



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



AGENDA

September 11, 2023 (6:00 PM)

Mayor Debbie Nuber

Council Pres. Joey Ferguson  
Councilor Luke Zedwick

Councilor Dennis Shaffer  
Councilor Karen Eckhart

Councilor Tom Gray  
Councilor Tom Meyer

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

**CONSENT AGENDA:** *The following 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 August 14 and 28, 2023 City Council Minutes
- Approval of August 2023 Statement of Revenues & Expenditures
- Approval of December 6, 2022 Library Advisory Committee Minutes
- Approval of January 10, 2023 Library Advisory Committee Minutes
- Approval of April 4, 2023 Library Advisory Committee Minutes
- Approval of May 9, 2023 Library Advisory Committee Minutes

**CORRESPONDENCE:** None

**PRESENTATIONS:**

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

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

**REGULAR SESSION:**

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

- 1) Financing Discussion regarding City Hall, Sewer Line, Public Restroom and Road Way Improvements  
Presented by: Ginger Allen, Scio City Manager  
Action: Discussion

**CITY MANAGERS REPORT**

**CITY ATTORNEY REPORT**

**ITEMS FROM COUNCIL**

**ADJOURNMENT:**

**2023 CITY COUNCIL MEETINGS**

September 11, 2023	6:00 p.m. Scio City Hall
October 9, 2023	6:00 p.m. Scio City Hall
November 13, 2023	6:00 p.m. Scio City Hall
December 11, 2023 Season	6:00 p.m. Scio City Hall (Optional due to Holiday Season)

**CITY HALL HOLIDAY CLOSURES**

November 9-10, 2023	Veteran's Day Observed
November 22-24, 2023	Thanksgiving Observed
December 25-26, 2023	Christmas Observed

**ALL CITY COUNCIL MEETINGS WILL BE HELD IN PERSON AND ON ZOOM.**

The public can join the meeting via Zoom using one of the following

options: <https://us02web.zoom.us> or phone: 1-253-215-8782

Meeting ID: 868 0437 6491      Passcode: 654936

*The Zoom Information will also be available on the City Web Site and City Facebook Page the Thursday, prior to the Monday meeting. Facemasks are optional for those attending the meeting in person.*

# **Consent Agenda**

**City of Scio  
City Council Minutes  
August 14, 2023**

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

**Time Start:** 6:00 P.M.

**Time End:** 7:22 P.M.

**CALL TO ORDER**

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

**COUNCIL MEETING ATTENDANCE LOG**

<b>COUNCIL</b>	<b>SCIO STAFF</b>
Mayor Debbie Nuber	Ginger Allen, City Manager
Councilor Karen Eckhart – excused	Cathy Martin, Administrative Assistant
Councilor Joey Ferguson - excused	Tre’ Kennedy, City Attorney
Councilor Tom Gray	Dave Kinney, Planning Consultant
Councilor Tom Meyer	
Councilor Dennis Shaffer	
Councilor Luke Zedwick	

**AUDIENCE MEMBERS IN ATTENDANCE**

Sgt. Steve Frambes, Linn County Sheriff’s Office	Rebecca Shaffer
Quinton Shaffer	Dean Schrunk
Steve Martinelli, Scio School District Superintendent	Nadji Vogel – Via ZOOM

<b>AGENDA</b>	<b>ACTIONS</b>
<b><u>CONSENT AGENDA</u></b> <ul style="list-style-type: none"> <li>June 26, 2023 City Council Minutes</li> <li>June &amp; July 2023 Statement of Revenue &amp; Expenditures</li> <li>June &amp; July 2023 Payment Journal</li> <li>January 25, 2023 Planning Commission Minutes</li> </ul>	<p>Motion from Councilor Shaffer, seconded by Councilor Gray to approve the Consent Agenda as presented. <b>Motion passed 4 years / 0 days</b></p>
<b><u>Correspondence</u></b> <ul style="list-style-type: none"> <li>None</li> </ul>	
<b><u>PRESENTATIONS</u></b> <b>Linn County Sheriff Report</b> <ol style="list-style-type: none"> <li>June &amp; July 2023 Reports – Sgt Frambes</li> </ol>	<p>Sgt. Frambes hit on several points – July Report</p> <ul style="list-style-type: none"> <li>Pg. 1 – this was not a random act, between parties.</li> <li>Only property crime was paint being thrown.</li> <li>Pg. 2 reports of stolen motorcycles, working on more details – questionable investigation.</li> <li>Pg. 3 – social media talk about local vet – regarding animal neglect.</li> <li>Pg 4 – Stop sign hit.</li> </ul>

<p>b. Council Discussion</p>	<p>Kennedy – how does a deputy stop a vehicle for no insurance?</p> <p>Frambes – It’s a sticky situation, but one must first have some information that can be used towards the stop, or stop the drive for another violation and then discover the insurance issue upon request for license and insurance. Frambes explained how some people will purchase insurance and pay for a month at a time, long enough to secure an insurance card that is good for six months, cancel the insurance policy after a month and appear to drive with insurance when in reality the policy has expired due to cancellation or failure to pay.</p>
<p><b>Library Report</b></p> <p>a. Presentation by LaVonne Murray, Librarian</p>	<p>Ms. Murray was not present</p> <ul style="list-style-type: none"> <li>•</li> </ul>
<p><b>PUBLIC COMMENTS</b></p> <p>a. None</p>	
<p><b><u>REGULAR SESSION</u></b></p> <p><b>Library Services, Collection Development Policy</b></p> <p>a. Staff Report – LaVonne Murray, Librarian</p>	<p>Ms. Allen addressed the council regarding the Library Services, Collection Development Policy. Policy meets the requirements from the Oregon State Library and State of Oregon.</p>

<p>b. Council Discussion</p>	<p>Zedwick asked if the Library Bill of Rights, Freedom to View – are they right out of their language. Allen did not know for certain and said she would check with Librarian when she returned from vacation.</p> <p>Zedwick – policies – Library Bill of Rights – part 5 use of phrase “censorship” – Freedom to Read Statement – what is our guiding principles?</p> <p>Allen – shared a discussion she had with LaVonne Murray several years ago about some of the requests being made by the State Library Association. Allen was concerned that some of the information they want libraries to attach to policies is more indoctrination than ideas for library service guidelines. Allen went on to say that some of the benefits of belonging to the State Library Association qualified an agency for grant applications. The only grant Allen believed may be sacrificed if Scio did not belong to the Oregon Library Association would be the Ready to Read Grant \$1K per year.</p> <p>Zedwick: Can we add to or revise the appendices?</p> <p>Allen – I would like to speak to the Librarians and Library Advisory Committee about some of the questions being asked and report back to Council in September.</p> <p>Gray – I agree we need a closer look at this.</p> <p>Shaffer - I think we should table this discussion until more information is brought back to council.</p> <p>Kennedy asked what information we are requesting before addressing,</p> <p>Ginger – I will speak to the librarian upon her return from vacation and call the Oregon state Library about what they deem mandatory and what can be revised or not include and how these changes may or may not affect one’s membership status.</p>
<p><b>Resolution No. 23-11 – Unanticipated Revenue Funds – Community Involvement</b></p> <p>a. Staff Report – Ginger Allen –</p>	<p>Allen reported on a \$3600 community donation from Republic Services for the upcoming Bridges, Bikes and Brews event and requested council to approve the acceptance of the donate and approval to forward the donation onto the Scio Fairgrounds and Event Center Board as requested by Republic Services.</p>

<p>b. Council Discussion</p> <p>c. Council Decision</p>	<p>None</p> <p>Motion from Councilor Zedwick, seconded by Councilor Shaffer to approve Resolution No. 23-11 Appropriating Unanticipated Revenue to the General Fund. <b>Motion passed 4 years / 0 nays</b></p>
<p><b>Resolution No. 23-10 Unanticipated Revenue Funds – Library Donation</b></p> <p>a. Staff Report – Ginger Allen</p> <p>b. Council Discussion</p> <p>c. Council Decision</p>	<p>Allen stated that this is a donation from the Friends of the Scio Public Library in the amount of \$2,150.</p> <p>None</p> <p>Motion from Councilor Zedwick, seconded by Councilor Gray, to approve Resolution No. 23-10, Appropriating Unanticipated Revenue to the General Fund from the Friends of the Scio Public Library. <b>Motion passed 4 years / 0 nays</b></p>
<p><b>Annual Audit Process – Request for Proposal</b></p> <p>a. Staff Report – Ginger Allen</p> <p>b. Council Discussion</p> <p>c. Council Decision</p>	<p>Ms. Allen reported to council that the city had been using the same auditing firm for the past 10+ years and felt it is appropriate to send out a Request for Proposal for the services to compare services with costs because of the time lapse since the last RFP.</p> <p>None</p> <p>Motion from Councilor Meyer, seconded by Councilor Zedwick, to do an RFP for a new auditing service <b>Motion passed 4 years / 0 nays</b></p> <p><b>Session closed at 6:26</b></p>
<p><b>PUBLIC HEARING</b> <b>PL2023-01 – Scio School District – Comp Plan Map/Zone Map Change</b></p> <p>a. Presented by – Dave Kinney, Planning Consultant</p>	<p>Mayor Nuber opened the public hearing at 6:26 PM</p> <p>Mayor Nuber read statement regarding PL2023-01, and turned the meeting to Planning Consultant, Dave Kinney.</p> <p>Scio Planning commission held public hearing on July 26, 2023, to rezone parcel from residential to public use.</p> <p>A copy of the Staff report is in the packet.</p> <p>Council members were asked if they wished to abstain or declare ex-prate contact or if they had any conflicts of interest or bias.</p>

Zedwick stated that he is an owner of the adjacent parcel. Kennedy asked how the zoning change may affect financial gain. Zedwick stated that he has no concern with the parcel in question.

Meyer - None

Gray - None

Shaffer - None

Nuber - None

Kinney stated that the staff report goes through the Comprehensive Plan Policies and Goals and the ordinance requirements. All of these are addressed as part of the application process.

Comply with the Flood Plain development requirements  
Development requirements – sidewalk will need to be extended along the Cherry Street right-of-way.

Notices were sent to the adjacent property owners within the required notice area and the agencies. The Fair Housing Council of Oregon made an early inquiry regarding the application due to housing. The Scio Fire Department had no concerns.

Kennedy read into the record the statement regarding the quasi-judicial process

Zedwick asked about the area in the photo – on pg. 3 of the staff report.

Kinney stated that parking would be on the parcel, flag portion would be used for access.

Zedwick asked if district purchased the flag lot would the property need to be re-zoned. Kinney stated that it was not part of the original application.

Applicant Proposal – Steve Martinelli, Scio School District Superintendent, addressed the council. He stated that the middle school is in need of additional classroom space and by moving the administrative staff to the house, this will free-up space that can be turned into classrooms.

Zedwick asked if there were any plans to place a district office on the property north of Centennial School.

Martinelli said that there are long-term plans, but they need the space now. He said that the School Board is in negotiation to purchase the adjacent parcel. The first





<p>b. City Attorney's Report</p>	<p>loan and we will complete the paving and purchase a generator.</p> <ul style="list-style-type: none"> <li>• Parks and Tree Committee Update – in process of developing RFP for phase 1 development</li> <li>• Safe Routes to School Project – bulb outs are complete, will be coming in later this week to finish striping and install signage.</li> <li>• Small City Allotment Grant – project is going slower – having trouble getting concrete. Deadline is August 25<sup>th</sup> to complete</li> <li>• Water Reservoir loan was paid off in 7 ½ years</li> <li>• Water Leaks in Thomas Creek Estates – have replaced 4 saddles – have to re-do one of them. Will be replacing the leaking lines with Brass Saddles and PEX pipes. Corrosion indicates that soil is very corrosive.</li> <li>• Architect Chosen for City Hall Renovation – Scott Beck – taking ideas from staff and will try to come up with 1-2 different layout designs.</li> <li>• Public Restroom – council approved Allen to continue working with city engineer to finish process</li> <li>• SMAC – gave update – as elected officials there will be some training – purpose of the coalition; cities moving forward slowly</li> </ul> <p>None</p>
<p><b><u>ITEMS FROM THE COUNCIL</u></b></p> <p>a. Councilor Meyer</p> <p>b. Councilor Zedwick</p> <p>d. Councilor Gray</p> <p>e. Councilor Shaffer</p> <p>f. Mayor Nuber</p>	<p>Kinney did a great job on the staff report, made it easier, thanks for your work.</p> <p>Is there any way to get a fence that is not chain-link. City hall want it to look desirable. Thanked Steve Martinelli for staying through the city council meeting; requested Martinelli to convey thank you 's to school board for contribution to the Safe Routes to School</p> <p>Any complaints regarding the ponds. Allen, city staff reported that there has been a lot of wind this summer and no severe temperature drops which has kept the ponds in check during the hot weather.</p> <p>Asked about Animals within the city – Dog Control - what about cats? Kennedy – issue – How do you enforce.</p> <p>None</p>

**City of Scio  
City Council Minutes  
August 28, 2023**

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

**Time Start:** 6:00 P.M.

**Time End:** 6:52 p.m.

**CALL TO ORDER**

The meeting was called to order at 6:00 pm by Mayor Debbie Nuber. Everyone stood for the Pledge of Allegiance. Roll call was taken by Ginger Allen, Scio City Manager

**COUNCIL MEETING ATTENDANCE LOG**

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

**AUDIENCE MEMBERS IN ATTENDANCE**

Nadji Vogel	

<b>AGENDA</b>	<b>ACTIONS</b>
<b><u>CONSENT AGENDA</u></b> <ul style="list-style-type: none"><li>None</li></ul>	
<b><u>Correspondence</u></b> <ul style="list-style-type: none"><li>None</li></ul>	
<b><u>PRESENTATIONS - None</u></b> <ul style="list-style-type: none"><li>a.</li><li>b.</li></ul>	<ul style="list-style-type: none"><li></li></ul>
<b>Library Report – N.A.</b> <ul style="list-style-type: none"><li>a.</li></ul>	<ul style="list-style-type: none"><li></li></ul>
<b>PUBLIC COMMENTS</b> <ul style="list-style-type: none"><li>a. None</li></ul>	
<b><u>REGULAR SESSION</u></b> <b>Public Event Application – Scio Fairgrounds &amp; Event Center</b> <ul style="list-style-type: none"><li>a. Application – Ginger Allen</li></ul>	Ms. Allen presented the public event application for the Bridges, Bikes and Brews Festival, sponsored by Scio Fairgrounds and Event Center. This will be the third annual festival, scheduled for Saturday, September 9, 2023 from 10:00 a.m. to 10:00 p.m.

b. Council Discussion	Following council discussion, a motion was made by Councilor Eckhart, 2 <sup>nd</sup> by Councilor Ferguson and passed with a vote of 4 yeas and 0 nays
<b>Item No 2 – Water leak on N. Main</b> Staff Report – Ginger Allen –	Allen went over a written report presented to council and opened the discussion up to the council.
a. Council Discussion	It was agreed by the council that there is no other option but to remove the tree and based upon the City's ordinance 476 that the property owner would be responsible for the payment to remove the tree. Council instructed staff to meet with the property owner and if necessary, work out some type of payment plan that will work for the owner and the city.
b. Council Decision	Motion from Councilor Shaffer to allow staff to cut down the tree and charge the home owner. The motion was seconded by Councilor Eckhart. <b>Motion passed 5 yeas / 0 nays</b>
<b><u>ITEMS FROM THE COUNCIL</u></b>	
a. Councilor Meyer	Not available for any of the training sessions
b. Councilor Zedwick	Absent
c. Councilor Gray	None
d. Councilor Ferguson	None
e. Councilor Shaffer	None
f. Councilor Eckhart	None
g. Mayor Nuber	None
<b><u>PUBLIC COMMENTS</u></b>	
a. Nadji Vogel	Ms. Vogel asked if the city could put some type of comment on social media to assist financially with the costs associated with the removal of the tree on N. Main Street. Allen explained that it would not be proper for the city to speak publicly about a citizen's issues but she could do so as a private citizen, or a local civic group could assist her with the matter.  Vogel also asked why a placement of a cement triangle was at the end of the new sidewalk in front of the Scio High School. Allen did not know the answer and reported that she would look into the situation and report back to council.

# Payment Journal

8/1/2023 to 8/31/2023

Date	Transaction Number	Name / Description	Amount
<b>General Checking - Columbia</b>			
8/1/2023	EFT	US Postal Service	800.00
8/2/2023	EFT	Amazon	19.99
8/2/2023	EFT	Red Wing Software	90.00
8/2/2023	EFT	US Postal Service	2.00
8/3/2023	EFT	Staples	712.74
8/3/2023	EFT	US Postal Service	2.00
8/7/2023	EFT	Adobe Inc	59.97
8/7/2023	EFT	Walmart	208.17
8/7/2023	EFT	US Postal Service	4.00
8/8/2023	EFT	Scio Hardware	16.17
8/8/2023	EFT	US Postal Service	2.00
8/9/2023	EFT	US Postal Service	2.00
8/10/2023	EFT	Amazon	45.74
8/11/2023	EFT	US Postal Service	2.00
8/14/2023	17072	David W. Kinney	1,093.80
8/14/2023	17073	Ferguson	227.54
8/14/2023	17074	Linn County Planning & Building	565.87
8/14/2023	17075	Linn County Sheriff	17,811.25
8/14/2023	17076	One Call Concepts	87.26
8/14/2023	17077	Shred Northwest, LLC	35.00
8/14/2023	17078	SMTA	313.10
8/14/2023	17079	Turney Excavating, Inc.	39,672.00
8/14/2023	17080	Accuity, LLC	5,000.00
8/14/2023	17081	G & D Clevenger LLC	140.00
8/14/2023	17082	Republic Services	34.96
8/14/2023	17083	Scio Auto Parts	183.99
8/14/2023	17084	Analytical Laboratory	204.00
8/14/2023	17085	National Business Solutions	192.29
8/14/2023	17086	Department of Environmental Quality	2,276.00
8/14/2023	17087	Pacific Power	2,980.02
8/14/2023	17088	Scio Fairgrounds and Event Center	3,600.00
8/14/2023	17089	Jones, Ben	250.00
8/14/2023	17090	Haney, Steven	1,000.00
8/14/2023	EFT	US Postal Service	2.00
8/15/2023	EFT	Costco	125.00
8/15/2023	EFT	Amazon	46.99
8/15/2023	EFT	Amazon	14.98
8/15/2023	EFT	US Postal Service	2.90
8/15/2023	EFT	Umpqua Bank Loan	3,542.09
8/16/2023	EFT	US Postal Service	264.00
8/16/2023	EFT	US Postal Service	2.00
8/17/2023	EFT	Water Deposit Refunds	
8/17/2023	EFT	Costco	360.37

**Payment Journal**  
**8/1/2023 to 8/31/2023**

<b>Date</b>	<b>Transaction Number</b>	<b>Name / Description</b>	<b>Amount</b>
8/21/2023	17091	Cody LeBard	38.48
8/21/2023	17092	The Dyer Partnership	21,346.73
8/21/2023	17093	CivicPlus LLC	2,720.20
8/21/2023	17094	Scio Hardware	333.90
8/21/2023	EFT	Amazon	12.99
8/21/2023	EFT	Amazon	19.86
8/21/2023	EFT	Amazon	13.99
8/21/2023	EFT	Amazon	10.54
8/21/2023	EFT	Amazon	5.99
8/21/2023	EFT	Amazon	17.89
8/21/2023	EFT	Amazon	55.55
8/21/2023	EFT	Amazon	37.17
8/22/2023	EFT	Amazon	20.27
8/22/2023	EFT	umpqua Bank	126.42
8/25/2023	EFT	US Postal Service	2.00
8/29/2023	EFT	Home Depot	10.47
8/29/2023	EFT	US Postal Service	2.00
8/30/2023	EFT	Amazon	17.04
8/30/2023	EFT	Amazon	17.04
8/30/2023	EFT	Amazon	21.49
8/30/2023	EFT	Amazon	17.42
8/31/2023	17095	D&D Concrete and Utilities, INC.	236,811.25
8/31/2023	17096	AT&T Mobility	40.04
8/31/2023	17097	Bucks Sanitary Service	210.00
8/31/2023	17098	CSA Software Solutions	1,060.00
8/31/2023	17099	Gale	28.18
8/31/2023	17100	National Business Solutions	652.01
8/31/2023	17101	NW Natural	156.88
8/31/2023	17102	Shred Northwest, LLC	35.00
8/31/2023	17103	Oregon State University	224.50
8/31/2023	17104	SMTA	313.10
<b>General Checking - Columbia Totals</b>			<b>\$346,372.59</b>

## Statement of Revenue and Expenditures

Acct	Current Period Aug 2023 Aug 2023 Actual	Year-To-Date Jul 2023 Aug 2023 Actual	Annual Budget Jul 2023 Jun 2024	Annual Budget Jul 2023 Jun 2024 Variance	Jul 2023 Jun 2024 Percent of Budget
<b>Revenue &amp; Expenditures</b>					
<b>Revenue</b>					
<b>Tax Receipts</b>					
4120 Property Taxes	1,026.63	1,026.63	290,000.00	288,973.37	0.4%
4211 Cigarette Tax	0.00	116.57	780.00	663.43	14.9%
4212 Liquor Control Taxes	879.14	3,043.48	18,000.00	14,956.52	16.9%
4213 Marijuana Tax	0.00	308.56	1,200.00	891.44	25.7%
<b>Total Tax Receipts</b>	<b>\$1,905.77</b>	<b>\$4,495.24</b>	<b>\$309,980.00</b>	<b>\$305,484.76</b>	
<b>Government Receipts</b>					
4240 Intergovernmental	2,615.52	2,615.52	11,000.00	8,384.48	23.8%
<b>Total Government Receipts</b>	<b>\$2,615.52</b>	<b>\$2,615.52</b>	<b>\$11,000.00</b>	<b>\$8,384.48</b>	
<b>Franchise Fees</b>					
4251 Franchise - Northwest Nat	0.00	0.00	3,500.00	3,500.00	0.0%
4252 Franchise - Pacific Power	968.64	1,910.89	12,000.00	10,089.11	15.9%
4253 Franchise - Republic	0.00	893.84	3,600.00	2,706.16	24.8%
4255 Franchise - SMTA	58.10	116.85	500.00	383.15	23.4%
<b>Total Franchise Fees</b>	<b>\$1,026.74</b>	<b>\$2,921.58</b>	<b>\$19,600.00</b>	<b>\$16,678.42</b>	
<b>Fees &amp; Permits</b>					
4271 Planning Fees	1,000.00	1,000.00	4,000.00	3,000.00	25.0%
4272 Building Permits	108.50	233.75	2,500.00	2,266.25	9.4%
<b>Total Fees &amp; Permits</b>	<b>\$1,108.50</b>	<b>\$1,233.75</b>	<b>\$6,500.00</b>	<b>\$5,266.25</b>	
<b>Fines and Forfeitures</b>					
4290 Fines and Forfeitures	0.00	7.00	500.00	493.00	1.4%
<b>Total Fines and Forfeitures</b>	<b>\$0.00</b>	<b>\$7.00</b>	<b>\$500.00</b>	<b>\$493.00</b>	
<b>Other Revenue</b>					
4110 Investment Earnings	0.00	1,206.09	12,000.00	10,793.91	10.1%
4260 Library Income	0.00	0.00	9,000.00	9,000.00	0.0%
4261 Library Fees	341.15	486.14	4,000.00	3,513.86	12.2%
4262 Library Donations	0.00	2,150.00	2,150.00	0.00	100.0%
4263 Library Grants	0.00	0.00	750.00	750.00	0.0%
4264 Library Other	0.00	105.00	500.00	395.00	21.0%
4330 Grants	3,600.00	3,600.00	3,600.00	0.00	100.0%
4350 Miscellaneous	56.15	132.02	1,200.00	1,067.98	11.0%
<b>Total Other Revenue</b>	<b>\$3,997.30</b>	<b>\$7,679.25</b>	<b>\$33,200.00</b>	<b>\$25,520.75</b>	
<b>Revenue</b>	<b>\$10,653.83</b>	<b>\$18,952.34</b>	<b>\$380,780.00</b>	<b>\$361,827.66</b>	
<b>Gross Profit</b>	<b>\$10,653.83</b>	<b>\$18,952.34</b>	<b>\$380,780.00</b>	<b>\$0.00</b>	
<b>Expenses</b>					
<b>Personnel Services</b>					
5110 Salaries	10,199.60	19,661.62	106,675.00	87,013.38	18.4%
5120 Payroll Taxes	841.51	1,630.72	11,735.00	10,104.28	13.9%
5130 Benefits	1,793.21	3,610.42	28,250.00	24,639.58	12.8%
<b>Total Personnel Services</b>	<b>\$12,834.32</b>	<b>\$24,902.76</b>	<b>\$146,660.00</b>	<b>\$121,757.24</b>	
<b>Materials and Services</b>					
6210 Advertising	0.00	58.00	700.00	642.00	8.3%
6220 City Attorney	0.00	0.00	3,360.00	3,360.00	0.0%
6230 Contract Services	4,486.29	7,553.30	118,450.00	110,896.70	6.4%
6240 Engineering Consultants	867.00	5,465.00	50,000.00	44,535.00	10.9%
6250 Police Services	17,811.25	17,811.25	75,000.00	57,188.75	23.7%
6260 Materials & Supplies	102.71	550.04	2,500.00	1,949.96	22.0%
6270 Community Involvement	3,810.00	6,225.00	15,600.00	9,375.00	39.9%
6280 Miscellaneous	20.27	20.27	2,000.00	1,979.73	1.0%

## Statement of Revenue and Expenditures

Acct	Current Period Aug 2023 Aug 2023 Actual	Year-To-Date Jul 2023 Aug 2023 Actual	Annual Budget Jul 2023 Jun 2024	Annual Budget Jul 2023 Jun 2024 Variance	Jul 2023 Jun 2024 Percent of Budget
<b>Revenue &amp; Expenditures</b>					
<b>Expenses</b>					
<b>Materials and Services</b>					
6290 Bank Charges and Fees	37.60	70.99	700.00	629.01	10.1%
6310 Insurance	0.00	5,959.99	6,325.00	365.01	94.2%
6320 Education	0.00	0.00	200.00	200.00	0.0%
6341 Utilities - Electricity	1,226.16	2,447.55	21,000.00	18,552.45	11.7%
6342 Utilities - Gas	16.30	33.97	2,500.00	2,466.03	1.4%
6343 Utilities - Telephone	175.16	262.79	1,800.00	1,537.21	14.6%
6344 Utilities - Garbage	11.19	22.38	300.00	277.62	7.5%
6350 Equipment Maintenance	1.96	1.96	1,000.00	998.04	0.2%
6360 Building Maintenance	10.47	10.47	1,500.00	1,489.53	0.7%
6370 Flood Mitigation	0.00	3,883.75	17,000.00	13,116.25	22.8%
6381 Library - Books	275.15	585.03	6,920.00	6,334.97	8.5%
6382 Library - Audio/Visual	0.00	0.00	500.00	500.00	0.0%
6383 Library -	0.00	0.00	50.00	50.00	0.0%
6384 Library - Materials &	25.99	154.20	900.00	745.80	17.1%
6385 Library - Miscellaneous	0.00	103.30	200.00	96.70	51.7%
6386 Library - Technical Support	0.00	1,000.00	2,400.00	1,400.00	41.7%
6387 Library - Donations	0.00	0.00	2,150.00	2,150.00	0.0%
6388 Library - Grants	0.00	0.00	750.00	750.00	0.0%
6389 Library - Programming	224.34	1,110.28	2,530.00	1,419.72	43.9%
6390 Planning	1,413.80	2,113.00	6,500.00	4,387.00	32.5%
6400 Parks	113.94	113.94	45,000.00	44,886.06	0.3%
6401 Veterans Memorial Park	0.00	0.00	533.00	533.00	0.0%
6410 Senior Services	0.00	0.00	1,000.00	1,000.00	0.0%
6430 Transportation	0.00	10.84	2,000.00	1,989.16	0.5%
<b>Total Materials and Services</b>	<b>\$30,629.58</b>	<b>\$55,567.30</b>	<b>\$391,368.00</b>	<b>\$335,800.70</b>	
<b>Capital Outlay</b>					
7120 Office Equipment	0.00	0.00	900.00	900.00	0.0%
7130 Special Projects/Grants	0.00	0.00	166,247.00	166,247.00	0.0%
7160 Equipment	0.00	6,455.00	0.00	(6,455.00)	0.0%
<b>Total Capital Outlay</b>	<b>\$0.00</b>	<b>\$6,455.00</b>	<b>\$167,147.00</b>	<b>\$160,692.00</b>	
<b>Other Expenses</b>					
7600 Building Loan	354.21	696.99	8,000.00	7,303.01	8.7%
9110 Operating Contingency	0.00	0.00	686,264.00	686,264.00	0.0%
<b>Total Other Expenses</b>	<b>\$354.21</b>	<b>\$696.99</b>	<b>\$694,264.00</b>	<b>\$693,567.01</b>	
<b>Interfund Transfers</b>					
8140 Transfer To Sewer Fund	0.00	0.00	21,280.00	21,280.00	0.0%
<b>Total Interfund Transfers</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$21,280.00</b>	<b>\$21,280.00</b>	
<b>Expenses</b>	<b>\$43,818.11</b>	<b>\$87,622.05</b>	<b>\$1,420,719.00</b>	<b>\$1,333,096.95</b>	
<b>Revenue Less Expenditures</b>	<b>(\$33,164.28)</b>	<b>(\$68,669.71)</b>	<b>(\$1,039,939.00)</b>	<b>\$0.00</b>	
<b>Other Revenue</b>					
<b>Extraordinary Income</b>					
4900 Bldg Permit Pass Thru	407.58	973.45	0.00	(973.45)	0.0%
<b>Total Extraordinary Income</b>	<b>\$407.58</b>	<b>\$973.45</b>	<b>\$0.00</b>	<b>(\$973.45)</b>	
<b>Other Revenue</b>	<b>\$407.58</b>	<b>\$973.45</b>	<b>\$0.00</b>	<b>(\$973.45)</b>	



## Statement of Revenue and Expenditures

Acct	Current Period Aug 2023 Aug 2023 Actual	Year-To-Date Jul 2023 Aug 2023 Actual	Annual Budget Jul 2023 Jun 2024	Annual Budget Jul 2023 Jun 2024 Variance	Jul 2023 Jun 2024 Percent of Budget
<b>Revenue &amp; Expenditures</b>					
<b>Other Expenses</b>					
<b>Extraordinary Expense</b>					
9500 Bldg Permit Pass Thru	565.87	565.87	0.00	(565.87)	0.0%
<b>Total Extraordinary Expense</b>	<b>\$565.87</b>	<b>\$565.87</b>	<b>\$0.00</b>	<b>(\$565.87)</b>	
<b>Other Expenses</b>	<b>\$565.87</b>	<b>\$565.87</b>	<b>\$0.00</b>	<b>(\$565.87)</b>	
<b>Net Change in Fund Balance</b>	<b>(\$33,322.57)</b>	<b>(\$68,262.13)</b>	<b>(\$1,039,939.00)</b>	<b>\$0.00</b>	
<b>Fund Balances</b>					
Beginning Fund Balance	1,006,432.03	1,041,371.59	0.00	0.00	0.0%
Net Change in Fund Balance	(33,322.57)	(68,262.13)	(1,039,939.00)	0.00	0.0%
Ending Fund Balance	973,109.46	973,109.46	0.00	0.00	0.0%

## Statement of Revenue and Expenditures

Acct		Current Period Aug 2023 Aug 2023 Actual	Year-To-Date Jul 2023 Aug 2023 Actual	Annual Budget Jul 2023 Jun 2024	Annual Budget Jul 2023 Jun 2024 Variance	Jul 2023 Jun 2024 Percent of Budget
<b>Revenue &amp; Expenditures</b>						
<b>Revenue</b>						
<b>Tax Receipts</b>						
4220	State Highway Taxes	4,187.67	11,225.21	76,500.00	65,274.79	14.7%
	<b>Total Tax Receipts</b>	<b>\$4,187.67</b>	<b>\$11,225.21</b>	<b>\$76,500.00</b>	<b>\$65,274.79</b>	
<b>Franchise Fees</b>						
4251	Franchise - Northwest Nat	0.00	0.00	3,500.00	3,500.00	0.0%
4252	Franchise - Pacific Power	968.64	1,910.88	12,000.00	10,089.12	15.9%
4253	Franchise - Republic	0.00	893.84	3,600.00	2,706.16	24.8%
4255	Franchise - SMTA	58.10	116.84	500.00	383.16	23.4%
	<b>Total Franchise Fees</b>	<b>\$1,026.74</b>	<b>\$2,921.56</b>	<b>\$19,600.00</b>	<b>\$16,678.44</b>	
<b>Other Revenue</b>						
4330	Grants	3,298.46	5,809.06	557,538.00	551,728.94	1.0%
	<b>Total Other Revenue</b>	<b>\$3,298.46</b>	<b>\$5,809.06</b>	<b>\$557,538.00</b>	<b>\$551,728.94</b>	
<b>User Fees</b>						
4300	User Fees	1,870.00	1,880.00	20,340.00	18,460.00	9.2%
	<b>Total User Fees</b>	<b>\$1,870.00</b>	<b>\$1,880.00</b>	<b>\$20,340.00</b>	<b>\$18,460.00</b>	
	<b>Revenue</b>	<b>\$10,382.87</b>	<b>\$21,835.83</b>	<b>\$673,978.00</b>	<b>\$652,142.17</b>	
	<b>Gross Profit</b>	<b>\$10,382.87</b>	<b>\$21,835.83</b>	<b>\$673,978.00</b>	<b>\$0.00</b>	
<b>Expenses</b>						
<b>Personnel Services</b>						
5110	Salaries	1,397.01	2,699.30	20,881.00	18,181.70	12.9%
5120	Payroll Taxes	115.25	224.17	2,297.00	2,072.83	9.8%
5130	Benefits	417.29	874.59	5,625.00	4,750.41	15.5%
	<b>Total Personnel Services</b>	<b>\$1,929.55</b>	<b>\$3,798.06</b>	<b>\$28,803.00</b>	<b>\$25,004.94</b>	
<b>Materials and Services</b>						
6210	Advertising	0.00	11.60	200.00	188.40	5.8%
6220	City Attorney	0.00	0.00	1,680.00	1,680.00	0.0%
6230	Contract Services	388.21	534.17	1,970.00	1,435.83	27.1%
6240	Engineering Consultants	9,695.25	13,293.51	55,000.00	41,706.49	24.2%
6260	Materials & Supplies	84.37	194.63	3,500.00	3,305.37	5.6%
6280	Miscellaneous	0.00	0.00	300.00	300.00	0.0%
6290	Bank Charges and Fees	6.32	12.24	200.00	187.76	6.1%
6310	Insurance	0.00	1,191.99	1,265.00	73.01	94.2%
6320	Education	0.00	0.00	400.00	400.00	0.0%
6330	Grant Expenses	9,127.48	23,464.69	43,279.00	19,814.31	54.2%
6341	Utilities - Electricity	10.92	53.25	1,500.00	1,446.75	3.6%
6342	Utilities - Gas	4.16	8.04	1,000.00	991.96	0.8%
6343	Utilities - Telephone	14.36	21.54	250.00	228.46	8.6%
6344	Utilities - Garbage	5.59	11.18	150.00	138.82	7.5%
6350	Equipment Maintenance	172.03	337.03	5,000.00	4,662.97	6.7%
6360	Building Maintenance	0.00	19.99	300.00	280.01	6.7%
6430	Transportation	53.00	111.33	1,000.00	888.67	11.1%
	<b>Total Materials and Services</b>	<b>\$19,561.69</b>	<b>\$39,265.19</b>	<b>\$116,994.00</b>	<b>\$77,728.81</b>	
<b>Capital Outlay</b>						
7130	Special Projects/Grants	276,483.25	325,237.25	623,964.00	298,726.75	52.1%
7140	Bike and Walkway	0.00	0.00	1,000.00	1,000.00	0.0%
7150	Capital Improvements	0.00	0.00	25,000.00	25,000.00	0.0%
	<b>Total Capital Outlay</b>	<b>\$276,483.25</b>	<b>\$325,237.25</b>	<b>\$649,964.00</b>	<b>\$324,726.75</b>	
<b>Other Expenses</b>						
7600	Building Loan	708.42	1,393.99	16,000.00	14,606.01	8.7%

## Statement of Revenue and Expenditures

Acct	Current Period	Year-To-Date	Annual Budget	Annual Budget	Jul 2023
	Aug 2023	Jul 2023	Jul 2023	Jul 2023	Jun 2024
	Aug 2023	Aug 2023	Jun 2024	Jun 2024	Percent of
	Actual	Actual		Variance	Budget
<b>Revenue &amp; Expenditures</b>					
<b>Expenses</b>					
<b>Other Expenses</b>					
9110 Operating Contingency	0.00	0.00	96,697.00	96,697.00	0.0%
<b>Total Other Expenses</b>	<b>\$708.42</b>	<b>\$1,393.99</b>	<b>\$112,697.00</b>	<b>\$111,303.01</b>	
<b>Expenses</b>	<b>\$298,682.91</b>	<b>\$369,694.49</b>	<b>\$908,458.00</b>	<b>\$538,763.51</b>	
<b>Revenue Less Expenditures</b>	<b>(\$288,300.04)</b>	<b>(\$347,858.66)</b>	<b>(\$234,480.00)</b>	<b>\$0.00</b>	
<b>Net Change in Fund Balance</b>	<b>(\$288,300.04)</b>	<b>(\$347,858.66)</b>	<b>(\$234,480.00)</b>	<b>\$0.00</b>	
<b>Fund Balances</b>					
Beginning Fund Balance	174,924.17	234,482.79	0.00	0.00	0.0%
Net Change in Fund Balance	(288,300.04)	(347,858.66)	(234,480.00)	0.00	0.0%
Ending Fund Balance	(113,375.87)	(113,375.87)	0.00	0.00	0.0%

## Statement of Revenue and Expenditures

Acct		Current Period Aug 2023 Aug 2023 Actual	Year-To-Date Jul 2023 Aug 2023 Actual	Annual Budget Jul 2023 Jun 2024	Annual Budget Jul 2023 Jun 2024 Variance	Jul 2023 Jun 2024 Percent of Budget
<b>Revenue &amp; Expenditures</b>						
<b>Revenue</b>						
<b>Other Revenue</b>						
4350	Miscellaneous	325.95	325.95	1,500.00	1,174.05	21.7%
<b>Total Other Revenue</b>		<b>\$325.95</b>	<b>\$325.95</b>	<b>\$1,500.00</b>	<b>\$1,174.05</b>	
<b>User Fees</b>						
4300	User Fees	39,909.24	79,067.46	391,600.00	312,532.54	20.2%
4301	Late Charges	150.00	375.00	2,400.00	2,025.00	15.6%
4302	24 Hour Notice	0.00	0.00	3,000.00	3,000.00	0.0%
4303	Reconnect Fees	0.00	0.00	250.00	250.00	0.0%
4304	Backflow Test	0.00	0.00	4,000.00	4,000.00	0.0%
4310	New Connections	4,000.00	4,000.00	0.00	(4,000.00)	0.0%
4320	Water Deposits	300.00	600.00	4,000.00	3,400.00	15.0%
<b>Total User Fees</b>		<b>\$44,359.24</b>	<b>\$84,042.46</b>	<b>\$405,250.00</b>	<b>\$321,207.54</b>	
<b>Revenue</b>		<b>\$44,685.19</b>	<b>\$84,368.41</b>	<b>\$406,750.00</b>	<b>\$322,381.59</b>	
<b>Gross Profit</b>		<b>\$44,685.19</b>	<b>\$84,368.41</b>	<b>\$406,750.00</b>	<b>\$0.00</b>	
<b>Expenses</b>						
<b>Personnel Services</b>						
5110	Salaries	9,201.99	17,836.12	114,379.00	96,542.88	15.6%
5120	Payroll Taxes	754.53	1,474.21	12,582.00	11,107.79	11.7%
5130	Benefits	2,486.47	5,140.93	29,200.00	24,059.07	17.6%
<b>Total Personnel Services</b>		<b>\$12,442.99</b>	<b>\$24,451.26</b>	<b>\$156,161.00</b>	<b>\$131,709.74</b>	
<b>Materials and Services</b>						
6210	Advertising	0.00	182.20	980.00	797.80	18.6%
6220	City Attorney	0.00	0.00	5,880.00	5,880.00	0.0%
6230	Contract Services	2,762.54	4,204.31	20,600.00	16,395.69	20.4%
6260	Materials & Supplies	884.45	2,251.78	12,000.00	9,748.22	18.8%
6280	Miscellaneous	861.20	1,261.20	4,000.00	2,738.80	31.5%
6290	Bank Charges and Fees	53.70	105.96	800.00	694.04	13.2%
6310	Insurance	0.00	8,343.98	8,925.00	581.02	93.5%
6320	Education	0.00	0.00	1,000.00	1,000.00	0.0%
6341	Utilities - Electricity	1,263.31	2,572.83	15,000.00	12,427.17	17.2%
6342	Utilities - Gas	8.31	16.08	1,500.00	1,483.92	1.1%
6343	Utilities - Telephone	201.38	300.07	1,500.00	1,199.93	20.0%
6344	Utilities - Garbage	9.09	18.18	250.00	231.82	7.3%
6350	Equipment Maintenance	5.00	255.00	10,000.00	9,745.00	2.6%
6360	Building Maintenance	0.00	60.00	2,500.00	2,440.00	2.4%
6420	Water Deposit Refunds	300.00	1,000.00	4,000.00	3,000.00	25.0%
6430	Transportation	106.00	194.95	1,750.00	1,555.05	11.1%
<b>Total Materials and Services</b>		<b>\$6,454.98</b>	<b>\$20,766.54</b>	<b>\$90,685.00</b>	<b>\$69,918.46</b>	
<b>Capital Outlay</b>						
7160	Equipment	0.00	0.00	10,000.00	10,000.00	0.0%
<b>Total Capital Outlay</b>		<b>\$0.00</b>	<b>\$0.00</b>	<b>\$10,000.00</b>	<b>\$10,000.00</b>	
<b>Other Expenses</b>						
7500	Water Loan	0.00	32,287.49	32,500.00	212.51	99.3%
7600	Building Loan	1,239.73	2,439.47	53,000.00	50,560.53	4.6%
9110	Operating Contingency	0.00	0.00	123,686.00	123,686.00	0.0%
<b>Total Other Expenses</b>		<b>\$1,239.73</b>	<b>\$34,726.96</b>	<b>\$209,186.00</b>	<b>\$174,459.04</b>	

## Statement of Revenue and Expenditures

Acct		Current Period Aug 2023 Aug 2023 Actual	Year-To-Date Jul 2023 Aug 2023 Actual	Annual Budget Jul 2023 Jun 2024	Annual Budget Jul 2023 Jun 2024 Variance	Jul 2023 Jun 2024 Percent of Budget
<b>Revenue &amp; Expenditures</b>						
<b>Expenses</b>						
<b>Interfund Transfers</b>						
8160	Transfer To Water Reserve	0.00	125,000.00	125,000.00	0.00	100.0%
<b>Total Interfund Transfers</b>		<b>\$0.00</b>	<b>\$125,000.00</b>	<b>\$125,000.00</b>	<b>\$0.00</b>	
<b>Expenses</b>		<b>\$20,137.70</b>	<b>\$204,944.76</b>	<b>\$591,032.00</b>	<b>\$386,087.24</b>	
<b>Revenue Less Expenditures</b>		<b>\$24,547.49</b>	<b>(\$120,576.35)</b>	<b>(\$184,282.00)</b>	<b>\$0.00</b>	
<b>Net Change in Fund Balance</b>		<b>\$24,547.49</b>	<b>(\$120,576.35)</b>	<b>(\$184,282.00)</b>	<b>\$0.00</b>	
<b>Fund Balances</b>						
Beginning Fund Balance		37,927.02	183,050.86	0.00	0.00	0.0%
Net Change in Fund Balance		24,547.49	(120,576.35)	(184,282.00)	0.00	0.0%
Ending Fund Balance		62,474.51	62,474.51	0.00	0.00	0.0%

## Statement of Revenue and Expenditures

Acct		Current Period	Year-To-Date	Annual Budget	Annual Budget	Jul 2023
		Aug 2023	Jul 2023	Jul 2023	Jul 2023	Jun 2024
		Aug 2023	Aug 2023	Jun 2024	Jun 2024	Percent of Budget
		Actual	Actual		Variance	
Revenue & Expenditures						
Revenue						
User Fees						
4300	User Fees	26,937.46	52,884.18	308,550.00	255,665.82	17.1%
4301	Late Charges	165.00	390.00	2,400.00	2,010.00	16.3%
4302	24 Hour Notice	0.00	0.00	3,000.00	3,000.00	0.0%
4303	Reconnect Fees	0.00	0.00	250.00	250.00	0.0%
4310	New Connections	4,000.00	4,000.00	0.00	(4,000.00)	0.0%
Total User Fees		\$31,102.46	\$57,274.18	\$314,200.00	\$256,925.82	
Interfund Transfers						
4510	Transfer From General Fund	0.00	0.00	21,280.00	21,280.00	0.0%
4580	Transfer From Equip.	0.00	0.00	12,000.00	12,000.00	0.0%
Total Interfund Transfers		\$0.00	\$0.00	\$33,280.00	\$33,280.00	
Revenue		\$31,102.46	\$57,274.18	\$347,480.00	\$290,205.82	
Gross Profit		\$31,102.46	\$57,274.18	\$347,480.00	\$0.00	
Expenses						
Personnel Services						
5110	Salaries	6,569.45	12,705.22	91,236.00	78,530.78	13.9%
5120	Payroll Taxes	541.05	1,053.69	10,036.00	8,982.31	10.5%
5130	Benefits	1,907.12	3,982.24	24,175.00	20,192.76	16.5%
Total Personnel Services		\$9,017.62	\$17,741.15	\$125,447.00	\$107,705.85	
Materials and Services						
6210	Advertising	0.00	182.20	980.00	797.80	18.6%
6220	City Attorney	0.00	0.00	5,880.00	5,880.00	0.0%
6230	Contract Services	3,487.50	4,724.07	19,850.00	15,125.93	23.8%
6240	Engineering Consultants	1,337.00	2,794.07	50,000.00	47,205.93	5.6%
6260	Materials & Supplies	2,968.91	3,736.82	21,000.00	17,263.18	17.8%
6280	Miscellaneous	636.41	636.41	4,000.00	3,363.59	15.9%
6290	Bank Charges and Fees	53.70	103.94	800.00	696.06	13.0%
6310	Insurance	0.00	8,343.98	8,925.00	581.02	93.5%
6320	Education	0.00	0.00	1,000.00	1,000.00	0.0%
6341	Utilities - Electricity	479.63	1,018.02	10,000.00	8,981.98	10.2%
6342	Utilities - Gas	128.11	255.68	5,000.00	4,744.32	5.1%
6343	Utilities - Telephone	185.30	275.95	1,250.00	974.05	22.1%
6344	Utilities - Garbage	9.09	18.18	250.00	231.82	7.3%
6350	Equipment Maintenance	5.00	2,044.00	18,400.00	16,356.00	11.1%
6360	Building Maintenance	0.00	60.00	2,500.00	2,440.00	2.4%
6430	Transportation	106.00	181.55	1,500.00	1,318.45	12.1%
Total Materials and Services		\$9,396.65	\$24,374.87	\$151,335.00	\$126,960.13	
Capital Outlay						
7130	Special Projects/Grants	0.00	3,635.00	273,021.00	269,386.00	1.3%
7160	Equipment	0.00	0.00	12,000.00	12,000.00	0.0%
Total Capital Outlay		\$0.00	\$3,635.00	\$285,021.00	\$281,386.00	
Other Expenses						
7600	Building Loan	1,239.73	2,439.47	28,000.00	25,560.53	8.7%
9110	Operating Contingency	0.00	0.00	116,474.00	116,474.00	0.0%
Total Other Expenses		\$1,239.73	\$2,439.47	\$144,474.00	\$142,034.53	
Expenses		\$19,654.00	\$48,190.49	\$706,277.00	\$658,086.51	
Revenue Less Expenditures		\$11,448.46	\$9,083.69	(\$358,797.00)	\$0.00	
Net Change in Fund Balance		\$11,448.46	\$9,083.69	(\$358,797.00)	\$0.00	

Statement of Revenue and Expenditures

Acct	Current Period Aug 2023 Aug 2023 Actual	Year-To-Date Jul 2023 Aug 2023 Actual	Annual Budget Jul 2023 Jun 2024	Annual Budget Jul 2023 Jun 2024 Variance	Jul 2023 Jun 2024 Percent of Budget
Fund Balances					
Beginning Fund Balance	355,730.06	358,094.83	0.00	0.00	0.0%
Net Change in Fund Balance	11,448.46	9,083.69	(358,797.00)	0.00	0.0%
Ending Fund Balance	367,178.52	367,178.52	0.00	0.00	0.0%

Scio Public Library  
Library Advisory Committee Meeting Minutes  
December 6, 2022  
**LOCATION:** SCIO CITY COUNCIL CHAMBER, 38957 NW 1<sup>st</sup> AVENUE, SCIO

Public was allowed to attend in person, or via Zoom.

**Time Start:** 5:31 P.M.

**Time End:** 7:18 P.M.

**CALL TO ORDER**

The meeting was called to order at 6:00 pm by Co-Chairperson, Sally Buganski.

**LIBRARY ADVISORY COMMITTEE MEETING ATTENDANCE LOG**

ADVISORY COMMITTEE	SCIO STAFF
Carrie Jack (late arrival)	LaVonne Murray, Librarian
Sally Buganski	
Scott Parker	

**AUDIENCE MEMBERS IN ATTENDANCE**

None

AGENDA	ACTIONS
<b>MINUTES</b> <ul style="list-style-type: none"> <li>August 9, 2022 LAC Minutes</li> <li>October 4, 2022 LAC Minutes</li> <li>November 1, 2022 LAC Minutes</li> </ul>	<p>Minutes were reviewed by committee members. Motion from Jack to accept minutes as presented, seconded by Parker. <b>Motion passed 3:0</b></p>
<b>LIBRARY'S 75<sup>TH</sup> BIRTHDAY CELEBRATION</b> <ul style="list-style-type: none"> <li>The upcoming 75<sup>TH</sup> Birthday celebration was discussed.</li> </ul>	<p>The actual Library anniversary date is March 13<sup>th</sup>. <b>Carrie Jack will provide daffodils and birthday cookies for that day.</b></p> <p>It was decided that beginning with the week of March 13<sup>th</sup>, an item (to be decided upon) will be given to the person who checks out the 75<sup>th</sup> item for each week leading up to the big Birthday Celebration on Saturday June 15<sup>th</sup>.</p> <p><b>Scott Parker volunteered to make a donation to purchase these items.</b></p> <p>The Big Birthday Celebration will be combined with the kick-off for the Summer Reading Program and will be presented as a Family Library Festival. Ideas were as follows:</p> <ul style="list-style-type: none"> <li>Balloons</li> <li>Wagon rides</li> <li>Reptile Man or Wildlife Safari</li> </ul>



	<ul style="list-style-type: none"> <li>• Puppet Show</li> <li>• Story readers from the community</li> <li>• Quality arts &amp; crafts activities</li> <li>• Food Truck – FFA</li> <li>• A skit by Dustin Blumenstein</li> </ul> <p><b>LaVonne Murray will check with Dustin as to the possible putting a skit together for the library. LaVonne will also check on the availability and cost of the Reptile Man/Wildlife Safari and/or puppet show.</b></p> <p>It was suggested to help promote the Birthday Celebration within the community that the Library Advisory Committee could have a float in the Lamb &amp; Wool Fair Parade.</p> <p>Pursuing the Linn County Cultural Coalition grant was also suggested.</p> <p><b>LaVonne Murray will look into this.</b></p>
<p><b><u>NEXT MEETING</u></b></p> <ul style="list-style-type: none"> <li>• Schedule date and time</li> </ul>	<p>Next meeting will be Tuesday, February 7, 202, 5:30 p.m. at the Scio City Hall.</p>

**Scio Public Library  
Advisory Committee Meeting  
January 10, 2023**

**LOCATION:** SCIO CITY MEETING ROOM, 38957 NW 1<sup>ST</sup> AVENUE, SCIO

**Time Start:** 5:30 P.M.

**Time End:** 6:45 P.M.

**CALL TO ORDER**

The meeting was called to order at 5:30 pm by Committee Chairperson, Carrie Jack. Roll call taken by Carrie Jack.

**LIBRARY ADVISORY COMMITTEE ATTENDANCE LOG**

COMMITTEE	SCIO STAFF
Carrie Jack	LaVonne Murray, Librarian
Sally Buganski	
Scott Parker	Absent

**AUDIENCE MEMBERS IN ATTENDANCE**

Guest No guests present	Guest
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AGENDA	ACTIONS
<b>Agenda Item 1</b> Review, amend and approve meeting minutes for December 6, 2022.	Minutes were not approved as a quorum was not present
<b>Agenda Item 2</b> a. Librarian's Report – LaVonne Murray	Ms. Murray reported on holiday programming at the library which included the Gingerbread House Contest and holiday themed storytime.
<b>Agenda Item 3</b> a. Scio Public Library's 75 <sup>th</sup> Anniversary Celebration – Carrie Jack	<p>LaVonne reported that an application for the Linn County Cultural Coalition grant was submitted. The funds, if received, will help with the 75<sup>th</sup> Anniversary celebration.</p> <p>Open House: Carrie Jack will help with set up for the open house. LaVonne called for pricing of cookies from Lovin' Oven Bakery.</p> <p>Weekly door prizes: Sally Buganski reported that Nicole Buganski is willing to help shop for door prize baskets and to help with design of a flyer, etc.</p> <p>June anniversary celebration: The decided date for the celebration will be June 17, 2023. Carrie Jack reported that the fairgrounds is not available for our use until late in the day. LaVonne contacted the Scio School District and was able to book the use of the Middle School Gym.</p>



Scio Public Library Advisory Committee Meeting  
April 4, 2023

**LOCATION:** SCIO CITY HALL, 38957 NW 1<sup>ST</sup> AVENUE, SCIO  
Public was allowed to attend in person, or via Zoom.

**Time Start:** 5:30 P.M.

**Time End:** 7:00 P.M.

**CALL TO ORDER**

The meeting was called to order at 5:30 pm by Chairperson Carrie Jack. Roll call was taken by Carrie Jack.

**LIBRARY ADVISORY COMMITTEE MEETING ATTENDANCE LOG**

COMMITTEE	SCIO STAFF
Carrie Jack, present	LaVonne Murray, Librarian
Sally Buganski, present	
Scott Parker, absent	

**AUDIENCE MEMBERS IN ATTENDANCE**

No guests in attendance

AGENDA	ACTIONS
<b>Librarian's Report</b> LaVonne Murray gave a report on children's programming, school visits, genealogy classes and the 75 <sup>th</sup> Anniversary activities.	None
<b>COLLECTION DEVELOPMENT POLICY</b> LaVonne Murray reported on the progress of the Collection Development Policy revision and advised Committee Members to expect an email with the revised policy at the end of April. Committee members were asked to review the policy and have any revisions or corrections prepared before the May meeting.	None
<b>Library 75<sup>th</sup> Anniversary Celebration</b> Planned activities were discussed.	A work session for the 75 <sup>th</sup> Anniversary was scheduled for April 18, 2023, 5:30 p.m. at the library.

**Scio Public Library  
Advisory Committee Minutes  
May 9, 2023**

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

**Time Start:** 5:30 PM

**Time End:** 6:30 PM

**CALL TO ORDER**

The meeting was called to order at 5:30 pm by Committee Chair Carrie Jack. Roll call was taken by Carrie Jack.

**LIBRARY ADVISORY COMMITTEE MEETING ATTENDANCE LOG**

COUNCIL	SCIO STAFF
Chair Carrie Jack	LaVonne Murray, Librarian
Co-Chair Sally Buganski	
Scott Parker	

**AUDIENCE MEMBERS IN ATTENDANCE**

Guest, Nicole Buganski

AGENDA	ACTIONS
<b>MINUTES</b> <ul style="list-style-type: none"> <li>December 3, 2022</li> <li>January 10, 2023</li> <li>April 4, 2023</li> </ul>	<p>Minutes were reviewed by committee members. Motion from Buganski to accept December minutes as presented, seconded by Parker. <b>Motion passed 3:0.</b> Motion from Jack to accept January minutes as presented, seconded by Buganski. <b>Motion passed 3:0.</b> Motion from Jack to accept April minutes with a correction to the heading, seconded by Parker.</p>
<p>Nicole Buganski volunteered to assist with shopping and assembly of door prize baskets. There was a discussion of the number of baskets to plan for and the items needed.</p>	<p>Nicole Buganski was appointed to shop for items to accompany the Rick Riordan baskets for the youth and for items based on garden and baking themes for adults.</p>
<p><b>Agenda Item 1</b></p> <p>a. Librarian's Report – LaVonne Murray</p> <p>b. Committee Discussion.</p>	<p>Ms. Murray reported that school visits from the LBCC Preschool, and the first grade and kindergarten classes from Centennial School were going well. STEAM day went well, with a final event planned for the first Friday in June. Plans are underway for the Summer Reading Program</p> <p>None.</p>
<p><b>Agenda Item 2</b></p> <p>a. Collection Development Policy</p> <p>b. Committee Discussion</p>	<p>Ms. Murray presented the Collection Development Policy.</p> <p>A typo error and correction in font size was noted.</p>



c. Committee Decision	<p>Motion from Jack to approve the Collection Development Policy with the noted corrections, seconded by Parker.</p> <p><b>Motion passed 3:0</b></p>
<p><b>Agenda Item 3</b></p> <p>a. Library 75<sup>th</sup> Anniversary Celebration</p> <p>b. Committee Discussion</p> <p>c. Committee Decision</p>	<p>Presented by Ms. Jack.</p> <p>Nicole Buganski volunteered to assist with shopping and assembly of door prize baskets. There was a discussion of the number of baskets to plan for and the items needed. Advertising, puppet show, book walk, volunteers, music, presentations, crafts, balloons, food, historical display, guest book, and t-shirts were all discussed.</p> <p>Nicole Buganski was appointed to shop for items to accompany the Rick Riordan baskets for the youth and for items based on garden and baking themes for adults. Sally Buganski was appointed to contact the small weekly newspapers in the area and to provide rocks for the rock painting craft.</p> <p>Carrie Jack was appointed to distribute flyers to the high school, middle school and coordinate riding in an old car in the Lamb Fair Parade where she will distribute flyers. Carrie will also coordinate the book walk and obtain an estimate on cost of food for the event.</p> <p>LaVonne Murray was appointed to coordinate the puppet show, volunteers, crafts and kick-off of the summer reading program.</p> <p>Scott Parker will not be available June 17<sup>th</sup> as he will be out of town.</p> <p>A work session for the 75<sup>th</sup> Anniversary was scheduled for Tuesday, May 23<sup>rd</sup> at 5:00 PM.</p>
<p><b><u>NEXT MEETING</u></b></p> <p>June 13, 2023 at 5:30 PM.</p>	

# **Presentations**



# LINN COUNTY SHERIFF'S OFFICE

**Michelle Duncan, Sheriff**

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

Albany, OR. 97322

Phone: 541-967-3950

[www.linnsheriff.org](http://www.linnsheriff.org)

## 2023

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

**FOR THE MONTH OF:**

**AUGUST**

TRAFFIC CITATIONS: -----	<b>3</b>
TRAFFIC WARNINGS: -----	<b>4</b>
TRAFFIC CRASHES: -----	<b>1</b>
ARRESTS MADE: -----	<b>1</b>
COMPLAINTS/INCIDENTS INVESTIGATED:-----	<b>36</b>

**TOTAL HOURS SPENT:**

**SCIO**

**60.75 hrs.**

**CONTRACT HOURS= 32 HOURS**

**Michelle Duncan,  
Sheriff, Linn County**

**By: Sgt. Steven Frambes**





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

This Report Encompasses: 8/ 1/23 to 8/31/23

Total Incidents This Month: **36**

Incident Information:	Description
CAD# 2023154452 TIME: 8/5/2023 8:31:58AM CASE# CAD Only SCIO  CAD CALL COMPLETE	JUVENILE COMPLAINT Reported at Block of 38800 NW ALDER ST SCIO  Deputies responded to a juvenile who walked away from their residence.
CAD# 2023155513 TIME: 8/6/2023 5:45:15PM CASE# CAD Only SCIO  CAD CALL COMPLETE	TRESPASS Reported at Block of 38800 HWY 226 SCIO  Caller wanted to report people who were looking at a property that was for sale.
CAD# 2023155946 TIME: 8/7/2023 11:13:41AM CASE# CAD Only SCIO  CAD CALL COMPLETE	INFORMATION ONLY REPORT Reported at Block of 39000 NE 1ST AVE SCIO  Caller upset about her neighbor and believes he is doing things on his own property meaning to harass her.
CAD# 2023157850 TIME: 8/9/2023 8:52:38PM CASE# CAD Only SCIO  CAD CALL COMPLETE	EXTRA PATROL Reported at Block of 38800 N MAIN ST SCIO  Extra patrol at the high school.
CAD# 2023158711 TIME: 8/10/2023 11:57:25PM CASE# CAD Only SCIO  WARNING EQUIPMENT VIOL	TRAFFIC STOP Reported at Block of 38700 N MAIN ST SCIO  Driver warned for failure to renew registration.

Incident Information:	Description
CAD# 2023158716 TIME: 8/11/2023 12:09:44AM CASE# CAD Only SCIO SCIO	EXTRA PATROL Reported at Block of 38800 N MAIN ST SCIO <hr/> Extra patrol at Scio High School, nothing suspicious found.
CAD# 2023158719 TIME: 8/11/2023 12:14:36AM CASE# CAD Only SCIO SCIO	EXTRA PATROL Reported at Block of 38800 NW 1ST AVE SCIO <hr/> Extra patrol Centennial Grade School, nothing suspicious found.
CAD# 2023159129 TIME: 8/11/2023 2:44:59PM CASE# CAD Only SCIO CAD CALL COMPLETE	DOMESTIC DISTURBANCE Reported at Block of 38900 SW 6TH AVE SCIO <hr/> Female requested contact regarding a verbal only domestic. The female was gone prior to deputies arrival and did not leave contact information.
CAD# 2023160192 TIME: 8/12/2023 9:16:26PM CASE# 2303337 SCIO REPORT TAKEN	Report Filed. FAIL TO PERFORM DUTIES/DRIVER- PROP DAMAGE Reported At Block Of 38800 HWY 226 Occurred between 1745 hours on 8/12/2023 and 2116 hours on 8/12/2023 . <hr/> Approx 100ft of fence was knocked down by a car that missed the stop sign. They did not report the damage, but left their license plate on scene.
CAD# 2023160380 TIME: 8/13/2023 3:22:53AM CASE# CAD Only SCIO CAD CALL COMPLETE	EXTRA PATROL Reported at Block of 38900 SW 6TH AVE SCIO <hr/> Patrolled the business` and neighborhoods of Scio, it was very quiet.
CAD# 2023160930 TIME: 8/13/2023 8:05:08PM CASE# CAD Only SCIO SCIO	EXTRA PATROL Reported at Block of 38900 SW 6TH AVE SCIO <hr/> Patrolled Thomas Creek Estates. No issues.

Incident Information:	Description
CAD# 2023160985 TIME: 8/13/2023 9:19:44PM CASE# CAD Only SCIO CAD CALL COMPLETE	DUII Reported at Block of 38700 N MAIN ST SCIO <hr/> Truck is legally parked with no one around. Bar is now closed and they did not serve him earlier.
CAD# 2023161600 TIME: 8/14/2023 5:28:54PM CASE# CAD Only SCIO CAD CALL COMPLETE	EVENT DETAIL Reported at Block of 38900 NW 1ST AVE SCIO <hr/> City council meeting.
CAD# 2023163467 TIME: 8/17/2023 10:47:27AM CASE# CAD Only SCIO CAD CALL COMPLETE	SUICIDAL SUBJECT Reported at Block of 38800 NW 4TH AVE SCIO <hr/> Welfare check on male.
CAD# 2023164627 TIME: 8/18/2023 8:39:52PM CASE# CAD Only SCIO CAD CALL COMPLETE	FRAUD Reported at Block of 38700 SW 2ND AVE SCIO <hr/> Deputy spoke with caller about a civil issue with food stamp money.
CAD# 2023164790 TIME: 8/19/2023 12:59:18AM CASE# CAD Only SCIO CAD CALL COMPLETE	EXTRA PATROL Reported at Block of 38900 SW 3RD AVE SCIO <hr/> The caller requested extra patrol in the area of her residence. Everything was quiet and I did not see any suspicious activity.
CAD# 2023164819 TIME: 8/19/2023 2:53:56AM CASE# CAD Only SCIO SCIO	DOMESTIC DISTURBANCE Reported at Block of 38900 SE 4TH AVE SCIO <hr/> Female became upset after drinking with her boyfriend of three years when he called her sister, and his ex-wife, which caused a ruckus at home. Female was eventually transported to a local hotel at her request.

Incident Information:	Description
CAD# 2023165302 TIME: 8/19/2023 6:57:30PM CASE# CAD Only SCIO CAD CALL COMPLETE	SUSPICIOUS CIRCUMSTANCE Reported at Block of 38800 N MAIN ST SCIO <hr/> Deputies responded to a cooler on the side of the road. Nothing suspicious.
CAD# 2023165877 TIME: 8/20/2023 1:25:04PM CASE# CAD Only SCIO CAD CALL COMPLETE	PHONE HARASSMENT Reported at Block of 38700 SW 2ND AVE SCIO <hr/> Deputy noted information about a husband calling his wife multiple times. The wife was provided information about how to apply for a restraining order.
CAD# 2023166777 TIME: 8/21/2023 8:36:08PM CASE# CAD Only SCIO CAD CALL COMPLETE	HARASSMENT Reported at Block of 38900 HWY 226/N MAIN ST SCIO <hr/> Information documented.
CAD# 2023166992 TIME: 8/22/2023 6:40:28AM CASE# CAD Only SCIO CAD CALL COMPLETE	SUSPICIOUS PERSON Reported at Block of 38700 ROBINSON DR SCIO <hr/> Suspicious person left area prior to Deputy arrival.
CAD# 2023167924 TIME: 8/23/2023 12:06:59PM CASE# CAD Only SCIO SCIO	INFORMATION ONLY REPORT Reported at Block of 38800 NW 4TH AVE SCIO <hr/> Male had questions about mental health options for a friend. A deputy spoke with him about what steps to take.
CAD# 2023168542 TIME: 8/24/2023 7:54:41AM CASE# CAD Only SCIO SCIO	JUVENILE COMPLAINT Reported at Block of 38900 SW 5TH AVE/SW ALDER ST SCIO <hr/> Male reported two juveniles riding electric bicycles unsafely, without helmets, through Scio during the afternoons. Information documented and extra patrols will be conducted as time allows.

Incident Information:	Description
CAD# 2023168729 TIME: 8/24/2023 12:13:46PM CASE# CAD Only SCIO CAD CALL COMPLETE	EXTRA PATROL Reported at Block of 38900 SW 5TH AVE SCIO <hr/>
CAD# 2023168739 TIME: 8/24/2023 12:34:24PM CASE# 2303530 SCIO REPORT TAKEN	Charmain Doyle, 45 of Scio, was arrested during the course of a traffic stop for multiple warrants from the Albany Municipal Court and the Lebanon Municipal Court. She was also issued citations for driving while suspended and driving without insurance.
CAD# 2023169203 TIME: 8/25/2023 12:19:21AM CASE# CAD Only SCIO CAD CALL COMPLETE	CITIZEN CONTACT Reported at Block of 38800 N MAIN ST SCIO <hr/> male watching lightning.
CAD# 2023169666 TIME: 8/25/2023 3:49:51PM CASE# CAD Only SCIO CAD CALL COMPLETE	INFORMATION ONLY REPORT Reported at Block of 39000 SE 4TH AVE SCIO <hr/> Information documented regarding feuding husband and wife.
CAD# 2023170638 TIME: 8/26/2023 11:13:50PM CASE# CAD Only SCIO CAD CALL COMPLETE	NOISE DISTURBANCE Reported at Block of 38900 SW 2ND AVE SCIO <hr/> Caller reports loud noises at community hall, when Deputy arrives the noise was turned down and people where packing up and leaving.
CAD# 2023171457 TIME: 8/28/2023 10:41:57AM CASE# CAD Only SCIO CITE SPEEDING VIOLATION	TRAFFIC STOP Reported at Block of 38800 N MAIN ST SCIO <hr/> William Jones V, 30 out of Scio, was issued a traffic citation for Violation of a posted speed limit (1-10 over).

Incident Information:	Description
CAD# 2023171471 TIME: 8/28/2023 11:13:25AM CASE# CAD Only SCIO WARNING MOVING VIOLATIC	TRAFFIC STOP Reported at Block of 38900 HWY 226 SCIO <hr/> Operator warned for moving violation.
CAD# 2023172081 TIME: 8/29/2023 8:12:38AM CASE# CAD Only SCIO WARNING SPEEDING VIOLAT	TRAFFIC STOP Reported at Block of 38900 HWY 226 SCIO <hr/> Operator warned for a speeding violation
CAD# 2023172120 TIME: 8/29/2023 8:57:42AM CASE# CAD Only SCIO WARNING SPEEDING VIOLAT	TRAFFIC STOP Reported at Block of 38900 NE 4TH AVE SCIO <hr/> Operator warned for a speeding violation.
CAD# 2023172166 TIME: 8/29/2023 10:04:37AM CASE# CAD Only SCIO SCIO	EXTRA PATROL Reported at Block of 38700 NW BEECH ST SCIO <hr/> Deputies spoke with Scio Middle School Admin staff in preparation for the school year .
CAD# 2023172173 TIME: 8/29/2023 10:17:05AM CASE# CAD Only SCIO SCIO	EXTRA PATROL Reported at Block of 38800 N MAIN ST SCIO <hr/> Deputies spoke with Scio High School Admin Staff in preparation for the school year .
CAD# 2023172869 TIME: 8/30/2023 10:07:29AM CASE# CAD Only SCIO CAD CALL COMPLETE	FOUND PROPERTY Reported at Block of 39000 NE 4TH AVE SCIO <hr/> found check book in Scio returned to its owner.

Incident Information:	Description
<div>CAD# 2023173828 TIME: 8/31/2023 5:39:53PM CASE# CAD Only SCIO  CAD CALL COMPLETE</div>	<div>ABANDON VEHICLE Reported at Block of 38800 SW 4TH AVE/SW CHERRY ST SCIO</div> <div>Deputies took a report of an abandoned vehicle. Deputies contacted the registered owner of the vehicle and it was moved it.</div>

# **Agenda Item 1**





*Covered Bridge Capital of the West*

*City of Scio*

*P. O. Box 37*

*Scio, OR 97374*

*Phone: 503-394-3342*

*Fax: 503-394-2340*

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

TO: Mayor Nuber and Scio City Councilors

FROM: Ginger Allen, Scio City Manager

RE: Financing for City Projects

DATE: September 7, 2023

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There are a number of city projects requiring financial assistance. All of the projects have already been introduced to the council at previous city council meetings. On September 11, 2023 I will be seeking council's assistance with formalizing some or all of the outstanding projects.

Below are the projects that will be discussed. I will provide some detailed information on those projects at the council meeting.

- City Hall Renovation
- Public Restroom Project
- City Hall East Alley Way – Sewer line and road improvements

# **City Manager Report**

**CITY MANAGERS REPORT**  
**Report Period August 4, 2023 – September 8, 2023**

Ginger Allen, City Manager

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**Public Works Shop Update:** The contract between Andy Metcalf Construction and the City of Scio has been completed. A final check will be cut and mailed out the week of September 11, 2023. Any remaining proceeds from the building loan will go towards the purchases of:

- Back-up generator for the PW Shop
- Small Data Center
- Completion of Asphalt Drive.

**Parks and Tree Committee:** I completed and sent out a Request for Proposal (RFP) for Phase I of Thomas Creek Park Development, on August 24<sup>th</sup>. The vendors are to reply on or before Thursday, September 15, 2023, by 4:00 p.m. The RFP requested the following services:

- Clear the park site
- Level the park ground area
- Install new irrigation system
- Plant grass seed going into the fall of 2023.

***\*\*Note\*\* Fence installation will be completed by Public Works Staff.***

**Safe Routes to School Project:** The sidewalk and crosswalk enhancement project, on NW 1<sup>st</sup> Avenue has three punch list items remaining:

- Rework two bulb outs
- Vacuum out of storm drains
- Installation of blinking light near N. Main

These three tasks are expected to be completed by end of September.

**Small City Allotment Grant:** This sidewalk project has three punch list items remaining:

- Replacement of two squares of concrete that failed inspection
- Reconstruction of a bulb out divider
- Planting of beautification strip

**Water leaks in Scio:** The city completed repairs of all of the detected water leaks in the Thomas Creek Estates sub-division on Friday, September 8, 2023.

The leak on N. Main Street will be completed once the large Coastal Redwood tree is removed. This is taking time due to the coordination of the following services:

- Large Crane
- Road Flagging Crew
- Pacific Power
- Santiam Tree Service

**Library Collection Policy:** I am still working on information regarding the Library Collection Policy and any formal requirements associated with the policy. A complete report will be in your October 9, 2023 council packets.

**New Technology Mapping System for City Infrastructure:** City staff is working with Linn County GIS on the development of a new mapping system that will provide electronic locations of our various infrastructure. (i.e. water lines, sewer lines, hydrants, man holes, storm drains, pot holes, etc.) Once the project is complete, staff will provide city council with a demonstration of these services. Linn County GIS Department provides this mapping system to the citizens of Scio, free of charge. Staff is hoping to have the new system up working on or before January 31, 2024.

**New Website Design Underway:** Cathy Martin has taken the lead on developing a new city website with our Municipal Code provider Civic Plus. After several weeks of research, the city chooses Civic Plus to help create the new website because of its affordability, great reviews, and user-friendly interface.

**Scio Memorial Park Upgrades:** The city hired a contractor to repair the steps and install hand railings at the Scio Memorial Site by the Thomas Creek Bridge. The steps were in need of repair and a hand rail was never installed. Once the steps are repaired, city staff will be removing all vegetation and adding mulch to the landscape area to prepare it for spring planting. The contractor doing the work at the site also power washed the site and will be repairing some of the bricks and masonry that has fallen apart.