

**AGENDA**  
**Aurora City Council Meeting**  
Tuesday, May 14, 2013, at 7:00 P.M.  
City Council Chambers, Aurora City Hall  
21420 Main St. NE, Aurora, OR 97002

**1. Call to Order of the City Council Meeting**

**2. City Recorder Calls Roll**

**Mayor Taylor**  
**Councilor Graupp**  
**Councilor Brotherton**  
**Councilor Sahlin**  
**Councilor Vlcek**

**3. Consent Agenda**

- I. City Council Meeting Minutes – April 09, 2013
- II. Planning Commission Meeting Minutes – April 02, 2013
- III. Historic Review Board Minutes –March 28, 2013

**Correspondence**

- I. **Marion County is Accepting Economic Development Grant Applications for Private Sector Businesses.**
- II. **Email Outlining the Oregon Passenger Rail Project**
- III. **Resolution 13R-9 from Marion County Establishing the North Marion Enterprise Zone.**
- IV. **CIS Final Report on Play Ground Damage**
- V. **Aurora Fire District Structure Fire Quick Form**

**4. Visitors**

Anyone wishing to address the City Council concerning items not already on the meeting agenda may do so in this section. No decision or action will be made, but the City Council could look into the matter and provide some response in the future.

**5. Discussion with Parks Committee**

**6. Discussion with Traffic Safety Commission**

**7. Reports**

Aurora City Council Agenda

May 14, 2013

This is a public meeting and all interested citizens are invited to attend. The meeting place is not handicapped accessible; those needing assistance should contact the city Office three (3) working days before regularly scheduled meetings. The minutes of this and all public meetings are available at City Hall during regular business hours. All meetings are audio taped and may be video taped

**A. Marion County Deputy Report – ( included in your packet)**

- **Structure Fire Discussion**

**B. Finance Officer's Report – Financials ( included in your packets)**

- ❖ 3<sup>rd</sup> Quarter Revenue to Expense to date

1. Revenue & Expense Report
2. Appointment of Budget Officer

**C. Public Works Department's Report – ( included in your packet)**

1. Monthly Status Report (Storm Water)
2. Monthly Status Report (Water)

- A. **Waste Water Treatment Plant Update** (from Otis Phillips, (included in your packet)

**D. City Recorder's Report (included in your packet)**

**E. City Attorney's Report – (not Included in your packet)**

- **Rodger Eddy update and the next steps.**

**8. Ordinances and Resolutions**

- A. **Discussion and or Action on Resolution 668, A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF AURORA, OREGON, TO INCREASE THE STREET LIGHTING FEE ON THE WATER BILLS.**

- B. **Discussion and or Action on Resolution 669 Supporting a Farmers Market**

**9. New Business**

- A. **Discussion and or Action on Possible Proposal of New Logo for Aurora.**
- B. **Discussion and or Action Letter from City Attorney Koho in regards to his fee.**
- C. **Discussion and or Action on possibility of re-activating well 1 to irrigate the park system.**
- D. **Discussion and or Action on Possible Land for City Hall Location**
- E. **Discussion and or Action on Revenue Sharing Requests**

**10. Old Business**

- A. **Discussion and or Action on Tree Stand in the Park**

## **11. Adjourn**

This is a public meeting and all interested citizens are invited to attend. The meeting place is not handicapped accessible; those needing assistance should contact the city Office three (3) working days before regularly scheduled meetings. The minutes of this and all public meetings are available at City Hall during regular business hours. All meetings are audio taped and may be video taped

**Minutes**  
**Aurora City Council Meeting**  
Tuesday, April 09, 2013, at 7:00 P.M.  
City Council Chambers, Aurora City Hall  
21420 Main St. NE, Aurora, OR 97002

STAFF PRESENT:                    Bob Southard, Public Works Superintendent  
   Jan Vlcek, Finance Officer  
   Otis Phillips, Waste Water Superintendent  
   Kelly Richardson, City Recorder  
   Pete Marcellais, Marion County Deputy

STAFF ABSENT:

VISITORS PRESENT:                Joseph Schaefer, Aurora  
   Bill Simon, Aurora  
   Jim Fisher, Aurora

1. Call to Order of the City Council Meeting

The meeting was called to order by Mayor Greg Taylor at 7:00 p.m.

2. Administrative Assistant does roll call

Mayor Taylor – present  
Councilor Graupp - present  
Councilor Brotherton -absent  
Councilor Sahlin – Absent  
Councilor Vlcek - present

**3. Consent Agenda**

- I. City Council Meeting Minutes – March 12, 2013
- II. Planning Commission Meeting Minutes – March 05, 2013
- III. Historic Review Board Minutes –February 2013**

No comments on minutes

**Correspondence**

- I. Letter from COG Invitation to develop two Statewide GIS Data sets.**

- II. **Information on Coastal Parkway and HB 2696 in conjunction/relation to the proposed North Marion Enterprise Zone.**
- III. **Letter of support from the Aurora Fire District in regards to the North Marion Enterprise zone.**

The mayor added a letter from the Visitors Association enquiring about the maintenance of the 2<sup>nd</sup> street restroom; I have turned it all over to Public Works to supervise all repairs.

Motion to approve consent agenda was made by Councilor Vlcek, seconded by Councilor Graupp. Motion passes.

#### 4. **Visitors**

Anyone wishing to address the City Council concerning items not already on the meeting agenda may do so in this section. No decision or action will be made, but the City Council could look into the matter and provide some response in the future.

**Chief Rod Yoder of Aurora Fire**, Just wanted to verify you received our letter of support and reiterate our supporting the enterprise zone and answer any questions if any. Then Chief Yoder briefly touches on the METCOM IGA which is also on the agenda. Councilor Graupp did ask Chief Yoder if by doing this will it overload the system and Chief Yoder assured the council that it will not.

**Jim Fisher, Aurora**. Speaks to council about the water drainage problem on 3<sup>rd</sup> street specifically the height of the street in regards to the water runoff from the side walk and the problem is that it drains into the basement of the Legion Hall. I have discussed it with Public Works and we are looking into a drain gate as on solution. Also a roof covering the area might help. Mayor Taylor suggests to Mr. Fisher when he speaks to the legion members to suggest that it is a safety issue.

No other questions at this time.

#### 5. **Discussion with Parks Committee**

- **Councilor Sahlin RFP Update**, Councilor Sahlin was not in attendance.

Public Works let the Council know that the fence is down and it has been returned and the playground equipment has been repaired. The restroom window has been repaired as well.

During the recent wind storm another cherry tree has come down, this is really becoming a safety issue the discussion is to remove all of the cherry trees to avoid further incident.

#### 6. **Discussion with Traffic Safety Commission**

Deputy Marcellais informs the council that TSC have been meeting. Areas of discussion have been the speed problems on Ottaway, Liberty Street and Main Street.

#### 7. **Reports**

- A. Marion County Deputy Report** –(included in your packet) the reports that the sheriff’s office provides really are not giving the whole picture if you look the spreadsheet that I did gives a better picture of what I have been doing with my time.

Deputy Marcellais was in attendance and gave a brief over view of his reports, These next items I am working on in the community;

- Bike Rodeo for safety
- Child safety seat
- Working with North Marion and in April the canine Officer and his dog will be attending the school.
- Beginning stages every fifteen minutes seminar and we try to do this close to prom and we reenact a DUII crash and we actually put a sticker on each student every fifteen minutes to show that every fifteen minutes someone dies from a DUII crash.

Also I wanted to inform the Council that Sear gent Cornforth is retiring from the sheriff’s office.

There were no questions from council.

**B. Finance Officer’s Report – Financials** (not included in your packets)

Finance Officer Jan Vlcek read her report.

1. Revenue & Expense Report  
There was no discussion by council.
2. Discussion or action on the Grove Mueller and Swank proposal for the 2012/2013 Audit.

A motion is made by Councilor Graupp to approve the proposal for the audit and is seconded by Councilor Vlcek. Motion Passes.

Jan did point out to the council the flowers that her daughter and her dad (Vlcek) had planted out front of city hall. City Recorder, Richardson was asked to write a letter of appreciation to Camping World for the community service hours.

There were no more questions from the council.

**C. Public Works Department’s Report** – ( not included in your packet)

1. Monthly Status Report (Storm Water) Tree removal is complete and we are working on getting the area ready for planting.
2. Monthly Status Report (Water) the filtration unit is working fine. During the recent windstorm we lost power for most of the day on Sunday, I am asking the Council to approve the expense of a generator for well 3 to be placed in the budget.
  - The street light on Albersway is almost complete
  - I am also asking the Council to approve the SCA grant in order to get the funds needed for Liberty Street.

The Mayor also wanted to point out to the rest of the council the many hours that bob, Ricky and Otis put in during this power outage and thank them for the work.

Councilor Vlcek did ask what we can do in the future to prevent damage well in part the generators will help a lot.

Report is attached

There were no further questions.

3. Waste Water Treatment Plant Update from Otis Phillips (included in your packet)  
Waste Water Treatment Plant Supervisor Otis Phillips went over his report.
  - Everything looks good.
  - Plant was shut down for the last week of March
  - The IGA with Salem is complete and the hauling agreement is in the works.

There were no further questions of WWTPS Phillips.

**D. City Recorder's Report** (not included in your packet)

City Recorder Richardson informs the Council that all went well while on medical leave in the office and thanked her assistants for a job well done. Richardson did want to point out with the recent power outage she was concerned that city hall did not have a backup generator and states its jus not good for the city server and computers and would request that the council consider one for city hall.

No Questions from Council.

**E. City Attorney's Report** – (not Included in your packet)

- **Rodger Eddy update** City Attorney Koho has not heard from Mr. Eddy since he sent out the letter with the April 1, 2013 deadline. I did draft a letter date April 8, 2013 which I provided you a copy and we will see what his response is.

There were no further questions for City Attorney Koho.

**8. Ordinances and Resolutions**

**A. Discussion and or Action on Ordinance Number 470 Adopting Franchise Agreement Extension with Portland General Electric.**

This is the second reading and it is read by title only by Mayor Taylor.

A motion to approve Ordinance 470 is made by Councilor Vlcek and seconded by Councilor Graupp. Motion passes unanimously.

**B. Discussion and or Action on Resolution Number 665 A Resolution Sponsoring An Enterprise Zone For The City of Aurora.**

A motion to accept Resolution 665 was made by Councilor Graupp and seconded by Councilor Vlcek. Motion passes unanimously.

**C. Discussion and or Action on Resolution 666 a Resolution extending the City of Aurora's workers' compensation coverage to volunteers of the City of Aurora.** Councilor Vlcek ask if we have to have this and Mayor Taylor yes we do because it covers us against any problems and that's why when we have park volunteer we have them sign a waiver.

A Motion to accept our annual Resolution 666 is made by Councilor Vlcek and seconded by Councilor Graupp. Motion passes unanimously.

**D. Discussion and or Action on Resolution Number 667 for The Special City Allotment Grant 2014.**

A Motion to approve Resolution 667 was made by Councilor Graupp and seconded by Councilor Vlcek. Motion passes unanimously.

## 9. New Business

**A. Discussion and or Action on Possible Proposal of New Logo for Aurora.** Councilor Graupp informs the council what the standard logo for patches and the logo for letter head are currently, the reason this came up last month because I was talking about pamphlets for information, I will admit this comes from a City of Gervais for our sample, the ideas I had for pamphlets were for as follows;

Starting a business  
You live in HRB district  
Adding an addition to your home  
Just to name a few....

Anyway I needed a logo and in 2002 we approved a patch that Gillespie came up with for our shirts and hats for public works.

I had brought this to Planning and they immediately had an issue with the roof, chimney, and windows. When we did this in 2002 it cost 260.00 dollars .

I suggested Planning change title 17 and the Planning Commission said instead of changing title 17 we should change the patch. I went to Museum and they provided me with this picture so I went to Gillespie and the cost to do this would be 450.00. My question is what should we do with our city logo because this is on our trucks and public works clothing items as well.

Councilor Vlcek states to me this looks like a 6<sup>th</sup> grade art project, so can we update it? Councilor Graupp I am trying to get them to do 4 colors. Graupp states that in no way does this represent one building in our town and this building really does resemble the picture provided by the museum.

After a brief discussion

Consensus of the Council to update the patch logo as presented without the chimney and no chimney and a real tree not a dead tree all agree to a mock up.

- B. Discussion and or Action on Lowering the Speed Limit to 20 Miles Per Hour on Liberty Street, Main Street and Ottaway Street.** , Deputy Pete Marcellais reports at this time, At the Traffic Safety Committee meeting we discussed this lower age in speed, and I know you have seen the speed trailer, and the data of what is happening on these various streets 85% at 27 although there is a high percent going 33 to 35 so some of the options are as follows;
- Stop signs however because noise is and issue with this item it seldom my first choice.
  - If we lower it to 20 we can then really get them to go 25 to 30 which is really what we want them to do. A large portion of our community walks and ride bikes. When we don't offer a side walk on a main artillery street we lower the speed often times because it's not safe. So really the whole grid would need lowered, but in the new part of town the streets are not long enough to get up to speed.
  - Jim Fisher, thoughts I get tired of this issue as well, however from Ottaway down Liberty to the light that's a long way to go 20.
    - ❖ Since we don't have a full council let's look at this for next month Councilor Graupp will look at this with Planning Commission next month also.

**C. Discussion and or Action on IGA with Marion Area Multi-Agency Emergency Telecommunication Center (METCOM)**

**This has no financial effect on the city its necessary for entire district to be involved,**

A motion to authorize Mayor Taylor to sign the IGA with METCO is made by Councilor Graupp seconded by Councilor Vlcek. Motion passes unanimously.

We also need a representative on the board, so it is by consensus that the Police Liaison Councilor Vlcek represents the city on this board.

**D. Discussion and or Action on Upcoming Various Budgetary Items**

Mayor Taylor explains to the council, , I don't have a confirmation of this as of yet however we are going to have the possibility of 3 out of 5 employees are retiring this next year my hope is to keep them until June of 2014. We probably won't be able to replace Bob with public works at the salary where it's at now; also many of the projects will need to be contracted out that he does for us at an additional cost to the city. Also when Ricky goes we could consider lowering his salary but we would lose the second certification that we need.

Councilor Graupp states; I think that this North Marion County Enterprise Zone is going to be a model for the future that many agencies will work together to save costs, and keep our own identity.

Graupp, I have been thinking about Donald and Hubbard and I will casually talk to them tomorrow because I will have an opportunity.

There was no further discussion.

**10. Old Business**

**A. Discussion and or Action on Police Vehicles,** do we still want to get rid of them? I (Mayor Taylor) still want to take them down to Salem and remove the equipment at auto additions, Councilor Graupp volunteers to help with this. Councilor Vlcek there is about two boxes of equipment sitting in the rain which is probably no good but we should take it down to verify that.

We need to declare them as surplus and then we can sell them. Councilor Vlcek states auto additions stated they will give 1,000 dollars each.

Deputy Marcellais asked if we have sent out a memo to the Chiefs Association. If not email them and they will notify all agencies to see if anyone is interested.

**B. Discussion and or Action on A Finalized Plan for Planting Strips on 99E and Various Locations Around Town.**

Mayor Taylor I propose that we contract for all of them to fall under one umbrella I suggest once at the first of year and once at the end year. We will revisit at the next meeting.

Councilor Vlcek asks where are we at on the City pickups, Mayor Taylor states that we need 10,000 for both City Recorder states blue book is less than that. Mayor disagrees.

Councilor Vlcek how are we going to finalize the planter strips Bob will make a list and we will decide on how many times we want them done. As I said earlier that all of them get done in addition to the 99E and under the one umbrella.

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**11. Adjourn**

A motion to adjourn the April 09, 2013, meeting at 8:50 p.m. was made by Councilor Graupp seconded by Councilor Vlcek and passed unanimously.

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Greg Taylor, Mayor

ATTEST:

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Kelly Richardson, City Recorder

**Minutes**  
**Aurora Planning Commission Meeting**  
Tuesday, April 02, 2013, at 7:00 P.M.  
Aurora Commons Room, Aurora City Hall  
21420 Main St. NE, Aurora, OR 97002

**STAFF PRESENT:** Mary Lambert, Administrative Assistant  
Renata Wakeley, City Planner

**STAFF ABSENT:** Kelly Richardson, City Recorder

**VISITORS PRESENT:** Bill Graupp, Aurora  
Karen Townsend, Aurora

**1. Call to Order of Planning Commission Meeting**

The meeting was called to order by Planning Chair Joseph Schaefer at 7:07 p.m.

**2. Administrative Assistant does Roll Call**

<b>Chairman, Schaefer</b>	<b>Present</b>
<b>Commissioner, Willman</b>	<b>Present</b>
<b>Commissioner, Gibson</b>	<b>Present</b>
<b>Commissioner, Graham</b>	<b>Present</b>
<b>Commissioner, Fawcett</b>	<b>Present</b>
<b>Commissioner, Sallee</b>	<b>Present</b>
<b>Vacant seat</b>	

**3. Consent Agenda**

**Minutes**

- I. Aurora Planning Commission Meeting –March 05, 2013

**Correspondence**

- I. **Letter from DLCD to COG Re: Invitation on GIS Data.** Chairman Schaefer stated he is concerned this will become an unfunded mandate. Planner Wakeley stated the first year they will be working with COG for the data but she doesn't know what will happen down the road.

- II. **Resolution Number 664 Planning Commission Fee Schedule adopted**

- III. **Email Regarding North Marion Enterprise Zone from Renata and Greg Leo** This memo was in regards to the Coastal Parkway proposal. Planner Wakely stated that HB 2696 was scheduled for an April 8<sup>th</sup> hearing and Greg Leo would like to know if the Planning Commission would like to send a comment. After some discussion the consensus of the Commission is that they are not ready to formally comment at this time.

- VI. **Information on HB 2696 In regards to North Marion Enterprise Zone.** HB 2696 is in regards to the Coastal Parkway project.

**A motion is made by Commissioner Sallee to accept the consent agenda, seconded by Commissioner Graham and passes unanimously.**

**4. Visitor**

Anyone wishing to address the Planning Commission concerning items not already on the meeting agenda may do so in this section. No decision or action will be made, but the Planning Commission could look into the matter and provide some response in the future.

**Councilor Bill Graupp**, 14629 Ehlen Rd, showed the commission a sample of a pamphlet he has designed to promote and give information about Aurora. He used the same logo that is on the city utility trucks. He intends to ask the city council to approve the logo at their meeting next week and wanted feedback from the commission to take to that meeting. Chairman Schaefer stated the building in the logo is not compliant with the Historic District code and he doesn't think it should be used unless it can be manipulated to make some changes – particularly changing the roof color, eliminating the fireplace and changing the windows. The overall consensus is that this is a good concept and will be a good way to get information out to the community, but perhaps use another logo.

**5. New Business**

None

**6. Old Business**

**A. Review of Title 17 revisions, March 25, 2013**

- Commissioner Sallee presented a copy of Chapter 17.40 in which she had rearranged the sections alphabetically to make it easier to find information needed. She also wants to make information easy to find based on residential vs. commercial properties and contributing vs. non-contributing properties.
- Discussion about the need for a process for demolition of structures.
- HRB Chairman Karen Townsend spoke of a need to add church and storefront rehabilitation/restoration and ornamental detail to Title 17.
- Planner Wakeley reminded council that the first public hearing on the changes will need to be in June.
- HRB Chairman Karen Townsend said the goal of HRB is to have Appendix A revisions complete by then as well.
- Renata Wakeley also reminded the commission to make sure changes are made in Track changes so people can follow them.
- After discussion of the maximum height of buildings in the historic district the consensus of the commission is to leave the maximum height of a building 35'.
- There was discussion regarding the process of sending out notices. It is believed that notices are not always being mailed when they are required. Chairman Schaefer stated we need to, at a minimum, meet state statute requirements in this area. Councilor Graupp stated he would be willing to put together a flow chart for city staff to follow. Chairman Schaefer agreed.

**B. Discussion of parking exemptions for properties located in the historic, commercial district.**

It was noted that parking in the downtown historic district is limited. The commission discussed exemptions. Discussion included ADA requirements and whether it is the City's responsibility or not.

**7. Commission Action/Discussion**

A. City Planning Activity (in Your Packets) Status of Development Projects within the City.

- Notice of Decision SDR 12-02

Karen Townsend told Renata Wakeley it was decided that the Historic Review Board will not review existing signs until the new code is finished.

8. **Adjourn 9:23 P.M.**

**A motion to adjourn the April 02, 2013 meeting is made by Commissioner Sallee, seconded by Commissioner Graham and passes unanimously.**

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Chairman Schaefer

**ATTEST:**

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Mary C Lambert, Administrative Assistant

# HISTORIC REVIEW BOARD MINUTES

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21420 MAIN STREET N.E., AURORA OR 97002  
COUNCIL CHAMBERS MARCH 28 2013

**Staff Members Present:** Sophia Kuznetsov, Administrative Assistant

**Others Present:** None

The meeting of March 28, 2013 was called to order at 7:00 p.m. by Chairman Townsend.

## **Administrative Assistant takes Roll Call**

Chairman Karen Townsend – Present  
Vice-Chair Gayle Abernathy – Present  
Member Bill Simon – Present  
Member Merra Frochen – Present  
Member Mella Dee Fraser – Present

## **CONSENT AGENDA**

A motion to approve the HRB minutes of February 28 2013, with corrections, was made by Merra Frochen, seconded by Bill Simon and passed unanimously.

## **CORRESPONDENCE**

None

## VISITORS

Bill Graupp	Aurora	City Council Member
Joseph Schaefer	Aurora	Planning Commission Chair
Kris Sallee	Aurora	Planning Commission Member
Patrick Harris	Aurora	Aurora Colony Historical Society

## OLD BUSINESS

### A. Discussion and/or Action of Updating the Historic Guidelines per City Council Request.

#### a. Review of Title 17 revision

- The members went over the changes that were made to the Sign Section of Title 17. Recommend changes will be made to the revision. Title 17 Signs revisions will be presented at the April 2<sup>nd</sup> 2013 Planning Commission Meeting.

### B. Aurora Historic District Sign Review

- Tabled until further notice

### C. Discussion on sign application for Emma Walking Tour throughout the Historic District. Submitted by Aurora Colony Historical Society

- Karen Townsend along with Patrick Harris who is also a part of the Emma Committee sat in the audience during their presentation of the application. She brought another example of the sign with "Emma" in HRB approved font for review; the sign examples that were presented at the February 28, 2013 meeting had the "Emma" in cursive font.
- The members asked if the applicants have a preference on whether or not they use Emma's signature which is in cursive font and not on the approved font list. The applicants wanted to present a couple different options including one with Emma Geisey's signature for the board to review; they are leaving the decision up to the board.
- The sign with the approved font is clearer for the tourists to see when they are doing the tour, and were in agreement to use reverse lettering the number in white font in a blue circle.

- The Emma Committee also presented the Vista sign, it will be an informational sign attached to the fence near the Pheasant Run Winery, and the board had no concerns with the vista informational sign.
- Signage will be considered “Historical Identification/Name” signs as per Aurora Municipal Code #17.20.070, C. 4. & #17.20.060, A 1. These signs won’t take way the number of signs a business owner may have due to it being a Historical Identification sign.

A motion to approve the application for the Emma Walking Tour signs was approved with Times New Roman Font and to have reverse lettering with the number in white font in a blue circle was made by Bill Simon and seconded by Merra Frochen and passed unanimously.

A motion to approve the application for the Vista informational sign as presented was made by Mella Fraser and seconded by Bill Simon and passed unanimously.

## **NEW BUSINESS**

### **A. Discussion and/or action on sign application for replacement of existing signs on historic buildings. Submitted by Patrick Harris of the A.C.H.S & A.C.V.A.**

- The Aurora Colony Historical Society and the Aurora Colony Visitor’s Association would like to gradually replace all the existing historical informational signs on historic buildings.
- The signage they are proposing will be the outline of the sun from the Old Aurora Colony museum logo. The color will be a neutral gun metal gray with black graphics. The signs may not exceed 6 Sq ft.
- Signage will be considered “Historical Identification/Name” signs as per Aurora Municipal Code #17.20.070, C. 4. & #17.20.060, A 1. These signs won’t take way the number of signs a business owner may have due to it being a Historical Identification sign.

A motion to approve the application as presented was made by Merra Frochen and seconded by Mella Dee Fraser and passed unanimously.

**B. Discussion and/or Action on project application for 21358 Highway 99E, Aurora OR 97002. Submitted by Tim & Susie Corcoran.**

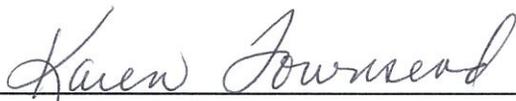
- The applicant's proposition is to restore the front porch of the Miller House. The applicant would like to make the front porch as original as possible.
- The members had concerns only on the replacement of the balusters on the front porch. Chairman Townsend brought a picture of the George Miller house from the early 1900's, that show that the balusters on the front porch are straight not turned.
- The members don't want to hold up the restoration process on the house, they felt that the front porch should look as original as in the photograph.

A motion to approve the application on all points except for Balusters was made by Merra Frochen and seconded by Bill Simon and passed unanimously.

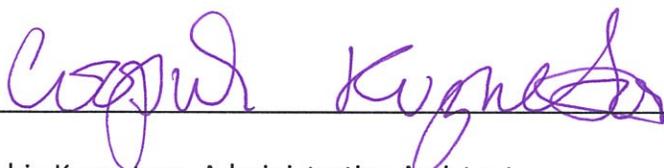
A motion to approve the balusters to match originals as shown on the George Miller House photographed in the 1900's was made by Merra Frochen and seconded by Bill Simon and passed unanimously.

**ADJOURN**

A motion to adjourn was made at 9:20pm by Bill Simon, seconded by Merra Frochen and passed unanimously.



Karen Townsend, Chairman



Sophia Kuznetsov, Administrative Assistant



# *Marion County*

OREGON

**For immediate release:** April 23, 2013

**Contact:** Don Russo, Economic Development Manager  
(503) 589-3264 or drusso@co.marion.or.us

## **Marion County Accepting Applications for Economic Development Grants**

Salem, OR – A deadline of June 30 has been set to apply for economic development grant funds allocated by Marion County. Grants up to \$50,000 will be awarded in the fiscal year beginning July 1 from a fund of \$100,000 provided to Marion County from Oregon Lottery proceeds. The purpose of the grant program is to assist private-sector employers retain and create jobs, and develop new products or services.

Established private-sector business entities are eligible. Start-ups with less than three years of financial performance and nonprofit organizations are not eligible at this time. Applicants must demonstrate how they will meet the following criteria:

- Retain or create jobs;
- Expand an employer's services or production;
- Bring in additional sales revenue from outside Marion County; and
- Enhance the property tax base.

The Marion County Economic Development Advisory Board (EDAB) will review and rank all applications, then make recommendations to the Marion County Board of Commissioners for funding approval. The Board of Commissioners holds decision-making authority for all grants. "We have a tremendous resource of experience and knowledge on our Economic Development Advisory Board," said Commissioner Patti Milne. "Their work on this grant program and their continued interest in economic development is greatly appreciated."

EDAB Chair Bill Cummins said, "Our volunteer board is eager to stimulate economic development in Marion County and we encourage people to apply. Our priority is to assist employers already based here to strengthen their businesses. We believe economic development is critical to help retain and create jobs, increase revenue from outside sources, and improve the tax base for government and schools."

Each year, Marion County receives 2.5% of the net revenues of the video lottery games played within the county. According to ORS 461.547, that money is to be targeted toward economic development.

The grant application form and other materials are available at the Marion County web site at <http://www.co.marion.or.us/BOC/EDAB.htm>



# *Marion County*

OREGON

**For immediate release:** April 23, 2013

**Contact:** Don Russo, Economic Development Manager  
(503) 589-3264 or drusso@co.marion.or.us

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- Bring in additional sales revenue from outside Marion County; and
- Enhance the property tax base.

The Marion County Economic Development Advisory Board (EDAB) will review and rank all applications, then make recommendations to the Marion County Board of Commissioners for funding approval. The Board of Commissioners holds decision-making authority for all grants. "We have a tremendous resource of experience and knowledge on our Economic Development Advisory Board," said Commissioner Patti Milne. "Their work on this grant program and their continued interest in economic development is greatly appreciated."

EDAB Chair Bill Cummins said, "Our volunteer board is eager to stimulate economic development in Marion County and we encourage people to apply. Our priority is to assist employers already based here to strengthen their businesses. We believe economic development is critical to help retain and create jobs, increase revenue from outside sources, and improve the tax base for government and schools."

Each year, Marion County receives 2.5% of the net revenues of the video lottery games played within the county. According to ORS 461.547, that money is to be targeted toward economic development.

The grant application form and other materials are available at the Marion County web site at <http://www.co.marion.or.us/BOC/EDAB.htm>



**Marion County**  
OREGON

# Economic Development Grant Application

Please return completed application (pp. 6-8)  
by email to Don Russo at [drusso@co.marion.or.us](mailto:drusso@co.marion.or.us)

Marion County Economic Development Lottery Grant Program  
P.O. Box 14500  
Salem, OR 97309

Completed applications must be received by the last day of June or December to qualify for consideration in the following six month period. Applications may be returned to the applicant for more information, referred to another agency for review, and subsequently held over until information is complete. Applicants may be invited to meet with the Economic Development Advisory Board to discuss their pending application.

Questions? Please call Don Russo, Economic Development Manager, at 503-589-3264

For Office Use Only:

Submitted By: \_\_\_\_\_

Received By: \_\_\_\_\_

A large, empty rectangular box with a black border, intended for office use, such as for a stamp or signature.

# Marion County Economic Development Lottery Grant Program

## PURPOSE

Proceeds from the Oregon State Lottery allocated to Marion County will be used to assist private-sector employers retain and create jobs, develop new products or services, and expand the economy in Marion County.

## DEFINITION

Economic development involves a concerted effort of entrepreneurs, community leaders and policymakers working together to support investment that will grow the economy, improve the standard of living and increase the tax base.

## GOALS

- a. Assist employers to retain and create jobs.
- b. Assist employers to expand their products or services.
- c. Support core sectors of the economy within Marion County in traded-sector industries, agriculture and natural resources, and tourism.

## APPLICATION CATEGORIES

- a. **Job Retention or Creation**
  - i. Specific jobs identified by the employer, retained or new
  - ii. Limited to \$50,000 per project, including up to \$5,000 per job
- b. **Product or Service Expansion**
  - i. Equipment or machinery purchase
  - ii. Increase productivity or market share, or expand into a new or emerging market
  - iii. Limited to \$50,000 per project, including up to \$5,000 per new job
- c. **Sector**
  - i. Traded-sector industries
  - ii. Agriculture and natural resources, including related support services
  - iii. Tourism

## ELIGIBILITY

- Private-sector businesses with at least three years of financial history
- Nonprofit organizations and government entities are not eligible at this time.

## GUIDELINES

*Applicants will be evaluated against the following desired criteria*

- Grants should be used to retain or create jobs in Marion County
- Grants should increase sales revenue into Marion County by a minimum of three times the grant award within three years.
- Projects should have clearly defined measurable results that are specific for each project and defined in the contract award.
- Additional funding sources and amounts will be identified.
- Grant funds should be leveraged at least 3:1 by other investment funds.
- Grant funds will be expended within one year of contract award, unless an extension is granted by Marion County.
- Marion County Lottery Grants cannot be used for activity that would be illegal by local, state or federal authorities. All businesses awarded funding will agree to a Money-Back Guarantee. The guarantee provision will require a business to return all or part of the value of a grant if the business misuses the funds through illegal activity, if the business falls substantially out of compliance with the grant contract, or if grant funds are used for purposes not defined in the contract.

### **TARGETED SECTORS (priority areas, preference given):**

- Traded-sector industries are those that produce a product or service that is desired by buyers outside the area, including but not limited to food and beverage processors, metal fabricators, secondary wood products, electronics and electrical commerce, and other manufacturing companies, along with those service industries that support them.
- Natural resource-based industries or related processes, especially in agriculture and forest products, that use land and water to make products of value.
- Tourism is travel for recreational, leisure, or business purposes. Tourism industries bring people from outside their usual environment to visit and spend money, including but not limited to hotels and resorts, historical sites, agri-tourism, wineries, golf courses and entertainment venues, such as amusement parks, shopping malls, music venues, and theatres.

**DECISION PROCESS:** The Marion County Economic Development Advisory Board (EDAB) will review and rank all applications, and then select which ones to recommend to the Board of Commissioners for funding approval. The Board of Commissioners are the final decision-making authority for all grants. Applicants may be invited to meet with the board to discuss their pending application. Applicants who are denied may reapply in future grant cycles.

**CRITERIA FOR AWARDING FUNDS:** Priority will be given to applicants based on how high they score in the criteria below. Members of EDAB will rank applications on a point system where each of the criteria (defined below and including budget) can earn up to 10 points for a maximum of 60 points per applicant.

Complete the attached application and demonstrate how you will meet the following criteria:

- Create or retain jobs (10 points).
- Expand an employer's services or production (10 points).
- Bring in sales revenue from outside Marion County (10 points).
- Enhance the property tax base (10 points).
- Other factors that support the purposes of the grant program, e.g. targeted sectors (10 points).
- Budget (10 points).

**BUDGET:** Each application must include an operating budget that details project revenue and expense. Project budgets must specify the uses of grant funds, as well as show the sources of other funds to complete and maintain the project. Also include three years of financial history.

Budgets will be evaluated (and can earn up to 10 points) against the following criteria:

- Expenses are reasonable, customary and necessary and reflect current cost trends to complete the proposed scope of work.
- Expenditures and sources of funds are described clearly and reflect all project activities.

*Budgets may not include costs incurred prior to the award of funding or costs for the development of the application.*

**REPORTING REQUIREMENTS:** All entities awarded funding will be required to submit proof of expenditures and clearly defined measurable results that show the effectiveness of the project. The timing and format of reports and invoices will be negotiated at the time of contracting. All reports are considered public information.

**CONTRACT REQUIREMENTS:** Upon approval of the grant application by the Board of Commissioners, each successful applicant will be required to execute a Memorandum of Understanding with Marion County prior to the distribution of funds. Unless other payment arrangements are approved in the application, funds will be released upon submission of proof of expenditures (invoices or receipts). The timing and format of reports and invoices will be set forth within the contract. Measurements to evaluate the effectiveness of the grant will be set forth within in the contract.

Under Oregon Public Records laws, all applications and reports are considered public information. Those receiving funds will operate independently, and not operate as agents of the Oregon Lottery or its fiscal agents, the State of Oregon or Marion County.

**NOTICE:** Marion County will disclose limited company information (not proprietary information) on the type and amount of financial subsidies granted by Marion County, the benefits companies have committed to create, and the results in complying with those obligations. The disclosure of information on the amounts of subsidies and their effectiveness helps public officials and citizens evaluate the use of lottery funds for economic development grant subsidies.

**FUNDING AVAILABILITY:** Eligible applicants are encouraged to submit proposals for the Marion County Economic Development Lottery Grant Program. Projects will be considered for funding as long as resources are available. Unfortunately, some deserving projects may not receive funding. All contracts will be awarded on a cost reimbursement basis; awardees will be required to document progress periodically in order to be reimbursed. **Costs incurred prior to the award of grant, or in anticipation of grant cannot be reimbursed.**

**COLLABORATION:** Applicants need to show how their grant proposals help implement, or are consistent with, the Marion County Strategic Plan or other state, regional and local economic development efforts (e.g., SEDCOR, Job Growers, Travel Salem, GROW North Santiam, City of Salem, Mid-Willamette Valley Council of Governments, Business Oregon and others.) Letters of support from other organizations are encouraged.

Applicants may also want to consider applying to the Revolving Loan Fund of the Mid-Willamette Valley Council of Government at

<http://www.mwvcog.org:8080/2/departments/ced/small-business-finance> .

Funding up to \$300,000 is available for land, building acquisition, construction, equipment and working capital with a preference for agricultural processing and manufacturing related businesses in Marion County.

**TIME LINES:** Grant award recipients can expect up to three months processing time from their application date to the issuance of the first grant check for their project. All successful applications and the subsequent contracts are reviewed and approved by the Board of Commissioners, pursuant to the Oregon Public Meetings Law.

*Note: Recipients of grant awards will expend the funds within one year of approval. If not, the award must be reviewed and re-approved by the Marion County Board of Commissioners, or the funds must be returned. Marion County and its agents retain the right to ask additional questions of the grant recipients as deemed necessary.*

## Application

**Please return by email completed application to:**  
**Marion County Economic Development Lottery Grant Program, attn: Don Russo**  
**Office of the Board of Commissioners, [drosso@co.marion.or.us](mailto:drosso@co.marion.or.us)**  
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**Date:** \_\_\_\_\_

**Applicant:** \_\_\_\_\_

**Employer Tax Identification Number:** \_\_\_\_\_

**Project Contact (person responsible for the project):**

**Name:** \_\_\_\_\_

**Address:** \_\_\_\_\_

**City/State/Zip code:** \_\_\_\_\_

**Phone:** \_\_\_\_\_ **FAX:** \_\_\_\_\_

**E-Mail** \_\_\_\_\_

**Applicant Category (check any that apply)**

\_\_\_\_ Traded-sector entity within Marion County

\_\_\_\_ Natural resources entity located within Marion County

\_\_\_\_ Tourism entity located within Marion County

**Application Category (please check any that apply):**

\_\_\_\_ Job Retention or Creation

\_\_\_\_ Product or Service Creation or Expansion

\_\_\_\_ Tourism

Company: \_\_\_\_\_

Grant Funds Requested \$ \_\_\_\_\_ Additional funds \$ \_\_\_\_\_

**Description of Entity Requesting Funds**

- Years in business: \_\_\_\_\_
- Current FTE: \_\_\_\_\_ FTE projected in 2 years: \_\_\_\_\_  
(a full time equivalent employee is defined as employed for 2,080 hours per year)
- Is job retention an issue for your company? Yes No
- If yes, explain the potential threats to jobs at your company?
- Number of employees who will be retained through this project: \_\_\_\_\_
- Number of employees who will be hired through this project: \_\_\_\_\_

**Project Description: provide a brief description of your proposed project and answer the following questions:**

- Describe your business including your products or services, market, work force and financial situation.
- Describe your specific project.
- Demonstrate how your project will meet the following criteria:
  - Retain or create jobs;
  - Expand your company's services or production;
  - Bring in sales revenue from outside Marion County;
  - Enhance the tax property base
- Why is the grant funding needed?
- What is the plan for implementing this project? For example, what is the start date, what are project components (or phases); what is the anticipated completion date?
- When will the grant funds be needed?
- From what other sources are you seeking funds?
- How does your project connect with other economic development efforts?

- How will the project sustain itself once grant funds have been expended?
- Who are the key persons involved with the project? Also list the partners or businesses involved with your project and show specifically what will be the responsibility and involvement of each of the project partners? Are all involved partners and businesses willing to comply with the guideline of this grant?
- Specifically, who will be responsible for the reporting requirements?
- Cite three clearly defined measurements you can use to evaluate the effectiveness of your project.

**Project Budget:** Please attach a complete description of all income and expenses necessary to carry out this project. Please specify line items where grant funds will be expended and line items where you will use other sources of capital. Please identify the source and amounts of other funds.

**My signature below indicates that I understand that if my business is awarded funds under this application I will:**

- Agree to specific measurements that can be used to identify the effectiveness of my project.
- Agree to a Money-Back Guarantee on grant funds.
- Allow Marion County to disclose limited company information (non-proprietary) on the type and amount of grant awarded by Marion County, the benefits my company has committed to create relevant to this grant program, and the evaluation of my company in complying with those obligations.
- Track expenditures related to this project separately from other organizational funds, and provide reports at specified intervals agreed upon in the contract.
- Complete a final report at the end of the project providing both anecdotal information and data on the project's outcomes. (Final payment will not be made until a final report is accepted and reviewed by the Marion County Economic Development Advisory Board.)
- Have sufficient resources on hand to cover project costs incurred between invoices. (Invoices may be submitted no more often than once each month, or as negotiated.)
- Have the authority to sign this application on behalf of my organization.
- Have the authority to sign a Memorandum of Understanding before funds are delivered and comply with the terms and conditions therein for the duration of the project.

\_\_\_\_\_  
Name

\_\_\_\_\_  
Title

Date: \_\_\_\_\_

## recorder

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**From:** Wakeley, Renata [renatac@mwwcog.org]  
**Sent:** Thursday, April 25, 2013 4:27 PM  
**To:** Donald City Manager; recorder  
**Subject:** FW: Marion County Now Accepting Economic Development Grant Applications  
**Attachments:** 2013.EDAB.Lottery Grant Program.doc; Grant.Application.Criteria.2013.doc

See email below from Marion County regarding a potential grant source for private sector employers and note the June and December deadlines.

Please share with your Planning Commissions, City Councils, and local businesses. You may have already received an email directly from Don Russo, Marion County Economic Development Manager, but I wanted to make sure to send in case it was not forwarded to you.

Renata Wakeley, Senior Planner  
Mid-Willamette Valley Council of Governments  
100 High Street SE, Suite 200, Salem, OR 97301  
503 540 1618 direct  
503 588 6177 reception  
503 588 6094 fax

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**From:** Don Russo [<mailto:DRusso@co.marion.or.us>]  
**Sent:** Thursday, April 25, 2013 9:30 AM  
**Subject:** Marion County Now Accepting Economic Development Grant Applications

### **Marion County Accepting Applications for Economic Development Grants**

Salem, OR - A deadline of June 30 has been set to apply for economic development grant funds allocated by Marion County. Grants up to \$50,000 will be awarded in the fiscal year beginning July 1 from a fund of \$100,000 provided to Marion County from Oregon Lottery proceeds. The purpose of the grant program is to assist private-sector employers retain and create jobs, and develop new products or services.

Established private-sector business entities are eligible. Start-ups with less than three years of financial performance and nonprofit organizations are not eligible at this time. Applicants must demonstrate how they will meet the following criteria:

- Retain or create jobs;
- Expand an employer's services or production;
- Bring in additional sales revenue from outside Marion County; and

- Enhance the property tax base.

The Marion County Economic Development Advisory Board (EDAB) will review and rank all applications, then make recommendations to the Marion County Board of Commissioners for funding approval. The Board of Commissioners holds decision-making authority for all grants. "We have a tremendous resource of experience and knowledge on our Economic Development Advisory Board," said Commissioner Patti Milne. "Their work on this grant program and their continued interest in economic development is greatly appreciated."

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Each year, Marion County receives 2.5% of the net revenues of the video lottery games played within the county. According to ORS 461.547, that money is to be targeted toward economic development.

The grant application form and other materials are available at the Marion County web site at <http://www.co.marion.or.us/BOC/EDAB.htm>

# # #

Don Russo  
Economic Development Manager  
Marion County Board of Commissioners Office  
PO Box 14500  
Salem, OR 97309-5036  
503-589-3264

CONFIDENTIALITY NOTICE: This message is intended solely for the use of the individual and entity to whom it is addressed, and may contain information that is privileged, confidential, and exempt from disclosure under applicable state and federal laws. If you are not the addressee, or are not authorized to receive information for the intended addressee, you are hereby notified that you may not use, copy, distribute, or disclose to anyone this message or the information contained herein. If you have received this message in error, please advise the sender immediately by reply email and delete this message. Thank you



**Marion County**  
OREGON

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For Office Use Only:

Submitted By: \_\_\_\_\_

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--

# **Marion County Economic Development Lottery Grant Program**

## **PURPOSE**

Proceeds from the Oregon State Lottery allocated to Marion County will be used to assist private-sector employers retain and create jobs, develop new products or services, and expand the economy in Marion County.

## **DEFINITION**

Economic development involves a concerted effort of entrepreneurs, community leaders and policymakers working together to support investment that will grow the economy, improve the standard of living and increase the tax base.

## **GOALS**

- a. Assist employers to retain and create jobs.
- b. Assist employers to expand their products or services.
- c. Support core sectors of the economy within Marion County in traded-sector industries, agriculture and natural resources, and tourism.

## **APPLICATION CATEGORIES**

- a. Job Retention or Creation**
  - i. Specific jobs identified by the employer, retained or new
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- c. Sector**
  - i. Traded-sector industries
  - ii. Agriculture and natural resources, including related support services
  - iii. Tourism

## **ELIGIBILITY**

- Private-sector businesses with at least three years of financial history
- Nonprofit organizations and government entities are not eligible at this time.

## **GUIDELINES**

*Applicants will be evaluated against the following desired criteria*

- Grants should be used to retain or create jobs in Marion County
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**BUDGET:** Each application must include an operating budget that details project revenue and expense. Project budgets must specify the uses of grant funds, as well as show the sources of other funds to complete and maintain the project. Also include three years of financial history.

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**Date:** \_\_\_\_\_

**Applicant:** \_\_\_\_\_

**Employer Tax Identification Number:** \_\_\_\_\_

**Project Contact (person responsible for the project):**

**Name:** \_\_\_\_\_

**Address:** \_\_\_\_\_

**City/State/Zip code:** \_\_\_\_\_

**Phone:** \_\_\_\_\_ **FAX:** \_\_\_\_\_

**E-Mail** \_\_\_\_\_

**Applicant Category (check any that apply)**

\_\_\_\_ Traded-sector entity within Marion County

\_\_\_\_ Natural resources entity located within Marion County

\_\_\_\_ Tourism entity located within Marion County

**Application Category (please check any that apply):**

\_\_\_\_ Job Retention or Creation

\_\_\_\_ Product or Service Creation or Expansion

\_\_\_\_ Tourism

**Company:** \_\_\_\_\_

**Grant Funds Requested** \$ \_\_\_\_\_ **Additional funds** \$ \_\_\_\_\_

**Description of Entity Requesting Funds**

- Years in business: \_\_\_\_\_
- Current FTE: \_\_\_\_\_ FTE projected in 2 years: \_\_\_\_\_  
(a full time equivalent employee is defined as employed for 2,080 hours per year)
- Is job retention an issue for your company? Yes No
- If yes, explain the potential threats to jobs at your company?
- Number of employees who will be retained through this project: \_\_\_\_\_
- Number of employees who will be hired through this project: \_\_\_\_\_

**Project Description: provide a brief description of your proposed project and answer the following questions:**

- Describe your business including your products or services, market, work force and financial situation.
- Describe your specific project.
- Demonstrate how your project will meet the following criteria:
  - Retain or create jobs;
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  - Enhance the tax property base
- Why is the grant funding needed?
- What is the plan for implementing this project? For example, what is the start date, what are project components (or phases); what is the anticipated completion date?
- When will the grant funds be needed?
- From what other sources are you seeking funds?
- How does your project connect with other economic development efforts?

- How will the project sustain itself once grant funds have been expended?
- Who are the key persons involved with the project? Also list the partners or businesses involved with your project and show specifically what will be the responsibility and involvement of each of the project partners? Are all involved partners and businesses willing to comply with the guideline of this grant?
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- Cite three clearly defined measurements you can use to evaluate the effectiveness of your project.

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**My signature below indicates that I understand that if my business is awarded funds under this application I will:**

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- Have the authority to sign this application on behalf of my organization.
- Have the authority to sign a Memorandum of Understanding before funds are delivered and comply with the terms and conditions therein for the duration of the project.

\_\_\_\_\_  
**Name**

\_\_\_\_\_  
**Title**

Date: \_\_\_\_\_

## recorder

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**From:** Bob Southard  
**Sent:** Wednesday, April 24, 2013 10:42 AM  
**To:** recorder  
**Subject:** FW: Oregon Passenger Rail meeting - Hubbard, Aurora, and Canby focus

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**From:** Angie Jones [<mailto:AJones@deainc.com>]  
**Sent:** Monday, April 22, 2013 9:08 AM  
**To:** [jestrada@cityofhubbard.org](mailto:jestrada@cityofhubbard.org); Bob Southard; [brownb@ci.canby.or.us](mailto:brownb@ci.canby.or.us)  
**Cc:** Mara Krinke; Scott Richman; [Theresa.Carr@CH2M.com](mailto:Theresa.Carr@CH2M.com)  
**Subject:** Oregon Passenger Rail meeting - Hubbard, Aurora, and Canby focus

Hello,

I am writing to follow-up on your conversation with Reza Farhoodi from CH2M Hill regarding the Oregon Passenger Rail Project. As Reza explained, we are at a milestone and invite your input. We have a framework in place – a universe of ideas and our evaluation plans – and we have done a first screen to narrow down our corridor ideas. We are now better defining all ideas that remain on the table, and clarifying how we are going to evaluate them. We are reaching out to communities along these corridors to get feedback on what we have done, and what we are getting ready to do next.

We are seeking your participation in a meeting to inform our development of the corridor alternatives for passenger rail between Portland and Eugene/Springfield. We would appreciate your help in identifying and defining issues for the alternatives as they affect the Cities of Hubbard, Aurora, and Canby. We have combined your cities together because you share a corridor, and we are hoping you can share their ideas and thoughts with their neighbors as well as with us.

Our thinking is that this meeting would be with your public works, community, and economic development managers (as applicable). Please pass this invitation along to those who you want to participate. Please tell me those who are critical to include in the meeting so we can prioritize that information in scheduling the meeting.

We are looking to schedule a meeting this week or next. We assume this would be a separate meeting, but if you have standing meetings where these individuals participate and could devote a meeting agenda to us we could do that too. If the latter is more convenient for you, please let me know and I'll work to get the time scheduled for our team. If you'd be willing to have a separate meeting, we'd like to schedule a 1 to 2-hour meeting the weeks of April 22<sup>nd</sup> and April 29<sup>th</sup>. Please indicate your availability on this doodle poll during those two weeks so we can get something on your calendar: <http://doodle.com/qq3ymgzi8rh8z65r>

Again, please pass the link along to other staff members who should attend the meeting.

If you have any questions about the purpose of the meeting, please contact Theresa Carr at (503) 736-4381 / [theresa.carr@ch2m.com](mailto:theresa.carr@ch2m.com) or Scott Richman at (503) 499-0593 / [csr@deainc.com](mailto:csr@deainc.com). If you would like to learn more about the project, please visit the project website at [www.oregonpassengerrail.org](http://www.oregonpassengerrail.org)

Thank you,

**ANGIE JONES** | Project Coordinator  
Traffic Engineering-Transportation Planning Team  
David Evans and Associates, Inc. | 2100 SW River Parkway, Portland, OR 97201  
direct: 503.499.0453 | fax: 503.223.2701  
[ajones@deainc.com](mailto:ajones@deainc.com)

 Please consider the impact to the environment before printing this email.



**BEFORE THE BOARD OF COMMISSIONERS  
MARION COUNTY, OREGON**

In the Matter of Supporting     )  
The Cities of Aurora, Donald,    )  
and Hubbard in an Application    )  
For the North Marion County     )  
Enterprise Zone                    )

**RESOLUTION # 13R-9**

WHEREAS, the Cities of Aurora, Donald and Hubbard are committed to jointly making applications to the State of Oregon requesting designation of an enterprise zone to be known as the North Marion County Enterprise Zone, and

WHEREAS, the proposed enterprise zone area would include unincorporated lands inside of these cities' respective urban growth boundaries in addition to the cities incorporated areas, and

WHEREAS, Oregon Law permits cities to sponsor an enterprise zone under such circumstances with the support of the county, and

WHEREAS, Oregon's enterprise zones offer a unique resource to Oregon communities with an opportunity for businesses growing or relocating in Oregon, and

WHEREAS, enterprise zones exempt businesses from local property tax liability on new capital investments and equipment for at least three years and up to five years, and

WHEREAS, the creation of this enterprise zone supports economic development that will benefit all residents of Marion County.

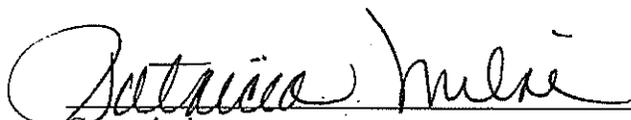
NOW THEREFORE, IT IS HEREBY RESOLVED that the Board of County Commissioners for Marion County does hereby support the Cities of Aurora, Donald and Hubbard in their application to the State of Oregon for the formation of the North Marion County Enterprise Zone.

DATED 10<sup>th</sup> day of April 2013

MARION COUNTY BOARD OF COMMISSIONERS

  
\_\_\_\_\_  
Chair

  
\_\_\_\_\_  
Commissioner

  
\_\_\_\_\_  
Commissioner

# North Marion County Enterprise Zone

1,177.3 Acres  
(1.8 Square Miles)

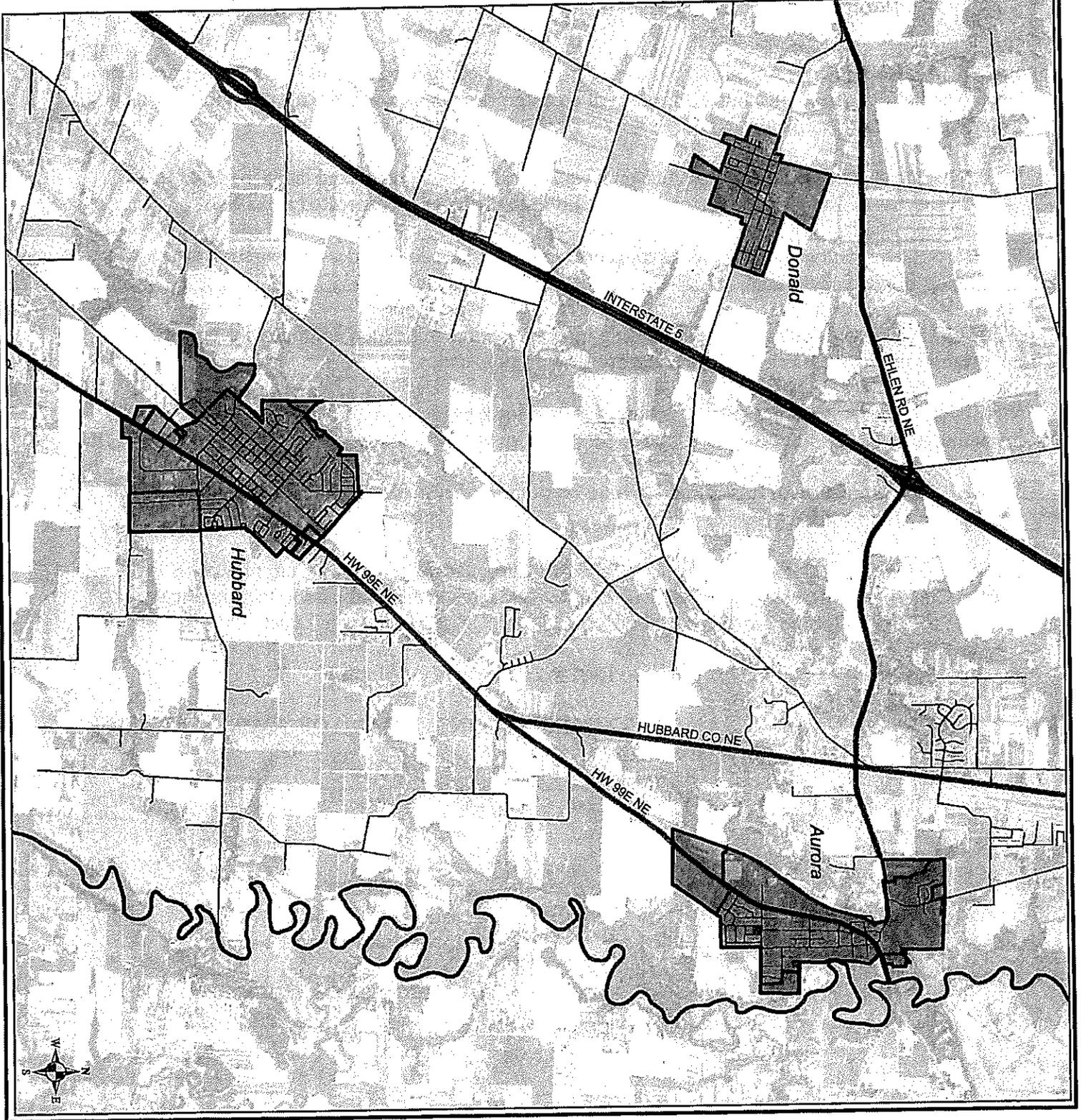
**Legend**

- Major Roads
- UGBs
- City Limits
- Enterprise Zones
- County Boundary



Mid-Willamette Valley  
Council of Governments  
Caring things done together!

r:\city\EnterpriseZone\2013\EntZoneMap.mxd 3/7/13 LH





MARION COUNTY BOARD OF COMMISSIONERS

# Board Session Agenda Review Form

Meeting date:

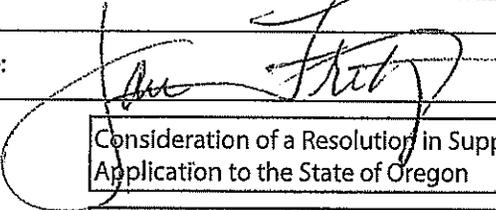
Department:

Title of Agenda Item:

Agenda Planning Date:   Audio/Visual aids required Time required:

Contact:  Phone:

Presenter(s):

Department Head Signature: 

Brief Description of Issue:

Brief Description of Background:

The cities of Aurora, Donald, and Hubbard are submitting a joint application for an Enterprise Zone designation from the State of Oregon. The communities have included the unincorporated area of the urban growth boundaries of each city in the application. For an application to the state which includes unincorporated areas, the county must support the application.

A meeting of each affected taxing district within the proposed enterprise zone was held on March 26th with no objections from the taxing districts to the application. The North Marion School District, Woodburn Fire District and Aurora Fire District voiced support for the application.

The three cities met in their respective city council meetings on Tuesday, April 9th to approve participation in the enterprise zone application. A report on the results of those city council meetings will be given to the commissioners at the meeting.

The deadline for the application is Friday, April 12, 2013.

Financial Impacts:

Impacts: to departments and/or external entities

Options for Consideration:

Recommendation:

List of attachments:

Copies of completed paperwork to the following:

Name:  E-mail:



MARION COUNTY BOARD OF COMMISSIONERS

# Board Session Agenda Review Form

Name:

E-mail:

Name:

E-mail:

Name:

E-mail:

Name:

E-mail:



citycounty insurance services  
[www.cisoregon.org](http://www.cisoregon.org)

CLAIMS OFFICE • PO Box 1469, Lake Oswego, OR 97035 • Phone 503-763-3875 or 800-922-2684 ext 3875 • Fax 503-763-3901

A membership service of:



Aurora Fire District #63  
**Structure Fire Quick Form**

Incident Address 21365 Liberty St Date 5-4-13  
Type/Style of Structure Pump House + Brush  
Age of Structure \_\_\_\_\_ Square feet 900 Value \_\_\_\_\_

\*\*\*\*\*  
Owners Name City of Aurora Phone # \_\_\_\_\_  
Address \_\_\_\_\_

\*\*\*\*\*  
Occupant Name None Phone # \_\_\_\_\_  
Address \_\_\_\_\_

Does Occupant Smoke  Yes  No

\*\*\*\*\*  
◦ Smoke Alarms/Detectors  Yes  No (did they activate?)  Yes  No

◦ Sprinkler System  Yes  No (if yes did they activate?)  Yes  No

◦ Type of Heat (Circle One) **Wood** Natural/Gas Propane Electric - None  
(If Wood, Date Chimney last Cleaned or Serviced) \_\_\_\_\_

◦ Recent Changes in Electrical System  Yes  No Power cut 6/2 090  
(If Yes Explain) \_\_\_\_\_

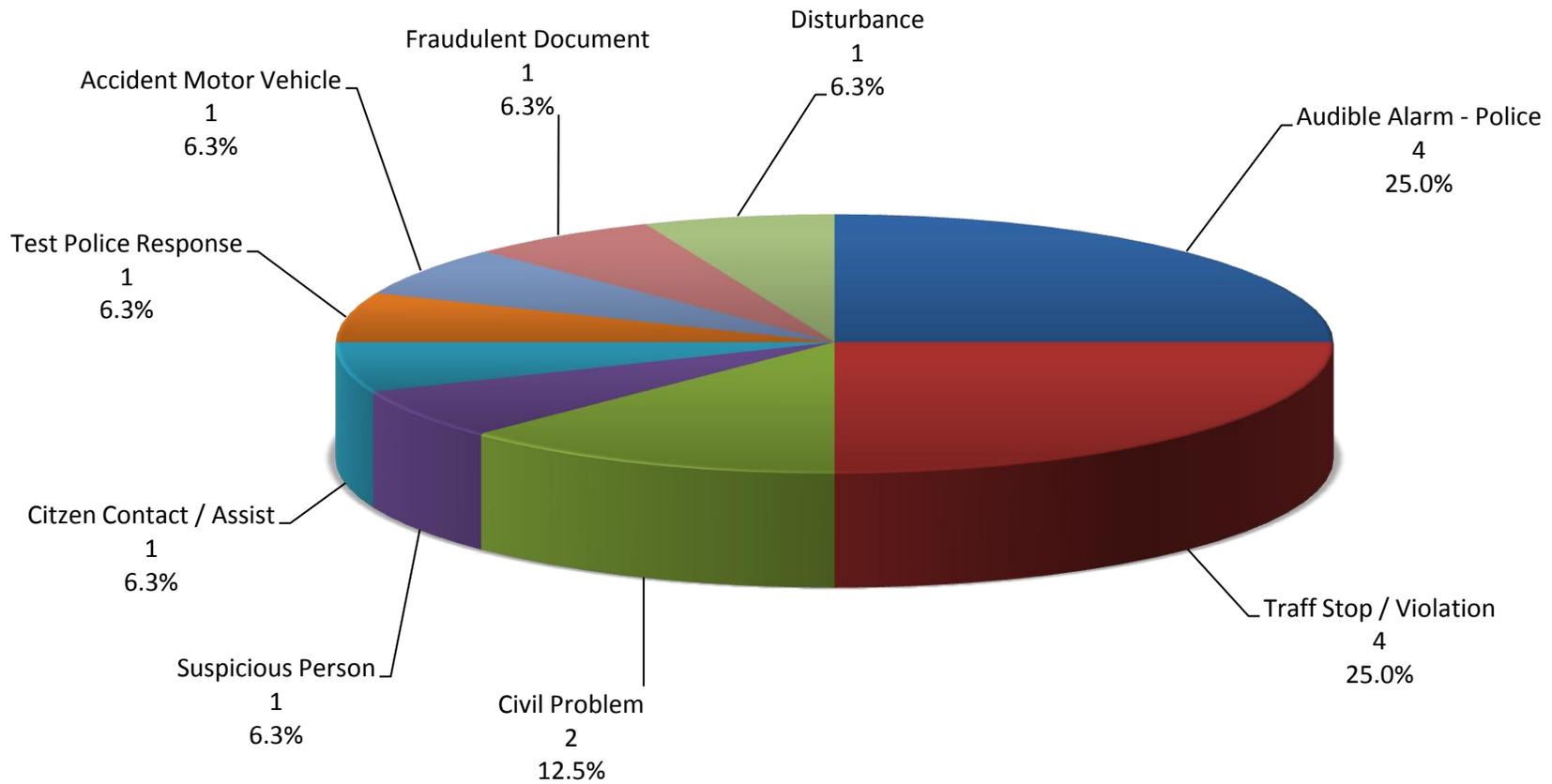
◦ Recent Power Surges, Brown outs, flickering  Yes  No  
(If Yes Explain) \_\_\_\_\_

◦ Remodel/Additions to Structure  Yes  No  
(If Yes Explain) \_\_\_\_\_

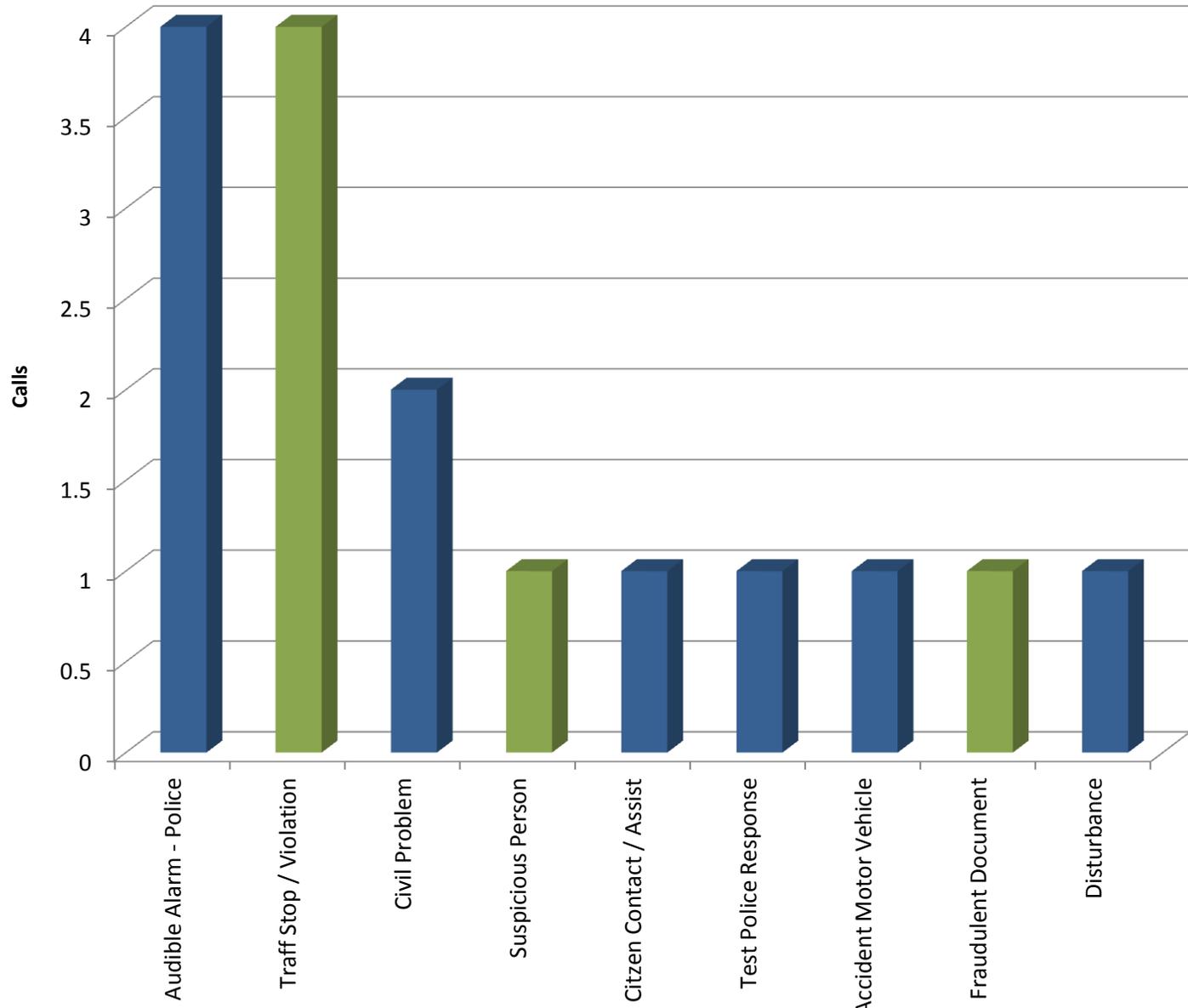
**NOTES:** Arrived to fire climbing hill side + into trees  
Pump House was fully Involved. Pulled 1 1/2 pre connect  
1st to walk hillside from Top. Then 3' down hill then  
connect 2 hose packs, <sup>for pump house</sup> 875 pulled 3" down South side of  
fire + connect a hose bundle to walk south side hill.

One witness said he saw a kid w/ hat running up hill. Also said his son or son-in-law saw him also before we arrived. Believe this witness called in the fire  
witness name is Tom Heitmauer - 21354 Liberty St  
Ph# 541-944-9089

# Aurora Top Calls for Service April 2013



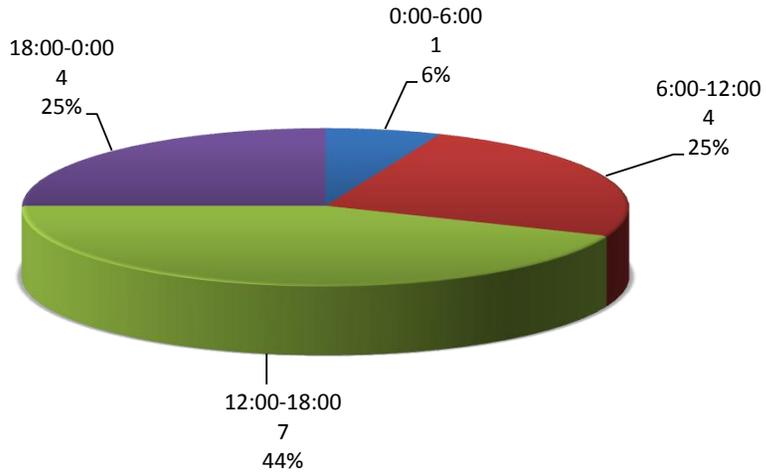
### Call Type by Primary Deputy April 2013



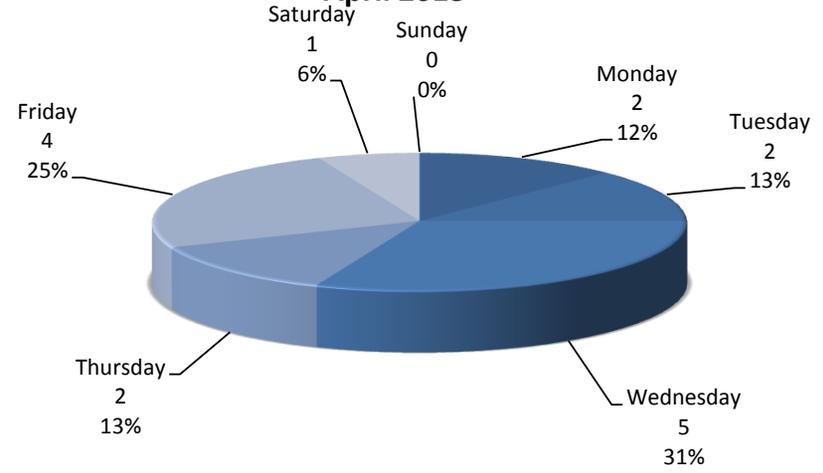
■ Other  
■ Contract

Call Type

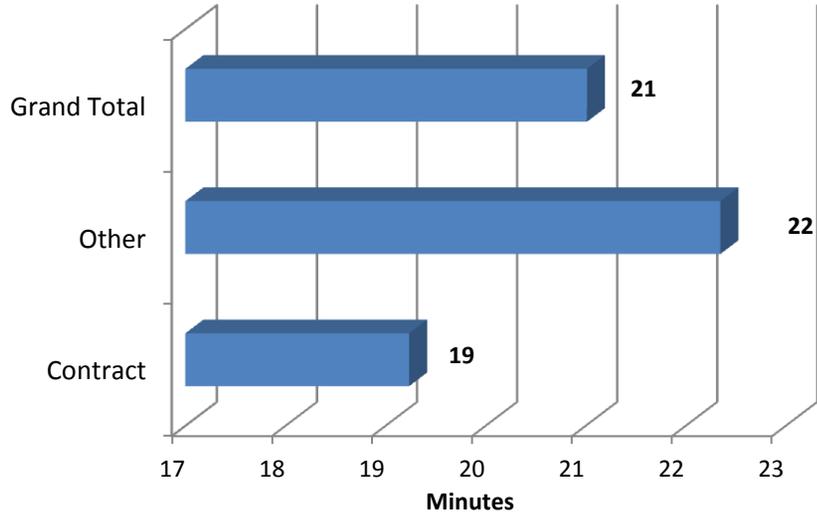
**Aurora Calls for Service by Hours Range  
April 2013**



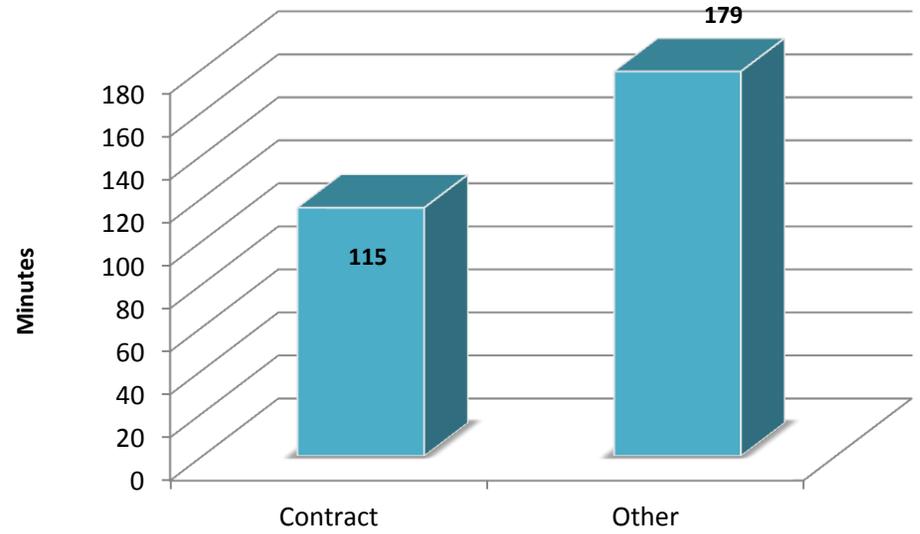
**Aurora Calls for Service by Day of Week  
April 2013**



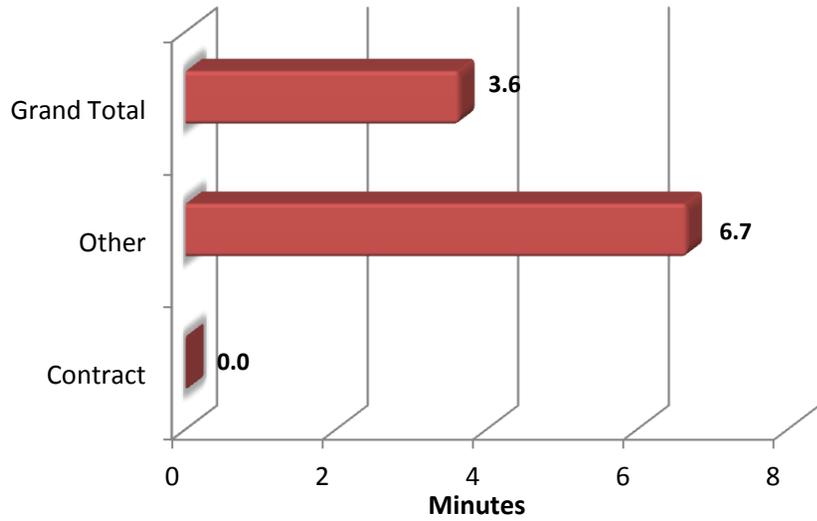
**Aurora Calls Average Call Length  
April 2013**



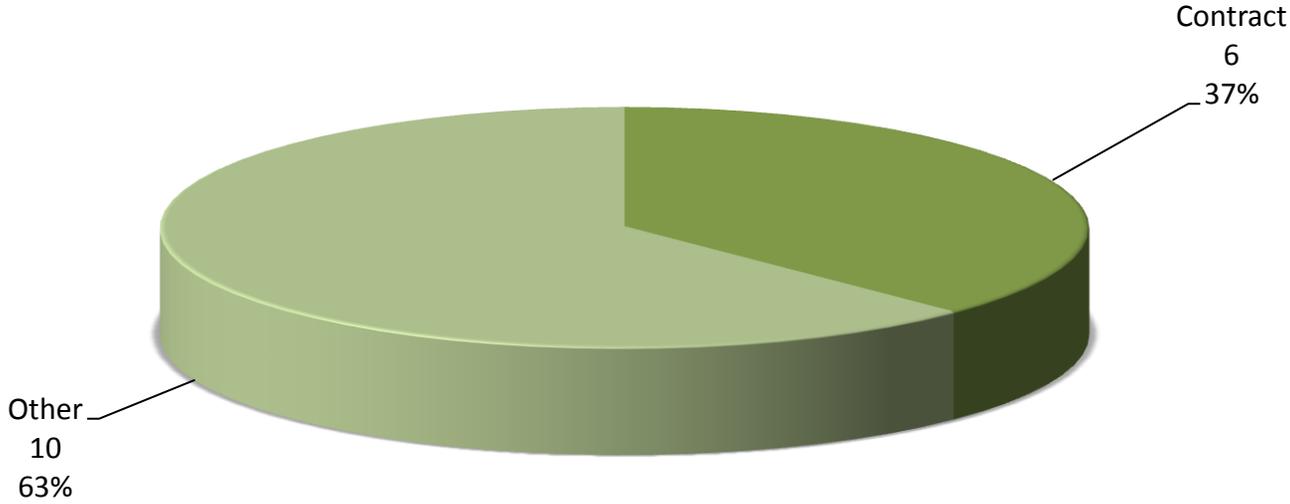
**Aurora Calls Total Call Length  
April 2013**



**Aurora Calls Average Call Arrival Time  
April 2013**



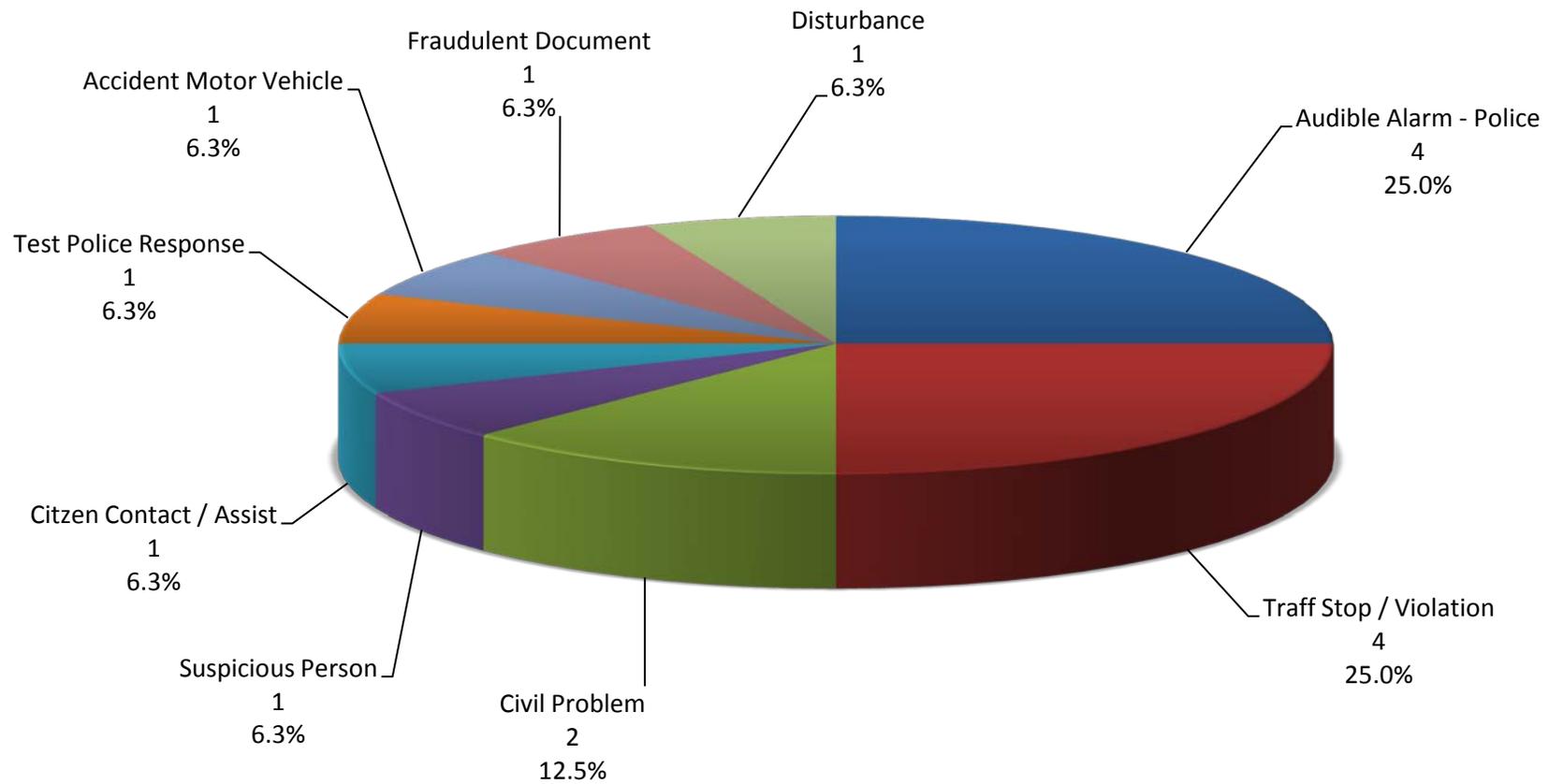
**Aurora Calls by Primary Deputy  
April 2013**



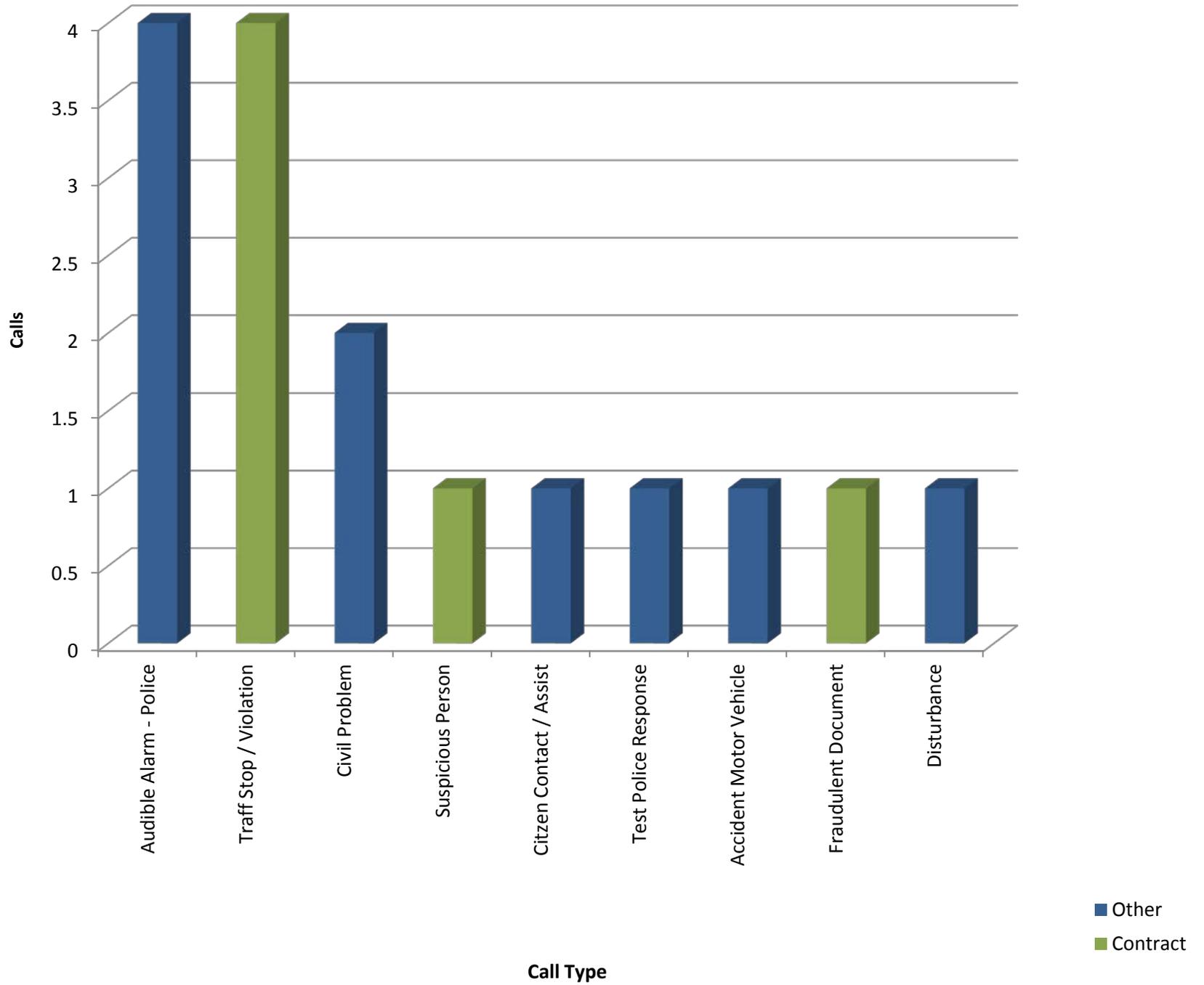
Aurora Calls for Service April 2013

EVENTID	CASEID	Combined Type	PRIMARY UNIT	CREATE DATE	DISPATCH DATE	ARRIVAL DATE	CLEARED DATE	Arrival in Minutes	Call Length in Minutes	DISPOSITION	ZONE	PRIORITY	AGENCY	SOURCE	LOCATION
		Audible Alarm - Police													21687 HIGHWAY 99E NE (MapBook:1432), AURORA, 97002 (LIBERTY ST NE, 1ST ST NE/2ND ST NE)
SMS201304020013				4/2/2013 6:07			4/2/2013 6:10				7 AAP		5 SMS		
		Civil Problem						0.02	25.88						14736 ALBERS WY NE, AURORA, 97002 (/LLOYDS LN NE, AIRPORT RD NE)
SMS201304030131			A151	4/3/2013 13:17	4/3/2013 13:17	4/3/2013 13:17	4/3/2013 13:43				0 AAP		4 SMS		
		Test Police Response							2.17						21168 HIGHWAY 99E NE (MapBook:1532), AURORA, 97002 (BOBS AV NE/OTTAWAY RD NE)
SMS201304050001			A037	4/5/2013 1:03	4/5/2013 2:28		4/5/2013 2:30				0 AAP		3 SMS		
		Audible Alarm - Police													21687 HIGHWAY 99E NE (MapBook:1432), AURORA, 97002 (LIBERTY ST NE, 1ST ST NE/2ND ST NE)
SMS201304050012				4/5/2013 6:00			4/5/2013 6:07				0 AAP		5 SMS		
		Civil Problem						0.02	15.65						14665 KASEL CT NE, AURORA, 97002 (AIRPORT RD NE/)
SMS201304050132			A151	4/5/2013 14:08	4/5/2013 14:08	4/5/2013 14:08	4/5/2013 14:23				0 AAP		4 SMS		
		Suspicious Person							46.18						21317 HIGHWAY 99E NE (MapBook:1532), AURORA, 97002 (4TH ST NE/BOBS AV NE)
SMS201304050170	SMS13005823		A195	4/5/2013 15:40	4/5/2013 15:41		4/5/2013 16:27				5 AAP		3 SMS		
		Citizen Contact / Assist							10.52						21171 MAIN ST NE (MapBook:1532), AURORA, 97002 (BOBS AV NE/OTTAWAY RD NE)
SMS201304060121	SMS13005913		A107	4/6/2013 18:57	4/6/2013 19:09		4/6/2013 19:20				5 AAP		4 SMS		
		Disturbance						16.52	18.65						14634 KASEL CT NE (MapBook:1432), AURORA, 97002 (AIRPORT RD NE/)
SMS201304080052	SMS13006013		A148	4/8/2013 10:09	4/8/2013 10:11	4/8/2013 10:27	4/8/2013 10:46				5 AAP		3 SMS		
		Audible Alarm - Police						1.73	6.15						21687 HIGHWAY 99E NE (MapBook:1432), AURORA, 97002 (LIBERTY ST NE, 1ST ST NE/2ND ST NE)
SMS201304090146	SMS13006119		A177	4/9/2013 20:29	4/9/2013 20:32	4/9/2013 20:33	4/9/2013 20:39				5 AAP		5 SMS		
		Traff Stop / Violation						0.00	32.43						2ND ST NE, AURORA/MAIN ST NE, AURORA(MapBook:1432)
SMS201304100104			A195	4/10/2013 12:34	4/10/2013 12:34	4/10/2013 12:34	4/10/2013 13:06				0 AAP	T6	SMS		
		Traff Stop / Violation						0.00	4.08						HIGHWAY 99E NE, AURORA/4TH ST NE, AURORA(MapBook:1532)
SMS201304100165			A195	4/10/2013 15:45	4/10/2013 15:45	4/10/2013 15:45	4/10/2013 15:49				0 AAP	T6	SMS		
		Audible Alarm - Police						6.75	8.78						21581 MAIN ST NE (MapBook:1432), AURORA, 97002 (2ND ST NE/HIGHWAY 99E NE)
SMS201304110265	SMS13006255		A132	4/11/2013 19:05	4/11/2013 19:09	4/11/2013 19:16	4/11/2013 19:25				5 AAP		5 SMS		
		Accident Motor Vehicle						14.90	90.98						EHLEN RD NE, AURORA/MAIN ST NE, AURORA(MapBook:1432)
SMS201304150094	SMS13006474		A136	4/15/2013 10:50	4/15/2013 10:52	4/15/2013 11:07	4/15/2013 12:38				5 AAP		1 SMS		
		Fraudulent Document						0.00	6.65						21544 LIBERTY ST NE, AURORA, 97002 (2ND ST NE/3RD ST NE)
SMS201304170182	SMS13006619		A195	4/17/2013 18:22	4/17/2013 18:22	4/17/2013 18:22	4/17/2013 18:29				1 AAP		4 SMS		
		Traff Stop / Violation						0.00	20.95						OTTAWAY RD NE, AURORA/HIGHWAY 99E NE, AURORA(MapBook:1532)
SMS201304180108			A195	4/18/2013 12:33	4/18/2013 12:33	4/18/2013 12:33	4/18/2013 12:54				0 AAP	T6	SMS		
		Traff Stop / Violation						0.02	5.12						LIBERTY ST NE, AURORA/HIGHWAY 99E NE, AURORA(MapBook:1432)
SMS201304240116			A195	4/24/2013 13:26	4/24/2013 13:26	4/24/2013 13:26	4/24/2013 13:31				0 AAP	T6	SMS		

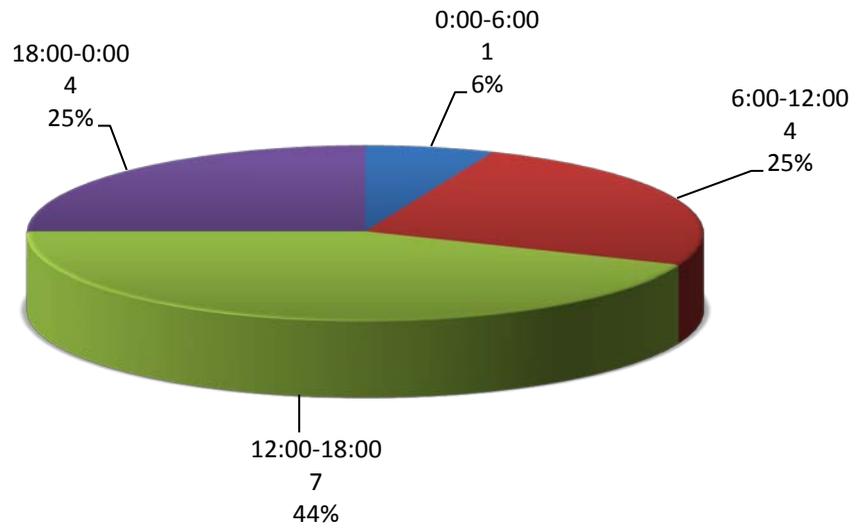
## Aurora Top Calls for Service April 2013



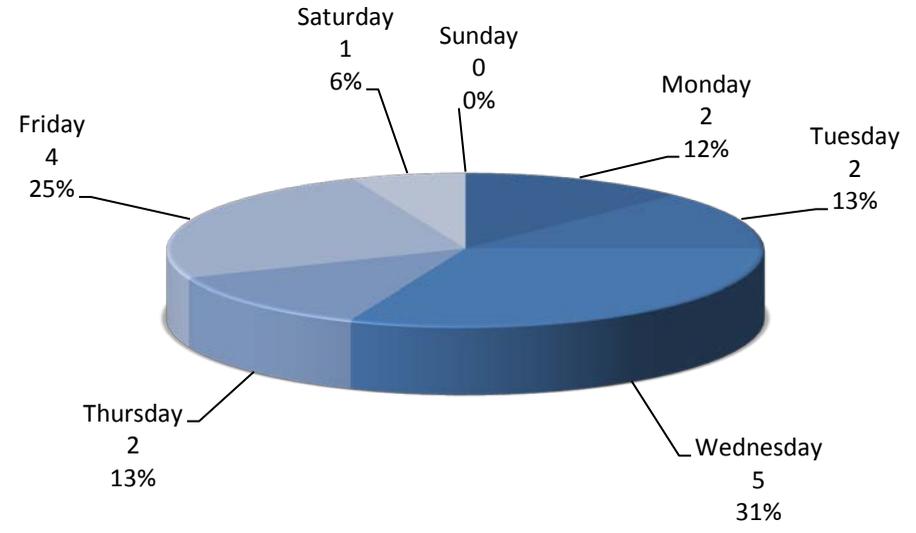
### Call Type by Primary Deputy April 2013



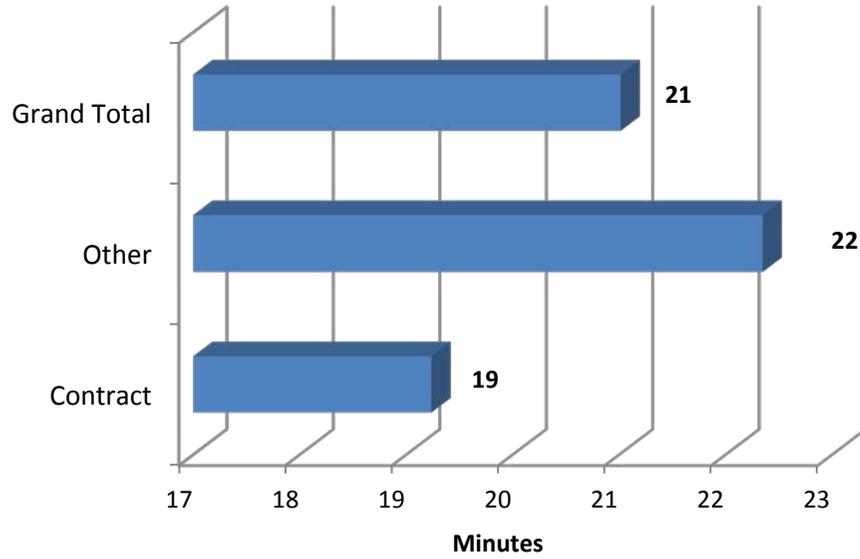
**Aurora Calls for Service by Hours Range  
April 2013**



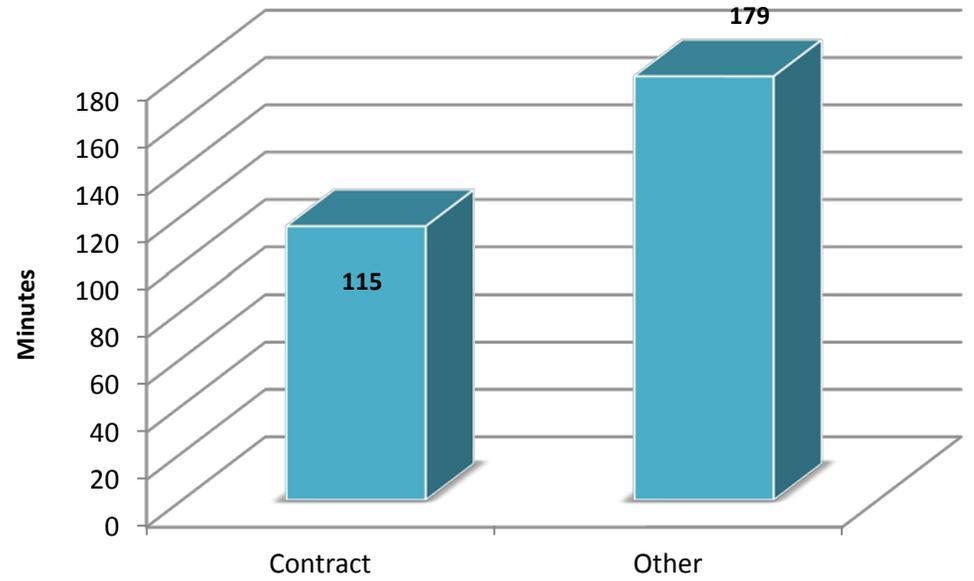
**Aurora Calls for Service by Day of Week  
April 2013**



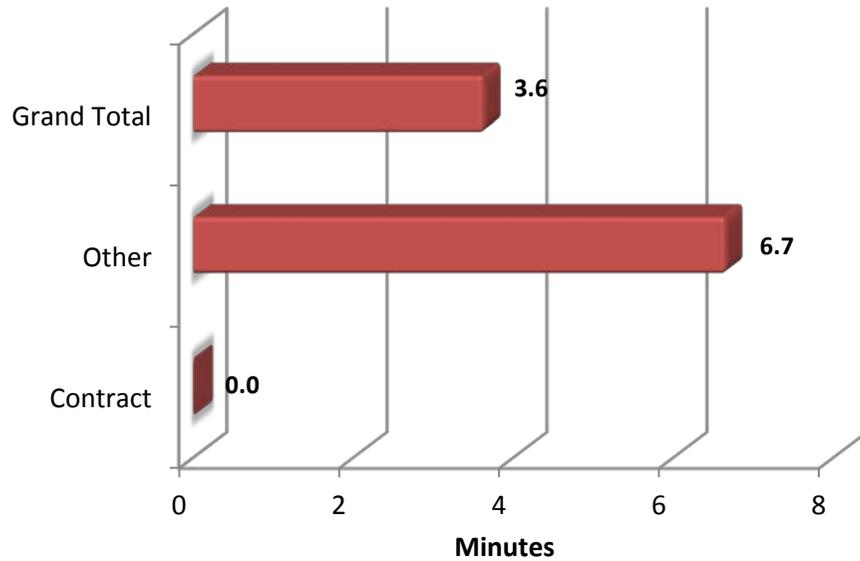
**Aurora Calls Average Call Length  
April 2013**



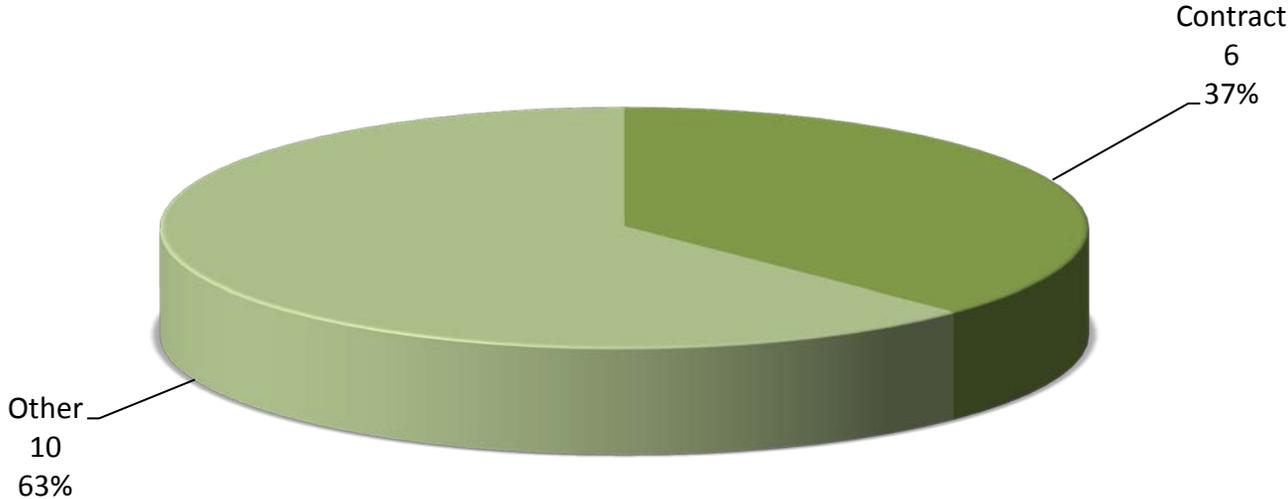
**Aurora Calls Total Call Length  
April 2013**



**Aurora Calls Average Call Arrival Time  
April 2013**



# Aurora Calls by Primary Deputy April 2013



Aurora Calls for Service April 2013

EVENTID	CASEID	Combined Type	PRIMARY UNIT	CREATE DATE	DISPATCH DATE	ARRIVAL DATE	CLEARED DATE	Arrival in Minutes	Call Length in Minutes	DISPOSITION	ZONE	PRIORITY	AGENCY	SOURCE	LOCATION
SMS201304020013		Audible Alarm - Police		4/2/2013 6:07			4/2/2013 6:10				7 AAP		5 SMS		21687 HIGHWAY 99E NE (MapBook:1432), AURORA, 97002 (LIBERTY ST NE, 1ST ST NE/2ND ST NE)
SMS201304030131		Civil Problem	A151	4/3/2013 13:17	4/3/2013 13:17	4/3/2013 13:17	4/3/2013 13:43	0.02	25.88				4 SMS		14736 ALBERS WY NE, AURORA, 97002 (/LLOYDS LN NE, AIRPORT RD NE)
SMS201304050001		Test Police Response	A037	4/5/2013 1:03	4/5/2013 2:28		4/5/2013 2:30		2.17				3 SMS		21168 HIGHWAY 99E NE (MapBook:1532), AURORA, 97002 (BOBS AV NE/OTTAWAY RD NE)
SMS201304050012		Audible Alarm - Police		4/5/2013 6:00			4/5/2013 6:07				0 AAP		5 SMS		21687 HIGHWAY 99E NE (MapBook:1432), AURORA, 97002 (LIBERTY ST NE, 1ST ST NE/2ND ST NE)
SMS201304050132		Civil Problem	A151	4/5/2013 14:08	4/5/2013 14:08	4/5/2013 14:08	4/5/2013 14:23	0.02	15.65				4 SMS		14665 KASEL CT NE, AURORA, 97002 (AIRPORT RD NE/)
SMS201304050170	SMS13005823	Suspicious Person	A195	4/5/2013 15:40	4/5/2013 15:41		4/5/2013 16:27		46.18			5 AAP	3 SMS		21317 HIGHWAY 99E NE (MapBook:1532), AURORA, 97002 (4TH ST NE/BOBS AV NE)
SMS201304060121	SMS13005913	Citizen Contact / Assist	A107	4/6/2013 18:57	4/6/2013 19:09		4/6/2013 19:20		10.52				4 SMS		21171 MAIN ST NE (MapBook:1532), AURORA, 97002 (BOBS AV NE/OTTAWAY RD NE)
SMS201304080052	SMS13006013	Disturbance	A148	4/8/2013 10:09	4/8/2013 10:11	4/8/2013 10:27	4/8/2013 10:46	16.52	18.65			5 AAP	3 SMS		14634 KASEL CT NE (MapBook:1432), AURORA, 97002 (AIRPORT RD NE/)
SMS201304090146	SMS13006119	Audible Alarm - Police	A177	4/9/2013 20:29	4/9/2013 20:32	4/9/2013 20:33	4/9/2013 20:39	1.73	6.15			5 AAP	5 SMS		21687 HIGHWAY 99E NE (MapBook:1432), AURORA, 97002 (LIBERTY ST NE, 1ST ST NE/2ND ST NE)
SMS201304100104		Traff Stop / Violation	A195	4/10/2013 12:34	4/10/2013 12:34	4/10/2013 12:34	4/10/2013 13:06	0.00	32.43			0 AAP	T6	SMS	2ND ST NE, AURORA/MAIN ST NE, AURORA(MapBook:1432)
SMS201304100165		Traff Stop / Violation	A195	4/10/2013 15:45	4/10/2013 15:45	4/10/2013 15:45	4/10/2013 15:49	0.00	4.08			0 AAP	T6	SMS	HIGHWAY 99E NE, AURORA/4TH ST NE, AURORA(MapBook:1532)
SMS201304110265	SMS13006255	Audible Alarm - Police	A132	4/11/2013 19:05	4/11/2013 19:09	4/11/2013 19:16	4/11/2013 19:25	6.75	8.78			5 AAP	5 SMS		21581 MAIN ST NE (MapBook:1432), AURORA, 97002 (2ND ST NE/HIGHWAY 99E NE)
SMS201304150094	SMS13006474	Accident Motor Vehicle	A136	4/15/2013 10:50	4/15/2013 10:52	4/15/2013 11:07	4/15/2013 12:38	14.90	90.98			5 AAP	1 SMS		EHLEN RD NE, AURORA/MAIN ST NE, AURORA(MapBook:1432)
SMS201304170182	SMS13006619	Fraudulent Document	A195	4/17/2013 18:22	4/17/2013 18:22	4/17/2013 18:22	4/17/2013 18:29	0.00	6.65			1 AAP	4 SMS		21544 LIBERTY ST NE, AURORA, 97002 (2ND ST NE/3RD ST NE)
SMS201304180108		Traff Stop / Violation	A195	4/18/2013 12:33	4/18/2013 12:33	4/18/2013 12:33	4/18/2013 12:54	0.00	20.95			0 AAP	T6	SMS	OTTAWAY RD NE, AURORA/HIGHWAY 99E NE, AURORA(MapBook:1532)
SMS201304240116		Traff Stop / Violation	A195	4/24/2013 13:26	4/24/2013 13:26	4/24/2013 13:26	4/24/2013 13:31	0.02	5.12			0 AAP	T6	SMS	LIBERTY ST NE, AURORA/HIGHWAY 99E NE, AURORA(MapBook:1432)

**CITY OF AURORA 3RD QUARTER REPORT  
REVENUE AND EXPENSES TO DATE**

	FUND	BUDGET	REVENUE	%	EXPENSES	%
10	GENERAL	629,500.00	379,185.86	60.24%	280,998.93	44.64%
15	CITY HALL BUILDING	113,298.00	4,859.25	4.29%		0.00%
25	PARK RESERVE	7,526.00	8.27	0.11%	3,384.54	44.97%
29	PARK SDCs	24,513.00	2,282.54	9.31%		0.00%
30	STREET/STORM	180,140.00	52,515.87	29.15%	50,445.51	28.00%
35	ST/STORM RESERVE	48,031.00	8,959.99	18.65%	4,560.00	9.49%
39	ST/STORM SDCs	23,001.00	2,968.82	12.91%		0.00%
40	WATER OPERATING	510,215.00	215,473.01	42.23%	291,934.12	57.21%
42	SPW MAINTENANCE	22,636.00	815.15	3.60%		0.00%
45	WATER RESERVE	31,750.00	20,060.28	63.18%	28,069.68	88.41%
49	WATER SDCs	70,444.00	5,699.43	8.09%	40,036.74	56.83%
50	SEWER OPERATING	430,910.00	178,597.00	41.45%	229,392.29	53.23%
55	SEWER RESERVE	5,448.00	19.31	0.35%		0.00%
57	G. O. DEBT SERVICE	305,913.00	292,755.61	95.70%	62,956.25	20.58%
59	SEWER SDCs	20,353.00	2,095.29	10.29%		0.00%
	<b>TOTALS PER GL</b>	<b>2,423,678.00</b>	<b>1,166,295.68</b>		<b>991,778.06</b>	



# City of Aurora

FOUNDED 1856  
"National Historic Site"

## Public Works department

### City Council Public Works Activity Report April 2013

#### Waste Water

Routine operation maintenance. Plant has and will continue not to violate permit. See report from Otis.

#### Water

Routine operation and maintenance. Water use is going up DRAMATICLY ! May 5<sup>th</sup> Sunday water use was 234,000 gallons, Daly average is up to 164,000 gallons, if we don't cut back use, wells will be dry by mid JULY. We are now on odd even water days. Remember all water goes through filter and is increasing cost of operation with power use and chlorine demand.

#### Streets

Routine operation and maintenance. Working on SCA grant prints and Storm Water survey.

#### Parks

Routine maintenance and operation. Cherry tree removal to start 5-13 though 5-17, large wood will be left for town's people to use.

#### Administration

Public Works scheduling and planning for staff.

Capitol improvement planning for entire city.

Budget 2013-2014

Overtime has been suspended until emergency call out happens.

Respectfully: Bob Southard

May 9, 2013

Wastewater Treatment Plant Update:

In the month of April:

Operated and maintained the treatment plant to meet all standards set forth in the NPDES permit along with the added requirements of the Consent Decree with the Willamette River Keepers.

Influent flow for the month of April was 1.7 million gallons.

Effluent flow for the month of April was 4.3 million gallons.

The removal percentage for both BOD(biochemical oxygen demand) and TSS(total suspended solids) averaged in the high 90's.

Major power outage on April 7, the city was without power most of the day. Staff mobilized the trailer mounted generator and kept wastewater operations going until power was restored.

The poplar plantation harvest is complete and the ground cleared and reseeded.

12,000 gallons of waste sludge transported to Willow Lake WPCF (City of Salem).

10.6 tons of sludge at 22.9% solids was transported to Coffin Butte Landfill, this was geobag #1 in the dumpster. The dumpster (we were renting) was returned to the garbage company.

Our two former interns Daryl and Amy are now both employed in the wastewater field. Daryl Hensley is employed with Bruce Pac since January. Amy Willman has recently accepted a job offer with Clackamas County.

General housekeeping and landscape maintenance.

Otis Phillips

Wastewater Operator

City of Aurora

Work Cell 503-519-6426

Plant Phone 503-678-1035

[Phillips@ci.aurora.or.us](mailto:Phillips@ci.aurora.or.us)

# Memo

To: City Council  
From: Kelly Richardson  
CC: None  
Date: 5/9/2013  
Re: Recorders Report Month of April 2013 report

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Activities and ongoing projects are as follows:

- ❖ Ongoing secretarial duties for the City Council and Planning, along with attending the meetings once a month.
- ❖ Attending Records Management Meeting
- ❖ Records Request update
  - None pending at this time
  - Requested Filled from Roger Eddy
- ❖ **Working on updating and scanning of address files. Ongoing**
- ❖ **Code Enforcement issues.**
- ❖ Worked on Budget Forecasting
- ❖ Reading and studying the Aurora Municipal Code.
- ❖ Obtained two Grants to Attend Professional Development Training in June

**CITY OF AURORA**

**RESOLUTION NO. 668**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF AURORA, OREGON, TO INCREASE THE STREET LIGHTING FEE ON THE WATER BILLS. REPEALS RESOLUTION NUMBER 585.**

WHEREAS, the City finds that the City needs to charge Aurora Residents in order to recover the cost of the street lights charge by PGE.

**NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF AURORA THAT:**

Section 1:

The City Council, based on the cost of the street lights from last year, the City of Aurora, hereby establishes the City Street Light Fee:

**TABLE 1  
Monthly Street Light Fee for Each EDU**

<u>Customer Class/Use</u>	<u>Street Light Fee</u>
Residential (One EDU)	\$ 4.20 per month
Commercial/Industrial* (Up to One EDU)	\$ 4.20 per month
Commercial/Industrial* (Over One EDU)	\$ 4.20 per month for each EDU, or portion thereof.

**INTRODUCED AND ADOPTED** by the Aurora City Council on this 14th day of May 2013.

**CITY OF AURORA, OREGON**

**BY:** \_\_\_\_\_  
Gregory Taylor, Mayor

**ATTEST:**

BY: \_\_\_\_\_  
Kelly Richardson, City Recorder

## RESOLUTION 669

### A RESOLUTION SUPPORTING A FARMERS MARKET FOR THE CITY OF AURORA

**WHEREAS,** The City of Aurora, Oregon has received a request from resident's of the city for Council support of a farmer's market within the City of Aurora, Oregon.

**WHEREAS,** The City is interested in encouraging new business investments, job creation, and local business promotion and trade within the City of Aurora.

**WHEREAS,** the proposed Farmer's Market desires a accessible, open space in which to be located and the City often uses the public right-of-way on 2nd Street between Martin Street NE and Main Street NE/the 2nd Street park for special events and festivities and the Farmer's Market has expressed interest in said location.

**WHEREAS,** the City of Aurora is the owner/responsible party of the public right-of-way on 2nd Street between Martin Street NE and Main Street NE/the 2nd Street park.

**WHEREAS,** the Aurora Municipal Code (AMC) section 16.52 allows for temporary uses to permit commercial activities that are small scale and short term in nature and generally promote celebration of specific events, holidays, and seasons including but not limited to farmer's markets and the planning director may approve temporary uses under AMC 16.52.030.

**WHEREAS,** the applicant has requested the waiver of certain guidelines under AMC section 16.52 and the Council wishes to grant said waivers, including but not limited to:

1. The temporary use must be on commercial or industrially zoned land (AMC 16.52.030.A.1.).
2. The temporary use must be no more than two, separate, contiguous, seven-day periods in any one calendar year (AMC 16.52.030.A.2.).
3. The structures, including tents, booths or canopies greater than one hundred twenty (120) square feet are permitted (AMC 16.52.030.A.5.).

4. The temporary use and all items related to the temporary use will be located on private property and outside of any rights-of-way that are owned by the state or the city (AMC 16.52.030.A.7.)

5. Do we need to include AMC 16.52.030.A.8 and 9?

**NOW, THEREFORE, BE IT RESOLVED** by the City Council of Aurora:

The City of Aurora authorizes the planning director to approve the temporary use for a farmer's market to be located where(?)

The City of Aurora proposes that AMC criteria 16.52.030.A 1, 2, 5, 7, 8 and 9? for temporary uses be waived for the proposed farmer's market.

The City of Aurora sets no precedent in said waiver for future potential temporary uses.

The City of Aurora shall require that the Farmer's Market resubmit a business licenses application every year, at which point the Council will be required to review the business license and temporary use.

Other criteria that the Council or PC proposed for this?

**PASSED and ADOPTED** by the City Council of the City of Aurora this 11<sup>th</sup> day of June, 2013 by the vote of \_\_\_ ayes and \_\_\_ nays.

DATE: \_\_\_\_\_

\_\_\_\_\_  
Greg Taylor  
Mayor

ATTEST by the City Recorder this 11<sup>th</sup> day of June 2013.

\_\_\_\_\_  
Kelly Richardson  
City Recorder

List of Exhibits:  
Exhibit A- Proposed Site Plan for the Farmer's Market



GILLESPIE ART PROOF / BLUEPRINT/Sketch

Aurora, City of (98626)

P.O.

Job Number: 88204

Proof OK as is.  Make indicated changes and proceed.  Make changes and send another proof.

PN: TBA

Approved by \_\_\_\_\_ Date \_\_\_\_\_

\*QTY:

Proof Date: 22-Apr-2013

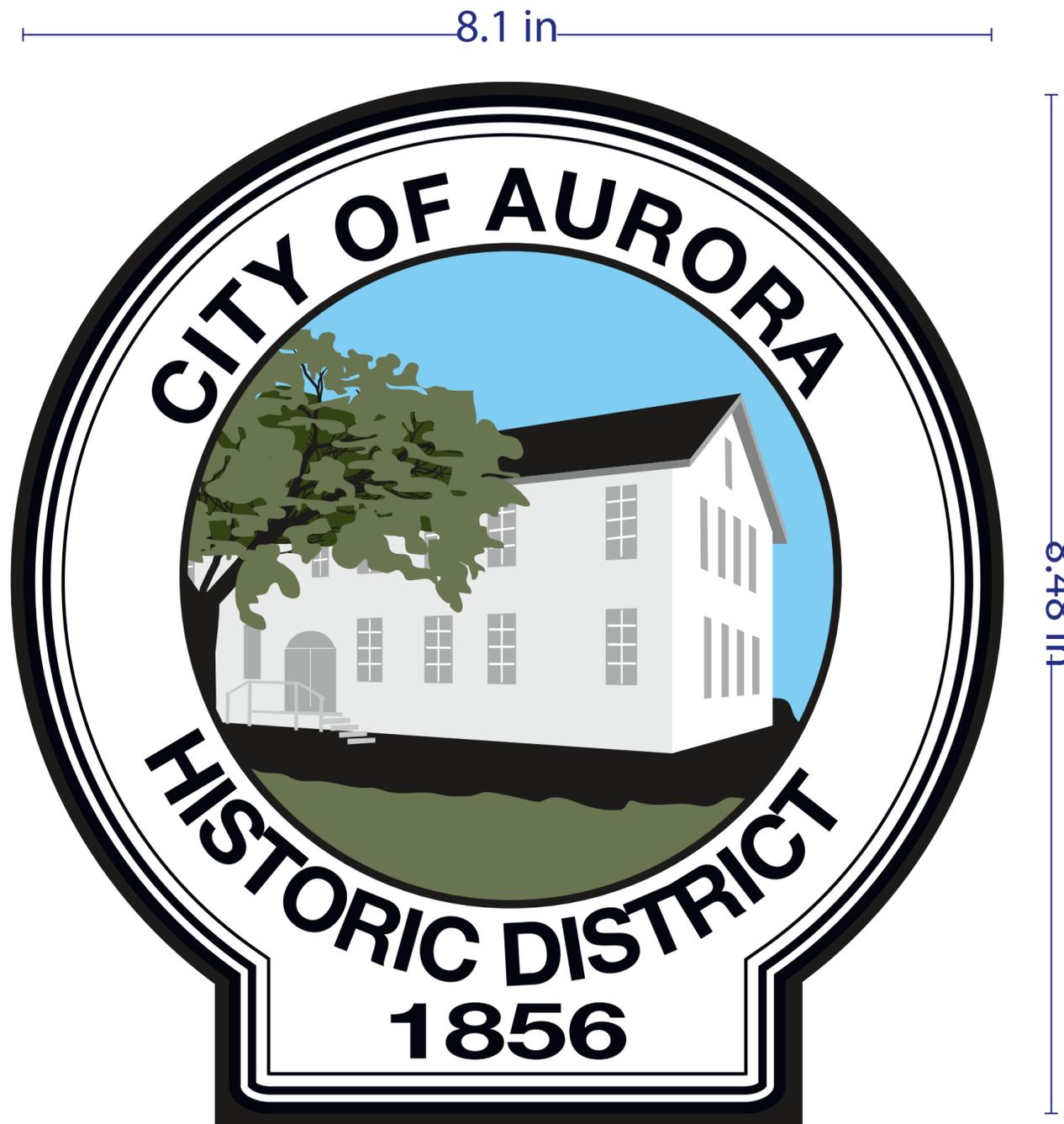
Blueprint Date: 16-Apr-2013

**PLEASE CHECK CAREFULLY.** Gillespie Graphics, Inc. does not accept responsibility for errors after final approval.

Gillespie Fax 503-682-2542

Created by: ME

\*See Job Ticket for Actual Quantity



PMS 297 Blue



PMS 5743 Green



Black

**Blueprint Data**

Material: **0** Lamination: **none**  
Cut: Printer / Press: **0**  
Die Loc: **master** Fonts Used: **0**  
R/C: Adhesive: **none**  
Score: **0A** App Tape: **none**

**Router Information**

Tool Dia. \_\_\_\_\_  
Bit Type. \_\_\_\_\_  
Speed. \_\_\_\_\_  
Accel. \_\_\_\_\_  
Run Time Per Sht. \_\_\_\_\_

**PRODUCTION COMMENTS**

To: Aurora City Council  
Date: May 6, 2013  
From: Aurora Colony Visitors Association

Re: Revenue Sharing Request #1 2013-14

Landscape Maintenance of Rights of Way – city, county, state

\$ 1500

This is a bare-bones budget that includes a major weeding during the summer and seasonal maintenance and trimming until next summer. The areas included are:

- Big area between Nagl's and bridge on Hwy 99E
- Ehlen Rd/1st Street including weed control on east side of Mill Creek bridge
- Small lavender island and area up to depot
- Both center islands
- Corner at 2<sup>nd</sup>/99E
- Island at Liberty/99E (until tenant occupied)

These areas are not directly bordered by businesses that are expected to take care of frontage right of way.

We used \$2200 for 2012-2013 which included a major tree pruning which does not have to be repeated in the coming year.

This request satisfied a means of taking care of these grounds which the city has not been able to put into its budget in the past. The visitors association is happy to assist in this manner.

Thank you,  
ACVA Directors  
Jan Peel  
Karen Townsend

ACVA  
PO Box 86  
Aurora, OR 97002

To: Aurora City Council

Date: May 6, 2013

From: Aurora Colony Visitors Association and Aurora Colony Historical Society

Re: Revenue Sharing Funds 2013-2014

Proposal: \$500 grant for Self Guided Historic District Tour “Walk with Emma”

A very exciting project is getting its kick off this month. A new “Walk with Emma” tour of our historic district consisting of an outstanding map/brochure and new signage will be introduced beginning Mothers Day weekend with a public roll-out at Strawberry Social weekend on June 22-23. This will be an important benefit for the public and Aurora.

The project was formed from a seed grant by Marion County Development Corporation, our county’s grantor of Oregon Cultural Trust funding. ACVA and the historical society received a joint grant of \$1500 which we have matched with an additional \$3500 in cash and services to produce this brochure which includes historical research and professional graphic art services as well as corresponding signage of buildings and sites. Cash matches came from businesses sponsoring signs for their qualifying buildings, fundraising by ACVA activities, and ACHS. In-kind service matches came from museum staff, graphic art services and a volunteer committee. Purchases were done locally in signage, graphic artwork and printing.

What is needed now is additional cash for a better break on *reprinting* costs which we will need to do by the end of summer. We believe this tour is about to become a major factor in Aurora’s tourism desirability, a blending of the historical and commercial spheres that has never been as pivotal. The reason for this is the success of the Jane Kirkpatrick novels on Aurora Colony member, Emma Giesy. This fall, Random House publishers will release all three novels under one cover entitled *Emma’s Aurora*, which is slated for mass market distribution.

Currently, 25% of the admissions to the museum are from readers of these books. We anticipate that with the publication of this new edition and the press we will be doing, that more visitors will be very interested in seeing our city. The new walking tour is unique in that it combines our historic district with the Aurora Colony’s own stories, making this a cultural tour of how those people lived in our current buildings and how our town has evolved over time. Our next phase, which we will pursue in another grant cycle, is to augment the written brochure with smart phone options for additional photographs and information as well as virtual tour options for a national audience.

To sustain the reprinting of these tour maps, we are working on a number of options including eventually charging a nominal fee for them. For this summer, we plan to have them free for self guided tours and they will be in the shops as well as the museum. Your help at this point would make the volume and cost/unit possible.

Thank you,

Patrick Harris, Karen Townsend grant writers

“Emma Committee” Kathleen Mason, Carl McKnight, Shatrine Krake, Barbara Johnson, Karen Townsend,

Patrick Harris.

## Aurora Colony Days Committee 2013

26 April 2013

The Honorable Greg Taylor  
Mayor, The City of Aurora  
21420 Main Street NE  
Aurora, OR 97002

Re: Aurora Colony Days revenue sharing request

Dear Mr. Mayor:

Thank you for your continued support of Aurora Colony Days! Thanks to the City's help and the donations of our sponsors, Aurora Colony Days activities have become something that residents and visitors alike look forward to. This year will be no exception.

The events officially kick off next month with the crowning of Little Miss Pioneer on May 18 at the Aurora Presbyterian Church. Then on July 10 the Aurora Summer Concert Series kicks off at the Aurora City Park:

#### Aurora Summer Concert Series Schedule (7 p.m. rain or shine)

- July 10 Get Rhythm (Johnny Cash tribute band)
- July 17 Bart Ferguson & the Edward Stanley Band (Funky Rock)
- July 24 Beth Willis Rock Band (Bluesy Rock)
- July 31 Fog Horn String Band (Blue Grass)
- August 10 Tongue & Groove (Aurora's own) opening at 5 p.m.  
The Poor Sports (80's covers) starting at 7 p.m.

Other Aurora Colony Days activities include the traditional events like the parade, antiques fair and art show. We will also be holding the second annual; the Aurora Colony Days 1K/5K Run which will take place early in the morning before the parade on August 10.

We are fortunate to have received \$4000 in local sponsorship commitments to date to help fund a portion of our events. To help us meet our budget, we are requesting \$2500 from the state revenue sharing funds. We propose that any dollars not spent on this year's events be used for the 2014 Aurora Colony Days.

Please help us celebrate this unique community celebration with Aurora's citizens and patrons by contributing revenue sharing funds to Aurora Colony Days. Thank you for considering this request. This will be a summer to remember.

Sincerely,

Betsy Imholt  
Co-Chair, ACD Committee

Danielle Kinder  
Co-Chair, ACD Committee