



CITY OF MILL CITY

AGENDA OF THE CITY COUNCIL

January 9, 2018

City Hall

444 S 1st Avenue

Mill City, Oregon

REGULAR SESSION

1. CALL TO ORDER/FLAG SALUTE **6:30 p.m.** Mayor Tim Kirsch

2. CITY COUNCIL ROLL CALL/INTRODUCTION OF STAFF Mayor Tim Kirsch

3. DECLARATIONS OF POTENTIAL CONFLICTS OF INTEREST

4. CONSENT AGENDA:

In order to make more efficient use of meeting time, resolutions, minutes, bills, and other items which are routine in nature and for which no debate is anticipated, shall be placed on the Consent Agenda. Any item placed on the Consent Agenda may be removed for discussion at the request of any council member prior to the time a vote is taken. All remaining items of the Consent Agenda are then disposed of in a single motion to adopt the Consent Agenda. This motion is not debatable. The secretary to the council will then poll the council members individually by a roll call vote. If there are any dissenting votes, each item on the Consent Agenda is then voted on individually by a roll call vote.

Copies of the council packets include more detailed staff reports, letters, resolutions, and other supporting materials. A citizen wishing to review these materials may do so at the Mill City, City Hall or at www.ci.mill-city.or.us/documents/packets.

- a. Approval of Minutes of Regular City Council Meeting of December 12, 2017
- b. Approval of Accounts Payable
- c. Acceptance of Monthly Expenditures Reports, December, 2017
- d. Ratification of December 19, 2017 Email Approval to Offer Position of Park Host to Ervin and Karen Barlow
- e. Ratification of December 19, 2017 Email Ratification of Planning Commission Notice of Decision Approving a Site Plan for Two Dwelling Units, File No. 2017-07; 770 NW Alder Street, Mill City
- f. Approval of Resolution No. 818 – Commitment and Concerns Regarding Creation of a Regional Sewer Asset Serving Communities of Mill City, Gates, Detroit and Idanha
- g. Approval of Santiam Hearts to Arts/North Santiam Chamber of Commerce Request for Waiver of Deposits for Use of Kimmel Park; Waiver of Noise Ordinance; and Authorization to Have Alcohol in Kimmel Park, for River City Music and Art Jamboree, August 17-19, 2018 Between the Hours of 12:00 Noon and 10:00PM, Contingent Upon Submittal of a Certificate of Liability Naming the City as an Additional Insured
- h. Acceptance of Fiscal Year 2018-2019 Budget Calendar
- i. Approval of OLCC Liquor License Renewals for the Following Businesses:
 1. Circle K Store #468 200 NW Santiam Blvd.
 2. Giovanni's Mountain Pizza 146 N Santiam Blvd.
 3. Sam's Krispy Krunchy Chicken 218 NE Santiam Blvd.
 4. Santiam Sports Center 250 NW 9th Ave.
 5. Dollar General Store #17506 250 NW Santiam Blvd.

- j. Ratification of December 20, 2017 Email Ratification of Planning Commission Notice of Decision Approving Land Use Action on the North Santiam River Site Plan Review, File No. 2017-06; 270 SE Whitten Rd., Mill City
- k. Approval of Waiver of Leak Charges for Rebecca Maddox; 312 SE Ivy Street, to the Average Consumption of Six Units For October, November and December Billings

5. LINN COUNTY SHERIFF'S REPORT

6. PUBLIC WORKS REPORT

- a. Pump Report
- b. Rosie's Blockage
- c. Fire Pit
- d. Well Assessment
- e. Other

7. CITIZEN COMMENTS/QUESTIONS LIMITED TO THREE (3) MINUTES

8. PRESENTATIONS: Santiam Service Integration – Melissa Baurer, Santiam Hospital

9. OLD BUSINESS

- a. Skatepark Agreement
- b. Other

10. NEW BUSINESS

- a. Other

11. STAFF/COMMISSION REPORTS

- a. City Recorder Report:
 - i. List of On-Going Old Business Items
 - ii. SCA Grant
 - iii. Audit Update
 - iv. Reid House Update
 - v. City Hall Door
 - vi. Freres Tour – Monday, January 15, 2018; 9:00AM
 - vii. Other
- b. City Attorney's Report:
 - i. Dangerous & Derelict Building Appeal Hearing
 - ii. 424 SW Cedar Street Update
 - iii. Other
- c. Planning Commission Report/Record of Actions:
 - i. Minutes of Meeting of October 27, 2017

12. BUSINESS FROM MAYOR & CITY COUNCILORS

Administration/ Intergovernmental

- a. Building
- b. Parks/Safety
- c. Water/Sanitation
- d. Street
- e. Police

f. Mayor

13. EXECUTIVE SESSION: None Scheduled.

14. INFORMATIONAL ITEMS:

- a. NSSD Technology Monthly Communication
 - i. November 2017
 - ii. December 2017

15. ADJOURNMENT

CALENDAR OF UPCOMING CITY MEETINGS & EVENTS

Monday	January 15, 2018	CITY HALL CLOSED – MARTIN LUTHER KING DAY
Tuesday	January 16, 2018	Planning Commission Meeting 6:30ap.m.
Tuesday	January 23, 2018	Municipal Court 9:30a.m.
		Council Meeting 6:30p.m.
Friday	February 2, 2018	The Reid House Committee 12:00p.m.
Tuesday	February 13, 2018	Municipal Court 9:30a.m.
		Council Meeting 6:30p.m.
Monday	February 19, 2018	CITY HALL CLOSED – PRESIDENT’S DAY
Tuesday	February 20, 2018	Planning Commission Meeting 6:30p.m.
Tuesday	February 27, 2018	Municipal Court 9:30a.m.
		Council Meeting 6:30p.m.
Friday	March 2, 2018	The Reid House Committee 12:00p.m.
Sunday	March 11, 2018	DAYLIGHT SAVINGS TIME – TURN CLOCKS FORWARD
Tuesday	March 13, 2018	Municipal Court 9:30a.m.
		Council Meeting 6:30a.m.
Tuesday	March 20, 2018	Planning Commission Meeting 6:30p.m.
Tuesday	March 27, 2018	Municipal Court 9:30a.m.
		Council Meeting 6:30p.m.
Friday	April 6, 2018	The Reid House Committee 12:00p.m.
Tuesday	April 10, 2018	Municipal Court 9:30a.m.
		Council Meeting 6:30p.m.
Tuesday	April 17, 2018	Planning Commission Meeting 6:30p.m.
Tuesday	April 24, 2018	Municipal Court 9:30a.m.
		Council Meeting 6:30p.m.
Friday	May 4, 2018	The Reid House Committee 12:00p.m.
Tuesday	May 8, 2018	Municipal Court 9:30a.m.
		Council Meeting 6:30p.m.
Tuesday	May 15, 2018	Planning Commission Meeting 6:30p.m.
Tuesday	May 22, 2018	Municipal Court 9:30a.m.
		Council Meeting 6:30p.m.
Monday	May 28, 2018	CITY HALL CLOSED – MEMORIAL DAY

REQUEST FOR COUNCIL ACTION

DATE: January 4, 2018
TO: Mayor Kirsch and City Councilors
FROM: Stacie Cook, MMC, City Recorder
REGARDING: Consent Agenda Items

- a. Approval of Minutes of Regular City Council Meeting of December 12, 2017
- b. Approval of Accounts Payable. Explanations of Out of the Ordinary Bills are Below
 - 1. Silver Creek Chimney; City Hall Fireplace Cleaning
 - 2. Coleman, Sandra; Water & Sewer Overpayment Refund
 - 3. MNOP; Reid House Heat
 - 4. Pacific Sanitation; 424 SW Cedar Street Clean Up
 - 5. Wilco; Box Blade Attachment
- c. Acceptance of Monthly Expenditures Reports, December, 2017
- d. Ratification of December 19, 2017 Email Approval to Offer Position of Park Host to Ervin and Karen Barlow.
- e. Ratification of December 19, 2017 Email Ratification of Planning Commission Notice of Decision Approving a Site Plan for Two Dwelling Units, File No. 2017-07; 770 NW Alder Street, Mill City
- f. Approval of Resolution No. 818 – Commitment and Concerns Regarding Creation of a Regional Sewer Asset Serving Communities of Mill City, Gates, Detroit and Idanha
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- k. Approval of Waiver of Leak Charges for Rebecca Maddox; 312 SE Ivy Street, to the Average Consumption of Six Units for October, November and December Billings

**MILL CITY
MINUTES OF THE CITY COUNCIL
Tuesday, December 12, 2017**

Mayor Kirsch opened the meeting at 6:30 PM with the flag salute. Councilors present were Scott Baughman, Brett Katlong, Penny A. Keen, Dawn Plotts and Tony Trout. Staff members in attendance were City Recorder, Stacie Cook, City Attorney Jim McGehee and Public Works Supervisor Russ Foltz.

Citizens in attendance were Ann Carey, Dennis Chamberlin, Earnest Freeman, Mike Hebing, Marge Henning, David Hinkley, Kathy Kindred, Sgt. Greg Klein, Linn County Sheriff's Office, Roel Lundquist, Peter Olsen, Keller Associates and Frances Villwock.

DECLARATIONS OF POTENTIAL CONFLICTS OF INTEREST: Mayor Kirsch stated that anyone who felt they may have a potential conflict with anything on tonight's agenda may say so at this time or at any time during tonight's meeting.

CONSENT AGENDA

Councilor Baughman stated that he has a conflict with item 'b' of the consent agenda. Mayor Kirsch pulled item 'b'.

Councilor Trout pulled item 'f' of the consent agenda.

Councilor Plotts moved and was seconded by **Councilor Trout**, to approve items a; Approval of Minutes of Regular City Council Meeting of November 28, 2017, c; Acceptance of Monthly Revenues & Expenditures Reports, November 2017, d; Authorization of 1/2 –Day Paid Holiday on Friday, December 22, 2017 and, e; Authorization of Holiday Gift Certificates of \$40.00 for Each City Employee, of the consent agenda. Stacie Cook polled the council; the motion passed unanimously, (6:0).

Councilor Trout moved and was seconded by **Councilor Katlong** to approve item, b; Approval of Accounts Payable. The motion passed, (5:0:1) with Councilor Baughman abstaining.

Councilor Trout said that there is a leak adjustment in the consent and one later in the meeting and asked if it is because one fits the criteria set before. Mrs. Cook explained that the leak adjustment on the consent meets the criteria set by the Council and the other does not.

Councilor Trout moved and was seconded by **Councilor Keen** to approve item, f; Approval of Waiver of Leak Charges for Rhudean Long; 365 SE Myrtle Street, to the Highest Consumption in the Past Year. The motion passed unanimously, (6:0).

LINN COUNTY SHERIFF'S REPORT: Sgt. Greg Klein gave the Linn County Sheriff's report for the month of November stating that one of the incidents that occurred recently involves someone who was apprehended and is in jail at this time.

The Sheriff's Office assisted the City last week to get a property cleaned up. Things worked out well, however, there is still work to be done.

Councilor Baughman said that he was told that a seven time offender of driving without a license was only fined \$50.00 and asked if that is normal. Sgt. Klein said that he would have to look at the person's record. City Attorney Jim McGehee and Mrs. Cook both said that they are unaware of this occurring in Mill City Municipal Court. Mr. McGehee explained that these are brought to his attention and he charges them with a crime.

Sgt. Klein said that the offender who did a rash of vandalism recently has multiple criminal mischief charges as well as a Burglary I. This person may have to serve time on the burglary charge.

Councilor Baughman said that this is the same individual who had a fire in one of the shelters and the fire department had to respond to it. Sgt. Klein said that this person had said that he was told by a deputy that he could camp in the shelter. However, the deputy he stated advised him of this has not been assigned to Mill City for at least nine months.

PUBLIC WORKS REPORT: Public Works Supervisor Russ Foltz gave a brief report on the following:

Pump Report – This is becoming more of a consistent average but there is still a need to determine where the water is going.

Observation Deck Update – The observation deck is finished. The final inspection was done today. Mr. Foltz said that he wants to add to it but not until the next budget cycle, to make it look better.

Fire Pit at Kimmel Park – The fire pit at Kimmel Park was damaged recently. Mr. Foltz asked the Council if we should repair it or remove it.

Mayor Kirsch said that he doesn't think it gets used often; at least not correctly. This seems to be more of a hazard than anything. Councilor Keen agreed and said that she thinks we should buy a large barbeque that can be placed outside the structure instead.

Ann Carey, SW 1st Avenue, said that the fire pit was installed in the late seventies and was done for aesthetics.

Consensus to remove fire pit.

Mr. Foltz said that all clean outs have been identified on the north side of the City that are needed to do TV work so I & I issues can be eliminated.

Mrs. Carey asked what the latest on the public works building is. Mayor Kirsch said it is on tonight's agenda.

CITIZEN COMMENTS AND QUESTIONS: Kathy Kindred, SE 4th Avenue, submitted a letter on behalf of the Canyon Senior Center, which was read into the record, regarding panhandlers and homeless in the community. Mrs. Kindred said that the request is to enforce any panhandling ordinance which may be in effect, or if there is none, enact a panhandling ordinance to address this matter.

Mrs. Kindred said that the City addresses living in campers and RV's and asked why this isn't being done with tents. Mrs. Cook said that there is nothing in our code that addresses tents. Mr. McGehee said that it is very hard to write a code for panhandling that is constitutionally legal.

Mr. McGehee advised Mrs. Kindred that the Senior Center can trespass people from their property. Posting a notice would give the ability to prosecute anyone who is violating the order.

Dennis Chamberlin, NW River Rd. said that he regularly walks the area behind the Dollar General and Circle K and there is a multitude of trash. Mr. Chamberlin asked if a trash can could be installed to deter the garbage being strewn about. Mr. Foltz said that there is a trash can just east of this area and it is rarely used.

Mike Hebing, SKATE, read a letter into the record from SKATE President Melinda Flatman regarding the conceptual designs that were presented at the open house.

Mr. Foltz asked about the carvings on the posts at City Hall and whether they can be removed for repair and maintenance since they are beginning to pull away. Councilors Katlong and Plotts said that they have been planning to do this and suggested putting them at the school for the work to be done over Christmas break.

PRESENTATIONS: Public Works Building Options/Process – Keller and Associates. Peter Olsen.

Peter Olsen gave a short presentation on options for a public works building, including a stick built structure, a prefabricated steel building and a pole barn building. The costs presented include a 20% contingency. It is also understood that City staff can do some of the work to reduce costs.

Three options for each type of building were provided; full structure, shell with partial interior completion and shell only.

Mayor Kirsch said that there is an option of using a new product called MPP, which will be manufactured by a local mill. This product is not quite ready to hit the market but it is expected to be ready within the first quarter of next year. Mayor Kirsch said that he would like to take the opportunity to work with Freres if possible and asked if this product is something that Keller & Associated would be able to work with. Mr. Olsen said that he doesn't see any reason why they couldn't.

Mayor Kirsch said that there may be an opportunity to partner with the school's CTE program to get the interior work completed. Looking at the cost alone, option three would be where our budget could work.

Councilor Katlong asked if the shell includes any interior work such as electrical. Mr. Olsen said that it would include electrical and plumbing.

Councilor Trout asked if the steel building has sandwiched foam for insulation. Mr. Olsen said that he does not know as he was not the one who requested the information but will send what he has to Mrs. Cook for the Council to review.

Councilor Trout said that he agrees with option three on the prefabricated steel building.

Roel Lundquist, SW Linn Blvd, asked if option three includes doors. Mr. Olsen said that it is. Mr. Lundquist asked Mr. Olsen for his opinion on which of the three building types would best suit the City. Mr. Olsen said that he agrees with the Mayor's suggestions of the steel building and exploring using the school program and the new product.

Councilor Baughman said that the costs presented are way out of line and that we should just construct a pole building.

PUBLIC HEARING: No public hearings were held.

OLD BUSINESS

Resolution No. 80X – Regional Sewer District Support: A revised draft of the Regional Sewer District Support Resolution was provided to Council. This draft ensures that the City is not obligated to participating in a district. It does, however, state that Mill City is in support of researching the possibility.

Mayor Kirsch said that he sees a need for the City to continue to be involved in this process so that we know where it is headed. There are costs that we will need to look at for the future with the system that we have, including doing a capacity study. Mr. McGehee said that a capacity study needs to be done to show where we are with our system. If it shows that we are at capacity then we would need to do a moratorium.

Mayor Kirsch said that a sewer district would encompass the debt that the City currently has as well as cover costs for the system upgrades.

Mr. McGehee said that he drafted the resolution the best he could to say that we support the effort but already have a system so we are not committing to participation.

Councilor Trout asked if anyone is against supporting the process. Councilor Baughman said he is against it because he doesn't agree with everything that is in the resolution.

Mr. Lundquist said that he has problems with the language in the resolution also. The language implies that the City needs to provide additional protection for the watershed and it should be modified to state that this protection is from discharges upstream. In addition, the now therefore clause sounds needs to be clarified that the City will not spend any dollars toward this effort.

Councilor Baughman said that he sees this as something we have been paying on for 23 years and now that we are almost done we would be taking on more debt. Mayor Kirsch noted that we will have to take on more debt even if we do pay off the first.

Councilor Trout said that this resolution only says that we are interested in learning what it will take to create a district.

Councilor Katlong said that he has some reservations about so many entities being involved and Mill City not having control should we need it.

Mrs. Kindred asked if it is to our advantage to make sure that those upstream are keeping our waters clean. Mayor Kirsch said that this is to everyone's advantage.

Agreement to revise the proposed resolution as follows:

1. WHEREAS #10 – replace "resources" with "treatment system"
2. WHEREAS #12 – remove "to provide" and add "that comes from sources outside the city limits of the City of Mill City" after the word "discharges".
3. WHEREAS #14 – should be FURTHERMORE

Curb Painting/Signage @ Crosswalks: We have recently discussed the need for painted curbs or signage near crosswalks, specifically, on S 1st Avenue and on SW Broadway Street. Linn County Sheriff's Sgt. Greg Klein spoke with Linn County Road Department about this need and was advised that the City will need to make the request in writing.

Staff has not done this yet as we need to ensure that the Council would like to proceed with the request. The last time curb painting was done at the City's request we were billed for the work so there is the possibility that we would be charged for the work to be done. We may also request for permission to paint the curbs and have the work done by our Public Works employees.

Mrs. Cook asked the Council if they want to proceed with this request to the County or a request to allow us to do the work.

Mr. McGehee said that if a letter is sent it should not be a request but instead a letter advising of the need for attention to the safety issue and an opinion of the need for the work to be done.

Councilor Katlong said that he would like to see if we can paint the curbs. With the visibility issues at these crosswalks this needs to be done.

Councilor Plotts asked what it may cost to add lights at these crosswalks that flash when people are walking across. Mr. McGehee said that his recall when another city was looking at this option is that they are around \$50,000.

Consensus to have City staff paint the curbs. Mrs. Cook will advise Public Works of this decision.

Skatepark Comments: Mrs. Cook compiled the comments from the skatepark open house along with those turned in afterward. They were provided for review.

Councilor Baughman said that for the next step in the process we should have a list of what the Planning Commission will require for the site plan review so that we ensure that they are addressed.

Consensus that the City has no objection to SKATE's recommendation to pursue conceptual design #1. Mrs. Cook will advise SKATE of this and that we need to get the agreement signed.

Marge Henning, SE Myrtle Street, asked if this can be voted on by the people.

Mrs. Kindred said that she supports a skatepark and likes the proposed location.

424 SW Cedar Street Update: On Monday, December 4, 2017 the Linn County Sheriff's Office and Inmate Work Crew cleared the bulk of the violations from the property located at 424 SW Cedar Street. We did work with Jonathan Hoeye to allow him and a number of people assisting him, to remove items from the property concurrent to the other work taking place. As a result, we did not have to bring STR in to tow the motor home or camp trailer that were on site.

At this time, the GMC flatbed truck, which has been loaded with items, and the carport structure remain. Mr. Hoeye was given until the following Friday morning to remove anything remaining that he wished to keep.

Mr. McGehee said that there are still items on the site and Mr. Hoeye is still living on the property. The next step is to file contempt of court charges and bring him back to court. There will be costs involved. Consensus to move forward with contempt charges.

Mrs. Cook will coordinate another dumpster for the remaining items and STR to tow the truck, tractor and four wheeler that remain.

Mr. McGehee said that senior services was contacted before the writ of assistance was filed. He will follow up with senior services before filing the contempt of court.

NEW BUSINESS

Planning Commission Request – Meeting Date/Time Change: Planning Chair Ann Carey, on behalf of the full Commission, submitted a letter proposing a change to the monthly meeting date and time. In August 2015, the Planning Commission meetings were changed from the second Friday of the month at 9:00a.m. to the third Tuesday of the month at 6:30p.m. per Council request. This change was noted as being made so that people who work can have an opportunity to attend meetings as well as participate as a member of the commission.

Over the course of the last two years the Planning Commission has held 31 meetings. Twelve of the meetings, which had scheduled public hearings and/or presentations, had citizen and/or agency attendees. Six of the 31 meetings had attendance by members of the City Council.

The meeting date/time suggestion was made by then Mayor Thorin Thacker in February, 2015. The Planning Commission attended the May 12, 2015 City Council meeting and presented their reasoning for continuing night meetings throughout the years. At the July 14, 2015 Council meeting the Planning Commission submitted their work program and it was noted at that time that their meetings would now be held on the third Tuesday of the month at 6:30p.m.

The Planning Commission is requesting that they be authorized to hold their regular monthly meetings on the third Friday of the month at 9:00a.m.

Mrs. Carey said that the Planning Commission needs to do code work as it is getting behind. When doing this kind of work it is very intensive and members are more alert in the morning. Changing the meetings to the evenings has not increased the attendance of members of the community. Morning meetings would allow for staff to attend as well.

Mayor Kirsch said that he would want to know that the Planning Commission would be flexible in meeting times to meet the needs of applicants as well as whether they would be willing to accept the appointment of a member who cannot participate in daytime meetings and would change the time to accommodate.

Councilor Trout said that his concern is that the time of meetings have been changed for applicants. What about the person that is not the applicant but wants to participate in a land use process. Mayor Kirsch said that written testimony is accepted as well. Councilor Katlong said that he would want to be able to participate in person if there was something that affected him.

Councilor Baughman said that the time was changed to accommodate people who work.

Mayor Kirsch said that he sees the Planning Commission as professional people trying to do a professional job. Evening meetings disadvantages them because they don't have access to City Hall. For the Council to try to put a thumb on them will keep them from being able to do their job well. The Planning Commission has worked well for the 20 years he has been around and even prior to that.

Councilor Trout said that his concern is that any citizen should have the opportunity to show up for any hearing. They should not have to take off work to make a hearing.

Mayor Kirsch said that he thinks that the Planning Commission should be able to be flexible adding that he puts his trust in them and their ability to do a good job. Councilor Baughman said that the Council has a mandated time for its meetings.

Mayor Kirsch said that the Planning Commission is agreeing that hearings can be held in the evenings and asked the Council whether meetings that do not include hearings could be held at another time.

Dennis Chamberlin said that the Planning Commission gets more value out of morning meetings because staff can be there so they don't have to wait for answers to questions that arise, therefore things move ahead faster.

Mayor Kirsch noted that while there is a set date and time for the Council meetings the Council has the flexibility to change them with a vote and has done so in the past to accommodate for people's schedules or issues that arrive. The Council has the power to do what is necessary to get the work done but is putting a thumb on the Planning Commission and not allowing them this same ability. Mayor Kirsch said that he does not understand why we would want to mandate the Planning Commission's meeting time.

Councilor Trout said that the flexibility for site reviews and code writing doesn't make much difference but it is important to keep evening meetings for anything that people may have a disagreement on.

Ms. Henning said that the Planning Commission is flexible on meetings.

Mayor Kirsch suggested having hearings held at night as a standard practice unless a request for special accommodations is made. Regular work meetings, until such time as a candidate for the Planning Commission needs a different time, will be during the day.

Councilor Trout said that he is okay with Mayor Kirsch's suggestion with the refinement that all regular meetings are set for the third Tuesday of the month at 6:30p.m. and any work meetings can be flexible.

Councilor Baughman said that he is flexible in understanding the need for focus on work but not on an application that people want to participate in.

Councilor Plotts said that having the meetings in the mornings so that the Planning Commission can focus on their work and have staff available.

Consensus to hold public hearings on the third Tuesday at 6:30p.m. and regular meetings for work on the third Friday at 9:00a.m.

Employee Performance Appraisal – Johnson, Kimberley: Utility Billing Clerk Kimberley Johnson has had her annual performance evaluation, which was due in July. This is the first evaluation using the new performance appraisal form and Mrs. Johnson has met all expectant standards for her position. Mrs. Johnson is our front end, first contact person. She welcomes visitors and provides assistance to many requests including directions, information, zoning, permitting, code regulations and more.

Mrs. Johnson does a great job keeping our utility billing accounts in order and billings on time. She is very kind and considerate with citizens and customers. In addition to UB Mrs. Johnson completes all nuisance processing from taking complaints to investigating each one, obtaining photographs, sending notices of violation and determining if they have been dealt with accordingly. Mrs. Johnson also handles our court documents and processing.

Based on this review Mrs. Cook is recommending a one-step salary increase from Step 4, \$18.23/hr to Step 5, \$19.72/hr of the salary scale. Mrs. Johnson did receive an increase last year.

Councilor Trout said that he has no disagreement with the evaluation and asked if there are procedures to determine whether a wage increase will be granted. Mrs. Cook said that there is not. This is something that needs to be addressed.

Mr. McGehee said that this was beginning to be addressed with the last Council but has not been followed through on since the new Council came on.

Councilor Baughman said that with the budget constraints we are facing he is concerned with giving a raise but doesn't want it to be at the detriment to the employee.

Councilor Katlong asked if the policy for wage increases can be put on an upcoming meeting to begin being addressed.

Councilor Trout moved and was seconded by **Councilor Baughman** to Approve a One-Step Salary Increase From Step 4, \$18.23/Hr to Step 5, \$19.72/Hr of the Salary Scale for Kimberley Johnson, Effective July 1, 2017. The motion passed unanimously, (6:0).

Request for Reduction of Water Charges – 1273 SE 4th Avenue: Kathy Kindred, owner 1273 SE 4th Avenue, has submitted a request for consideration of reduction of water charges due to a broken water spigot. Staff has the ability to provide a 50% leak reduction for most water leaks, however, leaks caused by outside spigots are not included in this.

The water usage for the December billing shows 45 units. The average consumption for this account is seven units. This leaves roughly 38 units of “leak” usage. The Council has the following options:

1. Grant waiver of leak charges
2. Grant waiver of partial leak charges
3. Deny request for waiver of leak charges

Mayor Kirsch moved and was seconded by **Councilor Keen** to Waive the 38 Units of Leak Charges.

It was noted that procedure for leaks has been to grant a waiver to the highest consumption in the past year.

Mayor Kirsch called for the vote. The motion passed unanimously, (6:0).

STAFF/COMMISSION REPORTS

City Recorder Report

List of On-Going Old Business Items: The current list of on-going old business items was provided for Council review.

Water Rate Study Update: Public Works Supervisor Russ Foltz and Mrs. Cook met with Chris Marko, Rural Communities Assistance Corporation, on December 6, 2017, regarding our water rate study. Mr. Marko was able to obtain needed information to begin asset management outlines. Staff will be providing additional information by next week. This will be used in determining the City’s overall rate needs.

Audit Update: Our audit is took place Monday, November 13th and Thursday, November 16th. Overall, the audit went well. There will be findings noted due to our inability to review and make changes to the financials between the completion of the work done by our consultant and having the audit work done.

Each of the items noted were identified by staff as in need of modification. However, because the work was not completed before being identified by the auditor, they will be shown in our audit.

The Reid House Update: The Reid House Committee has set their first meeting for January 5, 2018. The Committee will begin their work by electing a chair and vice-chair then move on to outlining the duties and responsibilities of the group to recommend to the Council.

In addition, the Committee should discuss potential immediate needs for the property. Those may include: heating type, landscaping maintenance and building maintenance.

MCRFPD Fireworks: In February, 2015 the City Council approved Resolution No. 761, which gave indefinite approval to the Mill City Rural Fire Protection District to use the waste water treatment property for their annual 4th of July fireworks display. The Resolution states that such authority shall remain in force and effect until revoked by written notice by the City not later than December 31, upon action taken by the Council.

Staff does not see a need to revoke this permission, however, because the revocation must be done by the end of the calendar year, staff will bring this before the Council annually to ensure that we are still in agreement with the current authorization.

December 26, 2017 Council Meeting: The second Council meeting of December is scheduled for December 26th. This is a regular work day for City staff. However, due to it being the day after Christmas, Mrs. Cook thought it prudent to ensure that we will have a quorum of the Council present.

If we will not have enough members to have a quorum, then we need to ensure that the Mayor has authority to approve payables for the City

Councilor Baughman moved and was seconded by **Councilor Keen** to Cancel the December 26, 2017 City Council Meeting. The motion passed, (5:1) with Councilor Katlong voting nay.

Mrs. Cook said that because the meeting has been cancelled Mayor Kirsch needs authorization from the Council to approve payables for the end of the month.

Councilor Katlong moved and was seconded by **Councilor Keen** to authorize Mayor Kirsch to Approve the End of Month Payables for December. The motion passed unanimously, (6:0).

Park Host: Our Park Host has left to go back to his home in Arizona. Staff has advertised the vacancy as open until filled. We have two applications at this time and have had interest from at least one other person.

Unless there is a desire to do something different, Councilor Keen and Mrs. Cook will hold interviews for the two applicants. The interviews are set for this Friday, December 15, 2017.

City Attorney Report

Dangerous and derelict building: Mr. McGehee said that the old Texaco building has had a new roof put on it. We are still moving forward with the appeal hearing. Steve Summers has agreed to act as the hearings officer and will charge \$25.00 per hour.

Se Fairview property: Mr. McGehee said that there is a property on SE Fairview that we will most likely end up having to clean up using the same process as we did with the Cedar Street property.

Councilor Trout said that he appreciates getting the town cleaned up. This is one of the things he wanted to see happen.

Mr. McGehee said that this is hard work for our code enforcement clerk and it is taxing on her emotions.

BUSINESS FROM MAYOR & CITY COUNCILORS

Mayor Kirsch read an email from Fire Chief Leland Ohrt regarding a homeless person living in the shelter at Kimmel Park. The email requests that the Council address the issue. Mr. McGehee said that Chief Ohrt needs to be advised to call the Sheriff's Office as they can trespass anyone in the park during non-hours.

Mayor Kirsch reminded the Council that anyone wanting to tour the Freres plant should contact Mrs. Cook.

Councilor Baughman said that there were four permits issued.

The sewer tanks that need to be inspected by the County are not being inspected. This needs to be addressed so that the tanks installed correctly.

Councilor Baughman asked about the comp time policy. Mrs. Cook said that the policy was agreed to by the Council but was never drafted. Once drafted it then needs to be adopted into our Personnel Handbook. Mrs. Cook said that she has not had time to work on the policy or the handbook and noted that she recently began going through the handbook but it is tedious work that needs to be done section by section.

Councilors Katlong, Keen, and Trout had nothing to report.

Councilor Plotts said that she is thankful for the new kiosk and the signage that is on it.

Councilor Plotts asked if the sign in front of the Dollar General needs to be addressed. It says no RV or camper parking but semi trucks are parking there. Mrs. Cook said that she believes that the language on the signs is what was outlined in the conditions of approval for the land use action.

EXECUTIVE SESSION: No executive session scheduled.

ADJOURNMENT

The meeting was adjourned at 10:38 PM.

Prepared by:

Approved by:

Stacie Cook, MMC
City Recorder

Tim Kirsch
Mayor

CITY OF MILL CITY

1/4/2018 12:58 PM

Register: US BANK - GENERAL FUND

From 12/27/2017 through 01/09/2018

Sorted by: Date, Type, Number/Ref

Date	Number	Payee	Account	Memo	Payment	C	Deposit	Balance
12/27/2017			DEPOSITS to Billing	Deposit			3,379.57	62,537.35
12/27/2017			-split-	Deposit			150.00	62,687.35
12/28/2017			DEPOSITS to Billing	Deposit			1,719.90	64,407.25
12/29/2017			DEPOSITS to Billing	Deposit			458.45	64,865.70
12/29/2017			-split-	Deposit			50.00	64,915.70
12/29/2017	23808	Silver Creek Chimney	General		145.00			64,770.70
12/29/2017	23809	Pacific Power	-split-	Utilities	5,504.60			59,266.10
12/29/2017	23810	Philip Adams	General	Dec payroll	262.19			59,003.91
12/29/2017	23811	Rustin Foltz	General	Dec Payroll	3,510.19			55,493.72
12/29/2017	23812	Gerald Curtis	General	Dec Payroll	2,160.72			53,333.00
12/29/2017	23813	Ira Feitelson	General	Payroll	92.70			53,240.30
12/29/2017	23814	Kimberley Johnson	General	Dec Payroll	1,729.36			51,510.94
12/29/2017	23815	Stacie Cook	General	Dec Payroll	3,494.05			48,016.89
12/29/2017	23816	Vicki Emery	General	Dec Payroll	1,872.58			46,144.31
12/29/2017	23817	Philip Adams	General	milage remb	11.10			46,133.21
12/29/2017	23818	EBS Trust	Insurance	Medical Benefits	7,611.14			38,522.07
01/02/2018			DEPOSITS to Billing	Deposit			947.38	39,469.45
01/03/2018			DEPOSITS to Billing	Deposit			2,373.79	41,843.24
01/03/2018			-split-	Deposit			451.46	42,294.70
01/04/2018			DEPOSITS to Billing	Deposit			2,968.74	45,263.44
01/09/2018	23819	Add Upon, LLC	-split-		2,750.00			42,513.44
01/09/2018	23820	Sandra Coleman	REFUND		41.36			42,472.08
01/09/2018	23821	D&W Automotive	-split-		224.15			42,247.93
01/09/2018	23822	Ernie's Fueling Netw...	-split-	Fuel	193.18			42,054.75
01/09/2018	23823	Frontier	-split-	Telephone	567.36			41,487.39
01/09/2018	23824	Kelly Lumber	-split-		256.45			41,230.94
01/09/2018	23825	Marc Nelson Oil Pro...	general facilities Fund	Generator Fuel ...	484.44			40,746.50
01/09/2018	23826	Mill City Market Place	General	garbage bags	40.99			40,705.51
01/09/2018	23827	OAWU	Water		500.00			40,205.51
01/09/2018	23828	One Call Concepts	Water	Utilities Locates	3.96			40,201.55
01/09/2018	23829	Oregon Meter Repair	Water	Meter Supplies	244.00			39,957.55
01/09/2018	23830	Pacific Sanitation	Housing Rehab	HoyeyeHouse	2,187.00			37,770.55
01/09/2018	23831	United States Treasury	General	4th qrtly	0.04			37,770.51
01/09/2018	23832	Wilco Farms	Streets	equipment mai...	775.99			36,994.52

General Ledger

Expenses vs. Budget

User: Trisha

Printed: 01/04/2018 - 1:01 P

Period 6, 2018

Account Number	Description	Budgeted Amount	Period Amount	YTD Amount	YTD Var Encumbered Amt	Available % Available
10	GENERAL FUND					
10-2	PERSONAL SERV EXPENSE					
EX1	EXPENDITURE					
10-2-2001	CITY RECORDER/ADMINIST	0.00	0.00	0.00	0.00	0.00
10-2-2002	PUBLIC WORKS SUPERVISO	5,765.00	7,633.97	10,210.75	(4,445.75)	(4,445.75)
10-2-2003	CLERK II - FINANCE	14,585.00	4,925.34	9,522.60	5,062.40	5,062.40
10-2-2004	CITY RECORDER	21,845.00	8,474.57	17,882.52	3,962.48	3,962.48
10-2-2005	JUDGE	8,890.00	781.77	4,412.37	4,477.63	4,477.63
10-2-2006	PERS	13,765.00	0.00	7,064.29	6,700.71	6,700.71
10-2-2007	WORKERS COMP/WBA	2,525.00	0.00	30.87	2,494.13	2,494.13
10-2-2008	SS & MC	5,775.00	0.00	1,742.95	4,032.05	4,032.05
10-2-2009	EMPLOYEE INSURANCE	22,360.00	0.00	7,032.85	15,327.15	15,327.15
10-2-2010	UNEMPLOYMENT	600.00	0.00	0.00	600.00	600.00
10-2-2011	FEDERAL W/H TAX	0.00	0.00	0.00	0.00	0.00
10-2-2012	STATE W/H TAX	0.00	0.00	1,384.57	(1,384.57)	(1,384.57)
10-2-2013	UTILITY MAINTENANCE WO	15,535.00	6,171.99	12,628.07	2,906.93	2,906.93
10-2-2014	SECRETARY/INTERNS/WOR	0.00	0.00	0.00	0.00	0.00
10-2-2015	CLERK I - UB/COURT/CODE	3,845.00	7,605.10	9,164.67	(5,319.67)	(5,319.67)
10-2-2016	OVERTIME	0.00	0.00	0.00	0.00	0.00
10-2-2017	COUNCILORS & MAYOR	0.00	0.00	0.00	0.00	0.00
10-2-2018	PART TIME	1,882.00	0.00	609.88	1,272.12	1,272.12
10-2-2019	Meter Reader	3,140.00	369.06	369.06	2,770.94	2,770.94
	EXPENDITURE	120,512.00	35,961.80	82,055.45	38,456.55	38,456.55
	10-2 Totals:	120,512.00	35,961.80	82,055.45	38,456.55	38,456.55
	(No Description)					
10-3	EXPENDITURE					
EX1	OFFICE SUPPLIES	2,000.00	60.35	1,060.85	939.15	939.15
10-3-3001	LCSS CONTRACT	234,700.00	0.00	117,498.00	117,202.00	117,202.00
10-3-3002	PLANNING CONSULT	21,650.00	2,393.40	12,605.00	9,045.00	9,045.00
10-3-3003	MISCELLANEOUS	5,500.00	5.97	7,824.71	(2,324.71)	(2,324.71)
10-3-3004	KIMMEL PARK/COM CTR A	0.00	0.00	0.00	0.00	0.00
10-3-3005						
	EXPENDITURE	241,850.00	2,459.72	131,588.56	110,261.44	110,261.44
	10-3 Totals:	241,850.00	2,459.72	131,588.56	110,261.44	110,261.44
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Account Number	Description	Budgeted Amount	Period Amount	YTD Amount	YTD Var Encumbered Amt	Available % Available
10-3-3006	COURT APPOINTED LEGAL	1,000.00	0.00	1,796.59	(796.59)	0.00
10-3-3007	AUDIT	6,000.00	3,000.00	3,000.00	3,000.00	50.00
10-3-3008	LEGAL RETAINER-CITY	10,575.00	799.03	4,794.18	5,780.82	54.66
10-3-3009	INSURANCE / PERSONNEL B	8,587.00	175.00	12,754.55	(4,167.55)	0.00
10-3-3010	CITY BLDG UTILITIES	5,000.00	432.56	3,188.12	1,811.88	36.23
10-3-3011	CITY HALL PHONES	3,500.00	188.76	1,521.74	1,978.26	56.52
10-3-3013	POSTAGE	1,200.00	142.00	1,690.34	(490.34)	0.00
10-3-3014	PARKS MAINTENANCE	5,000.00	393.23	4,672.68	327.32	6.54
10-3-3015	PRINT & PUBLISH	1,000.00	24.00	276.31	723.69	72.36
10-3-3016	SENIOR MEALS	0.00	0.00	0.00	0.00	0.00
10-3-3017	COMPUTER SOFTWARE & M	2,000.00	0.00	1,000.00	1,000.00	50.00
10-3-3018	PLANNING COMMISSION EX	200.00	0.00	0.00	200.00	100.00
10-3-3019	MEMBERSHIPS	3,000.00	556.62	2,447.52	552.48	18.41
10-3-3021	EQUIPMENT OPERATION / F	1,600.00	0.00	1,050.18	549.82	34.36
10-3-3022	ELECTIONS	100.00	0.00	0.00	100.00	100.00
10-3-3023	ENGINEERING & DESIGN	7,000.00	0.00	2,890.00	4,110.00	58.71
10-3-3024	CHRISTMAS BONUS	0.00	0.00	0.00	0.00	0.00
10-3-3025	CITY HALL MAINT/CITY BLD	2,000.00	565.50	1,205.00	795.00	39.75
10-3-3026	SPECIAL EVENTS	0.00	1,415.81	1,415.81	(1,415.81)	0.00
10-3-3027	4TH OF JULY EVENTS	0.00	0.00	0.00	0.00	0.00
10-3-3028	BUILDING PERMITS	13,200.00	6,878.98	33,074.46	(19,874.46)	0.00
10-3-3029	COURT EXPENSE/FINE DISB	12,600.00	1,473.50	5,740.50	6,859.50	54.44
10-3-3030	MILEAGE & SCHOOLS	1,500.00	53.27	905.27	594.73	39.64
10-3-3032	CITY ATTORNEY/SPECIAL L	6,500.00	1,902.50	3,477.50	3,022.50	46.50
10-3-3033	FIRST STR RESTROOM UTL	2,000.00	520.79	1,601.03	398.97	19.94
10-3-3035	CEMETARY MAINTENANCE	0.00	0.00	0.00	0.00	0.00
10-3-3040	COPY MACHINE CONTRACT	3,000.00	172.79	1,172.79	1,827.21	60.90
10-3-3041	POSTAGE METER LEASE	0.00	0.00	119.94	(119.94)	0.00
10-3-3043	REHAB CITY HALL	0.00	0.00	0.00	0.00	0.00
10-3-3044	LINN COUNTY GIS	0.00	0.00	0.00	0.00	0.00
10-3-3045	PEER COURT	0.00	0.00	0.00	0.00	0.00
10-3-3046	CANYON LIFE MUSEUM	1,000.00	0.00	0.00	1,000.00	100.00
10-3-3047	BEAUTIFICATION/SPRING CL	4,000.00	0.00	3,787.90	212.10	5.30
10-3-3048	PARK HOST	0.00	0.00	0.00	0.00	0.00
10-3-3049	Legal / Special	0.00	0.00	225.00	(225.00)	0.00
10-3-3052	N.SANTIAM CHAMBER	0.00	0.00	0.00	0.00	0.00
10-3-3053	MCGR	0.00	0.00	0.00	0.00	0.00
10-3-3054	Canyon Hearts to Arts	0.00	0.00	0.00	0.00	0.00
10-3-3055	RR BRIDGE EXTRA	0.00	0.00	0.00	0.00	0.00
10-3-3057	COMMUNITY GIVING FUND	0.00	0.00	0.00	0.00	0.00
10-3-3070	SUBDIVISION DEPOSIT REFU	0.00	0.00	0.00	0.00	0.00
10-3-3071	SENIOR MEALS	500.00	0.00	500.00	0.00	0.00
10-3-3081	LIBRARY DONATION	0.00	0.00	0.00	0.00	0.00
	EXPENDITURE	365,912.00	21,154.06	233,295.97	132,616.03	36.24

Account Number	Description	Budgeted Amount	Period Amount	YTD Amount	YTD Var Encumbered Amt	Available % Available
10-4	10-3 Totals:	365,912.00	21,154.06	233,295.97	132,616.03	0.00
EX1	(No Description)					
10-4-4001	EXPENDITURE					36.24
10-4-4002	COMPUTER C/O	7,500.00	0.00	1,500.00	6,000.00	0.00
10-4-4006	LAND ACQUISITION	0.00	0.00	0.00	0.00	0.00
10-4-4007	OFFICE EQUIPMENT C/O	0.00	0.00	0.00	0.00	0.00
10-4-4008	MISCELLANEOUS C/O	0.00	0.00	0.00	0.00	0.00
10-4-4009	PARKS C/O	0.00	0.00	0.00	0.00	0.00
10-4-4010	CITY HALL & BUILDINGS C/	0.00	0.00	0.00	0.00	0.00
10-4-4011	KIMMEL PARK IMPROVEME	0.00	0.00	0.00	0.00	0.00
10-4-4013	HAMMOND PARK IMPROVE	0.00	0.00	0.00	0.00	0.00
	SIGNAGE IMPROVEMENTS	0.00	0.00	0.00	0.00	0.00
	EXPENDITURE	7,500.00	0.00	1,500.00	6,000.00	0.00
						80.00
10-4	10-4 Totals:	7,500.00	0.00	1,500.00	6,000.00	0.00
10-5	(No Description)					
EX1	EXPENDITURE					
10-5-5002	Xfer TO EQUIPMENT FUND	0.00	0.00	0.00	0.00	0.00
10-5-5003	Xfer TO GEN FACILITIES RES	0.00	0.00	0.00	0.00	0.00
10-5-5004	Xfer TO ST RES FOR RR BRID	0.00	0.00	0.00	0.00	0.00
10-5-5005	TRANSFER TO CAN JOUR TR	0.00	0.00	0.00	0.00	0.00
10-5-5007	XFER TO HOUSING REHAB	0.00	0.00	0.00	0.00	0.00
10-5-5008	TRANSFER TO SKATE PARK	0.00	0.00	0.00	0.00	0.00
10-5-5009	TRANSFER TO SEWER FUND	0.00	0.00	0.00	0.00	0.00
10-5-5010	TRANSFER TO WATER FUND	0.00	0.00	0.00	0.00	0.00
10-5-5011	TRANSFER TO SEWER RESE	0.00	0.00	0.00	0.00	0.00
10-5-5012	TRANSFER TO WATER RESE	0.00	0.00	0.00	0.00	0.00
10-5-5111	Xfer TO STREET FUND	0.00	0.00	0.00	0.00	0.00
10-5-5119	Xfer TO WATER FUND	0.00	0.00	0.00	0.00	0.00
	EXPENDITURE	0.00	0.00	0.00	0.00	0.00
						0.00
10-5	10-5 Totals:	0.00	0.00	0.00	0.00	0.00
10-6	(No Description)					
EX1	EXPENDITURE					
10-6-6001	GF CONTINGENCY	38,852.00	0.00	0.00	38,852.00	0.00
						100.00

Account Number	Description	Budgeted Amount	Period Amount	YTD Amount	YTD Var Encumbered Amt	Available % Available
	EXPENDITURE	38,852.00	0.00	0.00	38,852.00	100.00
10-6 Totals:		38,852.00	0.00	0.00	38,852.00	100.00
(No Description)						
EX1	EXPENDITURE					
10-8-8001	HsngRehab-Interfund Ln Repay	16,563.00	0.00	0.00	16,563.00	100.00
	EXPENDITURE	16,563.00	0.00	0.00	16,563.00	100.00
10-8 Totals:		16,563.00	0.00	0.00	16,563.00	100.00
(No Description)						
EX1	EXPENDITURE					
10-9-9001	UNAPPROPRIATED EFB	60,000.00	0.00	0.00	60,000.00	100.00
	EXPENDITURE	60,000.00	0.00	0.00	60,000.00	100.00
10-9 Totals:		60,000.00	0.00	0.00	60,000.00	100.00
10 Totals:		609,339.00	57,115.86	316,851.42	292,487.58	48.00
11	STREET FUND					
11-2	(No Description)					
EX1	EXPENDITURE					
11-2-2001	CITY RECORDER/ADMINIST	0.00	0.00	0.00	0.00	0.00
11-2-2002	PUBLIC WORKS SUPERVISO	8,645.00	0.00	5,153.56	3,491.44	40.38
11-2-2003	CLERK II - FINANCE	2,085.00	0.00	(98.25)	2,183.25	104.71
11-2-2004	CITY RECORDER	3,120.00	0.00	1,343.99	1,776.01	56.92
11-2-2005	OVERTIME	0.00	0.00	0.00	0.00	0.00
11-2-2006	PERS	5,565.00	0.00	1,205.03	4,359.97	78.34
11-2-2007	WORKERS COMP/WBA	885.00	0.00	10.81	874.19	98.77
11-2-2008	SS & MC	2,100.00	0.00	610.03	1,489.97	70.95
11-2-2009	EMPLOYEE INSURANCE	9,245.00	0.00	2,461.50	6,783.50	73.37
11-2-2010	UNEMPLOYMENT	210.00	0.00	0.00	210.00	100.00
11-2-2011	FEDERAL W/H TAX	0.00	0.00	0.00	0.00	0.00

Account Number	Description	Budgeted Amount	Period Amount	YTD Amount	YTD Var Encumbered Amt	Available % Available
11-2-2012	STATE W/H TAX	0.00	0.00	0.00	0.00	0.00
11-2-2013	UTILITY MAINTENANCE WO	8,875.00	0.00	3,689.19	0.00	0.00
11-2-2015	CLERK I UB/COURT/CODE E	3,845.00	0.00	1,559.58	5,185.81	58.43
11-2-2018	PART TIME	440.00	0.00	435.62	2,285.42	59.43
11-2-2019	Meter Reader	440.00	0.00	0.00	4.38	0.99
					440.00	100.00
	EXPENDITURE	45,455.00	0.00	16,371.06	29,083.94	63.98
	11-2 Totals:	45,455.00	0.00	16,371.06	29,083.94	63.98
11-3	(No Description)					
EX1	EXPENDITURE					
11-3-3001	STREET LIGHTS	33,000.00	2,497.14	14,972.49	18,027.51	54.62
11-3-3002	EQUIPMENT OPERATION / F	1,500.00	0.00	721.08	778.92	51.92
11-3-3003	CONSULTING SERVICES	1,575.00	0.00	747.65	827.35	52.53
11-3-3004	MISCELLANEOUS	1,000.00	2.97	1,075.81	(75.81)	0.00
11-3-3005	SIGNS	3,500.00	26.95	2,436.14	1,063.86	30.39
11-3-3006	SIDEWALKS & TRAIL MAINT	2,500.00	164.45	331.26	2,168.74	86.75
11-3-3007	UNIFORM	100.00	0.00	0.00	100.00	100.00
11-3-3010	STORM DRAINAGE FACILITI	7,500.00	0.00	0.00	7,500.00	100.00
11-3-3033	PATCH & MAINTENANCE	7,500.00	163.64	679.80	6,820.20	90.93
11-3-3034	RR BRIDGE MAINTENANCE	0.00	0.00	0.00	0.00	0.00
11-3-3036	ENGINEERS	7,500.00	0.00	0.00	7,500.00	100.00
	EXPENDITURE	65,675.00	2,855.15	20,964.23	44,710.77	68.07
	11-3 Totals:	65,675.00	2,855.15	20,964.23	44,710.77	68.07
11-4	(No Description)					
EX1	EXPENDITURE					
11-4-4002	COMPUTER SOFTWARE	3,500.00	0.00	900.00	2,600.00	74.28
11-4-4003	MISCELLANEOUS C/O	0.00	0.00	0.00	0.00	0.00
11-4-4004	C/O MARION CO.	0.00	0.00	0.00	0.00	0.00
11-4-4005	C/O SPECIAL PROJECTS	0.00	0.00	0.00	0.00	0.00
11-4-4006	C/O CITYWIDE	27,500.00	0.00	0.00	27,500.00	100.00
11-4-4007	C/O STORM SWR & DRAINA	10,000.00	0.00	0.00	10,000.00	100.00
11-4-4008	C/O SCA PROJECT - NW 9TH	0.00	0.00	0.00	0.00	0.00
11-4-4009	3RD & ALDER	0.00	0.00	0.00	0.00	0.00
	EXPENDITURE	41,000.00	0.00	900.00	40,100.00	97.80

Account Number	Description	Budgeted Amount	Period Amount	YTD Amount	YTD Var Encumbered Amt	Available % Available
11-5 EX1	11-4 Totals:	41,000.00	0.00	900.00	40,100.00	97.80
11-5-5002	(No Description) EXPENDITURE	0.00	0.00	0.00	0.00	0.00
11-5-5003	Xfer TO ST RES FUND/BIKE P	0.00	0.00	0.00	0.00	0.00
11-5-5004	XFER TO CANYON JOURNEY	60,000.00	0.00	0.00	60,000.00	100.00
11-5-5005	Xfer TO STREET RES FUND/R	0.00	0.00	0.00	0.00	0.00
11-5-5006	Xfer TO GENERAL FUND	16,500.00	0.00	0.00	16,500.00	100.00
11-5-5007	XFER TO RAILROAD BRIDGE	0.00	0.00	0.00	0.00	0.00
	Xfer TO EQUIPMENT RES FU					
	EXPENDITURE	76,500.00	0.00	0.00	76,500.00	100.00
11-5 EX1	11-5 Totals:	76,500.00	0.00	0.00	76,500.00	100.00
11-6-6001	(No Description) EXPENDITURE	45,468.00	0.00	0.00	45,468.00	100.00
	ST FUND CONTINGENCY					
	EXPENDITURE	45,468.00	0.00	0.00	45,468.00	100.00
11-6 EX1	11-6 Totals:	45,468.00	0.00	0.00	45,468.00	100.00
11-9-9001	(No Description) EXPENDITURE	60,000.00	0.00	0.00	60,000.00	100.00
	UNAPPROPRIATED EFB					
	EXPENDITURE	60,000.00	0.00	0.00	60,000.00	100.00
	11-9 Totals:	60,000.00	0.00	0.00	60,000.00	100.00
	11 Totals:	334,098.00	2,855.15	38,235.29	295,862.71	88.55

Account Number	Description	Budgeted Amount	Period Amount	YTD Amount	YTD Var Encumbered Amt	Available % Available
13	RR BRIDGE MAINT & REST.					
13-3	(No Description)					
EX1	EXPENDITURE					
13-3-3002	SAVE OUR BRIDGE EXPENS	15,334.00	0.00	0.00	0.00	100.00
13-3-3003	ENGINEERING	120,000.00	135.55	1,696.35	0.00	98.58
13-3-3004	ADMINISTRATION	0.00	0.00	0.00	0.00	0.00
13-3-3005	MISCELLANEOUS	0.00	0.00	0.00	0.00	0.00
	EXPENDITURE	135,334.00	135.55	1,696.35	0.00	98.74
13-3 Totals:		135,334.00	135.55	1,696.35	0.00	98.74
13-4	(No Description)					
EX1	EXPENDITURE					
13-4-4001	C/O MISCELLANEOUS	0.00	0.00	0.00	0.00	0.00
13-4-4002	BRIDGE; SOB	583,500.00	0.00	0.00	0.00	100.00
13-4-4003	BRIDGE; CITY	0.00	0.00	0.00	0.00	0.00
	EXPENDITURE	583,500.00	0.00	0.00	0.00	100.00
13-4 Totals:		583,500.00	0.00	0.00	0.00	100.00
13-6	(No Description)					
EX1	EXPENDITURE					
13-6-6001	CONTINGENCY	0.00	0.00	0.00	0.00	0.00
	EXPENDITURE	0.00	0.00	0.00	0.00	0.00
13-6 Totals:		0.00	0.00	0.00	0.00	0.00
13-7	(No Description)					
EX1	EXPENDITURE					
13-7-7001	UNAPPR ENDING FUND BAL	0.00	0.00	0.00	0.00	0.00
	EXPENDITURE	0.00	0.00	0.00	0.00	0.00

Account Number	Description	Budgeted Amount	Period Amount	YTD Amount	YTD Var Encumbered Amt	Available % Available
	13-7 Totals:	0.00	0.00	0.00	0.00	0.00
	13 Totals:	718,834.00	135.55	1,696.35	717,137.65	99.76
14	SKATE PARK FUND					
14-3	(No Description)					
EX1	EXPENDITURE					
14-3-3002	FUNDRAISING EXPENSE	0.00	0.00	0.00	0.00	0.00
14-3-3003	ENGINEERING	0.00	0.00	0.00	0.00	0.00
14-3-3004	ADMINISTRATION	2,000.00	0.00	253.40	1,746.60	87.33
14-3-3005	MISCELLANEOUS	0.00	0.00	0.00	0.00	0.00
	EXPENDITURE	2,000.00	0.00	253.40	1,746.60	87.33
	14-3 Totals:	2,000.00	0.00	253.40	1,746.60	87.33
14-4	(No Description)					
EX1	EXPENDITURE					
14-4-4001	C/O MISCELLANEOUS	0.00	0.00	0.00	0.00	0.00
14-4-4002	C/O SKATE PARK	43,980.00	(5,500.00)	0.00	43,980.00	100.00
	EXPENDITURE	43,980.00	(5,500.00)	0.00	43,980.00	100.00
	14-4 Totals:	43,980.00	(5,500.00)	0.00	43,980.00	100.00
14-7	(No Description)					
EX1	EXPENDITURE					
14-7-7001	UNAPPROPRIATED ENDING	0.00	0.00	0.00	0.00	0.00
	EXPENDITURE	0.00	0.00	0.00	0.00	0.00
	14-7 Totals:	0.00	0.00	0.00	0.00	0.00

Account Number	Description	Budgeted Amount	Period Amount	YTD Amount	YTD Var Encumbered Amt	Available % Available
15-4-4001	14 Totals:	45,980.00	(5,500.00)	253.40	45,726.60	99.44
15-4-4002	EQUIPMENT FUND (No Description) EXPENDITURE C/O EQUIPMENT: PUBLIC W EQUIPMENT:OTHER	55,000.00 25,000.00	0.00 0.00	0.00 0.00	55,000.00 25,000.00	100.00 100.00
	EXPENDITURE	80,000.00	0.00	0.00	80,000.00	100.00
15-5-5110	15-4 Totals:	80,000.00	0.00	0.00	80,000.00	100.00
15-5-5111	(No Description) EXPENDITURE TRANSFERRED FROM GEN F Xfer TO STR FUND Xfer TO WTR FUND Xfer TO SWR FUND	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00
	EXPENDITURE	0.00	0.00	0.00	0.00	0.00
15-6-6001	15-5 Totals:	0.00	0.00	0.00	0.00	0.00
	(No Description) EXPENDITURE ER CONTINGENCY	0.00	0.00	0.00	0.00	0.00
	EXPENDITURE	0.00	0.00	0.00	0.00	0.00
15-7-7001	15-6 Totals:	0.00	0.00	0.00	0.00	0.00
	(No Description) EXPENDITURE FUTURE EXPENDITURES	2,101.00	0.00	0.00	2,101.00	100.00

Account Number	Description	Budgeted Amount	Period Amount	YTD Amount	YTD Var Encumbered Amt	Available % Available
	EXPENDITURE	2,101.00	0.00	0.00	2,101.00	100.00
15-7 Totals:		2,101.00	0.00	0.00	2,101.00	100.00
15 Totals:		82,101.00	0.00	0.00	82,101.00	100.00
19	WATER FUND					
19-2	(No Description)					
EX1	EXPENDITURE					
19-2-2001	CITY RECORDER/ADMINIST	0.00	0.00	83.68	(83.68)	0.00
19-2-2002	PUBLIC WORKS SUPERVISO	20,170.00	0.00	6,441.96	13,728.04	68.06
19-2-2003	CLERK II - FINANCE	12,500.00	0.00	3,517.55	8,982.45	71.86
19-2-2004	CITY RECORDER	18,725.00	0.00	8,063.97	10,661.03	56.93
19-2-2005	OVERTIME	0.00	0.00	0.00	0.00	0.00
19-2-2006	PERS	16,430.00	0.00	6,025.21	10,404.79	63.32
19-2-2007	WORKERS COMP/WBA	4,420.00	0.00	54.02	4,365.98	98.77
19-2-2008	SS & MC	6,465.00	0.00	3,050.18	3,414.82	52.82
19-2-2009	EMPLOYEE INSURANCE	28,680.00	0.00	12,307.45	16,372.55	57.08
19-2-2010	UNEMPLOYMENT	1,050.00	0.00	0.00	1,050.00	100.00
19-2-2011	FEDERAL W/H TAX	0.00	0.00	0.00	0.00	0.00
19-2-2012	STATE W/H TAX	0.00	0.00	0.00	0.00	0.00
19-2-2013	UTILITY MAINTENANCE WO	8,875.00	0.00	3,689.19	5,185.81	58.43
19-2-2015	CLERK I - UB/COURT/CODE	15,365.00	0.00	6,238.32	9,126.68	59.39
19-2-2018	PART TIME	1,882.00	0.00	348.50	1,533.50	81.48
19-2-2019	Meter Reader	6,965.00	0.00	1,413.62	5,551.38	79.70
	EXPENDITURE	141,527.00	0.00	51,233.65	90,293.35	63.79
19-2 Totals:		141,527.00	0.00	51,233.65	90,293.35	63.79
19-3	(No Description)					
EX1	EXPENDITURE					
19-3-3001	OFFICE SUPPLIES	2,000.00	100.71	1,049.62	950.38	47.51
19-3-3002	POSTAGE	2,750.00	531.25	1,452.45	1,297.55	47.18
19-3-3003	SCHOOLS & TRAINING	2,000.00	175.00	599.92	1,400.08	70.00
19-3-3004	MISCELLANEOUS	1,500.00	77.97	1,806.46	(306.46)	0.00
19-3-3005	WATER DEPT REFUND	200.00	0.00	0.00	200.00	100.00
19-3-3006	CITY LEGAL	0.00	0.00	0.00	0.00	0.00
19-3-3007	AUDIT	5,500.00	2,500.00	2,500.00	3,000.00	54.54
19-3-3008	PLANNING EXPENSE	0.00	0.00	0.00	0.00	0.00

Account Number	Description	Budgeted Amount	Period Amount	YTD Amount	YTD Var Encumbered Amt	Available % Available
19-3-3009	CONSULTANTS: ENGINEERS	30,700.00	4,344.76	9,078.70	21,621.30	21,621.30
19-3-3010	ELECTRICITY	12,500.00	1,002.76	6,404.82	6,095.18	6,095.18
19-3-3011	TELEPHONE & PAGERS	2,750.00	229.07	1,321.60	1,428.40	1,428.40
19-3-3012	WATER PLANT PHONE	0.00	0.00	0.00	0.00	0.00
19-3-3013	ALARM SYSTEM	0.00	76.25	76.25	(76.25)	(76.25)
19-3-3014	PRINT & PUBLISH	1,000.00	97.50	374.34	625.66	625.66
19-3-3015	UNIFORMS	100.00	0.00	0.00	100.00	100.00
19-3-3016	CHEMICALS	2,400.00	0.00	345.06	2,054.94	2,054.94
19-3-3017	MINOR PARTS & REPAIR	1,000.00	0.00	1,149.20	(149.20)	(149.20)
19-3-3018	PAVING / WATER LINES	1,000.00	0.00	270.90	729.10	729.10
19-3-3019	WATER SYSTEM SUPPLIES	5,000.00	8.95	4,604.76	395.24	395.24
19-3-3020	SMALL TOOLS	400.00	90.93	111.58	288.42	288.42
19-3-3021	LAB TESTS	6,750.00	65.00	2,305.00	4,445.00	4,445.00
19-3-3022	COMPUTER EXPENSE	1,500.00	0.00	1,000.00	500.00	500.00
19-3-3024	BONDS / INSURANCE	8,350.00	175.00	13,026.28	(4,676.28)	(4,676.28)
19-3-3027	CITY HALL PHONE	0.00	0.00	0.00	0.00	0.00
19-3-3028	EQUIPMENT OPERATION / F	2,500.00	114.62	625.23	1,874.77	1,874.77
19-3-3029	WATER HOOKUP EXPENSE	750.00	0.00	0.00	750.00	750.00
19-3-3031	FIRE DEPT HYDRANT MAINT	1,500.00	0.00	0.00	1,500.00	1,500.00
19-3-3032	WATER SYSTEM CONSULTA	6,000.00	500.00	3,000.00	3,000.00	3,000.00
19-3-3033	WATER SYSTEM GENERAL	2,000.00	289.82	742.33	1,257.67	1,257.67
19-3-3040	COPY MACHINE CONTRACT/	1,000.00	172.78	312.20	687.80	687.80
	EXPENDITURE	101,150.00	10,552.37	52,156.70	48,993.30	48,993.30
19-3 Totals:		101,150.00	10,552.37	52,156.70	48,993.30	48,993.30
19-4	(No Description)					
EX1	EXPENDITURE					
19-4-4001	WATER PLANT C/O	0.00	0.00	0.00	0.00	0.00
19-4-4003	C/O HYDRANTS	3,000.00	0.00	0.00	3,000.00	3,000.00
19-4-4008	WATER LINES C/O	0.00	0.00	0.00	0.00	0.00
19-4-4010	COMPUTER C/O	7,050.00	0.00	1,800.00	5,250.00	5,250.00
19-4-4014	MISCELLANEOUS C/O	0.00	0.00	0.00	0.00	0.00
	EXPENDITURE	10,050.00	0.00	1,800.00	8,250.00	8,250.00
19-4 Totals:		10,050.00	0.00	1,800.00	8,250.00	8,250.00
19-5	(No Description)					
EX1	EXPENDITURE					
19-5-5004	Xfer TO BONDED DEBT	155,000.00	0.00	0.00	155,000.00	155,000.00
19-5-5005	Xfer TO GENERAL FUND	0.00	0.00	0.00	0.00	0.00

Account Number	Description	Budgeted Amount	Period Amount	YTD Amount	YTD Var Encumbered Amt	Available % Available
19-5-5006	Xfer TO WATER SYS RESERV	0.00	0.00	0.00	0.00	0.00
19-5-5007	Xfer TO EQUIPMENT FUND	0.00	0.00	0.00	0.00	0.00
19-5-5008	TRANSFER TO GENERAL FA	0.00	0.00	0.00	0.00	0.00
	EXPENDITURE	155,000.00	0.00	0.00	155,000.00	100.00
19-5 Totals:		155,000.00	0.00	0.00	155,000.00	100.00
19-6	(No Description)					
EX1	EXPENDITURE					
19-6-6001	WTR CONTINGENCY	35,520.00	0.00	0.00	35,520.00	100.00
	EXPENDITURE	35,520.00	0.00	0.00	35,520.00	100.00
19-6 Totals:		35,520.00	0.00	0.00	35,520.00	100.00
19-9	(No Description)					
EX1	EXPENDITURE					
19-9-9001	UNAPPROPRIATED EFB	50,000.00	0.00	0.00	50,000.00	100.00
	EXPENDITURE	50,000.00	0.00	0.00	50,000.00	100.00
19-9 Totals:		50,000.00	0.00	0.00	50,000.00	100.00
19 Totals:		493,247.00	10,552.37	105,190.35	388,056.65	78.67
21	BONDED DEBT SERVICE/WA					
21-5	(No Description)					
EX1	EXPENDITURE					
21-5-5119	Xfer TO WATER FUND	0.00	0.00	0.00	0.00	0.00
21-5-5120	Xfer TO WTR DEBT RES	0.00	0.00	0.00	0.00	0.00
21-5-5131	Xfer TO SWR FUND	0.00	0.00	0.00	0.00	0.00
	EXPENDITURE	0.00	0.00	0.00	0.00	0.00

Account Number	Description	Budgeted Amount	Period Amount	YTD Amount	YTD Var Encumbered Amt	Available % Available
21-8	21-5 Totals:	0.00	0.00	0.00	0.00	0.00
EX1	(No Description)					
21-8-8003	EXPENDITURE					
21-8-8004	BOND INT SEWER 1993	0.00	0.00	0.00	0.00	0.00
21-8-8010	BOND PRIN SEWER 1993	0.00	0.00	0.00	0.00	0.00
21-8-8011	BOND INT SEWER 1988	0.00	0.00	0.00	0.00	0.00
21-8-8012	BOND PRIN SEWER 1988	0.00	0.00	0.00	0.00	0.00
21-8-8013	BOND INT WATER (OECDD-2	26,699.00	0.00	0.00	0.00	100.00
21-8-8014	BOND PRIN WATER (OECDD-	128,293.00	0.00	0.00	0.00	100.00
21-8-8015	11/84 WATER:EARLY PAYOF	0.00	0.00	0.00	0.00	0.00
21-8-8016	BOND PRIN. SEWER (OECDD	0.00	0.00	0.00	0.00	0.00
21-8-8017	BOND INT SEWER (OECDD 2	0.00	0.00	0.00	0.00	0.00
21-8-8018	BOND PRINC SEWER REFIN -	115,000.00	76,946.92	76,946.92	0.00	33.09
	BOND INT SEWER REFIN - 20	77,694.00	9,677.59	9,677.59	0.00	87.54
	EXPENDITURE	347,686.00	86,624.51	86,624.51	0.00	75.08
21-8	21-8 Totals:	347,686.00	86,624.51	86,624.51	0.00	75.08
EX1	(No Description)					
21-9-9001	EXPENDITURE					
21-9-9002	11/84 WATER UNAPPROP. EF	0.00	0.00	0.00	0.00	0.00
	11/88 SEWER UNAPPROP EF	115,346.00	0.00	0.00	0.00	100.00
	EXPENDITURE	115,346.00	0.00	0.00	0.00	100.00
21-9	21-9 Totals:	115,346.00	0.00	0.00	0.00	100.00
EX1	(No Description)					
23	21 Totals:	463,032.00	86,624.51	86,624.51	0.00	81.29
23-3	WATER SYSTEM RESERVE F					
EX1	(No Description)					
23-3-3001	EXPENDITURE					
23-3-3002	WATER FACILITIES PLANNI	0.00	0.00	0.00	0.00	0.00
23-3-3003	OTHER ENGINEERING/ADMI	0.00	0.00	0.00	0.00	0.00
23-3-3004	ADMINISTRATION	1,000.00	0.00	0.00	0.00	100.00
23-3-3021	ENGINEERING	30,000.00	0.00	0.00	0.00	100.00
	ADMINISTRATION	0.00	0.00	0.00	0.00	0.00

Account Number	Description	Budgeted Amount	Period Amount	YTD Amount	YTD Var Encumbered Amt	Available % Available
23-3-3022	ADMIN-CONSULTANTS	0.00	0.00	0.00	0.00	0.00
23-3-3023	LEGAL	0.00	0.00	0.00	0.00	0.00
23-3-3024	MISCELLANEOUS	0.00	0.00	0.00	0.00	0.00
23-3-3030	BASIC ENGINEERING	0.00	0.00	0.00	0.00	0.00
23-3-3031	ADDITIONAL ENGINEER SE	0.00	0.00	0.00	0.00	0.00
23-3-3032	CONSTRUCTION OBSERVATI	0.00	0.00	0.00	0.00	0.00
23-3-3033	OTHER ENGINEERING	0.00	0.00	0.00	0.00	0.00
23-3-3034	WELL ENGINEERING	0.00	0.00	0.00	0.00	0.00
	EXPENDITURE	31,000.00	0.00	0.00	31,000.00	100.00
23-3 Totals:		31,000.00	0.00	0.00	31,000.00	100.00
23-4	(No Description)					
EX1	EXPENDITURE					
23-4-4001	WATER LINES C/O	130,000.00	0.00	4,351.09	125,648.91	96.65
23-4-4002	LAND ACQUISITION	0.00	0.00	0.00	0.00	0.00
23-4-4003	EMERGENCY C/O - WATER	0.00	0.00	0.00	0.00	0.00
23-4-4004	RESERVOIR C/O	0.00	0.00	0.00	0.00	0.00
23-4-4005	RESERVED WATER	0.00	0.00	0.00	0.00	0.00
23-4-4006	RESERVED WTER SDC	0.00	0.00	0.00	0.00	0.00
23-4-4007	WATER PLANT C/O	0.00	0.00	0.00	0.00	0.00
23-4-4008	AUTOMATED METER READI	15,000.00	0.00	0.00	15,000.00	100.00
23-4-4010	2003 WTR IMPROVEMENT P	0.00	0.00	0.00	0.00	0.00
23-4-4011	LAND ACQUISITION	0.00	0.00	0.00	0.00	0.00
23-4-4012	BASEMENTS & RIGHT-OF-W	0.00	0.00	0.00	0.00	0.00
23-4-4013	WATERLINES	0.00	0.00	0.00	0.00	0.00
23-4-4014	1.0 MG STORAGE RESEVOIR	0.00	0.00	0.00	0.00	0.00
23-4-4015	WATER TREATMENT PLANT	0.00	0.00	0.00	0.00	0.00
23-4-4016	WELL & WELL CONNECTION	0.00	0.00	0.00	0.00	0.00
23-4-4017	SO. RESV PAINTING	0.00	0.00	0.00	0.00	0.00
	EXPENDITURE	145,000.00	0.00	4,351.09	140,648.91	96.99
23-4 Totals:		145,000.00	0.00	4,351.09	140,648.91	96.99
23-5	(No Description)					
EX1	EXPENDITURE					
23-5-5119	Xfer TO WATER FUND	0.00	0.00	0.00	0.00	0.00
	EXPENDITURE	0.00	0.00	0.00	0.00	0.00

Account Number	Description	Budgeted Amount	Period Amount	YTD Amount	YTD Var Encumbered Amt	Available % Available
24-4-4011	C/O CONSTRUCTION	30,000.00	0.00	0.00	30,000.00	100.00
24-4-4012	C/O BRIDGE	0.00	0.00	0.00	0.00	0.00
24-4-4013	C/O CITY MATCH	0.00	0.00	0.00	0.00	0.00
	EXPENDITURE	30,000.00	0.00	0.00	30,000.00	100.00
24-4 Totals:		30,000.00	0.00	0.00	30,000.00	100.00
24-6	(No Descripton)					
EX1	EXPENDITURE	9,377.00	0.00	0.00	9,377.00	100.00
24-6-6001	CONTINGENCY					
	EXPENDITURE	9,377.00	0.00	0.00	9,377.00	100.00
24-6 Totals:		9,377.00	0.00	0.00	9,377.00	100.00
24 Totals:		54,377.00	0.00	0.00	54,377.00	100.00
29	STREET'S RESERVE FUND					
29-4	(No Description)					
EX1	EXPENDITURE	100,000.00	0.00	0.00	100,000.00	100.00
29-4-4001	STREET REPAIR CITYWIDE	90,000.00	0.00	0.00	90,000.00	100.00
29-4-4002	STREET REPAIR LINN CO.	0.00	0.00	0.00	0.00	0.00
29-4-4003	CP/ RR BRIDGE REPAIR	20,000.00	0.00	0.00	20,000.00	100.00
29-4-4004	FAIRVIEW & FIRST	0.00	0.00	0.00	0.00	0.00
29-4-4005	C/O STREET MARION CTY	40,000.00	0.00	0.00	40,000.00	100.00
29-4-4006	C/O STREET MARION CO	50,000.00	0.00	0.00	50,000.00	100.00
29-4-4008	SCA Grant	15,000.00	0.00	0.00	15,000.00	100.00
29-4-4010	SIDEWALKS / PED PATHS					
	EXPENDITURE	315,000.00	0.00	0.00	315,000.00	100.00
29-4 Totals:		315,000.00	0.00	0.00	315,000.00	100.00
29-5	(No Description)					
EX1	EXPENDITURE	0.00	0.00	0.00	0.00	0.00
29-5-5002	Xfer TO STREETS					

Account Number	Description	Budgeted Amount	Period Amount	YTD Amount	YTD Var Encumbered Amt	Available % Available
29-5-5009	XFER TO CANYON JOURNEY	0.00	0.00	0.00	0.00	0.00
29-5-5010	Xfer TO HWY 22 FUND	0.00	0.00	0.00	0.00	0.00
29-5-5111	Xfer TO STREET FUND	0.00	0.00	0.00	0.00	0.00
	EXPENDITURE	0.00	0.00	0.00	0.00	0.00
29-5 Totals:		0.00	0.00	0.00	0.00	0.00
29-6	(No Description)					
EX1	EXPENDITURE	0.00	0.00	0.00	0.00	0.00
29-6-6001	SRF CONTINGENCY	0.00	0.00	0.00	0.00	0.00
	EXPENDITURE	0.00	0.00	0.00	0.00	0.00
29-6 Totals:		0.00	0.00	0.00	0.00	0.00
29-7	(No Description)					
EX1	EXPENDITURE	0.00	0.00	0.00	0.00	0.00
29-7-7001	RESERVE FOR STREET IMPR	0.00	0.00	0.00	0.00	0.00
29-7-7002	RESERVED FOR BIKE PATHS	0.00	0.00	0.00	0.00	0.00
	EXPENDITURE	0.00	0.00	0.00	0.00	0.00
29-7 Totals:		0.00	0.00	0.00	0.00	0.00
29-9	(No Description)					
EX1	EXPENDITURE	3,552.00	0.00	0.00	0.00	100.00
29-9-9001	UNAPPROPRIATED EFB	3,552.00	0.00	0.00	0.00	100.00
	EXPENDITURE	3,552.00	0.00	0.00	0.00	100.00
29-9 Totals:		3,552.00	0.00	0.00	0.00	100.00

Account Number	Description	Budgeted Amount	Period Amount	YTD Amount	YTD Var Encumbered Amt	Available % Available
30	29 Totals:	318,552.00	0.00	0.00	318,552.00	100.00
30-3	HOUSING REHAB GRANT					
EX1	(No Description)					
30-3-3001	EXPENDITURE	60,000.00	0.00	0.00	0.00	100.00
30-3-3002	HOUSING REHAB LAONS 0% / SH	0.00	0.00	0.00	0.00	0.00
30-3-3003	HOUSING RHAB LOANS / SH	12,500.00	0.00	0.00	0.00	100.00
30-3-3004	LOAN ADMINISTRATION	0.00	0.00	0.00	0.00	0.00
30-3-3005	HRL 97/99 PROGRAM	0.00	0.00	0.00	0.00	0.00
30-3-3006	LAON ADMIN 97/99 PROGRA	0.00	0.00	0.00	0.00	0.00
30-3-3007	CITY MATCH EXP 97/99 PRO	0.00	0.00	0.00	0.00	0.00
30-3-3008	HOUSING CODE ENFORCEM	32,500.00	0.00	0.00	32,500.00	100.00
	MARION COUNTY GRANT F	0.00	0.00	0.00	0.00	0.00
	EXPENDITURE	105,000.00	0.00	0.00	105,000.00	100.00
30-3 Totals:		105,000.00	0.00	0.00	105,000.00	100.00
30-4	(No Description)					
EX1	EXPENDITURE	0.00	0.00	0.00	0.00	0.00
30-4-4003	C/O REHAB CITY BLDG					
	EXPENDITURE	0.00	0.00	0.00	0.00	0.00
30-4 Totals:		0.00	0.00	0.00	0.00	0.00
30-5	(No Description)					
EX1	EXPENDITURE	0.00	0.00	0.00	0.00	0.00
30-5-5005	Xfer TO GENERAL FUND					
	EXPENDITURE	0.00	0.00	0.00	0.00	0.00
30-5 Totals:		0.00	0.00	0.00	0.00	0.00
30-6	(No Description)					
EX1	EXPENDITURE	0.00	0.00	0.00	0.00	0.00
30-6-6001	CONTINGENCY / HRL	20,272.00	0.00	0.00	20,272.00	100.00

Account Number	Description	Budgeted Amount	Period Amount	YTD Amount	YTD Var Encumbered Amt	Available % Available
	EXPENDITURE	20,272.00	0.00	0.00	20,272.00	100.00
30-6 Totals:		20,272.00	0.00	0.00	20,272.00	100.00
(No Description)						
EX1	EXPENDITURE					
30-9-9001	UNAPPROPRIATED EFB	0.00	0.00	0.00	0.00	0.00
	EXPENDITURE	0.00	0.00	0.00	0.00	0.00
30-9 Totals:		0.00	0.00	0.00	0.00	0.00
30 Totals:		125,272.00	0.00	0.00	125,272.00	100.00
31	SEWER DEPARTMENT					
31-2	(No Description)					
EX1	EXPENDITURE					
31-2-2001	CITY RECORDER/ADMINIST	0.00	0.00	0.00	0.00	0.00
31-2-2002	PUBLIC WORKS SUPERVISO	23,050.00	0.00	11,595.52	0.00	49.69
31-2-2003	CLERK II - FINANCE	12,500.00	0.00	3,517.60	0.00	71.85
31-2-2004	CITY RECORDER	18,725.00	0.00	8,063.97	0.00	56.93
31-2-2005	OVERTIME	0.00	0.00	0.00	0.00	0.00
31-2-2006	PERS	16,430.00	0.00	6,541.64	0.00	60.18
31-2-2007	WORKERS COMP/WBA	4,800.00	0.00	58.64	0.00	98.77
31-2-2008	SS & MC	6,440.00	0.00	3,311.62	0.00	48.57
31-2-2009	EMPLOYEE INSURANCE	30,160.00	0.00	13,362.40	0.00	55.69
31-2-2010	UNEMPLOYMENT	1,140.00	0.00	0.00	0.00	100.00
31-2-2011	FEDERAL W/H TAX	0.00	0.00	0.00	0.00	0.00
31-2-2012	STATE W/H TAX	0.00	0.00	0.00	0.00	0.00
31-2-2013	UTILITY MAINTENANCE WO	11,100.00	0.00	4,611.50	0.00	58.45
31-2-2015	CLERK I - UB/COURT/CODE	15,364.00	0.00	6,238.32	0.00	59.39
31-2-2018	PART TIME	2,070.00	0.00	348.50	0.00	83.16
	EXPENDITURE	141,779.00	0.00	57,649.71	84,129.29	59.33
EXP	PERSONNEL EXP.					
31-2-2019	CLERK PT	1,320.00	0.00	0.00	1,320.00	100.00

Account Number	Description	Budgeted Amount	Period Amount	YTD Amount	YTD Var Encumbered Amt	Available % Available
	PERSONNEL EXP.	1,320.00	0.00	0.00	1,320.00	100.00
31-2 Totals:		143,099.00	0.00	57,649.71	85,449.29	59.71
31-3	(No Description)					
EX1	EXPENDITURE					
31-3-3001	OFFICE SUPPLIES	1,725.00	40.36	1,172.66	552.34	32.02
31-3-3002	POSTAGE	2,700.00	486.50	1,407.69	1,292.31	47.86
31-3-3003	SCHOOLS & TRAINING	1,800.00	37.29	553.90	1,246.10	69.22
31-3-3004	MISCELLANEOUS	1,500.00	2.97	1,974.73	(474.73)	0.00
31-3-3006	CITY LEGAL	0.00	0.00	0.00	0.00	0.00
31-3-3007	AUDIT	5,500.00	2,500.00	2,500.00	3,000.00	54.54
31-3-3008	PLANNING EXPENSE	0.00	0.00	0.00	0.00	0.00
31-3-3009	CONSULTANTS: ENGINEERI	7,700.00	687.50	5,421.44	2,278.56	29.59
31-3-3010	ELECTRICITY	12,500.00	1,088.89	4,179.08	8,320.92	66.56
31-3-3011	CITY HALL PHONE	0.00	0.00	0.00	0.00	0.00
31-3-3012	TELEPHONE & PAGERS	4,200.00	229.07	1,285.58	2,914.42	69.39
31-3-3013	PUMP STATION ALARMS	0.00	0.00	0.00	0.00	0.00
31-3-3014	PRINT & PUBLISH	1,000.00	173.75	450.25	549.75	54.97
31-3-3015	SEWER SYSTEM MAINTENA	5,000.00	304.56	1,494.07	3,505.93	70.11
31-3-3019	SEWER SYSTEM SUPPLIES	800.00	0.00	54.08	745.92	93.24
31-3-3020	GO BOND MANAGEMENT	0.00	0.00	0.00	0.00	0.00
31-3-3021	LAB TESTS	3,000.00	377.50	2,490.00	510.00	17.00
31-3-3022	COMPUTER EXPENSE	1,500.00	0.00	1,000.00	500.00	33.33
31-3-3023	INSURANCE / PERSONNEL B	8,365.00	175.00	13,026.24	(4,661.24)	0.00
31-3-3028	EQUIPMENT OPERATION / F	2,500.00	114.63	981.21	1,518.79	60.75
31-3-3029	SEWER HOOKUP EXPENSE	250.00	0.00	0.00	250.00	100.00
31-3-3030	UNIFORMS	100.00	0.00	0.00	100.00	100.00
31-3-3032	SEWER SYSTEM CONSULTA	0.00	0.00	148.53	(148.53)	0.00
31-3-3040	COPY MACHINE CONTRACT/	1,000.00	172.79	312.21	687.79	68.77
31-3-3041	POSTAGE METER LEASE	0.00	0.00	0.00	0.00	0.00
31-3-3052	GROUND/WELL MONITORIN	0.00	0.00	0.00	0.00	0.00
31-3-3054	GENERATOR FUEL	1,200.00	0.00	155.48	1,044.52	87.04
31-3-3055	ANNUAL DEQ FEE	2,000.00	0.00	828.00	1,172.00	58.60
31-3-3057	PUMP STATION MAINTENAN	2,500.00	19.50	194.50	2,305.50	92.22
31-3-3058	SEWER PUMP MAINTENANC	500.00	0.00	217.13	282.87	56.57
31-3-3060	SLUDGE MANAGEMENT	23,000.00	2,856.50	23,429.50	(429.50)	0.00
31-3-3062	TANK REPAIR/MAINTENANC	0.00	0.00	0.00	0.00	0.00
	EXPENDITURE	90,340.00	9,266.81	63,276.28	27,063.72	29.95

Account Number	Description	Budgeted Amount	Period Amount	YTD Amount	YTD Var Encumbered Amt	Available % Available
31-3 Totals:		90,340.00	9,266.81	63,276.28	27,063.72	29.95
(No Description)						
31-4 EXPENDITURE						
31-4-4001 SEWER PLANT C/O		0.00	0.00	0.00	0.00	0.00
31-4-4003 PUMP STATION C/O		7,500.00	0.00	1,542.00	5,958.00	79.44
31-4-4005 COLLECTION SYSTEM C/O		0.00	0.00	0.00	0.00	0.00
31-4-4006 COMPUTER C/O		7,050.00	0.00	1,800.00	5,250.00	74.46
31-4-4010 MISCELLANEOUS SEWER C/		0.00	0.00	0.00	0.00	0.00
EXPENDITURE		14,550.00	0.00	3,342.00	11,208.00	77.03
31-4 Totals:		14,550.00	0.00	3,342.00	11,208.00	77.03
(No Description)						
31-5 EXPENDITURE						
31-5-5001 Xfer TO BONDED DEBT SVC		0.00	0.00	0.00	0.00	0.00
31-5-5002 Xfer TO SEWER RESERVE		0.00	0.00	0.00	0.00	0.00
31-5-5003 Xfer TO EQUIP RESERVE FU		0.00	0.00	0.00	0.00	0.00
31-5-5004 Xfer TO GENERAL FUND		0.00	0.00	0.00	0.00	0.00
31-5-5005 Xfer TO BONDED DEBT (OEC		128,679.00	0.00	0.00	128,679.00	100.00
31-5-5006 TRANSFER TO GENERAL FA		0.00	0.00	0.00	0.00	0.00
EXPENDITURE		128,679.00	0.00	0.00	128,679.00	100.00
31-5 Totals:		128,679.00	0.00	0.00	128,679.00	100.00
(No Description)						
31-6 EXPENDITURE						
31-6-6001 SWR CONTINGENCY		27,722.00	0.00	0.00	27,722.00	100.00
EXPENDITURE		27,722.00	0.00	0.00	27,722.00	100.00
31-6 Totals:		27,722.00	0.00	0.00	27,722.00	100.00
(No Description)						
31-9 EXPENDITURE						
31-9 Totals:		27,722.00	0.00	0.00	27,722.00	100.00

Account Number	Description	Budgeted Amount	Period Amount	YTD Amount	YTD Var Encumbered Amt	Available % Available
31-9-9001	UNAPPROPRIATED EFB	50,000.00	0.00	0.00	50,000.00	100.00
	EXPENDITURE	50,000.00	0.00	0.00	50,000.00	100.00
31-9 Totals:		50,000.00	0.00	0.00	50,000.00	100.00
31 Totals:		454,390.00	9,266.81	124,267.99	330,122.01	72.65
32	SEWER SYSTEM RESERVE F					
32-3	(No Description)					
EX1	EXPENDITURE					
32-3-3002	SEWER FACILITIES PLANNIN	1,681.00	0.00	0.00	1,681.00	100.00
32-3-3003	ADMINISTRATION	0.00	0.00	0.00	0.00	0.00
32-3-3004	OTHER ENGINEERING/ADMIN	10,000.00	0.00	0.00	10,000.00	100.00
32-3-3012	SWR FACILITIES PLANNING (0.00	0.00	0.00	0.00	0.00
32-3-3014	ENGINEERING/ADMIN(SDC)	0.00	0.00	0.00	0.00	0.00
	EXPENDITURE	11,681.00	0.00	0.00	11,681.00	100.00
32-3 Totals:		11,681.00	0.00	0.00	11,681.00	100.00
32-4	(No Description)					
EX1	EXPENDITURE					
32-4-4001	C/O SEWER RESERVE	40,000.00	0.00	0.00	40,000.00	100.00
32-4-4002	C/O PUMP STATIONS	20,000.00	0.00	0.00	20,000.00	100.00
32-4-4003	C/O COLLECTION SYSTEM	0.00	0.00	0.00	0.00	0.00
32-4-4004	C/O EQUIPMENT	0.00	0.00	0.00	0.00	0.00
32-4-4005	C/O MISCELLANEOUS	0.00	0.00	0.00	0.00	0.00
32-4-4012	C/O WWTP (SDC ELIGIBLE)	0.00	0.00	0.00	0.00	0.00
32-4-4013	C/O PUMP STATIONS (SDC E	0.00	0.00	0.00	0.00	0.00
32-4-4014	C/O COLLECTION SYS (SDC	0.00	0.00	0.00	0.00	0.00
	EXPENDITURE	60,000.00	0.00	0.00	60,000.00	100.00
32-4 Totals:		60,000.00	0.00	0.00	60,000.00	100.00

Account Number	Description	Budgeted Amount	Period Amount	YTD Amount	YTD Var Encumbered Amt	Available % Available
32-5 EX1	(No Description) EXPENDITURE					
32-5-5001	Xfer TO BONDED DEBT	0.00	0.00	0.00	0.00	0.00
32-5-5002	Xfer TO BONDED DEBT (SDC	64,034.00	0.00	0.00	64,034.00	100.00
32-5-5033	Xfer TO SEWER PROJECT FU	0.00	0.00	0.00	0.00	0.00
32-5-5131	Xfer	0.00	0.00	0.00	0.00	0.00
	EXPENDITURE	64,034.00	0.00	0.00	64,034.00	100.00
32-5 Totals:		64,034.00	0.00	0.00	64,034.00	100.00
32-6 EX1	(No Description) EXPENDITURE					
32-6-6001	SRF CONTINGENCY	0.00	0.00	0.00	0.00	0.00
	EXPENDITURE	0.00	0.00	0.00	0.00	0.00
32-6 Totals:		0.00	0.00	0.00	0.00	0.00
32-7 EX1	(No Description) EXPENDITURE					
32-7-7005	RESERVED SEWER	0.00	0.00	0.00	0.00	0.00
32-7-7006	RESERVED SEWER SDC	0.00	0.00	0.00	0.00	0.00
	EXPENDITURE	0.00	0.00	0.00	0.00	0.00
32-7 Totals:		0.00	0.00	0.00	0.00	0.00
32 Totals:		135,715.00	0.00	0.00	135,715.00	100.00
33 33-4 EX1	SEWER PROJECT FUND (No Description) EXPENDITURE					
33-4-4026	C/O CDBG ENGINEERING W	0.00	0.00	0.00	0.00	0.00
33-4-4030	WWW LOAN-CONSTRUCTIO	0.00	0.00	0.00	0.00	0.00
33-4-4041	CITY MATCH - ADMINISTRA	0.00	0.00	0.00	0.00	0.00

Account Number	Description	Budgeted Amount	Period Amount	YTD Amount	YTD Var Encumbered Amt	Available % Available
	EXPENDITURE	0.00	0.00	0.00	0.00	0.00
33-4 Totals:		0.00	0.00	0.00	0.00	0.00
33 Totals:		0.00	0.00	0.00	0.00	0.00
34	GENERAL FACILITIES RESER					
34-3	(No Description)					
EX1	EXPENDITURE	25,000.00	0.00	0.00	0.00	100.00
34-3-3002	LEGAL & ENGINEERING	5,000.00	1,197.39	1,197.39	0.00	76.05
34-3-3003	BUILDING MAINTENANCE	0.00	0.00	0.00	0.00	0.00
34-3-3004	MISCELLANEOUS	40,000.00	0.00	6,749.50	0.00	83.12
34-3-3005	SANTIAM BLVD - LEASE & E					
	EXPENDITURE	70,000.00	1,197.39	7,946.89	0.00	88.64
34-3 Totals:		70,000.00	1,197.39	7,946.89	0.00	88.64
34-4	(No Description)					
EX1	EXPENDITURE	0.00	1,500.00	3,000.00	0.00	0.00
34-4-4001	280 SANTIAM BLVD	0.00	0.00	0.00	0.00	0.00
34-4-4002	C/O LAND ACQUISITION	15,000.00	1,203.22	5,500.00	0.00	63.33
34-4-4003	C/O CITY BLDGS & FACILITI	420,000.00	0.00	0.00	0.00	100.00
34-4-4004	C/O PUBLIC WORKS SHOP B	0.00	0.00	0.00	0.00	0.00
34-4-4005	C/P CITY BUILD/PARKING IM	0.00	0.00	0.00	0.00	0.00
34-4-4006	C/O CITY BUILDING LANDSC	0.00	0.00	0.00	0.00	0.00
34-4-4007	C/O CITY BUILDING CONTE	0.00	0.00	0.00	0.00	0.00
	EXPENDITURE	435,000.00	2,703.22	8,500.00	0.00	98.04
34-4 Totals:		435,000.00	2,703.22	8,500.00	0.00	98.04
34-5	(No Description)					
EX1	EXPENDITURE	0.00	0.00	0.00	0.00	0.00
34-5-5110	Xfer to	0.00	0.00	0.00	0.00	0.00
34-5-5111	Xfer TO STREET FUND					

Account Number	Description	Budgeted Amount	Period Amount	YTD Amount	YTD Var Encumbered Amt	Available % Available
34-5-5119	Xfer TO WTR FUND	0.00	0.00	0.00	0.00	0.00
34-5-5131	Xfer TO SWR FUND	0.00	0.00	0.00	0.00	0.00
	EXPENDITURE	0.00	0.00	0.00	0.00	0.00
	34-5 Totals:	0.00	0.00	0.00	0.00	0.00
34-6	(No Description)					
EX1	EXPENDITURE					
34-6-6001	GFR CONTINGENCY	0.00	0.00	0.00	0.00	0.00
	EXPENDITURE	0.00	0.00	0.00	0.00	0.00
	34-6 Totals:	0.00	0.00	0.00	0.00	0.00
34-7	(No Description)					
EX1	EXPENDITURE					
34-7-7001	FUTURE EXPENDITURES	0.00	0.00	0.00	0.00	0.00
	EXPENDITURE	0.00	0.00	0.00	0.00	0.00
	34-7 Totals:	0.00	0.00	0.00	0.00	0.00
34-8	(No Description)					
EX1	EXPENDITURE					
34-8-8003	DEBRT SERVICE PRINCIPAL	0.00	0.00	0.00	0.00	0.00
34-8-8004	DEBT SERVICE INTEREST	0.00	0.00	0.00	0.00	0.00
	EXPENDITURE	0.00	0.00	0.00	0.00	0.00
	34-8 Totals:	0.00	0.00	0.00	0.00	0.00
34-9	(No Description)					
EX1	EXPENDITURE					
34-9-9001	UNAPPROPRIATED EFB	30,204.00	0.00	0.00	0.00	100.00

Account Number	Description	Budgeted Amount	Period Amount	YTD Amount	YTD Var Encumbered Amt	Available % Available
36 36-3 EX1 36-3-3002	EXPENDITURE	30,204.00	0.00	0.00	0.00	100.00
	34-9 Totals:	30,204.00	0.00	0.00	0.00	100.00
	34 Totals:	535,204.00	3,900.61	16,446.89	518,757.11	96.92
	911 GRANT FUND (No Description) EXPENDITURE 911 SERVICES	0.00	0.00	0.00	0.00	0.00
	EXPENDITURE	0.00	0.00	0.00	0.00	0.00
	36-3 Totals:	0.00	0.00	0.00	0.00	0.00
	(No Description) EXPENDITURE UNAPPROPRIATED EFB	0.00	0.00	0.00	0.00	0.00
	EXPENDITURE	0.00	0.00	0.00	0.00	0.00
	36-9 Totals:	0.00	0.00	0.00	0.00	0.00
	36 Totals:	0.00	0.00	0.00	0.00	0.00
36-9 EX1 36-9-9001	EXPENDITURE	4,631,232.00	164,950.86	693,917.29	3,937,314.71	85.01
	36-9 Totals:	4,631,232.00	164,950.86	693,917.29	3,937,314.71	85.01
	36 Totals:	4,631,232.00	164,950.86	693,917.29	3,937,314.71	85.01
	Report Totals:	4,631,232.00	164,950.86	693,917.29	3,937,314.71	85.01



City of Mill City
P. O. Box 256
Mill City, OR 97360
Phone: 503-897-2302 ▪ Fax: 503-897-3499

December 15, 2017

Calvin Johnson and Michael Barnhurst
462 SE 26th Avenue, Apt A
Albany, OR 97321

**SUBJECT: Notice of Decision Approving a Site Plan for Two Dwelling Units
File 2017-07
770 NW Alder Street, Mill City, Oregon**

Dear Mr. Johnson and Mr. Barnhurst:

On December 15, 2017 the Mill City Planning Commission **approved** your site plan review application for construction of two dwellings and a carport at 770 NW Alder Street in Mill City.

The Planning Commission's decision will be forwarded to the City Council for their consideration at the next regular City Council meeting on January 9, 2018. The Council may either (1) acknowledge/ratify the decision or (2) call the matter up for a public hearing before the City Council. If the City Council ratifies the decision, the decision is final. The effective date of this decision is January 10, 2018 unless the decision is appealed.

A. Conditions of Approval: The approval is subject to the following conditions of approval:

1. The site plan and conceptual building plans dated December 15, 2017 is approved, as revised by the Planning Commission. Site plan approval is void after December 31, 2018 if a building permit has not been issued. When the building plans are submitted to the City, the site plan shall include a landscaping and fencing plan for review by and approval by the City Recorder.
2. All public utility improvements, driveway and landscaping requirements must be completed prior to final inspection approval of both dwelling units and prior to the issuance of Certificate of Occupancy.
3. Inspection and Performance Guarantee. The applicants shall provide the City with a deposit and performance guarantee in the amount of \$500 to cover the city's cost of reviewing and inspecting the public works construction within the public right-of-way. The City will refund any amount not used by the City or may require the applicant to submit an additional deposit if the amount provided to the City is insufficient to cover the actual costs incurred by the City.
4. Public Works Requirements: The applicant shall comply with the City's general public works requirements for the submittal and approval of plans and for the construction of public works improvements for the project.
 - a. Public Works Construction Permit. The applicants shall obtain a public works construction permit for the driveway approach, water service line and sewer service line construction that occurs within the NW Alder Street right-of-way. The City must approve this permit before the building permit is issued. The applicant shall comply with the City's public works conditions and public works construction standards noted in an approval letter from the City.

- b. **Water Service Line and Meter Installation:** The City's public works department will install two water service lines and water meter boxes. The applicant will install water service lines from the meters to the dwellings.
- c. **Sanitary Sewer Service Lateral and Interceptor Tank:** The applicant will install a new sewer service lateral and a 1,500 gal. or larger interceptor tank to serve both dwelling units.
- d. **Driveway Approach:** The applicant shall construct a 20' wide driveway approach meeting PW construction standards of either AC pavement or PCC:

AC Pavement Standard: 2 ½" AC over 6" compacted base rock

PCC Standard: 6" PCC concrete over 2" compacted base rock

i.

B. Right of Appeal: Any person aggrieved by this decision may file an appeal with City Council by filing an appeal in accordance with the appeal deadlines and requirements outlined in Mill City Municipal Code Section 17.64.050 and 17.64.060. The appeal must be filed within fifteen (15) calendar days of the mailing of this Notice of Decision, no later than 9:00 a.m., January 2, 2017.

Sincerely,



DAVID KINNEY
Planning Consultant for the City of Mill City

Enclosure: Final Staff Report including Findings of Fact

cc: Mill City Planning Commission
City Council

RESOLUTION NO. 818

A RESOLUTION ADDRESSING THE CITY'S COMMITMENT AND CONCERNS REGARDING A CREATION OF A REGIONAL SEWER ASSET THAT SERVES THE COMMUNITIES OF MILL CITY, GATES, DETROIT, AND IDANHA.

RECITALS

WHEREAS, the communities along the North Santiam River have historical roots as logging communities, and

WHEREAS, the North Santiam River communities have experienced a series of economic setbacks since the late 70's, early 80's, and this has significantly changed the sustainability of the communities, specifically dealing with the loss of family wage income from the logging industry and its counterparts, and

WHEREAS, in 1998, 13,538 acres were designated as the Opal Creek Wilderness and Opal Creek Scenic Recreation Area which further took away from the timber economy and community landscape that the communities in the North Santiam Canyon have enjoyed, and

WHEREAS, the communities along the North Santiam River have not recovered economically since the curtailment of the available logging timber in the area, and continues to struggle to find an equilibrium between the economic needs of the community and the rural timber lifestyle and character that had previously been enjoyed by the communities, and

WHEREAS, the community members have hosted tourists and outdoor recreation visitors to offset the financial losses from the timber industry, and

WHEREAS, the incorporated communities along the North Santiam River must continue to maintain vital and business services to lake and recreation visitors that swell during outdoor recreation seasons, and

WHEREAS, the City of Mill City, City of Gates, City of Detroit, City of Idanha, have strategic interest in the shared overall social and economical health of the community, the citizens, and the business community, and

WHEREAS, the City of Mill City has a vital interest and is committed to providing an overall positive economic and community and development climate by expanding opportunities for businesses to thrive in the city core and maximize the availability of commercial property, and

WHEREAS, the City of Mill City would economically benefit from increased tax base from new commercial and endeavors within the city, and

WHEREAS, the City of Mill City does currently have an adequate wastewater treatment system to respond to the immediate business needs, and

WHEREAS, the City of Mill City may be at a point to where they need to look seriously at the capacity of the current system and may need to start planning for additions to, and/or improvements to the system that is currently in place to adequately provide for wastewater treatment and protection within the corporate limits of the City of Mill City.

WHEREAS, the City of Mill City does desire additional protection from harmful wastewater discharges that comes from sources outside the city limits of the City of Mill City into the waters in the North Santiam River and its watershed.

WHEREAS, the communities of the City of Mill City, City of Gates, City of Detroit, and the City of Idanha, collectively known as the North Santiam River Canyon, have a shared interest in the long-term economic vitality of the North Santiam River Canyon, and the long-term cleanliness of the North Santiam River Watershed for local and downstream users for current and future generations.

NOW THEREFORE, IT IS HEREBY RESOLVED by the City of Mill City, that the city will pursue the elements and planning necessary to create a regional sewer asset that serves the communities of City of Mill City, City of Gates, City of Detroit, and the City of Idanha.

FURTHERMORE, the City of Mill City does hereby support the proposals set forth in this resolution, however, the City of Mill City does not intend to agree to anything at this point in time that would increase the sewer rates of the City of Mill City, and/or increase the bond indebtedness of the City of Mill City in regards to sewer without first determining that it is going to be in the economic interest of the city, based on projected needs and capacities of the current sewer system.

FURTHERMORE, the City of Mill City requests assistance from Marion County to provide human capital to assist in the formation of a legal entity (ex. Special District, Sanitary District, Sewer District) to serve and govern the North Santiam joint wastewater (sewer) needs.

Dated this 9th day of January, 2018

Tim Kirsch, Mayor

Attested to by:

Stacie Cook, City Recorder



CITY OF MILL CITY

Budget Calendar

Fiscal Year 2018-2019

DATE: January 9, 2018
TO: Mayor Kirsch, City Councilors and Budget Committee Members
FROM: Stacie Cook, MMC, City Recorder
REGARDING: Budget Calendar and Meeting Schedule

Day	Date	Time	Place	Purpose
F	Feb 9			Send out Councilor Surveys
Tu	Feb 27		Council Mtg	Mayor appoints Budget Committee Members – If necessary
Th	Mar 15		Newspaper	First notice of 1 st Budget Meeting & 2 nd Budget Meeting/State Revenue Sharing Hearing (public hearing)
Th	Mar 29		Newspaper	Second notice of 1 st Budget Meeting & 2 nd Budget Meeting/State Revenue Sharing Hearing (public hearing)
M	Apr 2	6:30 p.m.	Mill City City Hall	1 st Mtg: Distribution of Budget & Budget Message
M	Apr 9	6:30 p.m.	Mill City City Hall	2 nd Mtg: Discuss Budget - approve non-personal services funds & State Revenue Sharing Hearing (public testimony)
M	Apr 16	6:30 p.m.	Mill City City Hall	3 rd Mtg: To approve other funds.
M	Apr 23	6:30 p.m.	Mill City City Hall	4 th Mtg: (IF NEEDED) discuss and approve Personal Services subcategories.
Th	May 10		Newspaper	Publish notice of Council Hearing re: budget & state revenue sharing & financial summary
Tu	May 22	6:30 p.m.	Mill City City Hall	Council Public Hearing re: budget & state revenue sharing
Tu	May 22	6:30 p.m.	Mill City City Hall	Council Adopt Budget: Resolutions re: appropriations, tax levy & revenue sharing.
	June 30			Department of Admin. Services; Resolutions for State Revenue Sharing: certif. of hearing & 4 + municipal services
	July 15			County Assessor (both): 2 copies of budget resolutions & 2 copies of LB 50
	Sep 30			County Clerk (both): Complete budget & resolutions

Notice of the first budget meeting must be published in the paper (or mailed or hand-delivered) twice at least seven (7) days apart and not sooner than five (5) days nor longer than thirty (30) days prior to the first meeting. Notice of subsequent meetings do not have to be published but must be posted, either individually or in one single posting, and notice must comply with ORS 294.406.

If public testimony is not received at the first meeting, along with the budget message, opportunity must be provided at subsequent meetings. Notice of at least the first meeting at which public testimony will be received must be published. Notice of meetings should include a statement regarding handicapped accessibility.

THIS CALENDAR IS SUBJECT TO CHANGE



City of Mill City

P. O. Box 256

Mill City, OR 97360

Phone: 503-897-2302 ▪ Fax: 503-897-3499

December 21, 2017

Scott Baughman
PO Box 943
Mill City, OR 97360

**SUBJECT: Notice of Decision Approving a Site Plan for a Pool and Patio
File 2017-06
270 SE Whitten Rd., Mill City, Oregon**

Dear Scott:

On December 19, 2017 the Mill City Planning Commission **approved** your site plan for the pool and patio behind your home at 270 SE Whitten Rd. in Mill City.

The Planning Commission's decision will be forwarded to the City Council for their consideration at the next regular City Council meeting on January 9, 2018. The Council may either (1) acknowledge the decision or (2) call the matter up for a public hearing before the City Council. If the City Council ratifies the decision, the decision is final. The effective date of this decision is January 10, 2018 unless the decision is appealed.

A. Conditions of Approval: The approval is subject to the following conditions of approval:

1. **EXPIRATION DATE:** The site plan for the swimming pool and patio at 270 SE Whitten Rd. is hereby approved. The approval will expire on December 31, 2018 at 4:00 p.m. if the applicant does not file applications for building and electrical permits and complete the riparian slope plant restoration.

2. **RIPARIAN PLANTING REQUIREMENTS:**

In order to maintain, enhance and protect existing fish and wildlife habitat along the river the applicant and future property owners will preserve the riparian area described in Riparian Assessment Report for the Whitten Subdivision.¹

- a. An environmental consultant will prepare and submit to the City Recorder a plan to replant the disturbed area of the slope, behind 270 SE Whitten Rd., with native vegetation (trees and shrubs) for review and approval by the City.
- b. The property owners will replant the slope, in accordance with the consultant's recommendations, by July 1, 2018.
- c. This does not restrict the property owner's ability to continuously maintain riparian vegetation, including but not limited to, removal of dead or hazardous trees or limbs, removal of noxious vegetation, or replanting the riparian area and slope with native plants.

¹ Riparian Buffer Assessment (Whitten Addition Subdivision) prepared for Scott Baughman Construction dated August 12, 2004 by Environmental Technology Consultants, Vancouver, WA, p. 5.

3. BUILDING PERMITS AND ELECTRICAL PERMITS:

The property owner will obtain building permits and electrical permits for the in-ground pool and comply with Appendix G of the Oregon Residential Specialty Codes. The in-ground pool and patio area must comply with all code and safety requirements, including electrical grounding and barriers/fencing around the pool area. If required by the Linn County Building Department, the applicant will also obtain permits for the retaining walls on the site and/or submit a geotechnical report with the building permit application(s).

B. Right of Appeal: Any person aggrieved by this decision may file an appeal with City Council by filing an appeal in accordance with the appeal deadlines and requirements outlined in Mill City Municipal Code Section 17.64.050 and 17.64.060. The appeal must be filed within fifteen (15) calendar days of the mailing of this Notice of Decision, no later than 4:00 p.m., January 5, 2017.

Sincerely,



DAVID KINNEY
Planning Consultant for the City of Mill City

Enclosure: Revised 12-19-2017 Staff Report including revised findings, conclusions and conditions of approval.

cc: Mill City Planning Commission
City Council
Suzanne Larson, Linn County Building Official
File 2017-06 Baughman LUA on NSR



City of Mill City

David W. Kinney
Planning Consultant for the City of Mill City
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MILL CITY PLANNING COMMISSION **STAFF REPORT**

STAFF REPORT DATE: December 11, 2017 (revised 12-19-2017)

HEARING DATE: December 19, 2017

FILE NUMBER: 2017-06

APPLICANT: Scott and Shelley Baughman
PO Box 943, Mill City, OR 97360

PROPERTY OWNERS: Scott and Shelley Baughman

PROPERTY: 270 SE Whitten Rd., Mill City, OR

<u>Assessor's Map</u>	<u>Tax Lot</u>	<u>Account</u>	<u>Acres</u>	<u>Zoning</u>	<u>Address</u>
T09S R3E 29CC	01200	910574	0.63	CC Commercial	270 SE Whitten

EXHIBITS:

- EXHIBIT A Application & Site Map
- EXHIBIT B Aerial Photo
- EXHIBIT C Linn County Assessor's Map 9S 3E 29CC
- EXHIBIT D Whitten Addition Subdivision Riparian Assessment

REQUEST: Site Plan for a Swimming Pool and Patio in Rear Yard
Land Use Action Adjacent to the North Santiam River

CRITERIA:

Mill City Municipal Code (MCMC) – Title 17 - Zoning

- **Chapter 17.16** **Multi-Family Residential Zone (R-2)**
 - Section 17.16.020 Uses Permitted Outright
- **Chapter 17.20** **Central Commercial Zone (CC)**
 - Section 17.20.020 Uses Permitted Outright
 - Section 17.20.060 Yard Requirements
- **Chapter 17.44.120** **Land Use Action on the North Santiam River**

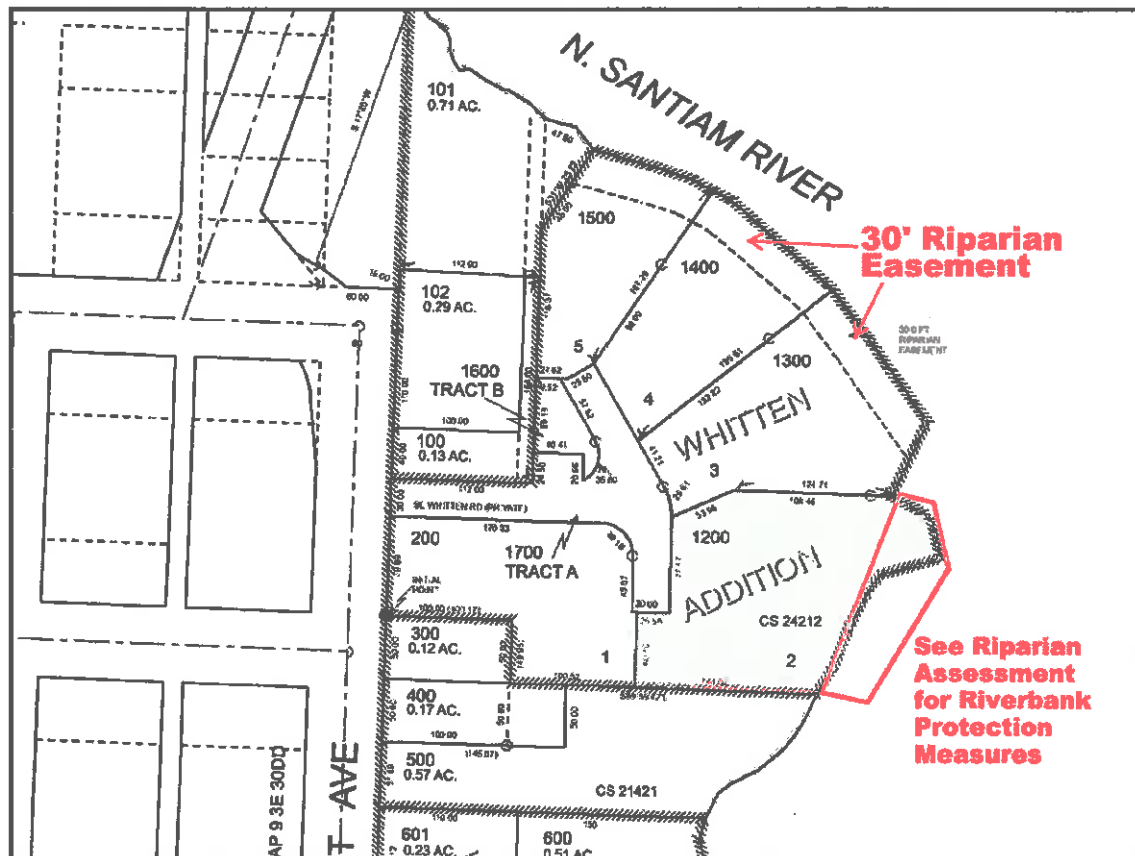
I. Applicant's Proposal

A. Overview

The City has received a land use application from Scott and Shelley Baughman. They have constructed an in-ground pool and patio behind their home at 270 Whitten Street SE in Mill City without obtaining permits from the City and Linn County. Residential uses and accessory uses, such as a swimming pool, are permitted in the CC zone.

Since the property has frontage on the North Santiam River and the pool & patio were constructed near the top of the slope, the applicant is required to submit a site plan showing the location of the in-ground pool, the top of the slope and the identified riparian area adjacent to the river. The home, pool and back yard are located at the top of a slope above the river. The applicant is also the owner of TRACT "A" and maintains the private road, including the area in front of his home at 270 SE Whitten Rd. The property is shown in Figure 1.

Figure 1
Linn County Assessor's Map - 270 SE Whitten Rd.



B. Site Review – Land Use Action for Property Adjacent to the North Santiam River

Under Mill City Municipal Code (MCMC) Section 17.20.025.G and 17.44.120 any new building or permitted use constructed on a parcel of land adjacent to the North Santiam River must obtain site plan approval

and comply with development standards and measures to protect the riparian area, river ecosystem and steep slopes abutting the North Santiam River.

C. Location of Flood Plain and Riparian Area behind 270 SE Whitten Rd.

The ordinary high-water line for the North Santiam River flow is typically at elevation 805'-808'+/-. FEMA flood maps show the 100-year base flood elevation at 810'-811' next to the applicant's property. Due to the steep slopes on the south side of the river, the 100-year flood plain is confined to the area within 10'-from the ordinary high-water line for the river segment adjacent to 270 SE Whitten Rd.

The N. Santiam River has a wide riparian area that includes trees and shrubs from the river up to the applicant's back yard. This vegetation provides summer shade and habitat along the river. The applicant has trimmed trees and recontoured the upper third of the slope. The slope from the river up to the building site has very steep slopes (>25%). Figure 2 shows the location of the 100-year flood plain and the steep slope elevations.

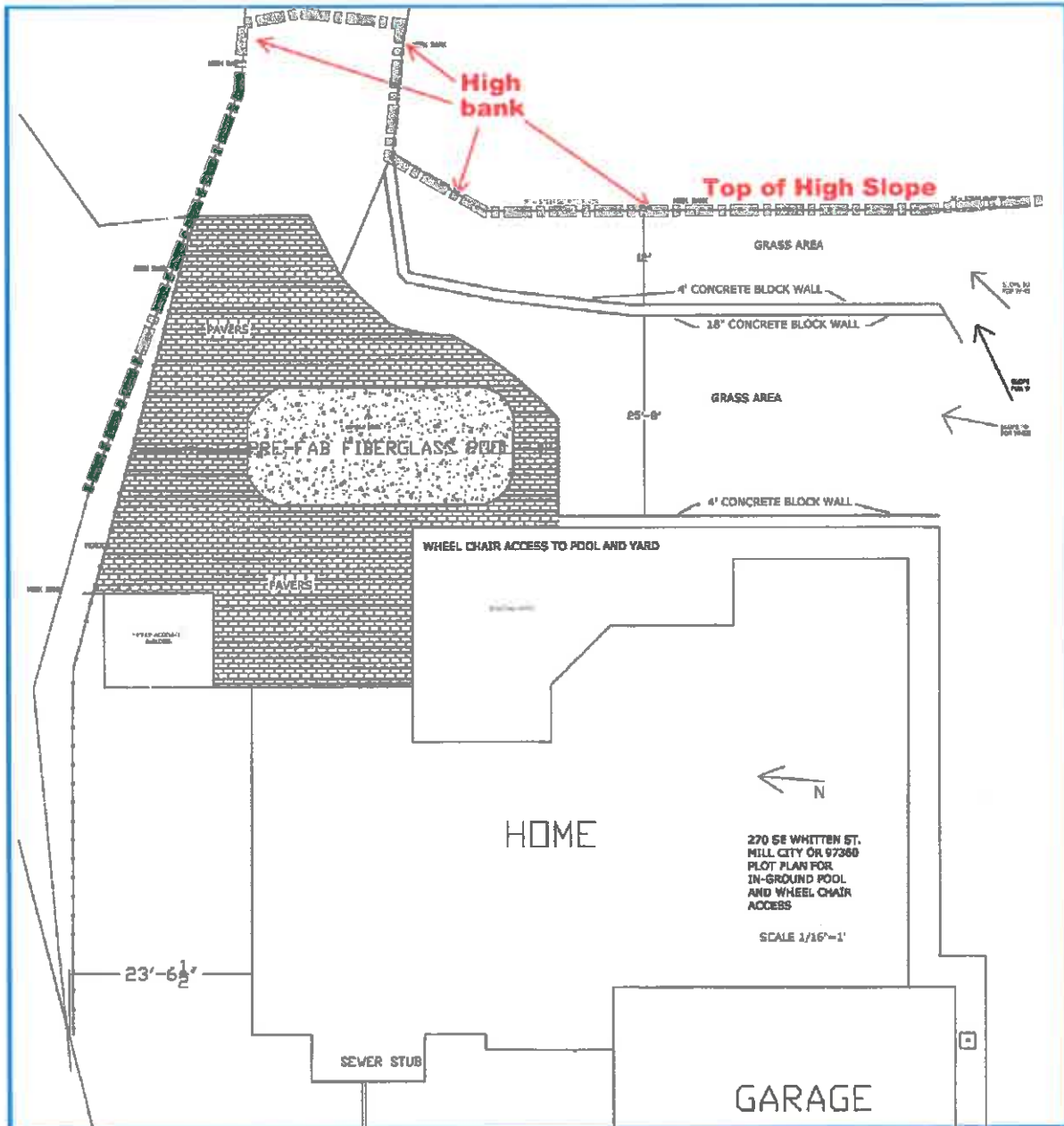
Figure 2
Aerial Photo showing approximate location of pool and patio



D. Pool and Patio

An in-ground fiberglass pool and the surrounding patio have been constructed in the rear yard of the house overlooking the river. The pool and house were built on the flat plateau at an elevation of 835' +/-, well above the designated 100-year flood plain and the steep slope down to the river. Figure 3 is the applicant's plan showing the location of the pool and patio behind the home.

Figure 3
Site Plan showing location of pool and patio behind home @ 270 SE Whitten Rd.



E. Building Code Requirements

The State of Oregon Building Codes requires permits for the installation of an in-ground swimming pool. The inground pool must comply with Appendix G of the Oregon Residential Specialty Codes. On December 11, 2017 Suzanne Larson, Linn County Building Official, informed the City's planning consultant that the applicant will need to obtain a building permit and electrical permits for the pool. She noted an inground pool must comply with all code requirements for safety issues including electrical grounding and a secure cover or fencing around the pool.

After a site inspection, the building inspector may require a geotechnical report if there are any concerns with soil stability and a grading permit for the excavation, contour work and the retaining wall.

F. Environmental Report and Recommendations for Whitten Addition Subdivision (2004)

In 2004, the applicant had a consultant review the riparian area, vegetation and slopes on the property. A copy of this riparian assessment report is included as Exhibit "D". Environmental Technology consultants made the following recommendations in the Whitten Addition report:

Therefore, based on observations of the proposed development site, the following professional opinion as to adequate buffering is proposed:

- 1. Those areas along the north boundary of the site which interfaces at water level with the North Santiam River should maintain a minimum 30' undisturbed buffer. In addition, additional buffer should be included where possible with allowances for low impact activities such as trails and picnic areas. Trees and native vegetation within the low impact zone should be maintained to the extent possible while still allowing property owners adequate use of their property. CC&R's or other legally defensible covenants, fencing or public agency dedication should be put in place to ensure that the undisturbed 30-foot buffer is not impacted in any way.*
- 2. The areas along the top of the cliff that makes up the east property boundaries above the river should have setbacks as dictated by personal safety or geotechnical issues. However, in no circumstances should the existing fringe of vegetation along the top of the cliff, or any vegetation between the top of the cliff and the river be altered. In addition, any setbacks as dictated by the above concerns should be planted in low growing native vegetation to augment existing conditions while still providing existing views for residents.¹*

Mr. Baughman has removed a large amount of soil (4' to 8' deep) and modified the contours of his back yard near the top of the slope, removed noxious vegetation, and added concrete block walls.

During the public hearing on December 19, 2017 Mr. Baughman testified about the prior conditions on the site. He provided pictures from the riparian buffer assessment showing the property prior to his development. Mr. Baughman stated the prior owner, Noise Whitten, had used the site for industrial uses. There were multiple buildings, a large shop, two homes and a large storage yard on the site. The storage yard and parking area extended to the top of the steep slope where Mr. Baughman's back yard at 270 SE Whitten Rd. is now located. Mr. Baughman testified there was no vegetation or ground cover in this area. Mr. Baughman explained that the area in his back yard that has been excavated had been filled in the past. In the past year Mr. Baughman removed large chunks of asphalt paving during his excavation of the site.

Mr. Baughman stated that he intends to replant the back yard between the retaining walls with a new lawn. In the area east of the retaining wall, he intends to reseed/replant the disturbed area. Mr.

¹ Riparian Buffer Assessment (Whitten Addition Subdivision) prepared for Scott Baughman Construction dated August 12, 2004 by Environmental Technology Consultants, Vancouver, WA, p. 5.

Baughman informed the Planning Commission he has retained a certified erosion control consultant to recommend and complete plantings at the top of the bank and along the top edge of the slope/excavation area east of his retaining wall.

Planning Commission David Leach stated this he had managed forest service crews responsible for erosion control/replanting. He recommended Mr. Baughman use woody plant materials, such as salal or Oregon grape, to help stabilize the soils. In response to a question from Mr. Baughman, David Leach noted that these types of plants can be planted and establish roots in pockets of soil on the slope, even if the slope is a rocky area.

II. BACKGROUND INFORMATION

A. Pre-Application Information and Application Submittals:

The applicant filed an application with the City on October 23, 2017. The application was deemed complete by the planning consultant on October 27, 2017. Therefore, the final local decision must be made by February 23, 2018, to comply with the "120 Day Rule".

B. Application, Land Use Procedure and Review Requirements:

Chapter 17.64 of the Mill City Municipal Code (MCMC) outlines the application, notice and review requirements for land use applications. A proposed land use action for a new structure or permitted use on a lot adjacent to the North Santiam River requires a quasi-judicial review process. The Mill City Planning Commission will hold a public hearing on December 19, 2017 and at the conclusion of the hearing will deliberate and make a decision to approve or deny the proposal. An appeal of the Planning Commission decision may be filed with the City Council.

The City Council must review the Planning Commission's decision before it becomes final and the City Council has the option of calling the application up for a public hearing and further City Council review.

C. Burden of Proof:

The burden of proof is on the applicant to present the application to the Planning Commission and to present information which shows that the application meets the criteria for approval. The Planning Commission must make a decision within 120 days of receipt of the application.

D. Public Hearing and Notices of Public Hearing:

A public hearing concerning the matter will be held before the Planning Commission on Tuesday, December 19, 2017 beginning at 6:30 p.m. at the City Hall, 444 South First Avenue in Mill City, Oregon. The Planning Commission will make its decision based on the criteria found in the Mill City Zoning Code, Section 17.44.120. The Searchable City Code can be viewed under "Documents" at the City of Mill City website: <http://www.ci.mill-city.or.us/>.

Notice of any public hearings must be provided to affected governmental agencies and adjacent property owners. Written notice shall be mailed to owners of property within 100' of the subject property at least 20 days prior to the initial evidentiary hearing. Notice of the initial evidentiary hearing was mailed 20 days prior to the December 19, 2017 hearing.

E. Existing Conditions:

The applicant's home, pool and yard are located on the property at 270 SE Whitten Rd. The buildable area of the site is located on the flat upland terrace at the 830' +/- elevation. A steep slope descends down to the water's edge of the river at the 810' +/- elevation.

Adjacent uses are:

EAST:	N. Santiam River
NORTH:	Single family home at 244 SE Whitten Rd.
SOUTH:	Single family homes at 328 and 354 1 st Avenue.
WEST:	Santiam Medical Clinic

F. Utilities:

The home is served by existing city services and private utilities. No changes are proposed.

G. Agency Comments and Public Testimony:

1. **Agency Comments.** Agency comments were solicited from the Mill City Fire District, Department of State Lands and Linn County Building Department. Responses were requested back by December 19, 2017.

Linn County Building Department: On December 11, 2017 Suzanne Larson, Linn County Building Official, informed the City's planning consultant that the applicant will need to obtain a building permit and electrical permits for the pool. After a site inspection, the building inspector may require a geotechnical report if there are any concerns with soil stability. She noted an inground pool must comply with all code requirements for safety issues including electrical grounding and barriers/fencing around the pool area.

Mill City Rural Fire District: On December 13, 2017 the Fire District responded and stated they did not have any comments.

Department of State Lands: No response was received from DSL prior to the public hearing.

As of December 13, 2017, the City had not received any other agency comments. Any other agency comments received prior to or during the public hearing will be made part of the record.

2. **Public Testimony.** The City sent notices of the public hearing to surrounding property owners. As of December 12, 2017, the City had not received any written testimony from adjacent property owners. Any written public testimony received prior to or during the public hearing will be made a part of the record. Oral testimony will be included in the meeting minutes.
3. **Site Visit.** The Planning Commission conducted a site visit on Monday, December 18, 2017 at 3:30 p.m. Five members attended the site visit; planning commissioners Peterson and Koenig were unable to attend the site visit.

III. FINDINGS

The application was reviewed to determine whether the proposal complies with the applicable standards and criteria in Title 17-Zoning of the Mill City Municipal Code.

A. Chapter 17.20 – Central Commercial (CC) Zone

The following standards in the CC zone apply to this proposal.

17.20.020 Permitted Uses. In a CC zone, a single-family home and related accessory uses are allowed as an outright permitted use, subject to the standards for single family homes included in the R-2 zone (Chapter 17.16).

17.20.025.G Uses Permitted Subject to Site Plan Review. Section 17.20.025.G states: “Any permitted use or conditional use proposed on a lot or parcel adjacent to the North Santiam River shall comply with the requirements of Section 17.44.120.”

FINDINGS: The CC zone allows single family homes and their related uses subject to a site plan review for the home and accessory uses. The home was approved when it was constructed. The pool is an accessory use subject to a site review because of its location adjacent to the N. Santiam River. The pool must be installed per the State of Oregon building and electrical code requirements.

B. Chapter 17.44.120 – Land Use Action on the North Santiam River

Any new building or use on a lot abutting the North Santiam River must comply with Section 17.44.120 of the Mill City Zoning Code. This section reads as follows:

17.44.120 Review of land use action involving the North Santiam River.

Existing or proposed lots that adjoin the North Santiam River shall comply with the following requirements.

- A. Land Use. Any land use change involving a current lot or proposed lot that adjoins the North Santiam River shall be submitted to the planning commission for review. Land use changes include, but are not limited to, new building construction, enlargement of a building, or landscaping that requires the addition or removal of soil except as outlined in subsection D of this section. The planning commission shall use the following guidelines in approval or denial of an application.
 - 1. The removal of any existing trees or other forms of existing natural vegetation such as shrubs, brush, plants or grasses between the stream channel and the topographical break at the top of the stream bank which might be harmful to existing fish and wildlife habitats;
 - 2. A use expressed in the proposed request that might have a damaging impact on existing fish or wildlife habitats along the river.
- C. Hearing and Action on Land Use Change Application Involving the North Santiam River. Before the planning commission may act on an application for a land use change involving the North Santiam River, it shall hold a public hearing in accordance with the provisions of Sections 17.64.080 and 17.64.090 of this title. Hearing notice shall also be provided to the Oregon Department of Fish and Wildlife and to the Oregon Department of Forestry. After the public hearing is closed, the planning commission shall either approve, deny, or approve with conditions or modifications, the application.
- D. Time Limit on Approved Land Use Change Involving the North Santiam River. Authorization of land use change involving the North Santiam River shall be void one year after the date of approval unless a building permit has been issued and substantial construction pursuant thereto has taken place. However, upon written request, the planning commission has the authority to grant an additional period, not to exceed one year, to complete the project.

Section 17.44.120.E. authorizes the Planning Commission to place conditions on the approval of a land use action involving the river. This section reads as follows:

- E. Conditions. If the planning commission finds that damaging effects set forth in subsection A of this section could occur from the proposed request, the commission may impose conditions to any land use application approval in order to maintain, enhance and protect existing fish and wildlife habitat along the river. Such conditions may include, but are not limited to, the following.
1. Replanting of any existing trees or any other forms of existing natural vegetation which are removed;
 2. Requirement of additional or special setbacks from the water's edge or at the topographical break at the top of the stream bank;
 3. Installation of fencing.

Criteria 1: 17.44.120.A.1 – Removal of Riparian Vegetation. The removal of any existing trees or other forms of existing natural vegetation such as shrubs, brush, plants or grasses between the stream channel and the topographical break at the top of the stream bank which might be harmful to existing fish and wildlife habitats.

Facts:

1. Under the city code, the applicant may remove diseased or dying trees and remove noxious vegetation (blackberry and ivy) and replant with native plants.
2. The patio and pool are located in the backyard plateau, well above the flood plain. The pool and patio are above the topographical break of the bank. (835' elevation line).
3. There is a 30'-40'-wide riparian vegetation zone along the edge of the river.
4. Mr. Baughman testified that the riparian buffer assessment defines a 30' riparian area adjacent to the North Santiam River. He stated he did not perform any work in the 30' riparian area and did not remove any riparian vegetation.
5. Mr. Baughman testified that prior construction of his home at 270 SE Whitten Rd. that the property had been a storage area for the prior industrial use, the parking storage area extended to the top of the slope and there were 3 dead fir trees on the SE corner of the site near the top of the slope.
6. Figure 2, the aerial photo of the site, shows the riparian vegetation and slopes along the river edge, the parcel boundaries and the backyard including the approximate location of the pool.
7. The applicant excavated 4'-8' of soil in the back yard (within 25' of the back of the house) and terraced the ground at the top of the slope for installation of a new lawn area and patio.
8. The applicant installed concrete block walls to create the terraces and lawn areas.
9. The grading work done on the slope did not comply with recommendation #2 in the Whitten Addition riparian buffer assessment [See page 5 of this report].

Conclusion: Mr. Baughman testified that the work he did in the back yard did not encroach into a 30' riparian area of the North Santiam River and that the excavation work he performed did not disturb or remove riparian vegetation on the slope.

The City staff concludes the removal and regrading of the site did not comply with recommendation #2 in the Whitten Addition riparian buffer assessment report, which was one of the conditions for development of the Whitten Addition Subdivision.

The City staff recommends the applicant be required to have an environmental consultant prepare and submit a plan to the City to replant the disturbed area of the slope next to the east retaining wall and southeast corner of the site with native vegetation (trees and shrubs) and that the property owner replant the slope in compliance with the consultant's recommendations by July 1, 2018.

The Linn County Building Department will need to look at the block retaining walls and determine if any grading or structural permits are needed.

Criteria 2: 17.44.120.A.2 - Use Detrimental to Fish & Wildlife Habitats. A use expressed in the proposed request that might have a damaging impact on existing fish or wildlife habitats along the river.

Facts:

1. The Upper Willamette River Conservation and Recovery Plan for Chinook Salmon and Steelhead is a state and federally approved recovery plan under the federal Endangered Species Act and a conservation management plan under the State of Oregon's Native Fish Conservation Policy. It outlines strategies for the protection and recovery of Upper Willamette spring Chinook and winter run Steelhead in the Willamette River and its tributaries, including the North Santiam River.

Chapter 7 of the plan outlines strategies and actions to reduce or eliminate limiting factors and threats that prevent fish population recovery. The plan outlines 14 recovery strategies. One of the key strategies to maintain or restore riparian conditions and minimize further degradation of fish habitat. The long-term plan is designed to benefit water quality and complexity. A few applicable short-term strategies include land management actions to reduce manmade impacts on habitat, restoration of riparian areas, retention of shade and implementation of TMDL plans by local jurisdictions.¹

2. In April 2017 the National Marine Fisheries Service (NMFS) issued a biological opinion that concluded the Federal Emergency Management Agency's historic management of flood hazard management programs in Oregon coupled with the proposed actions presented in its 2013 DRAFT Biological Opinion will jeopardize the continued existence of the listed species, including the Upper Willamette Spring Chinook and Winter Steelhead that are in the North Santiam River basin, and will destroy or adversely affect their critical habitat. NMFS also concluded that protection of the existing flood plains and restoration of flood plain habitat are necessary for the listed salmon and steelhead to survive and recover. Based on those conclusions, the April 2017 NMFS BiOp outlines a list of six "Reasonable and Prudent Alternative" (RPA) actions. NMFS recommends FEMA, and its participating Oregon NFIP communities, implement these RPA's over a period of 5-8 years. FEMA is now in the process of determining what steps it will take and what directions it will provide to Oregon's cities. Cities are expected to take steps to protect the flood plain and riparian habitat along major rivers and tributaries.
3. The riverbank has trees and low vegetation within the first 35'-50' feet from the ordinary high-water mark of the North Santiam River. The City's TMDL plan approved by DEQ recommends retention of trees to keep river temperatures cool.

¹ Upper Willamette River Conservation and Recovery Plan for Chinook Salmon and Steelhead , Chapter 7, pages 7-1 to 7-10.

Conclusion:

The City has a responsibility to protect water quality, fish and wildlife habitat along the North Santiam River. This includes compliance with the City's flood plain management ordinance, in recognition of the April 2017 FEMA/NMFS BiOp and also comply with the City's TMDL plan as approved by DEQ and protect the riparian corridor. The recommended condition to have an environmental consultant prepare a plan for replanting the disturbed slope and the completion of replanting by July 1, 2018 will address this requirement.

IV. CITY PLANNER CONCLUSION AND RECOMMENDATION

Based on the findings contained in this report, the City's Planning Consultant concludes the location of the pool and patio at 270 SE Whitten Rd. can comply with the city's code requirements, if the applicant obtains required permits and complies with conditions of approval.

At the public hearing, the Planning Commission modified the conditions of approval to read:

1. **EXPIRATION DATE:** The site plan for the swimming pool and patio at 270 SE Whitten Rd. is hereby approved. The approval will expire on December 31, 2018 at 4:00 p.m. if the applicant does not file applications for building and electrical permits and complete the riparian slope plant restoration.

2. **RIPARIAN PLANTING REQUIREMENTS:**

In order to maintain, enhance and protect existing fish and wildlife habitat along the river the applicant and future property owners will preserve the riparian area described in Riparian Assessment Report for the Whitten Subdivision.²

- a. An environmental consultant will prepare and submit to the City Recorder a plan to replant the disturbed area at the top of the slope, behind 270 SE Whitten Rd., with native vegetation (trees and shrubs) for review and approval by the City.
- b. The property owners will replant the disturbed area at the top of the slope, east of the retaining wall, in accordance with the consultant's recommendations, by July 1, 2018.
- c. This does not restrict the property owner's ability to continuously maintain riparian vegetation, including but not limited to, removal of dead or hazardous trees or limbs, removal of noxious vegetation, or replanting the riparian area and slope with native plants.

3. **BUILDING PERMITS AND ELECTRICAL PERMITS:**

The property owner will obtain building permits and electrical permits for the in-ground pool and comply with Appendix G of the Oregon Residential Specialty Codes. The in-ground pool and patio area must comply with all code and safety requirements, including electrical grounding and a cover or fencing around the pool area.

If required by the Linn County Building Department, the applicant will also obtain permits for the retaining walls on the site and/or submit a geotechnical report with the building permit application(s).

² *Riparian Buffer Assessment (Whitten Addition Subdivision)* prepared for Scott Baughman Construction dated August 12, 2004 by Environmental Technology Consultants, Vancouver, WA, p. 5.

V. PLANNING COMMISSION OPTIONS

- A. Approval of the site plan for an in-ground swimming pool and patio at 270 SE Whitten Rd., File No. 2017-06 and adoption of the proposed findings and the recommended conditions of approval.
- B. Approval of the site plan for an in-ground swimming pool and patio at 270 SE Whitten Rd., File No. 2017-06 and adoption of amended findings and conditions of approval to reflect the Planning Commission deliberations.
- C. Denial of the proposal, File No. 2017-06 and to direct the City Planning Consultant to modify the findings to reflect the Planning Commission's deliberations that the proposal does not meet the applicable approval criteria.
- D. Continue the hearing, to a date and time certain, if additional information is needed to determine whether applicable standards and criteria are addressed.

VI. MOTIONS

Approval:	To approve the site plan for Scott Baughman for the existing swimming pool at 270 SE Whitten Rd, to adopt the findings of fact, conclusions and the recommended conditions of approval for File No. 2017-06.
Approval (modified):	To approve the site plans for Scott Baughman for the existing swimming pool at 270 SE Whitten Rd, to direct the staff to modify the findings of fact and conclusions to reflect both the applicant's testimony and the Planning Commission's deliberations and adopt the conditions of approval for File No. 2017-06. [Dennis motion -
Continue:	To continue deliberations to the next meeting of the Planning Commission on <i>(insert DATE and TIME)</i> .
Denial:	To deny the application because the applicant has not demonstrated the proposal complies with all of the Mill City Development Code criteria and to direct the staff to modify the findings and prepare a final order to reflect the Planning Commission's deliberations and conclusions.

VII. PLANNING COMMISSION DECISION

After the close of the public hearing on December 19, 2017, the Mill City Planning Commission deliberated on the proposal. Revisions were made to condition #2 to refer to the disturbed area at the top of the slope and condition #3 to reference compliance with the in-ground pool specialty code to allow either a secure cover or fence enclosure.

The Planning Commission approved File 2017-06, a site plan for Scott Baughman for the swimming pool and patio at 270 SE Whitten Rd, directed the staff to modify the findings of fact and conclusions to reflect both the applicant's testimony and the Planning Commission's deliberations and approved the modified conditions of approval.

This revised staff report includes modified findings, conclusions and conditions of approval.

VIII. FINAL ORDER AND NOTICE OF DECISION

A FINAL ORDER and a written NOTICE OF DECISION will be issued to the applicant and all participants of record within five (5) business days of the Planning Commission's decision. The City Council will review the Planning Commission decision at its next regularly scheduled City Council meeting and may elect to call a public hearing to consider the proposal. If the Council calls for a public hearing, then the Council will make the final decision. If the City Council does not call for a public hearing, the planning commission is final and takes effect at the end of the appeal period.

IX. APPEAL PERIOD

Any person aggrieved by the Planning Commission decision may appeal the decision to the City Council by filing a written appeal with the City of Mill City within fifteen (15) calendar days of the date the Notice of Decision is mailed by the City.



FACSIMILE TRANSMITTAL

To:	Fax:
From: Rebecca Maddox	Fax:
Pages: 1 [Including cover page]	Date: January 03, 2018 1:49PM CST
Re:	

January 3, 2018

RECEIVED
JAN 04 2018

BY:

To Mayor Kirsch and the Mill City Council:

Hello! My family purchased the home at 312 SE Ivy at the end of September 2017. It is our first home and, though we were not blind to the magnitude of our endeavor, we are extremely excited. To have a real home, to have settled in such a nice community, and to finally have stability for our son.

Our home, while a charmer, has age and some past handywork (that was perhaps not very informed, though creative) making our renovations particularly mystifying. That said, we are moving forward at a decent clip and it is a comfortable and safe environment.

To get your own free fax number and to send faxes with your phone, visit us at www.faxburner.com
Upon taking possession of the home and turning on our utilities (HUD never let us before closing) we were informed at the first meter reading that we had a water leak. This proved to be the most stereotypical first-time homebuyer experience.

We lived with the water off, only turning it on to flush toilets or shower for weeks. Our mortgage had a contract with a plumber built in and he was not helpful, was perhaps even a hindrance. We did not find active evidence of the leak, but we looked and looked and did find one, capped it, the meter still ran. Repeat. Several times, until it didn't run anymore. For two days. Then it ran again. We finally found the last of the "irrigation system" and deleted it.

As of December 5th, our meter has held and there are NO more leaks!

Anyhow, I tell you this as a preamble to my making a request for help or leniency. The water bill at the end of this experience is daunting, to say the least. I don't know for certain what all may be done, but I pray for a chance to pay in installments, at the very least. I cannot afford it all with any degree of haste and we are without a support network to fall on for funds or a place to stay if

we should lose water service.

I thank you for your time and consideration.

Sincerely,

Rebecca Maddox
PO Box
312 SE Ivy
Mill City, OR 97360

Mill City

Pumping Report - meter read date to meter read date

YEAR 2016													year 2017																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																		

Russ Foltz <rfoltz@ci.mill-city.or.us>

SS Line

2 messages

John <John.Moore@emeryandsons.com>

To: "rfoltz@ci.mill-city.or.us" <rfoltz@ci.mill-city.or.us>

Thu, Dec 21, 2017 at 12:49 PM

Hey Russ,

Here are some of our "T & M" rates.

305 mini excavator = \$55.00 per hour $\times 8 = 440 \times 2 = 880$ 5 CY dump truck = \$50.00 per hour $\times 8 = 400 \times 2 = 800$ 1 ton utility truck with tools = \$20.00 per hour $\times 8 = 160 \times 2 = 320$ Pickup truck = \$15.00 per hour $\times 8 = 120 \times 2 = 240$ Foreman = \$85.00 per hour $\times 8 = 680 \times 2 = 1360$ Operator = \$65.00 per hour $\times 8 = 520 \times 2 = 1040$ Pipe Layer = \$60.00 per hour $\times 8 = 480 \times 2 = 960$ Labor = \$55.00 per hour $\times 8 = 440 \times 2 = 880$ Flagger = \$55.00 per hour $\times 8 = 440 \times 2 = 880$

$$\begin{array}{r}
 3680 \\
 \times 2 \\
 \hline
 7360
 \end{array}$$

5,11,040

2 days 3 days

Depending what ODOT requires for traffic control & pavement restoration and depending what we find for the repair this should be a 2-3 day job total. Hope that helps. Let me know what you hear out of ODOT after the first of the year.

Happy Holidays,

Proposal

Canyon Contracting L.L.C.

"Serving Customers Since 1987"

P.O. Box 57

Stayton, Oregon 97383

Ph. (503)769-2584 Fax (503)769-6058

CCB # 120248

Submitted To : **Russ - Mill City**

Phone # : 503-930-8256

Email : rfoltz@ci.mill-city.or.us

Address :

Site Address : Hwy 22 & NE 7th St

Date : 1/3/2018

We hereby submit Estimates for :

T&M Rates

TB 240 Excavator : \$ 40.00 Per Hr.

Operator : \$ 70.00 Per Hr.

Laborer : \$ 65.00 Per Hr.

Flagger : \$ 55.00 Per Hr.

12 Yrd Dump Truck : \$ 90.00 Per Hr.

Vac - Trailer 300 Gal : \$ 50.00 Per Hr.

Note : We add 10% for profit and overhead to all T&M projects.

Authorized Signature


Brian Adams

Date : 1-3-18

Owners Signature

Date : _____

Payment Terms: Progress payments to be made on the 10th of each month based on a percentage of work completed. Proposal may be withdrawn by us if not accepted within 30 days.



Service Integration

Integration • Collaboration • Reducing Duplication

- **What is the Service Integration (SI) Program?**
 - SI is a service delivery model to connect individuals and families to valuable resources and services.
 - Asset & solution based approach
 - SI connects service providers with identified needs, builds relationships among members, and provides funds to address service requests so solutions can be created with cost and time efficiencies.
 - The purpose of the SI program is to facilitate collaboration among community partners in order to provide coordinated resources, services, and information for families and individuals--one way is through **Service Integration Teams**.

- **What are Service Integration Teams?**
 - Santiam Service Integration will have one team to begin with; Stayton/Sublimity Service Integration and will grow to 3 teams encompassing Cascade School District Catchment area and Santiam Canyon School District Catchment area. This model originated from Polk County where 6 school catchment areas have Service Integration.
 - The teams ...
 - Connect service providers with identified needs
 - Operate independently
 - Build relationships among team members
 - Network and share resources
 - Provides funds to address local individual and community needs within the specific school district catchment area
 - Teams are made up of:
 - School District
 - Behavioral Health
 - Non-Profit Agencies
 - Health
 - City, county, state government agencies
 - Faith Communities
 - Education / Higher Ed
 - Business
 - Local volunteers and leaders

- **How does SI assist financially to family and community needs?**
 - **Urgent Needs:** Emergency housing or utility assistance
 - **Basic Needs:** Food, clothing, prescriptions, and personal items
 - **Community Development:** Community events and activities
 - **Health:** prescriptions, medical appointments, co-pays, healthy activities
 - **Education:** Classes, tuition, fees, literacy programs for adults or children
 - **Extra Curricular:** Fees, materials, clothing or shoes needed for participation in extra curricular activity
 - **Youth Development:** Leadership/learning opportunities not part of regular school programs.

To learn more visit: <http://santiamhospital.org/sit.php>

SERVICE INTEGRATION

Integration- Collaboration- Reducing Duplication

WELCOME to Service Integration!

We're glad you're interested in being involved in Service Integration (SI). It is always great to welcome new partners. We believe all partners, first time attenders and regular members, are all part of the SI 'family.' Ultimately, we are all here for the same reason – to better serve the individuals and families in our communities. Our hope is you find this place to be a positive and effective way to connect with other service providers, as well as a great resource for learning about information to share with the families you work with.

Included in this packet you will find:

- Service Integration Overview
- Description of Service Integration Terms
- Funding Guidelines Form
- Funding Process Form
- Team Meeting Schedule for the 2017-2018 year

All of these forms and any additional information can be found on our website <http://santiamhospital.org/sit.php>. Thanks again for joining us today. If you have any questions or comments about today's meeting, please feel free to contact me. I would be more than happy to talk with you and would love to be a resource for you and your organization.

Best,

Melissa

Melissa Baurer

Service Integration Coordinator/Community Liaison

mbaurer@santiamhospital.org

503.769.9319

<http://santiamhospital.org/sit.php>

www.facebook.com/santiamserviceintegration/

SANTIAM HOSPITAL embrace HEALTH™



Service Integration

Integration • Collaboration • Reducing Duplication

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To learn more visit: <http://santiamhospital.org/sit.php>



Commonly Used SIT Terms

KUDO

Kudos occur at the beginning of the meeting during introductions. A kudo is a shout out or thank to a partner who you connected with since the last meeting. As Service Integration team members we know that our successes and ability to help families is dependent on our relationships with community partners. The team meetings are just once a month, but a majority of partner connections occur throughout the month. Partners rely on the connections made through Service Integration to better serve the families they work with. Here at Service Integration we love to hear about and celebrate those connections, if you don't have one for the month, feel free to pass.

FUNDING REQUEST

Stayton/Sublimity Service Integration Team has access to a small amount of funding to be used in Stayton/Sublimity School District Catchment Area to help support family and community needs. Partners can access dollars by submitting a funding request to the SI coordinator and then presenting it to the team. Team members have the ability to decide on how the funding is used and vote on whether it is approved or not. Funding requests are presented to the team and voting occurs via survey monkey after the meeting. Partners should include information about how the funds will be spent, what other funding has been provided/leveraged, how this will impact the family/community, etc. Please see the funding guidelines form for more information.

AGENCY PRESENTATION

Agency presentations are usually 15-20 minutes in length and are given by an agency representative. The purpose of the presentations is to ensure partners are familiar with and understand all of the services provided by the agency. This is an opportunity for an agency to provide a greater depth of information about their services. If you are new and/or looking for ways to share your information, please consider giving an agency presentation to the team. These are set up ahead of time with the SI Coordinator.

STAFFING

A staffing is brought to the team by a community partner who is working closely with an individual or family and needs additional support from the Service Integration partners to help provide assistance. Staffings include sharing a greater level of need than what a funding request would be able to help with. Staffings allow SI partners to give input and ideas to the situation all at once and in one place, creating quick and effective solutions. As a partner, you may be asked to have the individual or family complete a Release of Information for the staffing. Additionally, in some cases it may be appropriate for a member of the family to be present during the staffing. Please contact the Service Integration Coordinator if you'd like to bring a staffing to the team.

PARTNER ANNOUNCEMENT

Partner announcements take place at the end of each meeting and are one of the best aspects of our time together. Partner announcements are where all the learning happens! During this time we go around the table and each person has the opportunity to give a **brief 1-2 minute** update/announcement about their organization. Members are welcome to pass out cards, flyers, handouts, etc. If more time is needed to talk about your agency, consider an agency presentation (see above).



Service Integration Funding Guidelines

Background information

Purpose: Stayton/Sublimity (SI) team has access to discretionary team funds which come from a contribution from the Santiam Hospital, North Santiam School District, and Performance Health Technology. SI also welcomes financial donations from local faith entities, service clubs, and community organizations. These funds are intended to be used to fill gaps in necessary resources to meet locally identified needs and to develop a stronger community. The purpose of this document is to outline guidelines which can be used to help SI partners understand how team funds may be used.

Approval Authority: Unless a request does not fall within the Santiam Hospital Fiscal guidelines, the team has ultimate approval on how to use team dollars. Team members are expected to be responsible and good stewards of the team funds. In order to make a funding request team members must complete the Online Funding Request form found here: <http://santiambhospital.org/sit.php>. The SI Coordinator is responsible for vetting the request prior to presenting it to the team for approval. For requests that are not urgent or time sensitive, the request must be brought to a team meeting to allow team members to discuss the request, ask questions, and provide alternative ideas for meeting the need. All requests will be submitted to the team for approval via e-mail using Survey Monkey. For a request to be approved there must be a majority 'yes' vote from the team. Voting is done through Survey Monkey for a variety of reasons. The online program allows for numbers and percentages for each funding request, which helps with program data tracking. In addition, team members are able to leave comments for each request. This is helpful for team members who missed a team meeting and still want to provide input and suggestions on the request.

Partner Advocates: Partner agencies can advocate on behalf of an individual or entity by presenting a request to SI. As the team dollars are intended to be used as a last resort, partner agencies are expected to have attempted to identify other ways to meet the need before bringing the request before the team. In situations where other agencies or partners are able to contribute to a need but their support does not meet the whole need, SI dollars may be accessed to help leverage the solution. Each partner advocate requesting funds is expected to complete the SI Funding Reporting Form found here: <http://santiambhospital.org/sit.php> at the time of submitting original receipts or an invoice. Payment cannot be issued without proper receipts or documentation of purchase.

Funding Guidelines

*All team funds must be **spent** by June 30th of each year*

Team dollars are intended to be requested when there are no other options to meet a need, or other options do not cover the full expense. Dollars are also intended to be used to meet one-time needs and every situation is unique and different. Funding requests are situation-dependent, but not typically more than \$300. Solutions most often supported by Service Integration are focused on resolving locally identified needs through the following categories:

- **Basic Needs:** Food, clothing and personal items
- **Community Development:** Community events and activities
- **Education:** Classes, tuition, fees, literacy programs for adults or children
- **Extra-Curricular:** Fees, materials, or clothing needed for participation in extracurricular activity
- **Health:** prescriptions, co-pays, transportation to medical appointments, dental, etc.
- **Supplies:** Goods or equipment necessary to carry out activities or programs
- **Urgent Needs:** Emergency housing or utility assistance
- **Youth Development:** Leadership/learning opportunities not part of regular school programs

Service Integration Funding Guidelines Continued...

Measurable Outcomes: Service Integration funds should be focused on meeting needs that can provide some measurable outcomes (whether big or small). General outcomes measured typically include:

- A specific individual or family need is met which positions the individual/family to be more self-sufficient or to prevent them from losing home, energy, or utilities. **As funds are intended to meet one-time needs, partner advocates are asked to demonstrate why those they advocate for are unable to pay for these needs themselves as well as how they intend to meet these needs in the future.** For example, an individual may need help paying for medication, food, or rent between being hired on at a new job and receiving their first pay check.
- A class/test is taken (ex. GED Test)
- Community knowledge of and access to resources is increased at community events.
- Youth participate in an event or extracurricular activity they would not otherwise be able to.

Service Area: Funds are intended to be used to serve individuals/families that live in, attend school, or otherwise participate in the community within the team's catchment area. Stayton/Sublimity SIT Funds can be used to support those who live in the North Santiam School District Catchment area. It is up to the discretion of the team to determine if an individual/family is within their service area.

Conditions: Service Integration funds are not intended to be used in the following ways:

- To pay legal fees or fees/payments related to divorce, custody issues, record expungement, etc.
- To pay towards personal assets (e.g. mortgage payment, property taxes)
- To pay an individual or family directly. Funds must be paid to an organization, business, or as a reimbursement to a partnering agency.
- To fund items or services that provide or promote alcohol, tobacco, or other drugs; social injustice; or for profit business.
- To fund ongoing projects, services or needs.
- To serve as a sustainable funding source for a whole entity, organization or program. The dollars are not intended to fund already existing programs.
- Funds cannot violate the not-for-profit status of the Santiam Hospital.

In some cases, the team may decide to put funding towards other areas to free up an individual's/family's funds for needs Service Integration does not cover. For example, the team may pay an electric bill to free up some of the family's funds to go towards a deposit on their new apartment.

Service Integration Funding Process

1. Submit a funding request through the online funding form located at <http://santiamhospital.org/sit.php>. Please also review the Funding Guidelines form for more information on the purpose of SI dollars and how they can be used and spent.
2. Present the request at the appropriate Service Integration team meeting. If the request needs immediate attention it can be addressed via Survey Monkey in-between meetings.
3. After the SI meeting, the request will be sent out over email via Survey Monkey. The SI Coordinator will let you know once the request has been approved.
4. Once approved there are a few options for purchasing items:
 - **Option #1:**
Purchase the items and submit the ***original itemized receipt*** for reimbursement within **30 days** of your purchase. Santiam Hospital must receive original itemized receipts in order to reimburse the purchase. Submit receipts and/or invoices to Santiam Service Integration (mbaurer@santiamhospital.org or mail to Santiam Hospital, C/O Melissa Baurer, Service Integration Coordinator 1401 N 10th Ave, Stayton, OR 97383)
 - **Option #2:**
Have the store or business create an invoice or purchase order for the items and give to Service Integration Coordinator. Santiam Hospital will process a check for the approved amount and either mail or deliver the check to the business or your agency.

Option #3:

If the above two options do not work for purchasing the requested item(s), then please contact the SI Coordinator to discuss how to go about making payment.

Please Note: Santiam Hospital fiscal takes about 10-14 days for processing payment once all the proper paperwork has been submitted. Service Integration has the ability to provide Payment Commitments if necessary.

Complete the Service Integration Funding Reporting Form through the online funding form located at <http://santiamhospital.org/sit.php>

2017-2018 Meeting Schedule for Service Integration Teams in Marion County

North Marion SIT

North Salem SIT

Stayton/Sublimity SIT

Woodburn SIT

SEPTEMBER 2017						
S	M	T	W	T	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30

OCTOBER 2017						
S	M	T	W	T	F	S
1	2	3	4	5	6	7
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15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

NOVEMBER 2017						
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12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30		

DECEMBER 2017						
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17	18	19	20	21	22	23
24/31	25	26	27	28	29	30

JANUARY 2018						
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21	22	23	24	25	26	27
28	29	30	31			

FEBRUARY 2018						
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18	19	20	21	22	23	24
25	26	27	28			

MARCH 2018						
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25	26	27	28	29	30	31

APRIL 2018						
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MAY 2018						
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27	28	29	30	31		

JUNE 2018						
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JULY 2018						
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15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				


2017-2018 Holidays						
Sept. 4 - Labor Day						
Nov. 10 - Veterans' Day						
Nov. 23 - Thanksgiving Day						
Dec. 25 - Christmas Day						
Jan. 1 - New Year's Day						
Jan. 15 - MLK Day						
Feb. 19 - Presidents' Day						
May 28 - Memorial Day						
July 4 - Independence Day						

North Marion SIT
10:30 a.m. - noon
NMSD Training Room
20256 Grim Rd. NE, Aurora
4th Weds. of every month

North Salem SIT
1:30 p.m. - 3:00 p.m.
Center 50+
2615 Portland Rd. NE, Salem
1st Weds. of every month
(no meeting July 4)

Stayton/Sublimity SIT
9 a.m. - 10:30 a.m.
Santiam Center
11656 Sublimity Rd. SE #200, Sublimity
2nd Thurs. of every month

Woodburn SIT
9 a.m. - 10:30 a.m.
Love INC
1560 Hardcastle Ave., Woodburn
2nd Tues. of every month

2017-2018 Holidays
Sept. 4 - Labor Day
Nov. 10 - Veterans' Day
Nov. 23 - Thanksgiving Day
Dec. 25 - Christmas Day
Jan. 1 - New Year's Day
Jan. 15 - MLK Day
Feb. 19 - Presidents' Day
May 28 - Memorial Day
July 4 - Independence Day
Dates, times, and locations of meetings are subject to change. Please check website
 No meeting

Inaugural Santiam SIT meeting draws a crowd

Justin Much, Stayton Mail Published 12:39 p.m. PT Sept. 14, 2017 | Updated 11:02 a.m. PT Sept. 17, 2017



(Photo: JUSTIN MUCH | Stayton Mail)

The first unofficial order of business at the inaugural Santiam Service Integration Team meeting Thursday was to scurry around Santiam Center and find more chairs.

Representatives from a wide variety of entities around the Santiam region packed the center's Department of Human Services Conference Room. As scores of interested parties poured in, organizers filtered out into the hallway in search of more seating to accommodate.

Once the meeting officially began, attendees lined an extra tier around the conference table, lending a glimpse at how well received this nascent service-providing entity is in Santiam Canyon.

"Clearly, this area has a lot of dedication and passion for serving others," said Melissa Baurer, Santiam SIT's coordinator/community liaison.

The representation on hand was wide-ranging: local church pastors, business owners, the Chamber of Commerce, Oregon State University Extension Service, Family Building Blocks, North Santiam School District, Head Start, the Canyon Closet and the local food bank, to give a sampling.

The Santiam SIT is patterned after Polk County's Service Integration Team. The objective is to coordinate varied resources that serve people in need. While one entity may have resources for food, another may help with clothing and still another with health care. Through communication and coordination, available services can be delivered more efficiently and effectively via referrals.

Buy Photo



Two tiers around the DHS Conference Room at Santiam Center. Attendees poured in for the Inaugural Santiam Service Integration Team meeting. *(Photo: JUSTIN MUCH | Stayton Mail)*

Representing Performance Health Technology (<http://www.phtech.com/>) (PH TECH), Jennifer Barnett portrayed a succinct scenario, describing the process of helping people find appropriate health care, only to discover a variety of other needs, such as clothing, baby formula or even tires for their car.

Barnett and NSSD Superintendent Andy Gardner joined Santiam Hospital CEO Terry Fletchall in formally presenting \$7,500 seed money to boost the local SIT's inception. The hospital is the SIT's lead coordinator.

"The hospital is very much committed to this," Fletchall said, adding that prior to forming the SIT "we didn't realize just how much need there is for it."

ADVERTISING



Gardner agreed: "Just getting the kids to school is not enough... We are really happy to see you all here."

The inaugural meeting included a ribbon-cutting ceremony typically conveyed to new businesses and entities. Given the crowd, Stayton Sublimity Chamber of Commerce President Carmelle Bielenberg encountered unusually tight confines for the emblematic formality, so the scores on hand flowed out of the conference room and into the roomier DHS lobby for the observance.

Fletchall wielded the ceremonial scissors before the cheery gathering. Assessing the turnout and gauging how that support should boost the SIT endeavor, the CEO expressed gratitude.

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source=BEAZnov&utm_medium=agilityzone&utm_source=bounce-
exchange&utm_campaign=UWEB2017](http://offers.statesmanjournal.com/specialoffer?gps-source=BEAZnov&utm_medium=agilityzone&utm_source=bounce-exchange&utm_campaign=UWEB2017))

"We can't say just how much we are pleased with this, to see this (turnout)," he said.

jmuch@StatesmanJournal.com or cell 503-508-8157 or follow at twitter.com/justinmuch

More: Canyon Conversations: Service Integration comes to Santiam Canyon (<http://statesmanjournal.com/stayton/2017/08/13/canyon-conversations-service-integration-comes-santiam-canyon/554691001/>) **\$9.99 / YR.** [Subscribe Now](#)



Melissa Baurer, coordinator and community liaison for the Santiam Service Integration Team , addresses attendees at SIT's first meeting Thursday, Sept. 14. (Photo: JUSTIN MUCH | Stayton Mail)

Read or Share this story: <http://stjr.nl/2wcoZct>

What do Service Integration Teams do?

Justin Much, Stayton Mail Published 9:33 a.m. PT Sept. 17, 2017 | Updated 10:39 a.m. PT Sept. 17, 2017



(Photo: JUSTIN MUCH | Stayton Mail)

\$9.99 /YR.

Subscribe Now

Several new Service Integration Teams starting up this month in Marion County, including the Santiam SIT in Stayton and Sublimity.

The new SITs are patterned after the one formulated by the Polk County Family and Community Outreach (<http://www.co.polk.or.us/fco/si/service-integration>) and subsequently highlighted for its effectiveness. Salem Health, which joined forces with Marion County to launch SITs in North Marion, North Salem and Woodburn, describes the SITs as "full-fledged collaborations designed to bring together service providers in order to better serve their local community's needs."

To that end, representatives from participating providers meet monthly, share information and resources with the aim of streamlining delivery of those resources while eliminating duplication. Collaborators are varied: government, community groups, healthcare, education, law enforcement, nonprofits, businesses and churches.

"Service integration helps to foster healthy, resilient families and individuals and fill gaps in service," said Skye Hibbard-Swanson, MPH, MA, Salem Health SIT coordinator and health educator. "We know from watching the 20-plus years of success in Polk County that the SIT model of coordination creates a multiplier effect of three to four times the value of services rendered by leveraging existing resources."

Santiam Hospital has taken the lead on launching Santiam SIT, which celebrated a healthy turnout at its first meeting on Sept. 14. Its coordinator/community liaison, Melissa Baurer, perhaps best illustrates the collaboration with several anecdotes to have already unfolded during Santiam SIT's infant stages.

Within a week and before the SIT's first meeting, it had already helped a dad who was diabetic, on unemployment and had 2 kids; a man leaving the hospital who needed a knee walker and insurance did not cover it; a family who was being evicted.

The latter reached out to SIT via Facebook.

"I was able to connect them with Mid-Willamette Valley Community Action Agency and they paid for the rent in collaboration with a local church in town," Baurer said. "The family will be able to maintain the rent moving forward because mom is back to work."

The man needing a walker saw his situation resolved within 8 hours.

"St Vincent De Paul and a local vendor took care of the cost, and this gentleman went home with the proper equipment to recover," Baurer said.

The father had multiple issues to deal with, and that's what an integration team is geared to handle.

"His food benefits did not come through this month due to no fault of his own; his benefits would begin in October," Baurer explained. "He lacked food for himself and his (teenage) kids."

Additionally, the kids were beginning the school year and needed school supplies and clothes.

"With dad getting unemployment all his funds went to paying rent and utilities; he did not have funds left over for food, school clothing, and supplies," Baurer related. "I called Marion Polk Food Share which referred me to Aumsville Food Pantry. Aumsville Food Pantry was amazing and met me after hours and they provided a large amount of food for the family and invited dad to come back weekly on Thursdays and shop for food until his benefits come through."

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[source=BEAZnov&utm_medium=agilityzone&utm_source=bounce-exchange&utm_campaign=UWEB2017](http://offers.statesmanjournal.com/specialoffer?gps-source=BEAZnov&utm_medium=agilityzone&utm_source=bounce-exchange&utm_campaign=UWEB2017))

Baurer also contacted The Salvation Army and spoke to the social service director apprising him of the situation. A Salvation Army representative joined Baurer in successfully attending to the teenage students' needs.

"This is what SIT is all about," Baurer said. "The need was presented and within 24 hours we had all three needs met."

For information or to become involved with Santiam SIT, contact Melissa at 503-769-9319, mbaurer@santiamhospital.org.

jmuch@StatesmanJournal.com or cell 503-508-8157 or follow at twitter.com/justinmuch

More: [Inaugural Santiam SIT meeting draws a crowd \(/story/news/local/stayton/2017/09/14/inaugural-santiam-sit-meeting-draws-crowd/667239001/\)](http://story/news/local/stayton/2017/09/14/inaugural-santiam-sit-meeting-draws-crowd/667239001/)

More: [Canyon Conversations: Service Integration comes to Santiam Canyon \(/story/news/local/stayton/2017/08/13/canyon-conversations-service-integration-comes-santiam-canyon/554691001/\)](http://story/news/local/stayton/2017/08/13/canyon-conversations-service-integration-comes-santiam-canyon/554691001/)

Read or Share this story: <http://stjr.nl/2y7uci8>

City of Mill City
P.O. Box 256
Mill City, Oregon 97360
Phone: 503-897-2302 Fax: 503-897-3499

Memorandum

Date: January 4, 2018
To: Mayor Kirsch and Council
From: Stacie Cook, MMC, City Recorder
Subject: **Old Business for January 9, 2018 Council Meeting**

a. Skatepark Agreement

The Skatepark Agreement has been provided to SKATE's attorney. City Attorney Jim McGehee will work directly with their attorney to finalize language on the document. Once it is complete it will be brought before Council for review and consideration.

Requested Action: None. Information Only.

b. Other

City of Mill City
P.O. Box 256
Mill City, Oregon 97360
Phone: 503-897-2302 Fax: 503-897-3499

Memorandum

Date: January 4, 2018
To: Mayor Kirsch and Council
From: Stacie Cook, MMC, City Recorder
Subject: New Business for January 9, 2018 Council Meeting

a. Other

City of Mill City
P.O. Box 256
Mill City, Oregon 97360
Phone: 503-897-2302 Fax: 503-897-3499

Memorandum

Date: January 4, 2018
To: Mayor Kirsch and City Councilors
From: Stacie Cook, MMC, City Recorder
Subject: City Recorder Report for January 9, 2018 Meeting

1. List of On-Going Old Business Items

Enclosed is the current list of on-going old business items. If there are items which should be added that I have missed, please let me know. As always, if there are any items on the list that you would like to discuss please pull it under old business on the agenda.

Requested Action: None. Information Only.

2. SCA Grant

I received notification that the recommendations for funding for the SCA grant applications would be taken before the SCA Advisory Committee on January 9th. The indication is that all applications are potentially going to be funded. There was \$5 Million allocated for funding and the 102 applications totaled \$5,059,992. The information I received is that ODOT will be looking at options to go beyond the allocated dollars to award all applications.

Requested Action: None. Information Only.

3. Audit Update

The draft audit has been provided to staff. We are currently addressing the findings in the report and completing necessary journal entries to make changes to revenues that were incorrectly allocated. Auditor Glen Kearns has requested, and we have received notice of approval for, an extension on submittal of our financials to the State of Oregon.

Once the final draft of the audit is complete, we will schedule Mr. Kearns to attend a meeting to present the overall financials and findings to the Council.

Requested Action: None. Information Only.

4. **The Reid House Update**

The Reid House Committee has set their first meeting for January 5, 2018. The Committee will begin their work by electing a chair and vice-chair then move on to outlining the duties and responsibilities of the group to recommend to the Council.

In addition, the Committee should discuss potential immediate needs for the property. Those may include: heating type, landscaping maintenance and building maintenance.

Requested Action: None. Information Only.

5. **City Hall Door**

The west door to the lobby was damaged recently when wind gusts created a cross breeze that pulled the doors open, resulting in the upper hinge on this door to be pulled out of the frame. Capital City Doors came out and fixed the door within a few days. At the same time, I requested that information be gathered to provide a quote for an ADA button to be installed on this side of the lobby. When the quote arrives, I will provide it to Council for consideration.

Requested Action: None. Information Only.

6. **Freres Tour – Monday, January 15, 2018; 9:00AM**

The tour of Freres Plant 6, which produces the MPP product has been scheduled. Any Council member interested in touring the plant and learning more about the product should meet at the Freres Mill City Office at 9:00a.m. on Monday, January 15, 2018. This tour has been advertised as a potential meeting. However, please use caution and avoid discussing any City business during the tour.

Requested Action: None. Information Only.

7. **Other**

On-Going Old Business Items

1. Kimmel Park Electrical
2. Water Line Repairs/Replacements – City Engineer needs to be involved to outline costs
3. Kimmel Park Security System
4. City Hall Surveillance System
5. Bamboo/Noxious Weeds – River
6. City Hall Entry Door Kick Plates – Requested information on kick plates installed in building
7. Post Carvings – Waited for dry weather to cease; working with Dan Benjamin to ensure completion
8. Railroad Bridge Update/SOB
9. Income Study
10. Certificate of Occupancy/Planning and Building Services Agreement
11. City Administrator Position
12. ATV Permit
13. Lyons-MC Drive Traffic (Speed) Study
14. Personnel Handbook Update
15. Strategic Plan/Goal Setting
16. Software Update
17. Tiger Grant Update
18. Water Rate Study Update

MILL CITY PLANNING COMMISSION
Meeting of October 27, 2017

Planning Commission members present: Chair Ann Carey, Dennis Chamberlin, David Leach, Marge Henning, Woody Koenig and Grant Peterson. Commissioner Frances Villwock arrived at 9:30a.m.

Staff in attendance: Planning Advisor David Kinney and City Recorder Stacie Cook.

City Council Representatives: None.

Agency Representatives: None.

Citizens: None.

The meeting was called to order at 9:00 a.m. Chair Ann Carey led the pledge of allegiance.

APPROVAL OF MINUTES: *Dave Leach moved, seconded by Woody Koenig, to approve the minutes of September 15, 2017 as amended. The motion carried unanimously (6:0).*

PUBLIC COMMENT: None.

PUBLIC HEARINGS: File No. 2017-05
Proposal: Minor Partition
Applicants: Jorge & Maria Martinez
Location: 1041 NW Santiam Blvd (Hwy 22)
Assessor's Map: 9S3E30CA, Tax Lots 300, 500, 600, 700

Chair Ann Carey opened the public hearing at 9:05a.m. and read through the public hearing procedures. Mr. Kinney asked Dave Leach if he has any bias toward this application that would make him impartial to this application since he is a neighbor of the applicant. Mr. Leach said that he does not.

STAFF REPORT: Mr. Kinney gave a brief staff report stating that the applicant's property is partially inside the City and partially in the county. The lots shown on the current assessor's map were not partitioned in compliance with the City's and Marion County's land use procedures. There are some development restraints on this property due to the divided agencies and lack of divided parcels. The applicants are requesting a partition that would allow them to build a home on the county parcel once the partition process is completed. This partition will correct the division error as well.

Mr. Kinney explained that there are multiple driveways along this section of the highway that service multiple properties. ODOT identified in the Highway 22 Access Management Plan that one of the access points in front of the Martinez property will need to be removed.

The existing parcels within the City have water and/or sewer services. The parcel to the north would not be able to connect to City services because it will remain outside of City limits. It is

unlikely that the property would be annexed into the City in the future due to the topography of the land and access.

Future redevelopment of the property within the City would require looking at the existing services for possible upgrades.

The recommended conditions of approval are:

1. Approved Map & Time Limit of Partition expiring October 31, 2018.
2. Record minor partition survey map with Marion County within one year as shown within the staff report.
3. All required easements, agreements or other documentation required by the Planning Conditions of Approval, MCMC, PWS and other agencies having jurisdiction over the work shall be provided to the City for review and approval prior to the issuance of City Permits. City of Mill City items for parcels 1 and 2 are outlined within the staff report.
4. Developer shall provide documentation that the Fire Code Official has reviewed and approved all required fire protection prior to issuance of permits.
5. Developer shall provide documentation that ODOT has reviewed and approved all work in the ODOT right-of-way prior to issuance of permits.

APPLICANT'S PRESENTATION: None.

PROPONENT'S TESTIMONY: None.

OPPONENT'S TESTIMONY: None.

GENERAL TESTIMONY: None.

QUESTIONS OF CLARIFICATION FROM PLANNING COMMISSION: Frances Villwock asked about the parcels being partially inside and partially outside the City. It was noted that there will be some portion that is fixed, lessening the number of tax lots but part of the land will remain in both jurisdictions.

APPLICANT'S SUMMARY: None.

STAFF SUMMARY: Mr. Kinney stated that staff and Marion County staff will need to work together closely to ensure that this partition is done correctly.

CLOSE OF PUBLIC HEARING: Chair Carey closed the hearing at 9:35 a.m.

Dennis Chamberlin moved, seconded by Woody Koenig to approve the application of Jorge & Maria Martinez for a minor partition, File No. 2017-05 subject to the conditions of approval as proposed and to adopt the findings of fact as recommended. The motion carried, (6:0).

Mr. Kinney said that there is a fifteen day appeal period. Once this period is over then the applicant can proceed with work.

PRESENTATIONS: None.

OLD BUSINESS:

LOC Handbook – Chapter 12 – Land Use: Mr. Kinney said that he included this in the packet due to questions at the last meeting. This chapter relates to how land use works within cities. This chapter outlines that the comp plan is the governing policy for a city. The zoning and subdivision codes outline the specific rules which must be followed.

Administration decisions are those such as building permits, sign permits, lot line adjustments, which can be made by staff without further review by the Planning Commission or Council.

Discretionary decision, or Quasi-Judicial, are partitions, site development, zone changes and require the Planning Commission to apply the rules that are in the comp plan, zoning or subdivision codes with decisions based on the applicants proposal combined with the other items. Once an approval is granted then the applicant must comply with development standards, including the City's Public Works Design Standards.

Legislative decisions are policies that are being implemented for a broad class. These may include setting residential, commercial, industrial uses. These policies are drafted by the Planning Commission with the final decision made by the City Council.

Public Improvement Code Amendments: The Planning Commission reviewed the street sections within the City to discuss whether turnpike style or full development with curb, gutter and sidewalk is necessary. Mr. Kinney said that there is an advantage to turnpike style because it uses the existing soils to dissipate water.

Full street improvements will always be required with new subdivision development. Sections of streets that connect to fully developed streets will also require full development. However, in some cases a non-remonstrance agreement may still be allowed so that should development occur in the future, the property owner would develop, or pay their portion of the development cost, at that time.

Part of the reason for going through and identifying these development sections is to ensure that staff and developers know what to anticipate when development occurs. Language will be included in the code which allows for the City to require full street development and how costs are assessed, whether that be solely to the developer, shared with adjacent property owners or paid, in part by the City.

For decisions on street improvements the following need a determination:

3.6.010 - Interpretation by: PC or City Recorder

3.6.020.A.3 – ROW & Easement Location/Width by : City engineer or City Manager

3.6.020.A.5 – Who should approve deferral of street improvements: PC or City Council

3.6.020.C – Who sets street width/standard requirement for a street – either reference in code or City Engineer

Full street improvements apply with: new subdivisions; new commercial/industrial developments; multi-family residential/redevelopment projects (3 or more units); commercial redevelopment projects but deferral may be considered; on Hwy 22; six per OR-22 Plan but deferral may be considered; on streets identified by City on future streets plan; to connect to an existing curb & sidewalk within 200' from the development site.

The City will accept turnpike style streets for: in-fill projects on existing turnpike style streets; small projects identified by City as turnpike style on future streets plan.

The City will require a non-remonstrance in some instances.

The street development map outlined within the code will be used as a guide for staff but changes may be made at the Planning Commission or City Engineer level.

The code has a section regarding park dedication that needs to be fixed. It needs to state that park dedication is proportional to development based on the need for park land.

The code currently requires that all electric, telecommunications, etc., go underground. Should a waiver be needed who makes that decision to allow? Mr. Kinney said that he feels it makes sense for this waiver to be determined at the time of issuance of a building permit.

Planning Commission Meeting Date and Time Change: Chair Carey asked the Planning Commission if they are in concurrence with her memo to the Council requesting that meetings be changed to the third Friday of the month at 9:00a.m., unless a public hearing is needed, which may be held in the evenings. Full consensus of the Planning Commission to submit this request.

NEW BUSINESS: None.

BUSINESS FROM THE PLANNING COMMISSION: Frances Villwock said that Mayor

Kirsch was interviewed on the KYAC radio station and did an excellent job.

OTHER BUSINESS:

City Recorder Report: City Recorder Stacie Cook has provided a City Recorder report.

Planning Consultant Billing: Mr. Kinney will provide copies of his billings for September 2017.

Pending Applications: There is a new applications from Scott Baughman for installation of a swimming pool and retaining wall on the river side of his Whitten Street property. The application is for a Land Use Action on the North Santiam River Site Review.

The next meeting of the Planning Commission will be a work session on Friday morning, November 17, 2017 at 9:00 a.m. at City Hall.

The meeting was adjourned at 11:08 a.m.

Prepared by:

A handwritten signature in cursive script that reads "Stacie Cook".

Stacie Cook, MMC, City Recorder/Planning Secretary

Minutes approved by the Planning Commission on the 15th day of December 2017.



North Santiam School District

**NORTH SANTIAM SCHOOL DISTRICT 29J
AGREEMENT FOR TECHNOLOGY TEAM SERVICES
MONTHLY COMMUNICATION**

CITY OF MILL CITY

DATE: November 29, 2017

Services Performed Summary:

- Server was installed on November 17 and files were moved from old server over the weekends of the 18th and the 25th. Files were move over without any difficulty.
- Battery backup was order November 29. Cost was approximately 800.00. We expect delivery the week of 11th and installation upon arrival.

Hours: Total Hours 50

- July: 5
- August: 3
- September: 4
- October: 1.5
- November: 7
- Remaining: 20

Pending Projects or Support

- Server Rebuild
- Adobe 200
- Battery Backup
- Website Support
- Public Kiosk
- Online payment software support



**NORTH SANTIAM SCHOOL DISTRICT 29J
AGREEMENT FOR TECHNOLOGY TEAM SERVICES
MONTHLY COMMUNICATION**

CITY OF MILL CITY

DATE: January 2, 2018

Services Performed Summary:

- Ordered and installed new battery backup 3.0
- Remove old server and cleaned up connections 1.5
- Rebooted firewall to remedy internet problems 1.5

Hours: Total Hours 50

- July: 5
- August: 3
- September: 4
- October: 1.5
- November: 7
- December: 6
- Remaining: 14

Pending Projects or Support

- Adobe DC
 - (Steve will be getting quote)
- Website Support
 - Will schedule when you are ready
- Public Kiosk
 - Pending
- Online payment software support
 - Pending