Public Works, City of Stayton  
362 N. Third Avenue  
Stayton, Oregon 97383

Re: Letter of Support

Dear Lance,

The City of Scio received your letter regarding your application for a large grant for the Phase I development of a 23-acre Mill Creek Park, located off of Kindle Way SE in Stayton.

Scio has a population of 934 people and we currently have just under "two acres of park space". It is our hope to someday purchase land and develop a nice size park for the residents on Scio. But until that day arrives Scio will stand with Stayton and your efforts in developing the Mill Creek Park area.

With Scio's close proximity to Stayton (8 – 10 miles away), we feel this additional park space would be a win for all of the people living within the Stayton/Scio area. Many Scio citizens have told me how they regularly utilized your parks for family events and day use throughout the calendar year.

Scio is happy to pledge 40-man hours of assistance to this project. This can be hours spent by the Public Works crew or by providing administrative support. Please keep me informed as the project moves forward so that we can decide how Scio might be of use to your project.

I look forward to hearing from you!

Sincerely,

Ginger Allen  
Scio City Manager

Cc: Scio City Council

# **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](http://www.linnsheriff.org)

## 2024

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

**FOR THE MONTH OF:**

**FEBRUARY**

TRAFFIC CITATIONS: -----	<b>6</b>
TRAFFIC WARNINGS: -----	<b>11</b>
TRAFFIC CRASHES: -----	<b>0</b>
ARRESTS MADE: -----	<b>0</b>
COMPLAINTS/INCIDENTS INVESTIGATED:-----	<b>43</b>

**TOTAL HOURS SPENT:**

**SCIO 78.5 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: 2/ 1/24 to 2/29/24

Total Incidents This Month: **43**

Incident Information:	Description
CAD# 2024022012 TIME: 2/1/2024 8:25:14AM CASE# CAD Only SCIO	POCKET DIAL LCSO AND CRCC Reported at Block of 38600 SW FILBERT ST SCIO
CAD# 2024023462 TIME: 2/3/2024 9:04:19AM CASE# CAD Only SCIO  CITE SPEEDING VIOLATION	TRAFFIC STOP Reported at Block of 38800 NE ASH ST/NE 4TH AVE SCIO  Augustina Navarro, 65 out of Scio, was issued a traffic citation for speeding.
CAD# 2024023467 TIME: 2/3/2024 9:19:47AM CASE# CAD Only SCIO  CITE MOVING VIOLATION	TRAFFIC STOP Reported at Block of 38900 NW 4TH AVE/N MAIN ST SCIO  Kelly Starbuck, 41 out of Stayton, was issued a traffic citation for speeding.
CAD# 2024023949 TIME: 2/3/2024 11:45:07PM CASE# 2400478 SCIO  REPORT TAKEN	Report Filed. THEFT 3 - OTHER Reported At Block Of 38700 N MAIN ST Occurred between 2344 hours on 2/3/2024 and 2345 hours on 2/3/2024 . Reported: 2/3/2024 Officer  Deputy's respond to a physical disturbance and found it began after a males money was stolen. Bar not cooperating with LCSO and will not provide video surveillance of the event. LCSO working with OLCC to gain compliance.
CAD# 2024024071 TIME: 2/4/2024 8:04:57AM CASE# CAD Only SCIO  WARNING MOVING VIOLATIC	TRAFFIC STOP Reported at Block of 38800 N MAIN ST SCIO  Operator warned for an equipment violation.



Incident Information:	Description
CAD# 2024024072 TIME: 2/4/2024 8:05:39AM CASE# CAD Only SCIO WARNING EQUIPMENT VIOL/	TRAFFIC STOP Reported at Block of 39000 NE 4TH AVE SCIO <hr/> Driver warned for improper display
CAD# 2024025373 TIME: 2/6/2024 10:21:22AM CASE# CAD Only SCIO CITATION ISSUED	TRAFFIC STOP Reported at Block of 38900 NW 4TH AVE/N MAIN ST SCIO <hr/> Teresa Bender, 35, of Scio was cited for failing to renew vehicle registration and failing to provide proof of insurance.
CAD# 2024026211 TIME: 2/7/2024 11:38:54AM CASE# CAD Only SCIO CAD CALL COMPLETE	SUSPICIOUS PERSON Reported at Block of 38800 SW 3RD AVE/SW CHERRY ST SCIO <hr/> Caller reported suspicious people in their job site. They left after being told to do so.
CAD# 2024027516 TIME: 2/9/2024 4:53:42AM CASE# CAD Only SCIO WARNING EQUIPMENT VIOL/	TRAFFIC STOP Reported at Block of 38700 N MAIN ST SCIO <hr/> Driver warned for improper display.
CAD# 2024027737 TIME: 2/9/2024 11:19:03AM CASE# CAD Only SCIO CAD CALL COMPLETE	ANIMAL COMPLAINT Reported at Block of 38700 N MAIN ST SCIO <hr/> Follow up regarding alleged vet malpractice.
CAD# 2024028461 TIME: 2/10/2024 6:36:21AM CASE# CAD Only SCIO CAD CALL COMPLETE	ASSIST OTHER AGENCY Reported at Block of 38900 NE 3RD AVE SCIO <hr/> Deputies conduct a welfare check for another agency. Female was doing well and did not need assistance.

Incident Information:	Description
CAD# 2024029266 TIME: 2/11/2024 12:08:00PM CASE# CAD Only SCIO WARNING EQUIPMENT VIOL/	TRAFFIC STOP Reported at Block of 38600 SW BEECH ST/SW 4TH AVE SCIO <hr/> Operator issued equipment violation warning.
CAD# 2024029276 TIME: 2/11/2024 12:23:07PM CASE# CAD Only SCIO WARNING EQUIPMENT VIOL/	TRAFFIC STOP Reported at Block of 39000 HWY 226/SE CEDAR ST SCIO <hr/> Operator issued equipment violation warning
CAD# 2024029863 TIME: 2/12/2024 9:56:12AM CASE# CAD Only SCIO CAD CALL COMPLETE	WELFARE CHECK Reported at Block of 38900 SW 5TH AVE SCIO <hr/> Deputy conducts welfare check by phone and finds the caller has mental health issues.
CAD# 2024030064 TIME: 2/12/2024 3:16:06PM CASE# CAD Only SCIO CAD CALL COMPLETE	911 HANG UP CALL Reported at Block of 38600 SW BEECH ST SCIO <hr/> Deputies responded to a 911 hang-up call at location. Child accidentally dialed the number. No assistance was needed.
CAD# 2024030129 TIME: 2/12/2024 5:05:11PM CASE# CAD Only SCIO CAD CALL COMPLETE	EVENT DETAIL Reported at Block of 38900 NW 1ST AVE SCIO <hr/> City Council meeting
CAD# 2024031656 TIME: 2/14/2024 10:21:47PM CASE# CAD Only SCIO CAD CALL COMPLETE	ALARM LAW ONLY Reported at Block of 38700 N MAIN ST SCIO <hr/> Security check on a business.

Incident Information:	Description
CAD# 2024031672 TIME: 2/14/2024 11:07:52PM CASE# CAD Only SCIO CAD CALL COMPLETE	SUSPICIOUS CIRCUMSTANCE Reported at Block of 38800 HWY 226 SCIO <hr/> Security check at a business.
CAD# 2024032092 TIME: 2/15/2024 3:46:52PM CASE# CAD Only SCIO CAD CALL COMPLETE	WELFARE CHECK Reported at Block of 39000 SE 4TH AVE SCIO <hr/> Deputies conduct a welfare check. Everyone was happy and healthy.
CAD# 2024032182 TIME: 2/15/2024 6:07:56PM CASE# CAD Only SCIO CAD CALL COMPLETE	FOLLOW UP Reported at Block of 39000 SE 4TH AVE SCIO <hr/> Deputies provide information to caller regarding custody dispute issue.
CAD# 2024033325 TIME: 2/17/2024 12:03:35PM CASE# CAD Only SCIO	911 HANG UP CALL Reported at Block of 38900 SW 5TH AVE SCIO <hr/> Pocket dial
CAD# 2024033571 TIME: 2/17/2024 8:44:01PM CASE# CAD Only SCIO WARNING EQUIPMENT VIOL/	TRAFFIC STOP Reported at Block of 38700 N MAIN ST SCIO <hr/> Operator warned for unsignaled turn
CAD# 2024033576 TIME: 2/17/2024 9:05:02PM CASE# CAD Only SCIO WARNING MOVING VIOLATIC	TRAFFIC STOP Reported at Block of 38900 NW 4TH AVE SCIO <hr/> Operator warned for failure to obey traffic control device .

Incident Information:	Description
CAD# 2024033585 TIME: 2/17/2024 9:19:54PM CASE# CAD Only SCIO CITE SPEEDING VIOLATION	TRAFFIC STOP Reported at Block of 38700 N MAIN ST SCIO <hr/> Levi Wilson, 44 out of Turner, was issued a traffic citation for speeding.
CAD# 2024033938 TIME: 2/18/2024 11:52:46AM CASE# CAD Only SCIO CAD CALL COMPLETE	SUSPICIOUS PERSON Reported at Block of 38500 SW BEECH ST SCIO <hr/> Intoxicated individual located walking his bike along the roadway. He was given a ride back to his home.
CAD# 2024034280 TIME: 2/19/2024 12:46:58AM CASE# CAD Only SCIO SCIO	FOUND DOG Reported at Block of 38800 NW 4TH AVE SCIO <hr/> Deputies found a dog in the road. The dog was returned to its owner, who was warned for dog at large. NFA
CAD# 2024036318 TIME: 2/22/2024 1:14:09AM CASE# CAD Only SCIO SCIO	SUSPICIOUS VEHICLE Reported at Block of 38700 N MAIN ST SCIO <hr/> Deputies checked on a vehicle parked in a closed business. The operator was a paid cleaning service. NFA
CAD# 2024037109 TIME: 2/23/2024 3:22:09AM CASE# CAD Only SCIO WARNING SPEEDING VIOLAT	TRAFFIC STOP Reported at Block of 38900 NW 4TH AVE/NW BEECH ST SCIO <hr/> Operator warned for speed.
CAD# 2024037134 TIME: 2/23/2024 4:51:40AM CASE# CAD Only SCIO WARNING SPEEDING VIOLAT	TRAFFIC STOP Reported at Block of 38800 N MAIN ST SCIO <hr/> Operator warned for speed.

Incident Information:	Description
<p>CAD# 2024038310</p> <p>TIME: 2/24/2024 6:01:05PM</p> <p>CASE# CAD Only</p> <p>SCIO</p> <p>CAD CALL COMPLETE</p>	<p>SUICIDAL SUBJECT Reported at Block of 38500 SW BEECH ST SCIO</p> <hr/> <p>Caller reporting neighbor making suicidal statements. Deputies contact female and learn she was not suicidal</p>
<p>CAD# 2024038585</p> <p>TIME: 2/25/2024 1:30:57AM</p> <p>CASE# CAD Only</p> <p>SCIO</p>	<p>911 HANG UP CALL Reported at Block of 38800 N MAIN ST SCIO</p> <hr/> <p>Accidental dial according to caller.</p>
<p>CAD# 2024038591</p> <p>TIME: 2/25/2024 1:50:13AM</p> <p>CASE# CAD Only</p> <p>SCIO</p>	<p>911 HANG UP CALL Reported at Block of 38900 NW 4TH AVE SCIO</p> <hr/> <p>Unknown reason for call.</p>
<p>CAD# 2024038615</p> <p>TIME: 2/25/2024 3:00:18AM</p> <p>CASE# CAD Only</p> <p>SCIO</p> <p>CAD CALL COMPLETE</p>	<p>911 HANG UP CALL Reported at Block of 38500 SW BEECH ST SCIO</p> <hr/> <p>Deputies respond to 911 hang up. No answer on callback, and no response from anyone at residence.</p>
<p>CAD# 2024039396</p> <p>TIME: 2/26/2024 12:08:10PM</p> <p>CASE# CAD Only</p> <p>SCIO</p> <p>WARNING MOVING VIOLATIC</p>	<p>TRAFFIC STOP Reported at Block of 38700 N MAIN ST/NW 2ND AVE SCIO</p> <hr/> <p>Operator warned for fail to obey traffic control device.</p>
<p>CAD# 2024039591</p> <p>TIME: 2/26/2024 4:53:03PM</p> <p>CASE# CAD Only</p> <p>SCIO</p> <p>CAD CALL COMPLETE</p>	<p>ALARM LAW ONLY Reported at Block of 38700 NW BEECH ST SCIO</p> <hr/> <p>Deputy responds to alarm call and finds no signs of forced entry or anyone in the building.</p>

Incident Information:	Description
CAD# 2024039729 TIME: 2/26/2024 9:26:41PM CASE# CAD Only SCIO CITE EQUIPMENT VIOLATION	TRAFFIC STOP Reported at Block of 38900 SW 5TH AVE SCIO <hr/> Kevin Denton, 35 out of Lebanon, was issued a traffic citation for failure to register vehicle.
CAD# 2024039878 TIME: 2/27/2024 3:04:07AM CASE# CAD Only SCIO CITE DWS NO ODL	TRAFFIC STOP Reported at Block of 39000 NE 4TH AVE SCIO <hr/> Gerado Cortez, 25, of Stayton was issued a citation for DWS Violation and Driving Uninsured
CAD# 2024039910 TIME: 2/27/2024 5:21:28AM CASE# CAD Only SCIO WARNING EQUIPMENT VIOLATION	TRAFFIC STOP Reported at Block of 38700 N MAIN ST SCIO <hr/> Driver warned for failure to register vehicle
CAD# 2024040086 TIME: 2/27/2024 12:14:59PM CASE# CAD Only SCIO CAD CALL COMPLETE	DOG COMPLAINT Reported at Block of 38800 N MAIN ST SCIO <hr/> attempted contact regarding dog complaint
CAD# 2024040306 TIME: 2/27/2024 5:54:53PM CASE# 2400831 SCIO REPORT TAKEN	Report Filed. DOG BITE Reported At Block Of 38800 SW 2ND AVE Occurred between 1753 hours on 2/27/2024 and 1754 hours on 2/27/2024 . Reported: 2/27/2024 Officer Statement: <hr/> Deputy issued dog owner a quarantine order after dog bite occurred.
CAD# 2024040930 TIME: 2/28/2024 3:58:29PM CASE# CAD Only SCIO	911 HANG UP CALL Reported at Block of 38800 SW 2ND AVE SCIO <hr/> No Public Narrative.

Incident Information:	Description
CAD# 2024040961 TIME: 2/28/2024 4:46:18PM CASE# CAD Only SCIO CAD CALL COMPLETE	SUSPICIOUS VEHICLE Reported at Block of 38700 N MAIN ST SCIO <hr/> Suspicious vehicle checked on. Vehicle is on private property and property manager was advised of private property tow rules.
CAD# 2024041360 TIME: 2/29/2024 9:26:46AM CASE# CAD Only SCIO WARNING ISSUED	DOG COMPLAINT Reported at Block of 38800 N MAIN ST SCIO <hr/> discussed violations of city code committed by both parties. Parties agreed to reach a civil compromise about the issue

# **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: Bid Award for City of Scio Auditing Services

DATE: March 7, 2024

In December of 2023 the city sent out a Request for Proposal (RFP) for the city's auditing services. This was the first RFP since 2011. The requests were sent to the following municipal auditing firms:

### Auditing Firms

### Response

Pauly Rogers & Co.  
RAS Group, LLC  
12700 SW 72<sup>nd</sup> Avenue  
Tigard, Oregon 97223

Firm contacted city in early January stating that they would not submit an RFP unless Scio could not secure another auditing firm for services through RFP process. Stated that costs would range from \$17.5K – 19.5K

Koontz, Balsques & Assoc., PC  
P.O. Box 605  
Albany, Oregon 97321

No Submittal

Grove Mueller & Swank, PC  
475 Cottage St. N.E. Ste. 200  
Salem, Oregon 97301

No Submittal

Accuity LLC  
P.O. Box 1072  
Albany, Oregon 97321

Returned completed RFP in timely manner with price quote of \$16,500.00 for annual audit and \$5,500.00 for a single audit.

Merina & Company, LLP  
7624 SE Mohawk St.  
Tualatin, Oregon 97062

Called and stated that they were too busy to submit.

*Mayor Nuber and I met with Glen Kearns and Kori Sarrett, owners of Accuity LLC, on February 8, 2024 to discuss auditing services and go over the RFP. The meeting went very well. I am therefore requesting that the City of Scio's Auditing Services Contract be awarded to Accuity LLC.*

# **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: Scio Fairgrounds Water System Upgrades

DATE: March 6, 2024

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Last year the Scio Budget Committee approved a one-time gift of \$7,500.00 for a water system upgrade at the Scio Lamb and Wool Fairgrounds site. This upgrade is to ensure that the fairground site gets into water code compliance with both the City of Scio and the Oregon Health Authorities.

I have been asked several times by city councilors as to the status of the water system upgrade. Having heard of no upgrades thus far, I reached out to the Linn County Lamb and Wool Board and requested that someone come to the March 11, 2024 council meeting and provide council with an update.

I met with board member Loren Kuipers on Tuesday, March 5<sup>th</sup> at 9:30 a.m. and learned that both Loren and Karen Borchard will be appearing before council to give an update on the water system.

# **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*

## MEMORANDUM

TO: Mayor Nuber and Scio City Councilors

FROM: Ginger Allen, Scio City Manager

RE: Pacific Power Franchise Fee Rates Revisited

DATE: March 6, 2024

At the February 12, 2024 city council meeting staff was instructed to carry over the discussion on a new Pacific Power Franchise Fees Agreement and bring back information on the following items:

**Question No 1:** What, if any, increases has Pacific Power instituted and when?

**Answer:** From Scott Salazar, Pacific Power, Regional Business Manager; "I am following up on the rate increase question that was presented at the council meeting. We had two rate increases in Oregon in January. On January 1, 2024, we had a rate increase of 12.6% which was the combination of several different rate changes including our annual Transition Adjustment Mechanism filing. And on January 10, 2024, we had an increase related to our Wildfire Mitigation Plan recovery of 1.4%. I will not be able to attend the next council meeting."

**Question No 2:** What are other cities charging for their Pacific Power Franchise Fees?

**Answer:**

Millersburg	5%
Mills City	5%
Stayton	7%
Brownsville	5%
Harrisburg	4.5%

*Note: Several of these cities are preparing to increase their rates. They did not indicate when or by how much.*

**Question No 3:** How many light poles are currently in Scio and how much is the annual cost of the light poles?

**Answer:** There are 103 light poles in Scio. The city paid approximately \$13,880.00 from March 2023 through February 2024 for pole lights.

**Question No 4:** Can staff determine if there is are areas around the city that are in need of addition street lights?

**Answer:** After inspecting the Pacific Power Light Pole Map staff found only one city intersection without a pole light: SW 3<sup>rd</sup> Avenue and SW Beech Street.

### **Use of City Franchise Fees**

The use of the Pacific Power Franchise Fee is dedicated to the electricity costs incurred by the City of Scio and for street improvements. The Road Fund has limited revenue streams (Oregon Transportation Tax and City Franchise Fees) thus, the ability to upgrade city streets, repair street signage, sidewalks and set aside grant match dollars is extremely difficult.

# **Agenda Item 4**



Covered Bridge Capital of the West

*City of Scio*

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## **M E M O R A N D U M**

TO: Mayor Nuber and Scio City Councilors

FROM: Ginger Allen, Scio City Manager

RE: City Hall Design Presentation No. 2

DATE: March 6, 2024

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Architect Scott Beck will be presenting the second renditions of the City Hall Renovation Designs at the March 11, 2024 city council meeting.

The drawings will illustrate the various uses of the Community Activity Center, as well as, the municipal services areas (library, administration and senior services) provided by the City of Scio.

Scott has done a great job of maximizing the existing building space and provides a new look to city hall that will complement Scio's downtown area.

Lastly, by utilizing the existing city hall footprint and saving as much of the existing structure as possible, Scott has reduced the overall renovations costs associated with a new build.

What are the next steps? *If the council approves of the conceptual drawings, staff will:*

1. Enlarge and print conceptual drawings and display the drawings in city hall to solicit public interaction. The conceptual drawings will be on public display for one month, allowing time for questions and comments from the citizens of Scio.
2. During the public display period, staff will seek finance options (i.e. what the borrowing rates are, how much money the city can afford for the renovation project, and what financial institution will provide the funding, etc.).
3. Staff will present public comments and finance options to city council at the April 8, 2024 city council meeting.

Next steps of the project will be determined once updated information is presented to the city council on April 8 2024.



# **City Manager Report**

**CITY MANAGERS REPORT**  
**Report Period February 9, 2024 – March 7, 2024**

Ginger Allen, City Manager

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**Public Restroom Bid Documents:** A Pre-Construction meeting for the new Scio Public Restroom will take place on Thursday, March 14, 2024 at 9:30. All of the various contractors, utility reps and local government agencies involved in the project will be present at the meeting. As previously announced to city council. The project completion date will be on or before May 10, 2024.

**Basketball Hoop Permit and Warning Notices:** Spring is right around the corner and basketball hoops will begin reappearing on public right ways throughout town. I will be giving a brief update on the permit applications and warning notices during my city manager report on Monday, March 11, 2024.

**Walking Bridge Entries:** I have directed the public works department to purchase heavy chains to install on bolsters on both sides of the walking bridge to assist with the elimination of motorized vehicle access on the walking bridge except in cases of emergencies.