



Covered Bridge Capital of the West

*City of Scio*

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## Scio City Council

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

### AGENDA

May 11, 2020 (6:00 PM)

Electronic Meeting

**The City Council will be meeting electronically and not hold a live meeting at the Scio City Hall due to the COVID-19 pandemic. The public may submit public comments on agenda items by email to [cityofscio@smt-net.com](mailto:cityofscio@smt-net.com) prior to 4:00 p.m. on May 11.**

**The public can join the meeting from a computer or other electronic device by logging onto <https://us02web.zoom.us/j/87220908331> or dial in by phone US: 1-253-215-8782 Webinar ID: 872-2090-8331**

*Mayor Chadd Weaver*

*Council Pres. Debbie Nuber  
Councilor Joey Ferguson*

*Councilor Vacancy  
Councilor Karen Eckhart*

*Councilor Tom Gray  
Councilor Tom Meyer*

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### 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 so requests. In this case, the item(s) will be removed from the Consent Agenda and considered separately.*

- Approval of April 13, 2020 City Council Minutes
- Approval of April 2020 Statement of Revenue and Expenditures for – General, Road, Water and Sewer Funds
- Approval of Payment Journal – April 2020
- Planning Commission Minutes – February 29, 2020

### CORRESPONDENCE:

- Mental Health Proclamation – May 2020
- City Council Vacancy Announcement

### PRESENTATIONS:

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

## **REGULAR SESSION:**

- 1) City Hall and PW Shop Update  
Presented by: Ginger Allen, Scio City Manager  
Action: Discussion
- 2) Budget Committee Appointment  
Presented by: Ginger Allen, Scio City Manager  
Action: Motion to Appoint
- 3) City Manager Report – Discussion  
Presented by: Ginger Allen, Scio City Manager
- 4) City Attorney Report – Discussion  
Presented by: Jeffrey Clayson, Morley Thomas Law

## **ITEMS FROM COUNCIL:**

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

## **ADJOURNMENT:**

### **2019 – 2020 CITY MEETING(S) CALENDAR – VIDEO ZOOM MEETINGS**

**Wednesday, May 27, 2020 @ 7:00 p.m. – Scio City Hall – Planning Commission Meeting**

**Wednesday, June 3, 2020 @ 7:00 p.m. – Scio City Hall – Planning Commission Meeting**

**Monday, June 8, 2020 @ 6:00 p.m. – Scio City Hall – City Council Meeting**

**Monday, June 22, 2020 @ 6:00 p.m. – Scio City Hall (*Special Mtg. to adopt 2020-21 Budget*)**

### **2020 – 2021 BUDGET HEARINGS**

**Wednesday, June 10, 2020 @ 6:00 p.m. – Scio City Hall**

**Thursday, June 11, 2020 @ 6:00 p.m. – Scio City Hall (If a second meeting is needed)**



SCIO CITY COUNCIL ELECTRONIC MEETING MINUTES  
MONDAY April 13, 2020

**COUNCIL PRESENT:** Mayor Chadd Weaver, Councilors Karen Eckhart, Joey Ferguson, Tom Gray, Tom Meyer, and Debbie Nuber, were all present via video.

**STAFF PRESENT:** City Manager Ginger Allen, City Attorney Tre' Kennedy, and Administrative Assistant Cathy Martin were all present via video. Morley Thomas Law Associate Jeffrey Clayson was present via phone.

**AUDIENCE MEMBERS:** Sgt. Greg Klein & Lt. Brandon Fountain, Linn County Sheriff's Office, were present via phone. Katrina Clouse, business owner, was present via video.

**CALL TO ORDER:** Mayor Weaver called the Regular Session of the Scio City Council to order at 6:08 P.M. at Scio City Hall, followed with the flag salute.

**ROLL CALL:** Roll call was taken with Dennis Thomas absent. Mayor Weaver stated that he had received a letter of resignation from Councilor Thomas, effective March 13, 2020.

**APPROVAL OF CONSENT AGENDA:** Mayor Weaver asked for comments.

*Councilor Nuber moved, Councilor Meyer seconded, to approve the Consent Agenda as presented. A vote by raise of hands was taken. Motion passed 5/0*

**CORRESPONDENCE:**

- Budget Committee Resignation was received from May Garland

**PRESENTATIONS:**

- **Linn County Sheriff's Report – Presented by Sgt. Greg Klein, Linn County Sheriff** – Sgt. Greg Klein stated that Lt. Brandon Fountain was also present on the phone. Mayor Weaver asked how the sheriff's office was doing with the COVID-19. Sgt. Klein stated that they have changed their approach with citizens. To the extent possible they handle complaints over the phone. On car stops social distancing is taking place, and then officers will make contact with the drivers but will not physically take documents from the drivers, they will obtain information verbally. All sheriff vehicles have PPE and wear masks when appropriate. Lt. Fountain stated that certain deputies have been assigned to each team and that will wear respirators, if it is a major investigation, where they believe the scene has been compromised with the virus. The sheriff's office is prepared but every day is different. Mayor Weaver asked if the sheriff's office was seeing more crimes or fewer crimes. Lt. Fountain stated that there has been an increase in burglaries. Sgt. Klein reviewed the monthly report for March 2020 (see attached). Klein spoke to council about the 110 hours spent in March. About 25 of those hours were dedicated to the investigation of two sex offenses. One individual has been lodged in juvenile detention. There will be additional

time charged to these incidents as the investigation and court proceedings happen in the future. Ms. Allen asked Sgt. Klein to give an update on the fireworks issue that has been happening on weekends. Klein stated that they have not been able to determine the source of where the mortars are being set off. This has been put on focus patrol and deputies are going out on Saturday and Sunday nights to try to see if they can locate the source.

Sgt. Klein and Lt. Fountain left the meeting after their presentation.

## **REGULAR SESSION:**

1. **City Hall and PW Shop Financing Options – Presented by: Ginger Allen, City Manager** – Ms. Allen reviewed the financing comparison chart in the council packet. Allen stated that there are not many differences. Allen stated that interest rates have gone up slightly. Mayor Weaver asked for comments.

Councilor Gray stated that in the original presentations by the bank, one of them did present a two-year drawdown option. Allen stated that the Washington Federal now offers the two-year drawdown as well. Gray asked which bank that was. Allen stated Washington Federal.

Mayor Weaver stated that Columbia Bank has been good to the city and that they have been willing to work with Scio, they deserve our business.

Councilor Nuber stated that the more we do with Columbia the more they are with us on things. We have a good relationship with them.

Councilor Meyer asked if Columbia Banks requirement to have a project manager raise any concerns. Allen stated that it does not, that the city actually needs to have a project manager regardless, as staff is not qualified to manage this type of project. Councilor Eckhart stated that this was her question as well and that it sounds good.

*Councilor Nuber moved, Councilor Ferguson seconded, to partner with Columbia Bank to finance the construction of the new city hall and public works shop. A roll call vote was taken. Motion passed with a vote of 5/0.*

2. **Resolution No. 20-02 – Presented by: Ginger Allen, City Manager** – Ms. Allen stated that now that the council has decided on a loaning institution a resolution must be passed in order for the city to borrow funds. A resolution has been prepared by the city's bond council Courtney Dausz of Mersereau Shannon. The city has to pass the resolution giving permission for the city move forward with funds and the loan proceeds.

*Councilor Nuber moved, Councilor Eckhart seconded, to pass Resolution No. 20-02.*

Ms. Allen read Resolution No. 20-02 by title only. "A Resolution Authorizing the Execution and Delivery of a Full Faith and Credit Financing Agreement for the Purpose of Financing Real and Personal Property in an Amount not to Exceed \$2,000,000.00; Designating an Authorized Representative and Special Counsel;

and Related Matters.” Mayor Weaver asked for comments. Councilor Ferguson asked if we were going to secure the full \$2,000,000.00 Allen said, “Yes”. Councilor Nuber stated that if we don’t use the full \$2M we can turn back the remainder. Councilor Gray have we talked to other towns that have recently built new city halls to see what their costs were. He said he was interested in knowing “how did we come up with the \$2M figure?” Allen stated that the figure was based on what the banks would loan to the city.

*A roll call vote was taken. Motion passed with a vote of 5/0.*

**CITY MANAGER REPORT: Presented by Ginger Allen** – Ms. Allen reported on city activities for the time period of March 4, 2020 – April 8, 2020 (see attached report).

- Ferguson asked about the paperless billing. Martin explained that initial contact has been made with our utility billing software vendor and that further contact with Paygov.us the company the city uses for processing credit cards to see if the two vendors programs can communicate. Ferguson asked if all of the citizens will be able to do paperless. Martin stated that some people will go that way but others will still get the paper billing in the mail.
- Gray commented on the Smart Water Meters. He stated that he thought that was a great idea and would free up a lot of time for our public works staff. Allen stated that conversations with other cities who have installed them have been positive, that they are thrilled with the technology. Gray how much time is needed, by staff, to read the meters. Allen stated that two days are allotted for meter reading.
- Nuber asked if the meters were different than the ones that were installed in Thomas Creek. Martin stated that they are different, the city moved to the current meter system starting in 2004 and these allow the public works staff to read the meters using a wand, the smart meters allow the public works staff to drive routes and the meter reading will be transmitted via wireless. Allen stated that this will also help the city reduce the amount of water loss. Current meters do not meter as accurately. The meters will also alarm the city if someone tries to tamper with the meters.
- Allen also highlighted a few things:
  - a. Trust Management Grant for the Library
  - b. Staff will be contacting the seniors
  - c. Park at the Covered Bridge is being worked on.

**CITY ATTORNEY REPORT: Presented by Jeffrey Clayson & Tre’ Kennedy** – Mr. Clayson stated they are working on finalizing the notices for the Alley Vacation. Once that is done they will be returned to the office to schedule the public hearings on the vacations. City Manager Review will be completed soon. Mr. Kennedy stated that the state is working on new rules for public hearings during virtual meetings. They are recommending that the hearings take place in two meetings. The first meeting allows for the presentation of the case and receipt of public comment. The second meeting

would be for the consideration of the comments and a decision would be made. Executive session meetings may need to be held on more secure meeting platforms.

**BUSINESS FROM THE PUBLIC:**

Katrina Clouse, 38971 W Scio Rd, stated that she wanted to thank the city for making this meeting accessible to people, for keeping up on the Facebook page. She thanked the city for helping the business with the water bills, that everyone appreciates it.

**BUSINESS FROM THE COUNCIL:**

Ferguson – asked how the campaign went for the Veteran’s Memorial Brick. Martin stated that the city had received two brick requests. Ferguson asked if there was a minimum number. Martin stated that we were hoping for eight, but will be moving forward and having the ones that were turned in engraved.

Ms. Clouse asked to interject at this point as she wanted to update the council on the Lamb & Wool Fair. Ms. Clouse stated that she wanted to give an update with cancellation of this years’ event, the Lamb & Wool Fair board has decided to honor this years selected honorees next year, the senior students who had been selected to participate on the royal court will be allowed to be on the royal court next year as well. Nuber asked if the dog trials had been postponed as well. Ms. Clouse stated that she did not know.

Gray – asked about the city giving discounts to residents. Allen stated that the choice of assisting the businesses was based upon the fact that businesses were closed and did not have a choice. Nuber stated that she doesn’t know how we can pick and choose who is eligible. Allen stated the city is not charging any late penalty’s or door hangers. Martin stated that when staff was trying to figure out the different scenarios for the businesses, the main factor was that the businesses are closed and they are not using the water.

There were no other Council comments.

Allen thanked the council for calling and checking on staff.

The next regular meeting is scheduled for May 11, 2020 at 6:00 p.m.

Cathy Martin,  
Administrative Assistant

## Statement of Revenue and Expenditures

| Acct                              |                                    | Current Period                 | Year-To-Date                   | Annual Budget        | Annual Budget                    | Jul 2019                         |
|-----------------------------------|------------------------------------|--------------------------------|--------------------------------|----------------------|----------------------------------|----------------------------------|
|                                   |                                    | Apr 2020<br>Apr 2020<br>Actual | Jul 2019<br>Apr 2020<br>Actual | Jul 2019<br>Jun 2020 | Jul 2019<br>Jun 2020<br>Variance | Jun 2020<br>Percent of<br>Budget |
| <b>Revenue &amp; Expenditures</b> |                                    |                                |                                |                      |                                  |                                  |
| <b>Revenue</b>                    |                                    |                                |                                |                      |                                  |                                  |
| <b>Tax Receipts</b>               |                                    |                                |                                |                      |                                  |                                  |
| 4120                              | Property Taxes                     | 1,252.07                       | 248,042.60                     | 250,000.00           | 1,957.40                         | 99.2%                            |
| 4211                              | Cigarette Tax                      | 51.98                          | 854.78                         | 1,000.00             | 145.22                           | 85.5%                            |
| 4212                              | Liquor Control Taxes               | 1,254.81                       | 13,591.17                      | 14,000.00            | 408.83                           | 97.1%                            |
| 4213                              | Marijuana Tax                      | 0.00                           | 3,048.21                       | 2,000.00             | (1,048.21)                       | 152.4%                           |
|                                   | <b>Total Tax Receipts</b>          | <b>\$2,558.86</b>              | <b>\$265,536.76</b>            | <b>\$267,000.00</b>  | <b>\$1,463.24</b>                |                                  |
| <b>Government Receipts</b>        |                                    |                                |                                |                      |                                  |                                  |
| 4240                              | Intergovernmental                  | 0.00                           | 7,342.38                       | 8,000.00             | 657.62                           | 91.8%                            |
|                                   | <b>Total Government Receipts</b>   | <b>\$0.00</b>                  | <b>\$7,342.38</b>              | <b>\$8,000.00</b>    | <b>\$657.62</b>                  |                                  |
| <b>Franchise Fees</b>             |                                    |                                |                                |                      |                                  |                                  |
| 4251                              | Franchise - Northwest Nat          | 0.00                           | 2,905.47                       | 2,700.00             | (205.47)                         | 107.6%                           |
| 4252                              | Franchise - Pacific Power          | 1,115.29                       | 10,173.75                      | 12,750.00            | 2,576.25                         | 79.8%                            |
| 4253                              | Franchise - Republic Servic        | 2.75                           | 2,148.72                       | 3,650.00             | 1,501.28                         | 58.9%                            |
| 4254                              | Franchise - Scio Cablevision       | 79.92                          | 771.65                         | 900.00               | 128.35                           | 85.7%                            |
| 4255                              | Franchise - SMTA                   | 40.15                          | 413.42                         | 500.00               | 86.58                            | 82.7%                            |
|                                   | <b>Total Franchise Fees</b>        | <b>\$1,238.11</b>              | <b>\$16,413.01</b>             | <b>\$20,500.00</b>   | <b>\$4,086.99</b>                |                                  |
| <b>Fees &amp; Permits</b>         |                                    |                                |                                |                      |                                  |                                  |
| 4271                              | Planning Fees                      | 1,900.00                       | 7,254.63                       | 2,000.00             | (5,254.63)                       | 362.7%                           |
| 4272                              | Building Permits                   | 354.51                         | 2,768.90                       | 3,000.00             | 231.10                           | 92.3%                            |
|                                   | <b>Total Fees &amp; Permits</b>    | <b>\$2,254.51</b>              | <b>\$10,023.53</b>             | <b>\$5,000.00</b>    | <b>(\$5,023.53)</b>              |                                  |
| <b>Fines and Forfeitures</b>      |                                    |                                |                                |                      |                                  |                                  |
| 4290                              | Fines and Forfeitures              | 0.00                           | 673.00                         | 500.00               | (173.00)                         | 134.6%                           |
|                                   | <b>Total Fines and Forfeitures</b> | <b>\$0.00</b>                  | <b>\$673.00</b>                | <b>\$500.00</b>      | <b>(\$173.00)</b>                |                                  |
| <b>Other Revenue</b>              |                                    |                                |                                |                      |                                  |                                  |
| 4260                              | Library Income                     | 0.00                           | 6,500.00                       | 6,500.00             | 0.00                             | 100.0%                           |
| 4261                              | Library Fees                       | 0.00                           | 2,756.54                       | 3,500.00             | 743.46                           | 78.8%                            |
| 4262                              | Library Donations                  | 200.00                         | 3,232.10                       | 5,000.00             | 1,767.90                         | 64.6%                            |
| 4263                              | Library Grants                     | 9,985.00                       | 10,985.00                      | 1,000.00             | (9,985.00)                       | 1,098.5%                         |
| 4330                              | Grants                             | 0.00                           | 1,000.00                       | 1,000.00             | 0.00                             | 100.0%                           |
| 4350                              | Miscellaneous                      | 40.00                          | 2,647.34                       | 2,500.00             | (147.34)                         | 105.9%                           |
| 4360                              | Veterans Memorial Park             | 150.00                         | 1,133.18                       | 0.00                 | (1,133.18)                       | 0.0%                             |
|                                   | <b>Total Other Revenue</b>         | <b>\$10,375.00</b>             | <b>\$28,254.16</b>             | <b>\$19,500.00</b>   | <b>(\$8,754.16)</b>              |                                  |
| <b>Interfund Transfers</b>        |                                    |                                |                                |                      |                                  |                                  |
| 4520                              | From Road Fund                     | 0.00                           | 25,000.00                      | 25,000.00            | 0.00                             | 100.0%                           |
| 4530                              | From Water Fund                    | 0.00                           | 75,000.00                      | 75,000.00            | 0.00                             | 100.0%                           |
|                                   | <b>Total Interfund Transfers</b>   | <b>\$0.00</b>                  | <b>\$100,000.00</b>            | <b>\$100,000.00</b>  | <b>\$0.00</b>                    |                                  |
|                                   | <b>Revenue</b>                     | <b>\$16,426.48</b>             | <b>\$428,242.84</b>            | <b>\$420,500.00</b>  | <b>(\$7,742.84)</b>              |                                  |
|                                   | <b>Gross Profit</b>                | <b>\$16,426.48</b>             | <b>\$428,242.84</b>            | <b>\$420,500.00</b>  | <b>\$0.00</b>                    |                                  |
| <b>Expenses</b>                   |                                    |                                |                                |                      |                                  |                                  |
| <b>Personnel Services</b>         |                                    |                                |                                |                      |                                  |                                  |
| 5110                              | Salaries                           | 5,962.86                       | 55,921.47                      | 69,871.00            | 13,949.53                        | 80.0%                            |
| 5120                              | Payroll Taxes                      | 283.39                         | 4,899.53                       | 7,686.00             | 2,786.47                         | 63.7%                            |
| 5130                              | Benefits                           | 2,435.04                       | 23,369.30                      | 28,420.00            | 5,050.70                         | 82.2%                            |
|                                   | <b>Total Personnel Services</b>    | <b>\$8,681.29</b>              | <b>\$84,190.30</b>             | <b>\$105,977.00</b>  | <b>\$21,786.70</b>               |                                  |
| <b>Materials and Services</b>     |                                    |                                |                                |                      |                                  |                                  |
| 6210                              | Advertising                        | 0.00                           | 0.00                           | 600.00               | 600.00                           | 0.0%                             |
| 6220                              | City Attorney                      | 0.00                           | 1,984.20                       | 2,640.00             | 655.80                           | 75.2%                            |
| 6230                              | Contract Services                  | 39.00                          | 4,305.96                       | 5,600.00             | 1,294.04                         | 76.9%                            |
| 6250                              | Police Services                    | 30,607.00                      | 61,231.20                      | 62,000.00            | 768.80                           | 98.8%                            |

## Statement of Revenue and Expenditures

| Acct                              | Current Period                      |                      | Year-To-Date        |                       | Annual Budget        | Jul 2019             |
|-----------------------------------|-------------------------------------|----------------------|---------------------|-----------------------|----------------------|----------------------|
|                                   | Apr 2020                            | Jul 2019             | Annual Budget       | Jul 2019              | Jul 2019             | Jul 2019             |
|                                   | Apr 2020<br>Actual                  | Apr 2020<br>Actual   | Jun 2020            | Jun 2020<br>Variance  | Jun 2020             | Percent of<br>Budget |
| <b>Revenue &amp; Expenditures</b> |                                     |                      |                     |                       |                      |                      |
| <b>Expenses</b>                   |                                     |                      |                     |                       |                      |                      |
| <b>Materials and Services</b>     |                                     |                      |                     |                       |                      |                      |
| 6260                              | Materials & Supplies                | 205.49               | 2,779.28            | 3,880.00              | 1,100.72             | 71.6%                |
| 6270                              | Community Involvement               | (400.00)             | 5,847.53            | 7,000.00              | 1,152.47             | 83.5%                |
| 6280                              | Miscellaneous                       | 270.00               | 1,139.00            | 3,000.00              | 1,861.00             | 38.0%                |
| 6290                              | Bank Charges and Fees               | 33.74                | 333.75              | 800.00                | 466.25               | 41.7%                |
| 6310                              | Insurance                           | 0.00                 | 4,627.48            | 5,500.00              | 872.52               | 84.1%                |
| 6320                              | Education                           | 0.00                 | 0.00                | 500.00                | 500.00               | 0.0%                 |
| 6330                              | Grant Expenses                      | 0.00                 | 618.75              | 1,000.00              | 381.25               | 61.9%                |
| 6341                              | Utilities - Electricity             | 1,384.97             | 14,066.75           | 18,200.00             | 4,133.25             | 77.3%                |
| 6342                              | Utilities - Gas                     | 47.68                | 450.19              | 700.00                | 249.81               | 64.3%                |
| 6343                              | Utilities - Telephone               | 9.48                 | 748.19              | 900.00                | 151.81               | 83.1%                |
| 6344                              | Utilities - Garbage                 | 11.20                | 111.99              | 200.00                | 88.01                | 56.0%                |
| 6350                              | Equipment Maintenance               | 0.00                 | 438.68              | 500.00                | 61.32                | 87.7%                |
| 6360                              | Building Maintenance                | 0.00                 | 283.38              | 500.00                | 216.62               | 56.7%                |
| 6370                              | Flood Mitigation                    | 3,504.50             | 13,627.50           | 15,000.00             | 1,372.50             | 90.9%                |
| 6381                              | Library - Books                     | 29.41                | 4,470.74            | 4,600.00              | 129.26               | 97.2%                |
| 6382                              | Library - Audio/Visual              | 0.00                 | 721.64              | 1,000.00              | 278.36               | 72.2%                |
| 6383                              | Library - Journals/Periodical       | 0.00                 | 310.10              | 500.00                | 189.90               | 62.0%                |
| 6384                              | Library - Materials & Suppli        | 4.50                 | 815.85              | 1,000.00              | 184.15               | 81.6%                |
| 6385                              | Library - Miscellaneous             | 0.00                 | 346.55              | 400.00                | 53.45                | 86.6%                |
| 6386                              | Library - Technical Support         | 0.00                 | 2,266.84            | 2,500.00              | 233.16               | 90.7%                |
| 6387                              | Library - Donations                 | 50.00                | 3,021.76            | 5,000.00              | 1,978.24             | 60.4%                |
| 6388                              | Library - Grants                    | 631.24               | 726.39              | 1,000.00              | 273.61               | 72.6%                |
| 6390                              | Planning                            | 49.50                | 12,916.01           | 10,000.00             | (2,916.01)           | 129.2%               |
| 6400                              | Parks                               | 377.95               | 2,499.50            | 15,000.00             | 12,500.50            | 16.7%                |
| 6410                              | Senior Services                     | 42.00                | 358.93              | 1,000.00              | 641.07               | 35.9%                |
|                                   | <b>Total Materials and Services</b> | <b>\$36,897.66</b>   | <b>\$141,048.14</b> | <b>\$170,520.00</b>   | <b>\$29,471.86</b>   |                      |
| <b>Capital Outlay</b>             |                                     |                      |                     |                       |                      |                      |
| 7100                              | Property Acquisition/Buildin        | 20,180.00            | 33,720.07           | 442,909.00            | 409,188.93           | 7.6%                 |
|                                   | <b>Total Capital Outlay</b>         | <b>\$20,180.00</b>   | <b>\$33,720.07</b>  | <b>\$442,909.00</b>   | <b>\$409,188.93</b>  |                      |
| <b>Other Expenses</b>             |                                     |                      |                     |                       |                      |                      |
| 9110                              | Operating Contingency               | 0.00                 | 0.00                | 43,074.00             | 43,074.00            | 0.0%                 |
|                                   | <b>Total Other Expenses</b>         | <b>\$0.00</b>        | <b>\$0.00</b>       | <b>\$43,074.00</b>    | <b>\$43,074.00</b>   |                      |
|                                   | <b>Expenses</b>                     | <b>\$65,758.95</b>   | <b>\$258,958.51</b> | <b>\$762,480.00</b>   | <b>\$503,521.49</b>  |                      |
|                                   | <b>Revenue Less Expenditures</b>    | <b>(\$49,332.47)</b> | <b>\$169,284.33</b> | <b>(\$341,980.00)</b> | <b>\$0.00</b>        |                      |
| <b>Other Revenue</b>              |                                     |                      |                     |                       |                      |                      |
| <b>Extraordinary Income</b>       |                                     |                      |                     |                       |                      |                      |
| 4900                              | Bldg Permit Pass Thru Inco          | 1,919.03             | 15,367.59           | 0.00                  | (15,367.59)          | 0.0%                 |
| 4910                              | Unitary Fund Income                 | 0.00                 | 10.00               | 0.00                  | (10.00)              | 0.0%                 |
|                                   | <b>Total Extraordinary Income</b>   | <b>\$1,919.03</b>    | <b>\$15,377.59</b>  | <b>\$0.00</b>         | <b>(\$15,377.59)</b> |                      |
|                                   | <b>Other Revenue</b>                | <b>\$1,919.03</b>    | <b>\$15,377.59</b>  | <b>\$0.00</b>         | <b>(\$15,377.59)</b> |                      |
| <b>Other Expenses</b>             |                                     |                      |                     |                       |                      |                      |
| <b>Extraordinary Expense</b>      |                                     |                      |                     |                       |                      |                      |
| 9500                              | Bldg Permit Pass Thru Expe          | 52.20                | 13,448.57           | 0.00                  | (13,448.57)          | 0.0%                 |
| 9510                              | Unitary Fund Expense                | 0.00                 | 10.00               | 0.00                  | (10.00)              | 0.0%                 |
|                                   | <b>Total Extraordinary Expense</b>  | <b>\$52.20</b>       | <b>\$13,458.57</b>  | <b>\$0.00</b>         | <b>(\$13,458.57)</b> |                      |
|                                   | <b>Other Expenses</b>               | <b>\$52.20</b>       | <b>\$13,458.57</b>  | <b>\$0.00</b>         | <b>(\$13,458.57)</b> |                      |
|                                   | <b>Net Change in Fund Balance</b>   | <b>(\$47,465.64)</b> | <b>\$171,203.35</b> | <b>(\$341,980.00)</b> | <b>\$0.00</b>        |                      |



## General Fund

### Statement of Revenue and Expenditures

| Acct                      | Current Period<br>Apr 2020<br>Apr 2020<br>Actual | Year-To-Date<br>Jul 2019<br>Apr 2020<br>Actual | Annual Budget<br>Jul 2019<br>Jun 2020 | Annual Budget<br>Jul 2019<br>Jun 2020<br>Variance | Jul 2019<br>Jun 2020<br>Percent of<br>Budget |
|---------------------------|--|--|---------------------------------------|---|--|
| <b>Fund Balances</b>      |  |  |                                       |   |  |
| Beginning Fund Balance    | 560,646.25                                       | 341,977.26                                     | 0.00                                  | 0.00  | 0.0%   |
| Net Change in Fund Balanc | (47,465.64)                                      | 171,203.35                                     | (341,980.00)                          | 0.00  | 0.0%   |
| Ending Fund Balance       | 513,180.61                                       | 513,180.61                                     | 0.00                                  | 0.00  | 0.0%   |

## Statement of Revenue and Expenditures

| Acct                              |                              | Current Period                 | Year-To-Date                   | Annual Budget        | Annual Budget                    | Jul 2019                         |
|-----------------------------------|------------------------------|--------------------------------|--------------------------------|----------------------|----------------------------------|----------------------------------|
|                                   |                              | Apr 2020<br>Apr 2020<br>Actual | Jul 2019<br>Apr 2020<br>Actual | Jul 2019<br>Jun 2020 | Jul 2019<br>Jun 2020<br>Variance | Jun 2020<br>Percent of<br>Budget |
| <b>Revenue &amp; Expenditures</b> |                              |                                |                                |                      |                                  |                                  |
| <b>Revenue</b>                    |                              |                                |                                |                      |                                  |                                  |
| <b>Tax Receipts</b>               |                              |                                |                                |                      |                                  |                                  |
| 4220                              | State Highway Taxes          | 5,042.85                       | 55,969.41                      | 65,000.00            | 9,030.59                         | 86.1%                            |
|                                   | Total Tax Receipts           | \$5,042.85                     | \$55,969.41                    | \$65,000.00          | \$9,030.59                       |                                  |
| <b>Franchise Fees</b>             |                              |                                |                                |                      |                                  |                                  |
| 4251                              | Franchise - Northwest Nat    | 0.00                           | 2,905.47                       | 2,700.00             | (205.47)                         | 107.6%                           |
| 4252                              | Franchise - Pacific Power    | 1,115.28                       | 10,173.74                      | 12,750.00            | 2,576.26                         | 79.8%                            |
| 4253                              | Franchise - Republic Servic  | 2.75                           | 2,148.71                       | 3,650.00             | 1,501.29                         | 58.9%                            |
| 4254                              | Franchise - Scio Cablevision | 79.92                          | 771.64                         | 900.00               | 128.36                           | 85.7%                            |
| 4255                              | Franchise - SMTA             | 40.15                          | 413.41                         | 500.00               | 86.59                            | 82.7%                            |
|                                   | Total Franchise Fees         | \$1,238.10                     | \$16,412.97                    | \$20,500.00          | \$4,087.03                       |                                  |
| <b>Other Revenue</b>              |                              |                                |                                |                      |                                  |                                  |
| 4330                              | Grants                       | 0.00                           | 33,960.00                      | 50,000.00            | 16,040.00                        | 67.9%                            |
| 4350                              | Miscellaneous                | 0.00                           | 431.49                         | 0.00                 | (431.49)                         | 0.0%                             |
|                                   | Total Other Revenue          | \$0.00                         | \$34,391.49                    | \$50,000.00          | \$15,608.51                      |                                  |
|                                   | Revenue                      | \$6,280.95                     | \$106,773.87                   | \$135,500.00         | \$28,726.13                      |                                  |
|                                   | Gross Profit                 | \$6,280.95                     | \$106,773.87                   | \$135,500.00         | \$0.00                           |                                  |
| <b>Expenses</b>                   |                              |                                |                                |                      |                                  |                                  |
| <b>Personnel Services</b>         |                              |                                |                                |                      |                                  |                                  |
| 5110                              | Salaries                     | 1,879.34                       | 18,784.82                      | 21,939.00            | 3,154.18                         | 85.6%                            |
| 5120                              | Payroll Taxes                | 101.21                         | 1,663.61                       | 2,413.00             | 749.39                           | 68.9%                            |
| 5130                              | Benefits                     | 557.67                         | 5,183.63                       | 8,025.00             | 2,841.37                         | 64.6%                            |
|                                   | Total Personnel Services     | \$2,538.22                     | \$25,632.06                    | \$32,377.00          | \$6,744.94                       |                                  |
| <b>Materials and Services</b>     |                              |                                |                                |                      |                                  |                                  |
| 6210                              | Advertising                  | 0.00                           | 0.00                           | 250.00               | 250.00                           | 0.0%                             |
| 6220                              | City Attorney                | 0.00                           | 992.09                         | 1,320.00             | 327.91                           | 75.2%                            |
| 6230                              | Contract Services            | 7.80                           | 853.18                         | 1,120.00             | 266.82                           | 76.2%                            |
| 6240                              | Engineering Consultants      | 0.00                           | 0.00                           | 2,500.00             | 2,500.00                         | 0.0%                             |
| 6260                              | Materials & Supplies         | 61.50                          | 17,767.52                      | 19,215.00            | 1,447.48                         | 92.5%                            |
| 6290                              | Bank Charges and Fees        | 11.25                          | 99.06                          | 200.00               | 100.94                           | 49.5%                            |
| 6310                              | Insurance                    | 0.00                           | 880.15                         | 1,100.00             | 219.85                           | 80.0%                            |
| 6320                              | Education                    | 0.00                           | 0.00                           | 500.00               | 500.00                           | 0.0%                             |
| 6343                              | Utilities - Telephone        | (5.00)                         | 0.00                           | 0.00                 | 0.00                             | 0.0%                             |
| 6344                              | Utilities - Garbage          | 5.45                           | 54.49                          | 100.00               | 45.51                            | 54.5%                            |
| 6350                              | Equipment Maintenance        | 0.00                           | 405.06                         | 1,000.00             | 594.94                           | 40.5%                            |
| 6360                              | Building Maintenance         | 0.00                           | 4.38                           | 250.00               | 245.62                           | 1.8%                             |
|                                   | Total Materials and Services | \$81.00                        | \$21,055.93                    | \$27,555.00          | \$6,499.07                       |                                  |
| <b>Capital Outlay</b>             |                              |                                |                                |                      |                                  |                                  |
| 7130                              | Special Projects/Grants      | 0.00                           | 33,962.75                      | 50,000.00            | 16,037.25                        | 67.9%                            |
| 7140                              | Bike and Walkway Improve     | 0.00                           | 23.89                          | 500.00               | 476.11                           | 4.8%                             |
| 7150                              | Capital Improvements         | 0.00                           | 0.00                           | 25,000.00            | 25,000.00                        | 0.0%                             |
| 7160                              | Equipment                    | 0.00                           | 0.00                           | 20,000.00            | 20,000.00                        | 0.0%                             |
|                                   | Total Capital Outlay         | \$0.00                         | \$33,986.64                    | \$95,500.00          | \$61,513.36                      |                                  |
| <b>Other Expenses</b>             |                              |                                |                                |                      |                                  |                                  |
| 9110                              | Operating Contingency        | 0.00                           | 0.00                           | 20,000.00            | 20,000.00                        | 0.0%                             |
|                                   | Total Other Expenses         | \$0.00                         | \$0.00                         | \$20,000.00          | \$20,000.00                      |                                  |
| <b>Interfund Transfers</b>        |                              |                                |                                |                      |                                  |                                  |
| 8110                              | To General Fund              | 0.00                           | 25,000.00                      | 25,000.00            | 0.00                             | 100.0%                           |
| 8190                              | To Road Reserve              | 0.00                           | 33,676.00                      | 33,676.00            | 0.00                             | 100.0%                           |
|                                   | Total Interfund Transfers    | \$0.00                         | \$58,676.00                    | \$58,676.00          | \$0.00                           |                                  |

## Statement of Revenue and Expenditures

| Acct                              | Current Period     | Year-To-Date       | Annual Budget        | Annual Budget        | Jul 2019             |
|-----------------------------------|--------------------|--------------------|----------------------|----------------------|----------------------|
|                                   | Apr 2020           | Jul 2019           | Annual Budget        | Jul 2019             | Jun 2020             |
|                                   | Apr 2020<br>Actual | Apr 2020<br>Actual | Jul 2019<br>Jun 2020 | Jun 2020<br>Variance | Percent of<br>Budget |
| <b>Revenue &amp; Expenditures</b> |                    |                    |                      |                      |                      |
| Expenses                          | \$2,619.22         | \$139,350.63       | \$234,108.00         | \$94,757.37          |                      |
| Revenue Less Expenditures         | \$3,661.73         | (\$32,576.76)      | (\$98,608.00)        | \$0.00               |                      |
| Net Change in Fund Balance        | \$3,661.73         | (\$32,576.76)      | (\$98,608.00)        | \$0.00               |                      |
| <b>Fund Balances</b>              |                    |                    |                      |                      |                      |
| Beginning Fund Balance            | 62,369.71          | 98,608.20          | 0.00                 | 0.00                 | 0.0%                 |
| Net Change in Fund Balanc         | 3,661.73           | (32,576.76)        | (98,608.00)          | 0.00                 | 0.0%                 |
| Ending Fund Balance               | 66,031.44          | 66,031.44          | 0.00                 | 0.00                 | 0.0%                 |

## Statement of Revenue and Expenditures

| Acct                              | Current Period               |             | Year-To-Date |              | Annual Budget | Jul 2019          |
|-----------------------------------|------------------------------|-------------|--------------|--------------|---------------|-------------------|
|                                   | Apr 2020                     | Apr 2020    | Jul 2019     | Apr 2020     | Jul 2019      | Jun 2020          |
|                                   | Actual                       | Actual      | Actual       | Actual       | Jun 2020      | Variance          |
|                                   |                              |             |              |              |               | Percent of Budget |
| <b>Revenue &amp; Expenditures</b> |                              |             |              |              |               |                   |
| <b>Revenue</b>                    |                              |             |              |              |               |                   |
| <b>Other Revenue</b>              |                              |             |              |              |               |                   |
| 4110                              | Investment Earnings          | 0.00        | 4,858.98     | 8,500.00     | 3,641.02      | 57.2%             |
| 4350                              | Miscellaneous                | 235.07      | 917.38       | 500.00       | (417.38)      | 183.5%            |
|                                   | Total Other Revenue          | \$235.07    | \$5,776.36   | \$9,000.00   | \$3,223.64    |                   |
| <b>User Fees</b>                  |                              |             |              |              |               |                   |
| 4300                              | User Fees                    | 18,936.24   | 232,673.61   | 292,000.00   | 59,326.39     | 79.7%             |
| 4301                              | Late Charges                 | 24.10       | 902.61       | 1,000.00     | 97.39         | 90.3%             |
| 4302                              | 24 Hour Notice               | 0.00        | 1,171.91     | 1,500.00     | 328.09        | 78.1%             |
| 4304                              | Backflow Test                | 0.00        | 1,260.00     | 3,000.00     | 1,740.00      | 42.0%             |
| 4310                              | New Connections              | 0.00        | 3,500.00     | 10,500.00    | 7,000.00      | 33.3%             |
| 4320                              | Water Deposits               | 200.00      | 3,000.00     | 5,000.00     | 2,000.00      | 60.0%             |
|                                   | Total User Fees              | \$19,160.34 | \$242,508.13 | \$313,000.00 | \$70,491.87   |                   |
|                                   | Revenue                      | \$19,395.41 | \$248,284.49 | \$322,000.00 | \$73,715.51   |                   |
|                                   | Gross Profit                 | \$19,395.41 | \$248,284.49 | \$322,000.00 | \$0.00        |                   |
| <b>Expenses</b>                   |                              |             |              |              |               |                   |
| <b>Personnel Services</b>         |                              |             |              |              |               |                   |
| 5110                              | Salaries                     | 7,151.48    | 71,512.52    | 85,831.00    | 14,318.48     | 83.3%             |
| 5120                              | Payroll Taxes                | 382.67      | 6,245.28     | 9,441.00     | 3,195.72      | 66.2%             |
| 5130                              | Benefits                     | 2,161.31    | 20,418.09    | 32,253.00    | 11,834.91     | 63.3%             |
|                                   | Total Personnel Services     | \$9,695.46  | \$98,175.89  | \$127,525.00 | \$29,349.11   |                   |
| <b>Materials and Services</b>     |                              |             |              |              |               |                   |
| 6210                              | Advertising                  | 0.00        | 307.00       | 700.00       | 393.00        | 43.9%             |
| 6220                              | City Attorney                | 0.00        | 3,472.35     | 4,620.00     | 1,147.65      | 75.2%             |
| 6230                              | Contract Services            | 54.60       | 6,711.35     | 8,800.00     | 2,088.65      | 76.3%             |
| 6240                              | Engineering Consultants      | 0.00        | 0.00         | 1,000.00     | 1,000.00      | 0.0%              |
| 6260                              | Materials & Supplies         | 405.72      | 7,609.50     | 15,580.00    | 7,970.50      | 48.8%             |
| 6280                              | Miscellaneous                | 0.00        | 1,371.47     | 3,500.00     | 2,128.53      | 39.2%             |
| 6290                              | Bank Charges and Fees        | 38.29       | 394.50       | 800.00       | 405.50        | 49.3%             |
| 6310                              | Insurance                    | 0.00        | 6,141.14     | 7,700.00     | 1,558.86      | 79.8%             |
| 6320                              | Education                    | 0.00        | 665.21       | 2,000.00     | 1,334.79      | 33.3%             |
| 6341                              | Utilities - Electricity      | 756.81      | 8,241.01     | 12,000.00    | 3,758.99      | 68.7%             |
| 6342                              | Utilities - Gas              | 53.63       | 495.45       | 800.00       | 304.55        | 61.9%             |
| 6343                              | Utilities - Telephone        | (8.80)      | 916.67       | 1,100.00     | 183.33        | 83.3%             |
| 6344                              | Utilities - Garbage          | 5.45        | 54.50        | 100.00       | 45.50         | 54.5%             |
| 6350                              | Equipment Maintenance        | 0.00        | 3,398.00     | 29,800.00    | 26,402.00     | 11.4%             |
| 6360                              | Building Maintenance         | 0.00        | 4.38         | 1,000.00     | 995.62        | 0.4%              |
| 6420                              | Water Deposit Refunds        | 325.55      | 3,520.00     | 5,000.00     | 1,480.00      | 70.4%             |
|                                   | Total Materials and Services | \$1,631.25  | \$43,302.53  | \$94,500.00  | \$51,197.47   |                   |
| <b>Capital Outlay</b>             |                              |             |              |              |               |                   |
| 7150                              | Capital Improvements         | 0.00        | 0.00         | 40,000.00    | 40,000.00     | 0.0%              |
| 7160                              | Equipment                    | 0.00        | 0.00         | 24,000.00    | 24,000.00     | 0.0%              |
|                                   | Total Capital Outlay         | \$0.00      | \$0.00       | \$64,000.00  | \$64,000.00   |                   |
| <b>Other Expenses</b>             |                              |             |              |              |               |                   |
| 7500                              | Water Loan                   | 2,110.96    | 46,109.60    | 50,500.00    | 4,390.40      | 91.3%             |
| 9110                              | Operating Contingency        | 0.00        | 0.00         | 22,089.00    | 22,089.00     | 0.0%              |
|                                   | Total Other Expenses         | \$2,110.96  | \$46,109.60  | \$72,589.00  | \$26,479.40   |                   |
| <b>Interfund Transfers</b>        |                              |             |              |              |               |                   |
| 8110                              | To General Fund              | 0.00        | 75,000.00    | 75,000.00    | 0.00          | 100.0%            |
| 8160                              | To Water Reserve             | 0.00        | 84,531.00    | 84,531.00    | 0.00          | 100.0%            |

## Statement of Revenue and Expenditures

| Acct                              | Current Period | Year-To-Date  | Annual Budget  | Annual Budget | Jul 2019   |
|-----------------------------------|----------------|---------------|----------------|---------------|------------|
|                                   | Apr 2020       | Jul 2019      | Annual Budget  | Jul 2019      | Jun 2020   |
|                                   | Apr 2020       | Apr 2020      | Jul 2019       | Jun 2020      | Percent of |
|                                   | Actual         | Actual        | Jun 2020       | Variance      | Budget     |
| <b>Revenue &amp; Expenditures</b> |                |               |                |               |            |
| <b>Expenses</b>                   |                |               |                |               |            |
| Total Interfund Transfers         | \$0.00         | \$159,531.00  | \$159,531.00   | \$0.00        |            |
| Expenses                          | \$13,437.67    | \$347,119.02  | \$518,145.00   | \$171,025.98  |            |
| Revenue Less Expenditures         | \$5,957.74     | (\$98,834.53) | (\$196,145.00) | \$0.00        |            |
| Net Change in Fund Balance        | \$5,957.74     | (\$98,834.53) | (\$196,145.00) | \$0.00        |            |
| <b>Fund Balances</b>              |                |               |                |               |            |
| Beginning Fund Balance            | 91,419.77      | 196,212.04    | 0.00           | 0.00          | 0.0%       |
| Net Change in Fund Balanc         | 5,957.74       | (98,834.53)   | (196,145.00)   | 0.00          | 0.0%       |
| Ending Fund Balance               | 97,377.51      | 97,377.51     | 0.00           | 0.00          | 0.0%       |

## Statement of Revenue and Expenditures

| Acct                              | Current Period               |             | Year-To-Date |               | Annual Budget | Jul 2019          |
|-----------------------------------|------------------------------|-------------|--------------|---------------|---------------|-------------------|
|                                   | Apr 2020                     | Apr 2020    | Jul 2019     | Annual Budget | Jul 2019      | Jul 2019          |
|                                   | Actual                       | Actual      | Actual       | Jun 2020      | Variance      | Percent of Budget |
| <b>Revenue &amp; Expenditures</b> |                              |             |              |               |               |                   |
| <b>Revenue</b>                    |                              |             |              |               |               |                   |
| <b>User Fees</b>                  |                              |             |              |               |               |                   |
| 4300                              | User Fees                    | 13,944.73   | 159,359.83   | 196,000.00    | 36,640.17     | 81.3%             |
| 4301                              | Late Charges                 | 24.10       | 902.61       | 1,000.00      | 97.39         | 90.3%             |
| 4302                              | 24 Hour Notice               | 0.00        | 1,172.93     | 1,500.00      | 327.07        | 78.2%             |
| 4310                              | New Connections              | 0.00        | 2,500.00     | 7,000.00      | 4,500.00      | 35.7%             |
|                                   | Total User Fees              | \$13,968.83 | \$163,935.37 | \$205,500.00  | \$41,564.63   |                   |
|                                   | Revenue                      | \$13,968.83 | \$163,935.37 | \$205,500.00  | \$41,564.63   |                   |
|                                   | Gross Profit                 | \$13,968.83 | \$163,935.37 | \$205,500.00  | \$0.00        |                   |
| <b>Expenses</b>                   |                              |             |              |               |               |                   |
| <b>Personnel Services</b>         |                              |             |              |               |               |                   |
| 5110                              | Salaries                     | 7,151.49    | 71,512.56    | 85,831.00     | 14,318.44     | 83.3%             |
| 5120                              | Payroll Taxes                | 382.67      | 5,845.28     | 9,441.00      | 3,595.72      | 61.9%             |
| 5130                              | Benefits                     | 2,161.31    | 20,418.09    | 32,253.00     | 11,834.91     | 63.3%             |
|                                   | Total Personnel Services     | \$9,695.47  | \$97,775.93  | \$127,525.00  | \$29,749.07   |                   |
| <b>Materials and Services</b>     |                              |             |              |               |               |                   |
| 6210                              | Advertising                  | 0.00        | 307.00       | 700.00        | 393.00        | 43.9%             |
| 6220                              | City Attorney                | 0.00        | 3,472.35     | 4,620.00      | 1,147.65      | 75.2%             |
| 6230                              | Contract Services            | 379.60      | 7,975.18     | 10,765.00     | 2,789.82      | 74.1%             |
| 6240                              | Engineering Consultants      | 90.00       | 5,070.00     | 2,000.00      | (3,070.00)    | 253.5%            |
| 6260                              | Materials & Supplies         | 657.90      | 14,526.77    | 16,330.00     | 1,803.23      | 89.0%             |
| 6280                              | Miscellaneous                | 0.00        | 103.22       | 500.00        | 396.78        | 20.6%             |
| 6290                              | Bank Charges and Fees        | 37.94       | 386.31       | 800.00        | 413.69        | 48.3%             |
| 6310                              | Insurance                    | 0.00        | 6,141.14     | 7,700.00      | 1,558.86      | 79.8%             |
| 6320                              | Education                    | 0.00        | 880.98       | 1,500.00      | 619.02        | 58.7%             |
| 6341                              | Utilities - Electricity      | 379.05      | 4,010.04     | 6,800.00      | 2,789.96      | 59.0%             |
| 6342                              | Utilities - Gas              | 182.12      | 1,923.02     | 2,200.00      | 276.98        | 87.4%             |
| 6343                              | Utilities - Telephone        | (8.80)      | 941.74       | 1,100.00      | 158.26        | 85.6%             |
| 6344                              | Utilities - Garbage          | 8.18        | 81.79        | 150.00        | 68.21         | 54.5%             |
| 6350                              | Equipment Maintenance        | 370.00      | 9,274.19     | 27,000.00     | 17,725.81     | 34.3%             |
| 6360                              | Building Maintenance         | 0.00        | 4.38         | 1,000.00      | 995.62        | 0.4%              |
|                                   | Total Materials and Services | \$2,095.99  | \$55,098.11  | \$83,165.00   | \$28,066.89   |                   |
| <b>Capital Outlay</b>             |                              |             |              |               |               |                   |
| 7160                              | Equipment                    | 0.00        | 0.00         | 20,000.00     | 20,000.00     | 0.0%              |
|                                   | Total Capital Outlay         | \$0.00      | \$0.00       | \$20,000.00   | \$20,000.00   |                   |
| <b>Other Expenses</b>             |                              |             |              |               |               |                   |
| 9110                              | Operating Contingency        | 0.00        | 0.00         | 9,037.00      | 9,037.00      | 0.0%              |
|                                   | Total Other Expenses         | \$0.00      | \$0.00       | \$9,037.00    | \$9,037.00    |                   |
|                                   | Expenses                     | \$11,791.46 | \$152,874.04 | \$239,727.00  | \$86,852.96   |                   |
|                                   | Revenue Less Expenditures    | \$2,177.37  | \$11,061.33  | (\$34,227.00) | \$0.00        |                   |
|                                   | Net Change in Fund Balance   | \$2,177.37  | \$11,061.33  | (\$34,227.00) | \$0.00        |                   |
| <b>Fund Balances</b>              |                              |             |              |               |               |                   |
|                                   | Beginning Fund Balance       | 43,116.47   | 34,232.51    | 0.00          | 0.00          | 0.0%              |
|                                   | Net Change in Fund Balanc    | 2,177.37    | 11,061.33    | (34,227.00)   | 0.00          | 0.0%              |
|                                   | Ending Fund Balance          | 45,293.84   | 45,293.84    | 0.00          | 0.00          | 0.0%              |

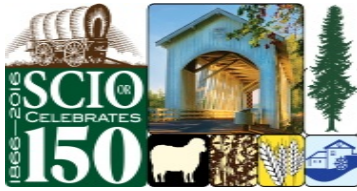
Payment Journal  
4/1/2020 to 4/30/2020

| Date                               | Transaction Number | Name / Description                  | Amount    |
|------------------------------------|--------------------|-------------------------------------|-----------|
| <b>General Checking - Columbia</b> |                    |                                     |           |
| 4/2/2020                           | 15547              | Oregon Department of Revenue - WBF  | 57.49     |
| 4/2/2020                           | 15549              | Oregon Department of Revenue - SUTA | 457.70    |
| 4/2/2020                           | 15550              | Shred Northwest, LLC                | 24.85     |
| 4/2/2020                           | 15551              | Linn County Planning & Building     | 52.20     |
| 4/2/2020                           | 15564              | Scio Community Improvement Organiza | 200.00    |
| 4/2/2020                           | EFT                | Amazon                              | 17.95     |
| 4/2/2020                           | EFT                | Amazon                              | 85.99     |
| 4/2/2020                           | EFT                | Amazon                              | 43.68     |
| 4/2/2020                           | EFT                | Bestbuy.com                         | 199.99    |
| 4/2/2020                           | VOID 15488         | Linn County Lamb & Wool Fair        |           |
| 4/4/2020                           | EFT                | Amazon                              | 30.47     |
| 4/4/2020                           | EFT                | Amazon                              | 147.24    |
| 4/7/2020                           | 15552              | Gale                                | 22.50     |
| 4/7/2020                           | EFT                | US Postal Service                   | 1.25      |
| 4/8/2020                           | 15553              | Linn County Sheriff                 | 30,607.00 |
| 4/8/2020                           | 15554              | National Business Solutions         | 202.10    |
| 4/8/2020                           | EFT                | Coastal Farm                        | 377.95    |
| 4/8/2020                           | EFT                | Costco                              | 64.45     |
| 4/8/2020                           | EFT                | Costco                              | 41.94     |
| 4/8/2020                           | EFT                | Adobe Inc                           | 44.97     |
| 4/9/2020                           | EFT                | Water Deposit Refunds               |           |
| 4/9/2020                           | EFT                | Amazon                              | 6.48      |
| 4/10/2020                          | EFT                | Columbia Bank Loan                  | 2,110.96  |
| 4/14/2020                          | EFT                | US Postal Service                   | 1.25      |
| 4/15/2020                          | 15555              | Clevenger's Fuel                    | 162.25    |
| 4/15/2020                          | 15556              | Dial Long Distance                  | 33.88     |
| 4/15/2020                          | 15557              | Pacific Power                       | 2,520.83  |
| 4/15/2020                          | 15558              | Republic Services                   | 30.28     |
| 4/15/2020                          | 15559              | Scio Auto Parts                     | 5.97      |
| 4/15/2020                          | 15560              | Scio Hardware                       | 11.99     |
| 4/15/2020                          | 15561              | The Dyer Partnership                | 90.00     |
| 4/15/2020                          | 15562              | US Geological Survey                | 3,504.50  |
| 4/15/2020                          | 15563              | Analytical Laboratory               | 294.00    |
| 4/15/2020                          | EFT                | US Postal Service                   | 1.25      |
| 4/15/2020                          | EFT                | Columbia Bank                       | 112.47    |
| 4/16/2020                          | EFT                | Amazon                              | 31.06     |
| 4/16/2020                          | EFT                | Amazon                              | 11.49     |
| 4/16/2020                          | EFT                | US Postal Service                   | 1.25      |
| 4/17/2020                          | EFT                | Amazon                              | 14.36     |
| 4/21/2020                          | EFT                | Amazon                              | 26.99     |
| 4/21/2020                          | EFT                | Amazon                              | 46.94     |
| 4/21/2020                          | EFT                | Target                              | 7.48      |
| 4/22/2020                          | EFT                | Amazon                              | 31.99     |

Payment Journal  
4/1/2020 to 4/30/2020

| Date      | Transaction Number | Name / Description                 | Amount             |
|-----------|--------------------|------------------------------------|--------------------|
| 4/28/2020 | EFT                | US Postal Service                  | 200.00             |
| 4/28/2020 | EFT                | US Postal Service                  | 1.25               |
| 4/29/2020 | 15565              | Bernhard L. Koehn                  | 50.00              |
| 4/29/2020 | 15566              | Analytical Laboratory              | 72.00              |
| 4/29/2020 | 15567              | Tennison, Liz                      | 42.00              |
| 4/29/2020 | 15568              | NW Natural                         | 283.43             |
| 4/29/2020 | 15569              | Cascade Fruit & Produce            | 270.00             |
| 4/29/2020 | 15570              | Wells Fargo                        | 156.00             |
| 4/29/2020 | 15571              | Darrel Lockard Consultant, LLC     | 325.00             |
| 4/29/2020 | 15572              | Iceland Construction Inc.          | 370.00             |
| 4/29/2020 | 15573              | Jefferson FFA                      | 200.00             |
| 4/29/2020 | 15574              | Rick Franklin Corporation          | 20,180.00          |
| 4/29/2020 | 15575              | Shred Northwest, LLC               | 24.85              |
| 4/29/2020 | EFT                | US Postal Service                  | 1.25               |
| 4/29/2020 | EFT                | Amazon                             | 27.95              |
| 4/29/2020 | EFT                | Amazon                             | 89.01              |
| 4/29/2020 | EFT                | Amazon                             | 54.32              |
| 4/30/2020 | 15576              | CIS Trust                          | 5,183.04           |
| 4/30/2020 | 15577              | eTrade                             | 400.00             |
| 4/30/2020 | 15578              | eTrade                             | 400.00             |
| 4/30/2020 | 15579              | Country Trust Bank                 | 500.00             |
| 4/30/2020 | 15580              | Hartford                           | 400.00             |
| 4/30/2020 | 15581              | Ameriprise                         | 500.00             |
| 4/30/2020 | EFT                | Water Deposit Refunds              |                    |
| 4/30/2020 | EFT                | US Postal Service                  | 1.25               |
| 4/30/2020 | EFT                | Oregon Department of Revenue - WH  | 1,593.57           |
| 4/30/2020 | EFT                | EFTPS                              | 6,049.74           |
|           |                    | General Checking - Columbia Totals | <u>\$79,112.05</u> |





**SCIO PLANNING COMMISSION MEETING MINUTES  
WEDNESDAY, February 26, 2020**

**7:00 PM**

**CALL TO ORDER:** Planning Chairman Beau Buganski called the Scio Planning Commission to order at 7:02 p.m.

**COMMISSION MEMBERS PRESENT:** Commissioners Richard Androes, Katrina Clouse, Ellie Ferguson, and Nicole Zedwick. Ron Loewen asked to be excused, John Whalen was absent.

**STAFF PRESENT:** Dave Kinney – Planning Consultant and Cathy Martin – Administrative Assistant

**APPROVAL OF MINUTES:** The minutes of the January 29, 2019 meeting were reviewed.

*Commissioner Clouse moved, Commissioner Androes seconded, to approve the January 29, 2020 as presented. Motion passed 5/0.*

**CORRESPONDENCE:** None

**BUSINESS:**

**1. Public Hearing: PL2020-02 – Ferebee Variance Section 3.040 Building Street Side Setbacks – Presented by Dave Kinney, Planning Commission –**

Chairman Buganski opened the public hearing on the Application of Sara & Terry Ferebee for a Variance to Scio Zoning Ordinance Section 3.040 Building Street-Side Setbacks, Application number PL2020-02. The planning commission members introduced themselves to the audience.

Buganski read the statement required under ORS 197.763(5). There were no questions or objections to the statement.

Buganski asked the planning commission members for declaration of Conflicts of Interest, Bias or Ex Parte Contact.

Planning Consultant, Dave Kinney presented the staff report (see attached). Kinney stated that the report does not include recommendation, however sample motions were given.

Buganski asked if the applicants had anything to add. They did not.

Buganski asked for proponents. There were none.

Kinney asked if anyone had any questions of the staff.

Clouse commented that sometimes having a layout, does not work.

Ferguson asked about locations of windows.

Buganski asked about the existing floor plan.

Ferebee stated that with the existing floorplan it is ideal to go toward street. They will have to put in new roof, as it will require a change to the roofline.

There were no further questions.

Kinney did not have anything further to add

Buganski closed the public hearing at 7:21 p.m.

***Commissioner Androes moved, Commissioner Clouse seconded, to adopt the findings of fact as prepared and to recommend approval of the application of Sarah and Terry Ferebee for a variance to street-side setback requirements for a building addition at 38621 SE Ash Street in Scio. Motion passed 5/0***

**2. Flood Ordinance Revisions – Presented by Dave Kinney, Planning Consultant -**

Mr. Kinney stated at previous meeting the commission members spent time going through the proposed revisions from the state on the new Oregon Model Code. Next step is for staff to contact DLCDC representatives to have them review a couple of the proposed sections to make sure Scio's proposed language is acceptable.

Kinney shared with the commission that a land use planning consultant from Corvallis had contacted him regarding development of a parcel in the SW area of the city and that an application may be forthcoming.

Next proposed meeting is March 25, 2020, at 7:00 p.m. The meeting will only be held if there any applications or assignments from the city council which would require a meeting.

Meeting Adjourned at 7:30 p.m.

Cathy Martin  
Administrative Assistant

**MAY 2020**  
**MENTAL HEALTH AWARENESS MONTH**

WHEREAS, mental health is essential to everyone's overall health and well-being; and

WHEREAS, all Americans experience times of difficulty and stress in their lives; and

WHEREAS, promotion and prevention are effective ways to reduce the burden of mental health conditions; and

WHEREAS, there is a strong body of research that support user-friendly tools that all Americans can access to better handle challenges, and protect their health and well-being; and

WHEREAS, mental health conditions are real and prevalent in our nation; and

WHEREAS, with effective treatment, those individuals with mental health conditions can recover and lead full, productive lives; and

WHEREAS, each business, school, government agency, faith-based organization, health care provider, veteran's groups and citizen has a responsibility to promote mental wellness and support prevention efforts; and

WHEREAS, Linn County, as well as the nation as a whole, is going through an infectious disease outbreak, it is important to remember that feeling anxious, confused, overwhelmed or powerless is very common and quite normal. By limiting media consumption, staying connected with loved ones and staying active we can maintain our mental health as we try to protect our physical health; and

WHEREAS, the Linn County Mental Health Advisory Board is emphasizing that there is no health without mental health by being involved with Public Service Announcements, Health Fairs, public speakers and various trainings regarding mental health issues;

THEREFORE, I [NAME OF PUBLIC OFFICIAL], do hereby proclaim May 2020 as Mental Health Month in [STATE OR COMMUNITY]. As the [TITLE OF LOCAL OFFICIAL], I also call upon the citizens, governmental agencies, public and private institutions, businesses and schools in [STATE OR COMMUNITY] to recommit our community to increasing awareness and understanding of mental health, the steps our citizens can take to protect their mental health, and the need for appropriate and accessible services for all people with mental health conditions.

\_\_\_\_\_  
Mayor Chadd Weaver  
OR, Council President, Debbie Nuber

\_\_\_\_\_  
Date

# Scio City Council Opening

**City of Scio  
38957 N.W. 1st Avenue**



**City of Scio**

**City of Scio  
38957 NW 1st Avenue  
PO Box 37  
Scio, OR 97374**

**503-394-3342  
cityofscio@smt-net.com**

The City of Scio is seeking a person interested in serving on the Scio City Council.

The City Council meets on the 2nd Monday of every month, plus additional meetings as necessary. The City Council makes decisions for the benefit of the citizens of Scio.

The chosen applicant will serve out the remaining term of Council Position #1, which expires 12-31-2022.

To receive a council application and to learn more about this opportunity contact City Manager, Ginger Allen, at 503-394-3342 or email: [gallen.cityofscio@smt-net.com](mailto:gallen.cityofscio@smt-net.com)



# LINN COUNTY SHERIFF'S OFFICE

**Jim Yon, Sheriff**

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

## 2020

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

**FOR THE MONTH OF: April**

|  |    |
|--|----|
| TRAFFIC CITATIONS: -----                 | 2  |
| TRAFFIC WARNINGS: -----                  | 2  |
| TRAFFIC CRASHES: -----                   | 0  |
| ADULTS CITED/VIOLATIONS: -----           | 0  |
| ADULTS ARRESTED : -----                  | 0  |
| JUVENILES CITED/VIOLATIONS: -----        | 0  |
| JUVENILES ARRESTED: -----                | 0  |
| COMPLAINTS/INCIDENTS INVESTIGATED: ----- | 20 |
| -  |    |

**TOTAL HOURS SPENT: SCIO 78**

**CONTRACT HOURS= 72 HOURS**

**Jim Yon,  
Sheriff, Linn County**

**By: Sergeant Greg Klein**



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

This Report Encompasses: 4/ 1/20 to 4/30/20

Total Incidents This Month: **20**

| Incident Information:   | Description  |
|---|--|
| <p>CAD# 2020049827<br/>TIME: 4/1/2020 3:04:21PM<br/>CASE# CAD Only<br/>SCIO<br/>CAD CALL COMPLETE</p> | <p>EXTRA PATROL Reported at Block of 38900 SW 6TH AVE SCIO</p> <hr/> <p>Citizen requested extra patrol in his neighborhood.</p>                      |
| <p>CAD# 2020049843<br/>TIME: 4/1/2020 3:44:37PM<br/>CASE# CAD Only<br/>SCIO<br/>CAD CALL COMPLETE</p> | <p>SECURITY CHECK Reported at Block of 38800 N MAIN ST SCIO</p> <hr/> <p>Security check performed.</p>   |
| <p>CAD# 2020049852<br/>TIME: 4/1/2020 4:12:58PM<br/>CASE# CAD Only<br/>SCIO<br/>CAD CALL COMPLETE</p> | <p>FOLLOW UP Reported at Block of 38900 NW 1ST AVE SCIO</p> <hr/>  |
| <p>CAD# 2020050123<br/>TIME: 4/2/2020 11:28:36AM<br/>CASE# CAD Only<br/>SCIO</p>                      | <p>EXTRA PATROL Reported at Block of 38800 N MAIN ST SCIO</p> <hr/> <p>No Public Narrative.</p>  |
| <p>CAD# 2020050707<br/>TIME: 4/3/2020 9:04:41PM<br/>CASE# CAD Only<br/>SCIO<br/>CAD CALL COMPLETE</p> | <p>FIREWORK COMPLAINT Reported at Block of 38800 HWY 226 SCIO</p> <hr/> <p>Sat in the area and was UTL on anyone shooting off illegal fireworks.</p> |

**Incident Information:****Description**

CAD# 2020051411  
TIME: 4/5/2020 9:06:37PM  
CASE# CAD Only  
SCIO  
CAD CALL COMPLETE

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

Report of fireworks going off at this time on night and was UTL on any

CAD# 2020052179  
TIME: 4/7/2020 4:05:21PM  
CASE# CAD Only  
SCIO  
CAD CALL COMPLETE

INFORMATION ONLY REPORT Reported at Block of 38800 NW 4TH AVE SCIO

Caller had questions regarding some family matters that were answered.

CAD# 2020052327  
TIME: 4/7/2020 11:27:59PM  
CASE# CAD Only  
SCIO  
CAD CALL COMPLETE

SUSPICIOUS CIRCUMSTANCE Reported at Block of 38700 N MAIN ST SCIO

Open door at the post office. Door was closed. NFA

CAD# 2020053025  
TIME: 4/9/2020 2:05:42PM  
CASE# CAD Only  
SCIO  
CAD CALL COMPLETE

SUSPICIOUS VEHICLE Reported at Block of 38800 N MAIN ST SCIO

Suspicious vehicle was moved by the registered owner who lived down the street.

CAD# 2020054039  
TIME: 4/11/2020 2:35:46PM  
CASE# CAD Only  
SCIO

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

No Public Narrative.

CAD# 2020054440  
TIME: 4/12/2020 2:44:26PM  
CASE# CAD Only  
SCIO  
CITE MOVING VIOLATION

TRAFFIC STOP Reported at Block of 38900 SW 2ND PL/SW BEECH ST SCIO

Deputy conducted a traffic stop for a moving violation. Driver was cited for running a stop sign and warned for speed.

**Incident Information:****Description**

CAD# 2020055323  
TIME: 4/14/2020 2:56:22PM  
CASE# CAD Only  
SCIO  
CAD CALL COMPLETE

FOLLOW UP Reported at Block of 38900 SW 6TH AVE SCIO

No Public Narrative.

CAD# 2020055408  
TIME: 4/14/2020 5:47:04PM  
CASE# 2001175  
SCIO  
REPORT TAKEN

Report Filed. THEFT 3 - OTHER Reported At Block Of 38900 NW JEFFERSON SCIO DR  
Occurred between 1747 hours on 4/14/2020 and 1747 hours on 4/14/2020 . Reported:

A mailbox and it's contents were stolen.

CAD# 2020055438  
TIME: 4/14/2020 6:30:04PM  
CASE# CAD Only  
SCIO  
CAD CALL COMPLETE

FOLLOW UP Reported at Block of 38800 N MAIN ST SCIO

No Public Narrative.

CAD# 2020056282  
TIME: 4/16/2020 4:19:40PM  
CASE# CAD Only  
SCIO  
CAD CALL COMPLETE

INFORMATION ONLY REPORT Reported at Block of 38800 SW 3RD AVE SCIO

Deputy assisted a citizen with questions about operating a golf cart on city/state roads.

CAD# 2020056284  
TIME: 4/16/2020 4:27:09PM  
CASE# CAD Only  
SCIO  
CITE MOVING VIOLATION

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

CAD# 2020056418  
TIME: 4/16/2020 9:43:56PM  
CASE# CAD Only  
SCIO  
CAD CALL COMPLETE

HARASSMENT Reported at Block of 38700 SW 2ND AVE SCIO

Civil dispute over Facebook posts.



**Incident Information:****Description**

CAD# 2020058832  
TIME: 4/22/2020 9:52:11AM  
CASE# 2001242  
SCIO  
REPORT TAKEN

REPORT PENDING. Original Call Type: DEATH INVESTIGATION Reported At Block Of 38900 NW 1ST AVE Occurred between 0952 hours on 4/22/2020 and 0952 hours on

Landlord called worried about a tenant he had not heard from in almost two months. The tenant was found deceased in his residence. No foul play suspected.

CAD# 2020059013  
TIME: 4/22/2020 5:15:06PM  
CASE# 2001246  
SCIO  
REPORT TAKEN

Report Filed. THEFT 1 - FROM BUILDING Reported At Block Of 38600 SW CHERRY ST Occurred between 1715 hours on 4/22/2020 and 1715 hours on 4/22/2020 . Reported:

Theft of several items from within the house.

CAD# 2020061721  
TIME: 4/28/2020 12:02:05PM  
CASE# CAD Only  
SCIO  
CAD CALL COMPLETE

ASSIST OTHER AGENCY Reported at Block of 38800 N MAIN ST SCIO

No Public Narrative.



Covered Bridge Capital of the West

*City of Scio*

*P. O. Box 37*

*Scio, OR 97374*

*Phone: 503-394-3342*

*Fax: 503-394-2340*

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## MEMORANDUM

TO: Mayor Weaver and Scio City Councilors

FROM: Ginger Allen, Scio City Manager

RE: Public Works and New City Hall Update

DATE: May 6, 2020

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I recently learned that our city engineering firm Dyer Partnership can serve as our Project Management Firm for the new public works shop (Phase I) and the new city hall (Phase II). Dyer Partnership has served in this capacity before, most recently with the complete of a new public works shop for the city of Molalla. I contacted the Molalla Public Works Superintendent, Gerald Fisher and he was very pleased with the management of Dyer Partnership and in particular, Ryan Quigley who will be serving as Scio's Project Manager.

After learning of this news I hosted a meeting on Tuesday, May 5<sup>th</sup> with the following people in attendance:

- City Planner, Dave Kinney
- City Engineer, Ryan Quigley (Dyer Partnership Engineers & Planners, Inc.)
- Associate City Attorney, Jeffrey Clayton
- City Staff; Cathy Martin, Kostanty Knurowski and Ben Jones

The City, under the supervision of our legal counsel, will draft "contract modifications" directly related to "scopes of work" and Professional Engineering Services required by Dyer Partnership to complete the upcoming building projects. Upon request, city staff shall assist Dyer Partnership for any tasks that city staff is capable of performing.

Following discussions with our new Project Manager I learned that my original time schedule was unrealistic. There are several steps that must be completed before the actual building process begins. Beginning in May of 2020 and running through December 2020 the following steps will be taking place to prepare the two sites for the building process:

1. Annexation and Comprehensive Plan/Zone change of 6<sup>th</sup> street property
2. Lot Line Adjustment/Replat: Consolidate of three city-owned tax lots that make up 6<sup>th</sup> street property.
3. LOMA (Letter of Map Amendment) for North portion 6<sup>th</sup> street site (above Peters Ditch) where City proposes to build the shop along N. 6<sup>th</sup> Avenue.
4. Comprehensive Plan/Zone Change Application (commercial (c) zone to Public (p) zone
5. Lot Line Adjustment/Replat: Consolidate three city-owned tax lots into one single parcel.
6. Work with Project Manager and Architectural Firm on Design and engineering of buildings.

Lastly, I must inform you that signing a financial loan at this time would be premature. I have spoken with Columbia Bank and the city's Bond Counsel, they are both encouraged to see that the city has a Project Manager on board and that the correct steps are begin followed to ensure the success of the project.

I will be making regular updates to council as to the progress of the project.



*Covered Bridge Capital of the West*

*City of Scio*

*P. O. Box 37*

*Scio, OR 97374*

*Phone: 503-394-3342*

*Fax: 503-394-2340*

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

TO: Mayor Weaver and Scio City Councilors  
FROM: Ginger Allen, Scio City Manager  
RE: Budget Committee Appointment  
DATE: May 5, 2020

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Two individuals have applied to serve out the Scio Budget Committee position vacated last month.

Attached you will find an application for Dean Schrunk. The other person wishing to be appointed to serve on the budget committee is Dustin Blumenstein. Dustin's application will be presented for council review at Monday's council meeting.

This vacancy has one year left of a four year service term. Whoever fills this seat will need to reapply for the position in the spring of 2021 should they wish to serve on the Scio Budget Committee.



# City of Scio

PO Box 37  
38957 NW 1<sup>st</sup> Avenue  
Scio, OR 97374

PH: (541)394-3342  
FAX: (541)394-2340  
Website: ci.scio.or.us

*Rec 4-23-2020*  
*ja*

## CITY COUNCIL COMMITTEE APPLICATION

LIBRARY COMMITTEE: \_\_\_\_\_ PARKS & TREE COMMITTEE: \_\_\_\_\_ BUDGET COMMITTEE:   X  

*Please print or type when filling out this application*

|   |   |
|---|---|
| Name: <u>Dean D. SCHRUNK</u>  | Date of Application: <u>4-8-2020</u>      |
| Mailing Address: <u>P.O.BOX 208</u>   | Phone #: <u>503-394-2892 503-510-6923</u> |
| Email Address: <u>deanschrunk@smt-net.com</u>                               | Fax #: _____                              |
| Length of Residence in Scio: <u>84 years</u>                                | Occupation: <u>retired pharmacist</u>     |
| Education: School(s), Degrees & Specialties: <u>BS in Pharmacy from OSU</u> |   |

Why are you interested in this position? I recently moved into the city limits and would like to be involved in city government.

What particular strengths would you bring to this position? I have worked with budgets for the Scio School District, Scio Mutual Telephone, and prepared the budget for the Scio Rural Fire District for over 30 years.

List your experience in this area and any community affiliations: I am currently with SMTA and the Scio Memorial Clinic.

Recommended By:

References: (1) May Garland 503-394-3696 Main Street Scio, Oregon  
(2) \_\_\_\_\_  
(PLEASE INCLUDE NAME, ADDRESS, EMAIL ADDRESS AND TELEPHONE NUMBERS)

## CITY COUNCIL ONLY

|  |  |
|--|--|
| Type of Appointment: <u>New or Reappointed</u> | Term Expiration Date: <u>July 31, 2020</u>     |
| Mayor Recommendation Date: _____               | Council Confirmation Date: <u>May 11, 2020</u> |
| Mayor Chadd Weaver/Date _____                  | Appointment Letter Mail Date _____             |

**CITY MANAGERS REPORT**  
**Report Period April 8, 2020 – May 6, 2020**

Ginger Allen, City Manager

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Scio City Hall Services – City Hall remains closed to the public. On occasion we have let people inside to conduct city business, but at all times the social distancing rule remains in effect with disinfected practices carried out routinely, even amongst the employees.

Reduced Office Hours:      Open – Monday thru Thursday, 8:00 a.m. to 4:00 p.m.  
   Closed – Friday, Saturday and Sunday

Public Works Emergencies: While the City employees have not had to change their practices, a waiting time may be lengthened due to the need of additional services from other agencies. Luckily we have not had any serious emergencies in this area for some time.

Public Safety: Linn County Sheriff's office is asking for people to continue to call in complaints and the Sheriff's office will determine the adequate response based upon the safety of all parties involved. *With regards to Public Safety Emergencies always dial "911".*

Paperless Billing: Cathy Martin had an in-depth conversation with PayGov, our online payment vendor, regarding "Paperless Billing". PayGov shared with us that while people enjoy getting electronic billings, the number of people who actually migrate over to "paperless bills" is minimal. Data indicates that "paperless billing" ends up costing more for the Software Monitoring Module, provided by our Utility Billing Vendor RVS, than any paper or postage saving anticipated. Thus, we will not be migrating at this time to an option of "paperless billing". We will review this option as technology changes.

Smart Water Meters: Requests for proposals have been sent out to 3-4 vendors for the cost and installation of "smart water meters". We have received one quote back already and hope to hear from the other vendors by May 15, 2020.

June 10 & 11, 2020 Budget Hearings: Due to the continuation of the "Oregon State of Emergency" status to July 6, 2020, the annual budget hearings this year will be conducted via a "Zoom Meeting". Budget documents will be delivered to all budget committee members on or before Thursday, May 28, 2020.