



AGENDA
STAYTON CITY COUNCIL
Tuesday, January 17, 2023
Stayton Community Center
400 W. Virginia Street
Stayton, Oregon 97383

HYBRID MEETING

The Stayton City Council will be holding a hybrid meeting utilizing Zoom video conferencing software. The meeting will be in-person but can also be live streamed on the City of Stayton’s YouTube account. Please use the following option to view the meeting:

- 7:00 p.m. – City Council Regular Session – <https://youtu.be/vfNCO16RNqk>

- **Public Comment and Public Hearing Testimony:** Meetings allow for in-person, virtual, or written public comment. If a community member has a barrier which prevents them from participating via one of the methods below, they should contact City staff at citygovernment@staytonoregon.gov **no less than three hours prior to the meeting start time** to make arrangements to participate.

Comment and testimony are limited to three minutes. All parties interested in providing public comment or testifying as part of a public hearing shall participate using one of the following methods:

- **In-Person Comment:** Parties interested in providing in-person verbal public comment shall fill out a “Request for Recognition” form available at the meeting. Forms must be filled out and submitted to the Administrative Services Manager prior to the meeting start time.
- **Video or Audio Conference Call:** Parties interested in providing virtual public comment shall contact City staff at citygovernment@staytonoregon.gov **at least three hours prior to the meeting start time** with their request. Staff will collect their contact information and provide them with information on how to access the meeting to provide comment.
- **Written Comment:** Written comment submitted to citygovernment@staytonoregon.gov **at least three hours prior to the meeting start time** will be provided to the public body in advance of the meeting and added to the City Council’s webpage where agenda packets are posted.

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- 1. CALL TO ORDER** **7:00 PM**
 - 2. FLAG SALUTE**
 - 3. ANNOUNCEMENTS**
 - Additions to the agenda
 - Declaration of Ex Parte Contacts, Conflict of Interest, Bias, etc.
 - 4. APPOINTMENTS**
 - Parks and Recreation Board
 - Daniel Brummer
 - Tricia Hafner
 - Andrea Kline

- b. Planning Commission
 - Ralph Lewis
 - Amy McKenzie Watts
 - Larry McKinley

5. PUBLIC COMMENT

6. CONSENT AGENDA

- a. January 3, 2023 City Council Regular Session Minutes

7. PRESENTATIONS

- a. Community Partner – North Santiam School District

8. GENERAL BUSINESS

Resolution No. 1050

ACTION

Appointing Alternates to Homeless Task Force

- a. Staff Report – Julia Hajduk
- b. Public Comment
- c. Council Discussion

Resolution No. 1051

Ida Street Sewer Improvement Project

ACTION

- a. Staff Report – Lance Ludwick
- b. Public Comment
- c. Council Discussion

Renewing Teen Center Lease

DISCUSSION

- a. Staff Report – Julia Hajduk
- b. Public Comment
- c. Council Discussion

9. COMMUNICATIONS FROM CITY STAFF

- a. City Manager Updates / Announcements

10. COMMUNICATION FROM MAYOR AND COUNCIL

11. ADJOURN

<p><i>The meeting location is accessible to persons with disabilities. A request for an interpreter for the hearing impaired or other accommodations for persons with disabilities should be made at least 48 hours prior to the meeting. If you require special accommodations, contact City Hall at (503) 769-3425.</i></p>

JANUARY 2023				
Monday	January 2	CITY OFFICES CLOSED IN OBSERVANCE OF NEW YEAR'S DAY		
Tuesday	January 3	City Council	7:00 p.m.	https://youtu.be/o-K58jPb8PU
Tuesday	January 10	Parks and Recreation Board	6:00 p.m.	Stayton Community Center
Monday	January 16	CITY OFFICES CLOSED IN OBSERVANCE OF MARTIN LUTHER KING JR DAY		
Tuesday	January 17	City Council	7:00 p.m.	https://youtu.be/vfNCO16RNqk
Wednesday	January 18	Library Board	6:00 p.m.	Stayton Public Library
Monday	January 30	Planning Commission	7:00 p.m.	https://youtu.be/V9eyNd_VG78
FEBRUARY 2023				
Monday	February 6	City Council	7:00 p.m.	https://youtu.be/na1dTn-G9IA
Tuesday	February 7	Parks and Recreation Board	6:00 p.m.	Stayton Community Center
Wednesday	February 15	Library Board	6:00 p.m.	Stayton Public Library
Monday	February 20	CITY OFFICES CLOSED IN OBSERVANCE OF PRESIDENTS' DAY		
Tuesday	February 21	City Council	7:00 p.m.	https://youtu.be/pvcSuo4cK5M
Monday	February 27	Planning Commission	7:00 p.m.	https://youtu.be/-EnujT0tObQ
MARCH 2023				
Monday	March 6	City Council	7:00 p.m.	https://youtu.be/D9yrCTh93-A
Tuesday	March 7	Parks and Recreation Board	6:00 p.m.	Stayton Community Center
Wednesday	March 15	Library Board	6:00 p.m.	Stayton Public Library
Monday	March 20	City Council	7:00 p.m.	https://youtu.be/qa_neJdF4Jo
Monday	March 27	Planning Commission	7:00 p.m.	https://youtu.be/sZ-9-FLzPWI
APRIL 2023				
Monday	April 3	City Council	7:00 p.m.	https://youtu.be/VMBWzzKsl38
Tuesday	April 4	Parks and Recreation Board	6:00 p.m.	Stayton Community Center
Monday	April 17	City Council	7:00 p.m.	https://youtu.be/-IMB001v26I
Wednesday	April 19	Library Board	6:00 p.m.	Stayton Public Library
Monday	April 24	Planning Commission	7:00 p.m.	https://youtu.be/FqUbl32vadU
MAY 2023				
Monday	May 1	Budget Committee	6:00 p.m.	https://youtu.be/sf48DSPrg-s
Monday	May 1	City Council	7:00 p.m.	https://youtu.be/jleLOuWmMe0
Tuesday	May 2	Parks and Recreation Board	6:00 p.m.	Stayton Community Center
Monday	May 8	Budget Committee	6:00 p.m.	https://youtu.be/GdgrfLz-HFc
Tuesday	May 9	Budget Committee	6:00 p.m.	https://youtu.be/T5RFPCUVk2A
Monday	May 15	City Council	7:00 p.m.	https://youtu.be/tdiE_OLtRg8
Wednesday	May 17	Library Board	6:00 p.m.	Stayton Public Library
Monday	May 29	CITY OFFICES CLOSED IN OBSERVANCE OF MEMORIAL DAY		
Tuesday	May 30	Planning Commission	7:00 p.m.	https://youtu.be/PfZWz6ReyaM



CITY OF STAYTON

APPLICATION FOR COMMISSION/COMMITTEE

NAME OF COMMISSION/COMMITTEE:

Parks & Recreation

PLEASE CHECK ONE:

New Applicant
 Application for reappointment

Years resided in Stayton: 57

PLEASE PRINT

Name Daniel D. Brummer

Address 525 West Burnett Home Ph# 503-769-5350

Email Address brummer@wvi.com Cell Ph# N/A

Occupation Ret.

Place of Employment NA

Business Address NA

Phone NA Email NA

1. Please give a brief description of the experience or training that qualifies you for membership on this commission/committee. (If you wish, you may attach a resume or other pertinent material.)

See #4

2. Why do you want to become a member of the above-mentioned commission/committee and what specific contribution would you hope to make?

History of Parks & Recreation



Received
City of Stayton

JAN 05 2023

City Hall
362 N Third Ave., Stayton, OR 97383

3. Please list the community concerns related to this commission/committee that you would like to see addressed if you are appointed.

More Parks + Recreation

4. Briefly describe your present or past involvement in relevant community groups. (Having no previous involvement will not disqualify you for appointment.)

Stayton High school, Stayton YMCA, Stayton Livar Club, PALS Various City committees at the past.

5. Are you currently serving on any Advisory Boards, Commissions or Committees? If so, which ones?

Parks + Recreation

6. How did you learn about this vacancy?

Our Website Word of mouth Other

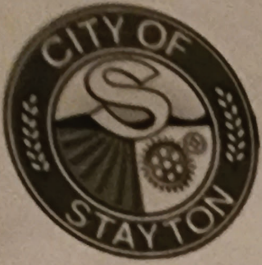
7. Are you employed by, have any business, contractual arrangements or family connections with programs having contractual agreements with the City that might be within the purview of the committee on which you are seeking appointment?

No

Signature of Applicant D. Burren Date 1/5/22

PLEASE RETURN TO: City of Stayton 362 N. Third Avenue Stayton, OR 97383

It is the policy of the City to comply with all federal and state statutes on equal employment opportunity. This policy shall be applied without regard to any individual employee or job applicant's sex, race, color, religion, national origin, ancestry, age, marital status, political affiliation, genetic information, veteran status or any other legally protected status per state and federal law.



CITY OF STAYTON

APPLICATION FOR COMMISSION/COMMITTEE

NAME OF COMMISSION/COMMITTEE:

Parks

PLEASE CHECK ONE:

- New Applicant
- Application for reappointment

Years resided in Stayton: 11

PLEASE PRINT

Name Tricia Hafner

Home Ph# _____

Address 1388 Wilshire Dr Stayton

Cell Ph# 503-779-5147

Email Address Tricia.Hafner@yahoo.com

Occupation _____

Place of Employment _____

Business Address _____

Phone _____ Email _____

- Please give a brief description of the experience or training that qualifies you for membership on this commission/committee. (If you wish, you may attach a resume or other pertinent material.)

Previous Service on Board

- Why do you want to become a member of the above-mentioned commission/committee and what specific contribution would you hope to make?

on board for one year and want to continue moving it forward with the progress we have made.

3. Please list the community concerns related to this commission/committee that you would like to see addressed if you are appointed. ~~with some~~ Splash pad, continued progress on New park

4. Briefly describe your present or past involvement in relevant community groups. (Having no previous involvement will not disqualify you for appointment.)

In Parks and rec.

Secretary of ORP Interview committee

5. Are you currently serving on any Advisory Boards, Commissions or Committees? If so, which ones?

this one.

ORP interview committee

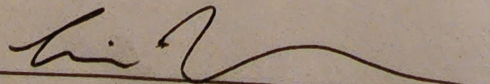
6. How did you learn about this vacancy?

Our Website Word of mouth Other

7. Are you employed by, have any business, contractual arrangements or family connections with programs having contractual agreements with the City that might be within the purview of the committee on which you are seeking appointment?

NO

Signature of Applicant



Date

1.10.23



CITY OF STAYTON

APPLICATION FOR COMMISSION/COMMITTEE

NAME OF COMMISSION/COMMITTEE:

Parks and Recreation Board _____

PLEASE CHECK ONE:

- New Applicant
- Application for reappointment

Years resided in Stayton: 2.5

PLEASE PRINT

Name Andrea Kline

Address 1843 E Virginia Street Home Ph# _____

Email Address a4rkline@yahoo.com Cell Ph# 503-332-2414

Occupation Homemaker

Place of Employment _____

Business Address _____

Phone _____ Email _____

1. Please give a brief description of the experience or training that qualifies you for membership on this commission/committee. (If you wish, you may attach a resume or other pertinent material.)

I have served on the park board for 1.5 years. I have my associates in Accounting. I have served on the Muddy Paws Flyball club as an advisor and volunteered for the Red Cross as a Volunteer Coordinator for 8 months.

2. Why do you want to become a member of the above-mentioned commission/committee and what specific contribution would you hope to make?

I want to remain a member of the Parks and Recreation Board because I am invested in this town and it's future. I am an avid park user and enjoy walking through the various parks all around town. I think that parks are an important part of any community as they add to the health and happiness of the whole community. My goal is to increase the amount of parks this town has, as well as making each park more functional for all.

Received
City of Stayton

PLEASE COMPLETE BOTH SIDES OF THIS APPLICATION

JAN 05 2023

City Hall
362 N Third Ave., Stayton, OR 97383

3. Please list the community concerns related to this commission/committee that you would like to see addressed if you are appointed.

I would love to see the Hovarth Property bought and turned into a park. I would also like to see part of Riverfront park turned into an off-leash dog park.

4. Briefly describe your present or past involvement in relevant community groups. (Having no previous involvement will not disqualify you for appointment.)

- Santiam Fire Relief Effort
- Red Cross
- Beaverton City Library
- Political Campaign
- Senior Centers
- Soup Kitchen

5. Are you currently serving on any Advisory Boards, Commissions or Committees? If so, which ones?

I was on the Parks and Recreation Board.

6. How did you learn about this vacancy?

Our Website Word of mouth Other

7. Are you employed by, have any business, contractual arrangements or family connections with programs having contractual agreements with the City that might be within the purview of the committee on which you are seeking appointment?

No

Signature of Applicant Andrea R Klue Date 02/08/23

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362 N. Third Avenue
Stayton, OR 97383

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PLEASE COMPLETE BOTH SIDES OF THIS APPLICATION



CITY OF STAYTON

APPLICATION FOR COMMISSION/COMMITTEE

NAME OF COMMISSION/COMMITTEE:
Planning Commission

PLEASE CHECK ONE:
 New Applicant
 Application for reappointment

Years resided in Stayton: 30±

PLEASE PRINT

Name Ralph R. Lewis

Address 443 W. Burnett St Home Ph# 503-769-1951

Email Address radioralph31451@gmail.com Cell Ph#

Occupation Retired

Place of Employment N/A

Business Address

Phone Email

1. Please give a brief description of the experience or training that qualifies you for membership on this commission/committee. (If you wish, you may attach a resume or other pertinent material.)

Member of Planning Commission since 1998.

2. Why do you want to become a member of the above-mentioned commission/committee and what specific contribution would you hope to make?

This is a good to be involved in my community.

Received
City of Stayton

JAN 03 2023

City Hall

200 N Third Ave., Stayton, OR 97383

3. Please list the community concerns related to this commission/committee that you would like to see addressed if you are appointed.

Controlled growth of the community

4. Briefly describe your present or past involvement in relevant community groups. (Having no previous involvement will not disqualify you for appointment.)

Current chair of Planning Commission.
Current chair of Budget Committee.

5. Are you currently serving on any Advisory Boards, Commissions or Committees? If so, which ones?

As listed above.

6. How did you learn about this vacancy?

_____ Our Website _____ Word of mouth X Other

7. Are you employed by, have any business, contractual arrangements or family connections with programs having contractual agreements with the City that might be within the purview of the committee on which you are seeking appointment?

No

Signature of Applicant Ralph R. Lewis Date 1-3-23

PLEASE RETURN TO: City of Stayton
362 N. Third Avenue
Stayton, OR 97383

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PLEASE COMPLETE BOTH SIDES OF THIS APPLICATION



CITY OF STAYTON

APPLICATION FOR COMMISSION/COMMITTEE

NAME OF COMMISSION/COMMITTEE: Planning

PLEASE CHECK ONE:
 New Applicant
 Application for reappointment

Years resided in Stayton: 5

PLEASE PRINT

Name Amy McKenzie Watts

Address 835 N 5th Ave Home Ph# _____

Email Address amy@chaoticstudio.com Cell Ph# 808-343-1008

Occupation web designer, web marketing

Place of Employment Self-employed

Business Address _____

Phone _____ Email _____

1. Please give a brief description of the experience or training that qualifies you for membership on this commission/committee. (If you wish, you may attach a resume or other pertinent material.)

I have a degree in Geology. In Los Angeles, I have worked with non-profits and community groups in the past to address needs and concerns ~~of~~ surrounding new ^{development}

2. Why do you want to become a member of the above-mentioned commission/committee and what specific contribution would you hope to make?

I would like to be a part of the planning commission so that I can represent my community + neighborhood and be a source to help citizens of Stayton stay informed of ongoing growth + change in the city.

3. Please list the community concerns related to this commission/committee that you would like to see addressed if you are appointed.

I would like to help preserve the history and character of Stayton while helping to foster inclusive discussions relative to growth and sustaining existing frameworks in Stayton

4. Briefly describe your present or past involvement in relevant community groups. (Having no previous involvement will not disqualify you for appointment.)

I was a co-chair of the forming Westlake Neighborhood Council in Los Angeles. I helped write the by-laws, get them approved, and develop community support so the N.C. could get certified + fundink

5. Are you currently serving on any Advisory Boards, Commissions or Committees? If so, which ones?

Stayton Arts Commission (Not meeting yet)

6. How did you learn about this vacancy?

Our Website Word of mouth X Other Next Door App

7. Are you employed by, have any business, contractual arrangements or family connections with programs having contractual agreements with the City that might be within the purview of the committee on which you are seeking appointment?

NO

Signature of Applicant Amy Weber Watts Date 1/10/23

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CITY OF STAYTON

APPLICATION FOR COMMISSION/COMMITTEE

NAME OF COMMISSION/COMMITTEE:

Planning Commission

PLEASE CHECK ONE:

New Applicant

Application for reappointment

8
Years resided in Stayton: _____

PLEASE PRINT

Larry McKiinley

Name _____
1671 Mountain Dr Stayton Or 97383

Address _____ Home Ph# _____
mack2815@gmail.com 5035077743

Email Address _____ Cell Ph# _____
Retired

Occupation _____

Place of Employment _____

Business Address _____

Phone _____ Email _____

1. Please give a brief description of the experience or training that qualifies you for membership on this commission/committee. (If you wish, you may attach a resume or other pertinent material.)

Served as Area Manager for the Oregon Department of Transportation. In this role I was heavily involved in planning related activities such as: Development of Environmental Impact Studies, Transportation System Plans, System Development Plans and so on.
Also served as Access Management Manager for the State of Oregon.

2. Why do you want to become a member of the above-mentioned commission/committee and what specific contribution would you hope to make?

Believe my background in planning would be a benefit to the committee and city.

Received
City of Stayton

JAN 06 2023

City Hall
362 N Third Ave., Stayton, OR 97383

3. Please list the community concerns related to this commission/committee that you would like to see addressed if you are appointed.

Have none.

4. Briefly describe your present or past involvement in relevant community groups. (Having no previous involvement will not disqualify you for appointment.)

Served on the Governor's Economic Revitalization Team
Assigned to Governor's task force on access management

5. Are you currently serving on any Advisory Boards, Commissions or Committees? If so, which ones?


Stayton Planning Commission

6. How did you learn about this vacancy?

_____ Our Website _____ Word of mouth Other

7. Are you employed by, have any business, contractual arrangements or family connections with programs having contractual agreements with the City that might be within the purview of the committee on which you are seeking appointment?

No

Signature of Applicant  Date 1/5/2023

PLEASE RETURN TO: City of Stayton
362 N. Third Avenue
Stayton, OR 97383

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**City of Stayton
City Council Minutes
January 3, 2023**

LOCATION: STAYTON COMMUNITY CENTER, 400 W. VIRGINIA, STAYTON
Time Start: 7:04 P.M. Time End: 7:46 P.M.

COUNCIL MEETING ATTENDANCE LOG

COUNCIL	STAYTON STAFF
Mayor Brian Quigley	Julia Hajduk, City Manager
Councilor David Giglio	Alissa Angelo, Assistant City Manager
Councilor Ben McDonald	Lance Ludwick, Public Works Director
Councilor Jordan Ohrt	Dan Fleishman, Director of Planning & Development
Councilor David Patty	Gwen Johns, Police Chief
	Janna Moser, Library Director
	Tammy Bennett, Office Specialist

AGENDA	ACTIONS
OATH OF OFFICE	
a. Oath of Office for Mayor Brian Quigley	Ms. Angelo administered the oaths of office.
b. Oath of Office for Councilors David Giglio, Jordan Ohrt, and David Patty	
REGULAR MEETING	
Announcements	
a. Additions to the agenda	None.
b. Declaration of Ex Parte Contracts, Conflict of Interest, Bias, etc.	None.
Appointments	
a. Appointment of Council President	Motion from Councilor McDonald, seconded by Councilor Ohrt, to ratify the appointment of Councilor Patty as Council President. Motion passed 3:0 (Patty abstained).
Public Comment	None.
Consent Agenda	
a. December 19, 2022 City Council Regular Session Minutes	Motion from Councilor Patty, seconded by Councilor McDonald, to approve the consent agenda as presented. Motion passed 3:0 (Giglio abstained).
b. December 19, 2022 City Council Work Session Minutes	
Presentations	
a. Community Partner – Revitalize Downton Stayton	Aaron Frichtl reviewed the presentation. Revitalize Downtown Stayton is requesting \$60,000 from the City to hire a Main Street Manager.

	<p>Council discussion and questions requesting more information on the manager position. Council commended Revitalize Downtown Stayton (RDS) for events they have coordinated downtown and the restoration of downtown Stayton.</p>
<p>General Business</p>	<p>None.</p>
<p>Communications from City Staff</p>	<p>Ms. Hajduk shared information about the “If I Were Mayor?” contest from the Oregon Mayors Association.</p> <p>Advertisement of vacant City Council position on the City’s Social Media.</p> <p>Staff requested Council members submit changes or revisions to their bios for the Council page on the City website.</p> <p>On January 25, 2023, the League of Oregon Cities hosts City Day at the Capital.</p> <p>Councilor Patty asked about street rehabilitation on 5th Ave. and the adjacent church. Discussion about cost sharing. City staff responded.</p> <p>Chief Johns highlighted the Stayton Police Department’s community engagement in November and December.</p>
<p>Communications from Mayor and Council</p>	<p>Mayor Quigley recognized and thanked City volunteers.</p>

APPROVED BY THE STAYTON CITY COUNCIL THIS 17TH DAY OF JANUARY 2023, BY A ____ VOTE OF THE STAYTON CITY COUNCIL.

Date: _____

By: _____

Brian Quigley, Mayor

Date: _____

Attest: _____

Julia Hajduk, City Manager

Date: _____

Transcribed by: _____

Tammy Bennett, Office Specialist



CITY OF STAYTON
M E M O R A N D U M

TO: Mayor Quigley and the Stayton City Council

FROM: Julia Hajduk, City Manager

DATE: January 17, 2023

SUBJECT: Homeless Task Force Alternate Appointment

ISSUE

Shall the Council approve Resolution No. 1050, appointing alternates to the Homeless Task Force?

ENCLOSURE(S)

- Resolution No. 1050

STAFF RECOMENDATION

Staff respectfully recommends that Council adopt Resolution No. 1050, appointing alternates to the homeless task force.

BACKGROUND INFORMATION

Council passed Resolution No. 1048 on December 19, 2022, forming and appointing members to the homeless task force. At that time, it was suggested the alternates be identified in the event that the appointed members are unable to fulfill their commitment. Mayor Quigley has identified two people from the original list of applicants that he would like to appoint as alternates. These individuals are Rebecca Kelly and Madylyn Tower. Rebecca is from geographical area 1 and Madylyn is from geographical area 2. Both are residents and stated that their interest is concern of safety and community livability.

FISCAL IMPACT

N/A

MOTION(S)

Approve Resolution No. 1050, appointing Rebecca Kelly and Madylyn Tower as alternates to the Homeless Task Force.



RESOLUTION NO. 1050

A RESOLUTION APPOINTING REBECCA KELLY AND MADYLYN TOWER AS ALTERNATES TO THE HOMELESS TASK FORCE

WHEREAS, Council adopted Resolution 1048 on December 19, 2022 forming a homeless task force and appointing members;

WHEREAS, at that time, the Council determined that, due to the importance of the task force and the time commitment being requested, that it would be appropriate to identify alternates to the task force in the event that appointed members were unable to fulfill their commitment;

WHEREAS, Mayor Quigley has identified two names from the original list of applicants to appoint as alternates;

WHEREAS, Mayor Quigley would like to appoint Rebecca Kelly and Madylyn Tower as alternates to the task force; and

WHEREAS, the two alternates will be invited to attend all meetings and may participate during informal discussions and ask questions but may not vote on action items unless moved from alternate status to full member status.

NOW THEREFORE, BE IT RESOLVED THAT:

1. The Council accepts Mayor Quigley’s appointment of Rebecca Kelly and Madylyn Tower as alternates to the Homeless Task Force

This Resolution shall become effective upon its adoption by the Stayton City Council.

ADOPTED BY THE STAYTON CITY COUNCIL THIS 17TH DAY OF JANUARY 2023.

CITY OF STAYTON

Signed: _____, 2023

By: _____

Mayor Brian Quigley, Mayor

Signed: _____, 2023

ATTEST: _____

Julia Hajduk, City Manager



CITY OF STAYTON
M E M O R A N D U M

TO: Mayor Brian Quigley and the Stayton City Council
FROM: Lance S. Ludwick, P.E.; Director of Public Works
DATE: January 17th, 2023
**SUBJECT: W. IDA Street- Sanitary Sewer Replacement Project –
 Phase 1 - Construction Contract Award**

ISSUE

The issue before the Council is should the City award a construction contract to Black Pearl Paving and Excavation for the West Ida Street Sanitary Sewer Replacement project?

BACKGROUND INFORMATION

In 2020 the City hired Keller Associates to perform Wastewater Facilities Planning Study (Master Plan) for the City's wastewater system. The Wastewater Facilities Planning Study was adopted by the City Council in February 2021. The planning study looks at the impacts of growth over a 20-year period and identifies areas where growth is most likely to occur. The study identified deficiencies in the sanitary sewer system. A priority list of projects was created and is shown in Table 12.1 in the Wastewater Facilities Planning Study document (master plan).

The Priority 1 project includes upsizing a 24-inch sanitary sewer pipe to a 30-inch pipe. The project starts in Jetters Way at an existing sanitary sewer vault, located just west of the Stayton Fire Department, thence north to Ida Street, thence east to Evergreen Avenue, thence north to the bridge over the Salem Ditch. The length of the entire Priority 1 project is 4,800 linear feet.

The contract before you is for construction of Phase 1 of the Priority 1 project, which includes the first 2,100 linear feet of the Priority 1 project. It will start at the sanitary sewer vault and will terminate at a manhole in Ida Street located just south of 1207 Ida Street.

The formal bid packet including the design and specifications for the sanitary sewer project was developed by City staff, which included the Public Works Director, City Engineer, Senior Engineering Technician, and an engineering consultant who designed the improvements.

The project was originally advertised in July 2022 with a bid opening of August 18, 2022. The City did not receive any bids, so we postponed the project until after the new year.

The project was re-advertised competitively in the Daily Journal of Commerce and sealed bids were opened on January 5th, 2023, at 2:00 PM.

The City received six (6) bids as shown in the following table:

CONTRACTOR	BID AMOUNT
Black Pearl Paving and Excavation	\$1,768,841.55
Pacific Excavation	\$1,851,531.00
Earth Works Excavation	\$2,152,277.00
Lawson Corp	\$2,999,500.00
Canby Excavating	\$3,175,765.00
Moore Excavation	\$3,315,075.00

Black Pearl Paving and Excavation of Roseburg, Oregon was the apparent low bidder.

Each bidder was responsible for submitting 2 job references for work performed by the contractor that was similar in size and scope to the W. Ida Street Sanitary Sewer Replacement Project. Staff interviewed the agencies that worked with the Black Pearl Paving and Excavation and determined agencies were satisfied with work performed.

Staff then interviewed the owner of Black Pearl Paving and Excavation to get a sense of their process, the resources they would be dedicating to the project, and their overall experience with this type of project. The interview team came away from the meeting comfortable with a recommendation to award the contract to Black Pearl Paving and Excavation.

STAFF RECOMMENDATION

City Staff reviewed the bids, interviewed past clients of Black Pearl Paving and Excavation, and conducted an interview of the owner of Black Pearl Paving and Excavation and we are confident that they can perform the work as shown in the construction plans. Staff Recommends awarding a contract for the W. IDA Street – Sanitary Sewer Replacement Project – Phase 1 to Black Pearl Paving and Excavation in the amount of \$1,768,841.55.

OPTIONS

- 1) Award of Contract to Black Pearl Paving and Excavation for the contract amount of \$1,768,841.55.
- 2) Award of contract to another contractor who bid on the project.
- 3) Reject all proposals at this time.

MOTION(S)

- 1) Motion to adopt Resolution No. 1051, awarding a contract for the construction of the W. Ida Street Sanitary Sewer Replacement Project – Phase 1 to Black Pearl Paving and Excavation.
- 2) Motion to adopt Resolution No. 1051 with the following modifications...



RESOLUTION NO. 1051

A RESOLUTION TO AWARD A CONTRACT FOR THE CONSTRUCTION OF THE W. IDA STREET SANITARY SEWER REPLACEMENT PROJECT – PHASE 1 TO BLACK PEARL PAVING AND EXCAVATION

WHEREAS, the 2021 Wastewater Facility Planning Study identified the sanitary sewer pipe in W. Ida Street as undersized;

WHEREAS, the City of Stayton hired a consultant to design the W. Ida Street Sanitary Sewer Pipe upsizing project;

WHEREAS, the City advertised the project for construction in the Daily Journal of Commerce with a bid opening on January 5th, 2023;

WHEREAS, Black Pearl Paving and Excavation was deemed the lowest apparent bidder; and,

WHEREAS, staff recommends to the City Council to award the construction contract to Black Pearl Paving and Excavation for the W. Ida Street Sanitary Sewer replacement Project.

NOW THEREFORE, BE IT RESOLVED THAT:

1. The Stayton City Council awards the contract for the W. Ida Street Sanitary Sewer replacement project to Black Pearl Paving and Excavation in the amount of \$1,768,841.55.

This Resolution shall become effective upon its adoption by the Stayton City Council.

ADOPTED BY THE STAYTON CITY COUNCIL THIS 17th DAY OF JANUARY 2023.

CITY OF STAYTON

Signed: _____, 2022

By: _____
Brian Quigley, Mayor

Signed: _____, 2022

ATTEST: _____
Julia Hajduk, City Manager



CITY OF STAYTON
M E M O R A N D U M

TO: Mayor Quigley and the Stayton City Council

FROM: Julia Hajduk, City Manager

DATE: January 17, 2023

SUBJECT: Teen Center Lease

ISSUE

Staff is seeking conversation and direction from Council on how to proceed with renewing a lease for the Teen Center.

ENCLOSURE(S)

- Teen Center Issue paper

STAFF RECOMENDATION

Have conversation and provide direction to staff on proceeding with renewing lease for Teen Center

BACKGROUND INFORMATION

The Santiam Teen Center is operated by New Growth Ministries on City-owned property at 2800 Kindle Way. This is the location of the future Mill Creek Park. The City obtained the property, which included the existing 2,100 square foot manufactured home, in 2017. The City subsequently began developing a plan for ultimate development of the park.

In 2019 the City completed the Mill Creek Park Master Plan which envisioned a variety of park amenities and assumed the ultimate removal of the manufactured home. During the time the plan was being developed, the New Hope Ministries approached the City about allowing the use of the structure for a teen center.

After discussion and negotiations, the City entered into an MOU and lease agreement with New Hope Ministries to operate a Teen Center with the understanding that it could not be used for “the promulgation of religious doctrine.” The lease payment is \$1 per year, and it is assumed that this rate was based on the fact that the Teen Center was considered a public benefit, that the lease allows the City to terminate the lease with 30 days’ notice, and is also the reason for the specificity that it was not to be used for “promulgation of religious doctrine.”

The MOU was signed 12/18/17 and the lease agreement was signed 4/3/18. The Lease was a 3-year term which technically expired 4/3/21, however current staff was unaware of the expiration until 2022. Staff has prepared the attached issue paper to provide additional background information on issues that need to be

considered or taken into account before we determine whether to renew the lease and, if so, what the terms of the lease are.

Ultimately, staff will be asking for Council input on two primary questions at this time:

- QUESTION #1: Is there an interest in renewing the lease for the Teen Center?
- QUESTION #2: Is there an interest in discussing the possibility of the Teen Center remaining on the property in its current or an alternate location as part of an update to the Mill Creek Neighborhood Park Plan?

Once the answer to those questions is understood, additional input on the terms of the lease will be requested. For example: Would the City want to see the facility open more hours? Would the City want it open/available for other uses similar to a community center? Would we entertain allowing the operator to allow for reservations for other groups or require that it only be utilized as a Teen Center? Would we remain willing to allow its use for the \$1 annual rent?

FISCAL IMPACT

N/A at this time.

MOTION(S)

N/A

Teen Center Issue Paper

Background

The Santiam Teen Center is operated by New Growth Ministries on City-owned property at 2800 Kindle Way. This is the location of the future Mill Creek Park. The City obtained the property, which included the existing 2,100 square foot manufactured home, in 2017. The City subsequently began developing a plan for ultimate development of the park. In 2019 the City completed the Mill Creek Park Master plan which envisioned a variety of park amenities and assumed the ultimate removal of the manufactured home. During the time the plan was being developed, the New Hope Ministries approached the City about allowing the use of the structure for a teen center. After discussion and negotiations, the City entered into an MOU and lease agreement with New Hope Ministries to operate a Teen Center with the understanding that it could not be used for “the promulgation of religious doctrine”. The lease payment is \$1 per year, and it is assumed that this rate was based on the fact that the Teen Center was considered a public benefit, that the lease allows the City to terminate the lease with 30 days’ notice, and is also the reason for the specificity that it was not to be used for “promulgation of religious doctrine.” The MOU was signed 12/18/17 and the lease agreement was signed 4/3/18. The Lease was a 3-year term which technically expired 4/3/21, however current staff was unaware of the expiration until 2022.

Current use

New Hope Ministries constructed about \$25,000 worth of improvements to the building in order to use it as the Teen Center. These included an interior partition wall and ramps for handicap access. The Teen Center opened in 2019.

The Teen Center currently operates 3 days a week from 3:00pm to 6:00pm, serving 7th to 12th graders. On average, the Center hosts approximately 10-20 teens per day. There are also ___ volunteers and a full-time executive director. The Teen Center director participates on the North Santiam SIT and reports



that, in addition to providing a refuge for teens, they also have laundry facilities which have been made available to families in need. It appears that they are a valuable resource for teens and families in need in the community as well as a good outlet for all teens that want a safe and entertaining environment to hang out after school.

Mill Creek Park Plan

The Mill Creek Neighborhood Park was identified in the 2004 Stayton Parks and Recreation Master Plan. In 2017, the City purchased 23 acres for a future park and open space which was adjacent to property



shown in the 2004 master plan. The City hired a consultant to prepare a master plan of future park in 2018 and between 2018-2019 the community helped develop the plan for the park. At the time of the

master planning for the park, it was not assumed that the house would stay on the property once development of the park began. The plan shows that the manufactured home that the Teen Center is using is not on the property and a playground in the general vicinity of the structure.

The City has applied to the Oregon Parks and Recreation Department for grant funds to support construction of the Mill Creek Park, but has not yet been successful in receiving funding. The City will continue to submit applications for park development funds, but when construction of the park will commence remains unknown.

Aquifer Storage Recovery

In 2019, City began exploring alternatives for a secondary source of drinking water supply that is not directly dependent on the North Santiam to increase the City's supply resiliency. The study confirmed that developing a reliable groundwater source from the Columbia River Basalt Group aquifer is not possible because the City is located within the Stayton-Sublimity Groundwater Limited Area, and groundwater levels in the basalt aquifer system have been declining regionally. ASR was identified as the most favorable potential redundant supply to further evaluate.

In 2020, the City received funding from the Oregon Water Resources Department (OWRD) to evaluate the feasibility of developing an ASR system. The feasibility study involved identifying potential sites for an ASR well, drilling and testing an exploratory well, and evaluating water availability and water quality. The study concluded that ASR is a feasible option to supply the City with a



much-needed redundant water supply, with the capability of helping meet peak demands in the summer as the City grows. It was determined that the most suitable location for the facility was on the Mill Creek Park site. As shown in the diagram above, the location is generally in the vicinity of the area designated as a future parking lot in the park master plan.

The City recently learned that we were awarded \$3.8 million toward construction of the project from the OWRD. The City will need to update the Mill Creek Park Plan to accommodate the ASR facility, which will consist of the well and a small building to house pumps and controls.

Questions

QUESTION #1: Is there an interest in renewing the lease for the Teen Center?

QUESTION #2: Is there an interest in discussing the possibility of the Teen Center remaining on the property in its current or an alternate location as part of an update to the Mill Creek Neighborhood Park Plan?

Once the answer to those questions is understood, additional input on the terms of the lease would be sought. For example: Would the City want to see the facility open more hours? Would the City want it open/available for other uses similar to a community center? Would we entertain allowing the operator to allow for reservations for other groups or require that it only be utilized as a Teen Center? Would we remain willing to allow its use for the \$1 annual rent?



Stayton Sublimity Chamber of Commerce
175 E High St. PO Box 121
Stayton, OR 97383
(503) 769-3464

January 17, 2023

Dear Mayor and Stayton City Council:

As the Stayton Sublimity Chamber of Commerce, it is our responsibility to carry out our mission to promote a thriving business climate that enhances local economic vitality and community livability. We have been grateful to partner with New Growth Ministries to support of their creation and implementation of the Santiam Teen Center, which provides stability, empowerment, skills & resources to our area youth.

The center is run by an extremely dedicated volunteer Board of Directors alongside of a new FT Executive Director, who together have worked diligently to increase community awareness and involvement, find, and educate volunteer staff, and engage local students. As the demand continues to increase, they hope to position the Santiam Teen Center to expand current hours and offer additional programming for the benefit of the students it serves.

The community, churches and local businesses have come alongside the Teen Center as evidenced through financial donations, as well as donations of food & meals, computers, sports equipment, art supplies, and volunteer time. In order to sustain the work that the Teen Center is doing on behalf of local youth, the continued support of the City of Stayton is vital, namely the extension of the facilities lease, which currently allows the Teen Center to operate at 2800 Kindle Way SE.

We understand the Teen Center sits on property that is meant to be the future location of a new city park. We believe that the Santiam Teen Center and the future park can, not only co-exist, but that such a partnership will enhance park safety and opportunities for our local youth to engage in community service projects to benefit the park and surrounding neighborhood. The current location is optimal as it sits within walking distance of both the Stayton Middle and High Schools, offers ample parking, and allows for outdoor recreation for the students.

As a Chamber, we are proud to partner with the Santiam Teen Center as they impact youth that will eventually become productive and responsible citizens of our local communities. We urge you to extend the lease for the Santiam Teen Center at its current location and consider incorporating the Teen Center facility, in its current or a future form, into the master plan for the future park at that location, to help sustain the amazing work that is well underway.

Thank you for your consideration.



Carméle Bielenberg,

Chamber President/CEO

In conjunction with the Chamber Board of Directors:

Matt Spenner, Jennifer Tiger, Beth Morey, Alan Kirby,

Ken Carey, Don McBride, and Alisha Oliver



Stayton Intermediate & Middle School

North Santiam School District
1021 Shaff Road, Stayton OR 97383
SMS 503-769-2198 ♦ SIS 503-769-4065

Andrew Gardner, Superintendent
Michael Proctor, Principal
Matthew Olson, AD/Asst. Principal

May 25, 2022

To Whom It May Concern,

Hello, my name is Matt Olson and I am the assistant principal at Stayton Intermediate and Middle School. This letter is in support of our local Teen Center in Stayton, Oregon. In fact, I give my highest possible recommendation to continue the funding needed towards this amazing service that is provided to the youth of our community.

As a school administrator in our community, I get the fortunate opportunity to hear about all the different ways that this teen center has directly impacted the youth in our small town. Many of our students absolutely LOVE working with the adults there, accessing some tutoring help that is provided and developing positive relationships with an adult in their life. Others just like to spend time with their friends in a safe and supervised environment. Some of our students are provided some basic needs there. It blows me away when I hear about all the students leaving our school to go to the teen center every day.

The reach of this local outreach extends far beyond what the teen center may see or even realize. Our community has a large population of low socioeconomic families, which puts the Teen Center in an incredible position to have a positive impact on kids in our community that need it the most. This impact provides our future community members with mentors willing to model and lead by example.

Programs such as these take a large number of adults with an empathetic heart and commitment to our community. I moved to Stayton, Oregon as a six year old first grader and have been part of this community in some capacity for the last 33 years. To my knowledge, this is the first time during that span of time where there has been a service like this that has been sustainable for our kids. Some incredible people have come together to provide our community with an amazing service that has had an incredibly positive impact on our student community.

As you make a decision, please consider the teen center in Stayton, OR. It has a positive impact on a student population that needs it the most. These students may not get the mentorship, tutoring, or have a positive adult influence without the wonderful people who volunteer their valuable time for this outreach. I couldn't think of a better way to give back, which is why I give the Teen Center my highest possible recommendation. Our community needs things like this in place for our amazing kids!

If you have any questions or would like to follow up with me, please feel free to contact me.

Sincerely,

Matt Olson
Assistant Principal, Stayton Intermediate/Middle School
matthew.olson@nsantiam.k12.or.us
503-769-2198

EQUAL OPPORTUNITY EMPLOYER

The North Santiam School District is an equal opportunity educator and employer.



REQUEST FOR RECOGNITION

If you wish to speak before the City Council, please fill out this form and hand it to the City staff prior to the opening of the meeting. This document is a public record. **Comments are limited to 3 minutes for all options below.**

Name (please print): Dan Brummer

Address: 525 West Burnett Stayton OR 97389
Street City State Zip

I wish to speak during:

PUBLIC COMMENT (Speak on a subject not on the Council agenda.)

GENERAL BUSINESS: (Speak on an item on the current Council agenda.)

Agenda Item: _____

PUBLIC HEARING – TOPIC: Wilderness Park – Closure.

Comments: Website Clarification -

Comments are limited to 3 minutes or less.



REQUEST FOR RECOGNITION

If you wish to speak before the City Council, please fill out this form and hand it to the City staff prior to the opening of the meeting. This document is a public record. **Comments are limited to 3 minutes for all options below.**

Name (please print): PAM PUGSLEY

Address: 352 N 6th Stayton

Street

City

State

Zip

I wish to speak during:

PUBLIC COMMENT (Speak on a subject not on the Council agenda.)

GENERAL BUSINESS: (Speak on an item on the current Council agenda.)

Agenda Item: _____

PUBLIC HEARING – TOPIC: Aster Dan

Comments: Wilderness PARK. CONCERN.

Comments are limited to 3 minutes or less.



REQUEST FOR RECOGNITION

If you wish to speak before the City Council, please fill out this form and hand it to the City staff prior to the opening of the meeting. This document is a public record. **Comments are limited to 3 minutes for all options below.**

Name (please print): Katrina Casas STL

Address: 2500 Kindle Way St St
Street City State Zip

I wish to speak during:

PUBLIC COMMENT (Speak on a subject **not** on the Council agenda.)

GENERAL BUSINESS: (Speak on an item on the current Council agenda.)

Agenda Item: Teen Center

PUBLIC HEARING – TOPIC: _____

Comments: _____

Comments are limited to 3 minutes or less.



REQUEST FOR RECOGNITION

If you wish to speak before the City Council, please fill out this form and hand it to the City staff prior to the opening of the meeting. This document is a public record. **Comments are limited to 3 minutes for all options below.**

Name (please print): Denise Busch

Address: 1435 Highland Dr Stayton OR 97383
Street City State Zip

I wish to speak during:

PUBLIC COMMENT (Speak on a subject not on the Council agenda.)

GENERAL BUSINESS: (Speak on an item on the current Council agenda.)

Agenda Item: Santiam Teen Center

PUBLIC HEARING – TOPIC: _____

Comments: _____

Comments are limited to 3 minutes or less.