



AGENDA
STAYTON CITY COUNCIL MEETING
Monday, November 19, 2018
Stayton Community Center
400 W. Virginia Street
Stayton, Oregon 97383

CALL TO ORDER

7:00 PM

Mayor Porter

FLAG SALUTE

ROLL CALL/STAFF INTRODUCTIONS

ANNOUNCEMENTS – PLEASE READ CAREFULLY

Items not on the agenda but relevant to City business may be discussed at this meeting. Citizens are encouraged to attend all meetings of the City Council to insure that they stay informed. Agenda items may be moved forward if a Public Hearing is scheduled.

- a. Additions to the agenda
- b. Declaration of Ex Parte Contacts, Conflict of Interest, Bias, etc.

PRESENTATIONS/COMMENTS FROM THE PUBLIC

Request for Recognition: If you wish to address the Council, please fill out a green “Request for Recognition” form. Forms are on the table at the back of the room. *Recommended time for presentation is 10 minutes. Recommended time for comments from the public is 3 minutes.*

CONSENT AGENDA

- a. November 5, 2018 City Council Minutes

Purpose of the Consent Agenda:

In order to make more efficient use of meeting time, resolutions, minutes, bills, and other items which are routine in nature and for which no debate is anticipated, shall be placed on the Consent Agenda. Any item placed on the Consent Agenda may be removed at the request of any council member prior to the time a vote is taken. All remaining items of the Consent Agenda are then disposed of in a single motion to adopt the Consent Agenda. This motion is not debatable. The Recorder to the Council will then poll the council members individually by a roll call vote. If there are any dissenting votes, each item on the consent Agenda is then voted on individually by roll call vote. Copies of the Council packets include more detailed staff reports, letters, resolutions, and other supporting materials. A citizen wishing to review these materials may do so at Stayton City Hall, 362 N. Third Avenue, Stayton, or the Stayton Public Library, 515 N. First Avenue, Stayton.

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 Deputy City Recorder Alissa Angelo at (503) 769-3425.

PUBLIC HEARING

Condition of Approval U, Regarding Parking Restrictions in the Village Creek Subdivision

- a. Commencement of Public Hearing
- b. Staff Report
- c. Questions from the Council
- d. Public Testimony
- e. Questions from the Council
- f. Staff Summary
- g. Close of Hearing
- h. Council Deliberation
- i. Council Decision

UNFINISHED BUSINESS – None

NEW BUSINESS

Housing Advisory Committee Appointments

- a. Staff Report – Dan Fleishman
- b. Council Deliberation
- c. Council Decision

STAFF/COMMISSION REPORTS – None

PRESENTATIONS/COMMENTS FROM THE PUBLIC

Recommended time for presentations is 10 minutes.

Recommended time for comments from the public is 3 minutes.

BUSINESS FROM THE CITY MANAGER

BUSINESS FROM THE MAYOR

- a. Downtown Ordinance Review Committee Appointments

BUSINESS FROM THE COUNCIL

FUTURE AGENDA ITEMS – December 3, 2018

- a. November 6, 2018 Election Certification

ADJOURN

CALENDAR OF EVENTS

NOVEMBER 2018

Monday	November 19	City Council	7:00 p.m.	Community Center (north end)
Thursday	November 22	CITY OFFICES CLOSED IN OBSERVANCE OF THANKSGIVING HOLIDAY		
Friday	November 23			
Monday	November 26	Planning Commission	7:00 p.m.	Community Center (north end)
Wednesday	November 28	Library Board	6:00 p.m.	E.G. Siegmund Meeting Room

DECEMBER 2018

Monday	December 3	City Council	7:00 p.m.	Community Center (north end)
Tuesday	December 4	Parks & Recreation Board	6:30 p.m.	E.G. Siegmund Meeting Room
Tuesday	December 11	Commissioner's Breakfast	7:30 a.m.	Covered Bridge Café
Monday	December 17	City Council	7:00 p.m.	Community Center (north end)
Wednesday	December 19	Library Board	6:00 p.m.	E.G. Siegmund Meeting Room
Monday	December 24	CITY OFFICES CLOSE AT NOON IN OBSERVANCE OF CHRISTMAS HOLIDAY		
Tuesday	December 25	CITY OFFICES CLOSED IN OBSERVANCE OF CHRISTMAS HOLIDAY		
Monday	December 31	Planning Commission	7:00 p.m.	Community Center (north end)

JANUARY 2019

Tuesday	January 1	CITY OFFICES CLOSED IN OBSERVANCE OF NEW YEARS HOLIDAY		
Monday	January 7	City Council	7:00 p.m.	Community Center (north end)
Tuesday	January 8	Commissioner's Breakfast	7:30 a.m.	Covered Bridge Café
Tuesday	January 8	Parks & Recreation Board	6:30 p.m.	E.G. Siegmund Meeting Room
Wednesday	January 16	Library Board	6:00 p.m.	E.G. Siegmund Meeting Room
Monday	January 21	CITY OFFICES CLOSED IN OBSERVANCE OF MARTIN LUTHER KING DAY		
Tuesday	January 22	City Council	7:00 p.m.	Community Center (north end)
Monday	January 28	Planning Commission	7:00 p.m.	Community Center (north end)

FEBRUARY 2019

Saturday	February 2	City Council Goal Setting	9:00 a.m.	E.G. Siegmund Meeting Room
Monday	February 4	City Council	7:00 p.m.	Community Center (north end)
Tuesday	February 5	Parks & Recreation Board	6:30 p.m.	E.G. Siegmund Meeting Room
Tuesday	February 12	Commissioner's Breakfast	7:30 a.m.	Covered Bridge Café
Monday	February 18	CITY OFFICES CLOSED IN OBSERVANCE OF PRESIDENTS DAY		
Tuesday	February 19	City Council	7:00 p.m.	Community Center (north end)
Wednesday	February 20	Library Board	6:00 p.m.	E.G. Siegmund Meeting Room
Monday	February 25	Planning Commission	7:00 p.m.	Community Center (north end)

MARCH 2019

Monday	March 4	City Council	7:00 p.m.	Community Center (north end)
Tuesday	March 5	Parks & Recreation Board	6:30 p.m.	E.G. Siegmund Meeting Room
Tuesday	March 12	Commissioner's Breakfast	7:30 a.m.	Covered Bridge Café
Monday	March 18	City Council	7:00 p.m.	Community Center (north end)
Wednesday	March 20	Library Board	6:00 p.m.	E.G. Siegmund Meeting Room
Monday	March 25	Planning Commission	7:00 p.m.	Community Center (north end)

**City of Stayton
City Council Meeting Action Minutes
November 5, 2018**

LOCATION: STAYTON COMMUNITY CENTER, 400 W. VIRGINIA STREET, STAYTON

Time Start: 7:00 P.M.

Time End: 9:20 P.M.

COUNCIL MEETING ATTENDANCE LOG

COUNCIL	STAYTON STAFF
Mayor Henry Porter	Alissa Angelo, Deputy City Recorder
Councilor Priscilla Glidewell	Keith Campbell, City Manager
Councilor Mark Kronquist	Dan Fleishman, Director of Planning & Development
Councilor Christopher Molin	Lance Ludwick, Public Works Director
Councilor Brian Quigley	Janna Moser, Library Director
Councilor Joe Usselman	Rich Sebens, Chief of Police

AGENDA	ACTIONS
REGULAR MEETING	
Announcements a. Additions to the Agenda b. Declaration of Ex Parte Contacts, Conflict of Interest, Bias, etc.	None. Council members acknowledged receiving communication via email from the Revitalize Downtown Stayton (RDS) group.
Presentations / Comments from the Public a. Ron Sterba b. Patti Armstrong	Mr. Sterba is a pilot working with the Salem and Mid-Valley Commercial Air Service Recruitment Campaign. He requested a letter of support from the Council. Ms. Armstrong expressed concern and frustration over the drug house in her neighborhood.
Consent Agenda a. October 15, 2018 City Council Minutes	Motion from Councilor Kronquist, seconded by Councilor Usselman, to approve the consent agenda as submitted. Motion passed 5:0.
Public Hearing Review of Ordinance No. 1019, Amending SMC Titles 6, 8, and 15, Promoting Maintenance of Buildings and Public Spaces a. Commencement of Public Hearing b. Staff Report c. Questions from Council	Mayor Porter opened the hearing at 7:30 p.m. Steve Poisson stated the Council had received communication from Revitalize Downtown Stayton objecting to the notice provided for the public hearing. Mr. Campbell provided an overview of the staff report. Councilor Glidewell felt she was mentioned inaccurately in the staff memo.

d. Public Testimony

Charlene Vogel, 297 N. Third Avenue: Spoke in support of the smoking section of Ordinance No. 1019.

Emily Conner, RDS Intern: Ms. Conner read emails into the record which were received by Revitalize Downtown Stayton from concerned parties which were Jessica (no last name included), Will Meyers, and John and Judy Mohny.

Samantha Jones, 255 Third Avenue: Ms. Jones spoke in opposition of the smoking portion of Ordinance No. 1019. Councilor Quigley inquired if Mick and Mom's is in compliance with the State law regarding smoking outside a business. She replied they are.

James Taylor, 210 E. Water Street: Mr. Taylor expressed concern over the debris portion of Ordinance No. 1019.

James McGrory, 472 W. Fir Street: Spoke in opposition of the smoking portion of Ordinance No. 1019.

Steve Poisson, 1750 E. Pine Street: Mr. Poisson is the Vice President of RDS. He introduced Yi Wu, owner of Mick and Mom's. Mr. Poisson and Mr. Wu provided a proposed solution to the smoking issue outside his business.

Richard Lewis, 1890 Westminster Place: Mr. Lewis spoke in support of the smoking portion of Ordinance No. 1019.

Greg Olson, 6499 Stageline Lane, Salem: Mr. Olson owns two buildings in the downtown area. He shared his comments and concerns regarding Ordinance No. 1019.

Gerry Aboud, 836 E. Kathy Street: Mr. Aboud owns a building in downtown Stayton. He shared his concerns with Ordinance No. 1019.

Alan Meyer, 2764 E. Pine Street: Mr. Meyer, President of RDS, expressed concern over what he believes are inaccuracies in the staff report.

Shannon Turick, 281 N. Third Avenue: Mr. Turick supports the ideas behind Ordinance No. 1019. However, feels the ordinance needs more work. He suggested repealing the ordinance and starting over.

Wendy Stone, 525 N. Myrtle Street: Ms. Stone spoke in support of Ordinance No. 1019.

Kristina Waters, 245 N. First Avenue: Ms. Waters inquired about enforcement at her business location (Cheers on 1st) and spoke in opposition of Ordinance No. 1019.

e. Questions from Council	<p><u>Jordan Ohrt, 885 E. Virginia Street:</u> Ms. Ohrt inquired about enforcement of people picking up animal waste and smoking. Mr. Poisson clarified the animal waste portion applies to the entire City.</p> <p>Councilor Glidewell and Councilor Kronquist expressed concerns over the memo.</p> <p>Councilor Quigley shared his concerns with Ordinance No. 1019. He would like to see the groups come together to find a workable solution.</p> <p>Mayor Porter allowed Alan Meyer to speak. Mr. Meyer again expressed frustration with staff in drafting the Ordinance.</p> <p>Councilor Quigley requested to hear from the public regarding other portions of Ordinance No. 1019.</p>
f. Staff Summary	<p><u>Gerry Aboud, 836 E. Kathy Street:</u> Mr. Aboud shared concerns with the paint colors options, awnings and lighting.</p>
g. Close of Hearing	<p><u>Ron Sterba, Salem:</u> Mr. Sterba shared his thoughts on the downtown area restoration.</p>
h. Council Deliberation	<p><u>Shannon Turick, 281 N. Third Avenue:</u> Mr. Turick expressed concern with vacant building requirements.</p>
i. Council Decision	<p>Mr. Campbell provided a staff summary. Mayor Porter closed the hearing at 8:55 p.m.</p> <p>Councilor Glidewell recommended putting together a committee of interested parties to review the ordinances.</p> <p>Motion from Councilor Kronquist, to repeal ordinance No. 1015 and 1019, and direct staff to coordinate a committee consisting of council, staff, citizens, and RDS to provide a report of a solution at the December 17th meeting. Councilor Kronquist withdrew his motion.</p> <p>Motion from Councilor Kronquist, seconded by Councilor Quigley, to repeal Ordinances 1015 and 1019.</p> <p><u>Council Discussion:</u> Councilor Glidewell expressed concern on repealing both Ordinances. Councilor Quigley stated he would not support rescinding the ordinances.</p> <p>Councilor Kronquist withdrew his motion, and Councilor Quigley withdrew his second.</p> <p>Motion from Councilor Quigley to suspend further enforcement of Ordinance No. 1019. Motion died due to lack</p>

	<p>of a second.</p> <p>Motion from Councilor Quigley, seconded by Councilor Kronquist, to appoint a committee to review Ordinance No. 1019 and return to the Council with modifications and suggestions for the ordinance. Motion passed 5:0.</p> <p>Those interested in participating as a member of the committee were asked to list their name and contact information with the Deputy City Recorder.</p>
Unfinished Business	None.
New Business	None.
Staff / Commission Reports	None.
Presentations / Comments from the Public	
a. Dan Morgan	Mr. Morgan expressed frustration regarding code enforcement issues he has filed.
Business from the City Manager	None.
Business from the Mayor	None.
Business from the Council	<p>Councilor Quigley thanked all those who attended and participated in the hearing this evening.</p> <p>Councilor Molin reminded everyone to vote.</p>
Future Agenda Items – Monday, November 19, 2018	
<p>a. Village Creek “No Parking” Public Hearing</p> <p>b. Neighborhood Improvement Grants</p> <p>c. Housing Advisory Committee</p>	

APPROVED BY THE STAYTON CITY COUNCIL THIS 19TH DAY OF NOVEMBER 2018, BY A ____ VOTE OF THE STAYTON CITY COUNCIL.

Date: _____

By: _____

Henry A. Porter, Mayor

Date: _____

Attest: _____

Keith D. Campbell, City Manager

Date: _____

Transcribed by: _____

Alissa Angelo, Deputy City Recorder



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

TO: Mayor Henry Porter and the Stayton City Council
FROM: Dan Fleishman, Director of Planning and Development
DATE: November 19, 2018
SUBJECT: Condition of Approval U Regarding Parking Restrictions in the Village Creek Subdivision

ISSUE

The issue before the City Council is a public hearing on whether to modify Condition of Approval U on the 2001 approval of the Village Creek subdivision. The condition restricted parking to one side only on the streets in the subdivision.

BACKGROUND INFORMATION

In the late 1990s when the Santiam Station development was proposed, what is now the Village Creek subdivision was proposed to be a mobile home park with privately-owned streets. The streets were constructed within 50-foot rights of way, with 28 feet of paving between curbs, and with "rolled curbs", that allow vehicular access at any point. In 2001, after the streets were built, the developer decided to create a subdivision instead.

ANALYSIS

There are four streets within the subdivision: Weldon St, Hobson St, Whitney St, and Grier Dr. The City's standard for a local residential street is a 60-foot right of way with 34 feet of paving. This allows for two 10-foot travel lanes and two 7-foot parking lanes.

In 2001, when the City Council approved the subdivision, the developer proposed that parking be allowed on only one side of each street in the subdivision. Among the City Council's findings at that time were the following:

FINDING: 17.24.1040.7.b. identifies that minor streets (residential) call for a minimum right-of-way width of (60) sixty feet and a curb to curb width of (34) thirty four feet. The applicant's subdivision consists of (50) fifty feet of right-of-way with a (28) twenty eight foot improved road surface. Because the street pavement has already been laid a determination has to be made to either find that the streets are of adequate right-of-way and improved surface width or require additional right-of-way and improved surface width. Another

alternative would be to secure (5) five foot easements on each side of the street rights-of-way and allow the existing road surface width with no parking on one side.

The City Council approved the subdivision with a long list of conditions. Among the conditions of approval imposed by the City Council in June 2001, was Condition U:

U. Install (5) five foot property line sidewalks along both sides with a (3) three foot parkway strip. Parking permitted on one side only.

Five months later, the City Council amended their June decision, including Condition U. Condition U, as amended, required the developer to “install curb line sidewalks along both sides of the street. Parking permitted on one side of the street only.”

Apparently, the City did not require the developer to post no parking signs and did not do so at the time of acceptance of the streets. The plat was recorded in June of 2001. At the same time a set of Condition, Covenants and Restrictions for the subdivision were recorded. The recorded CC&Rs do not mention a parking restriction on the streets.

In 2014, the City received complaints of congested parking on Hobson St, due to a residence with five vehicles and the existence of in-home day care operation. At that time staff discovered the conditions of approval referenced above and a decision was made for the City post no parking signs. The Public Works Department and the Police Department at that time made a determination to post signs only on Hobson St and Grier Dr, as Hobson St was experiencing the parking issues.

Included in the packet are memos received from the Stayton Police Department and the Stayton Fire District. Staff accompanied Fire District personnel in the subdivision when they set up a ladder truck with the outriggers extended between two parked vehicles. Photos of that exercise are also included in the packet. Both the Police Department and Fire District have recommended that the Council not allow parking on both sides of the streets.

It should be noted that Section 17.24.100.2e allows streets with rights of way of 50 feet in master planned developments if, among other requirements, the on-street parking is restricted to only one side of the street.

RECOMMENDATION

Whereas the streets are developed with only 28 feet of paving, there is not adequate width to have vehicles parked on both sides of the streets in the Village Creek the subdivision. Staff recommends maintaining the restriction to allow parking only one side of the street and further recommends that No Parking signs be posted on one side of the other two streets in the subdivision.

OPTIONS AND MOTIONS

The City Council is presented with the following options. Staff recommends the first option.

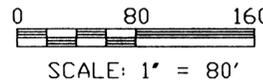
1. Retain the condition of approval for parking on only one side of the street for the streets in Village Creek subdivision and post no parking signs on Weldon St and Whitney St east of N Third Ave.

Move to retain condition of approval U from Land Use File #121-10/01 unchanged and adopt the draft order as presented.

2. Modify the condition of approval for parking on only once side of the street and request staff to modify the draft order to reflect that decision.

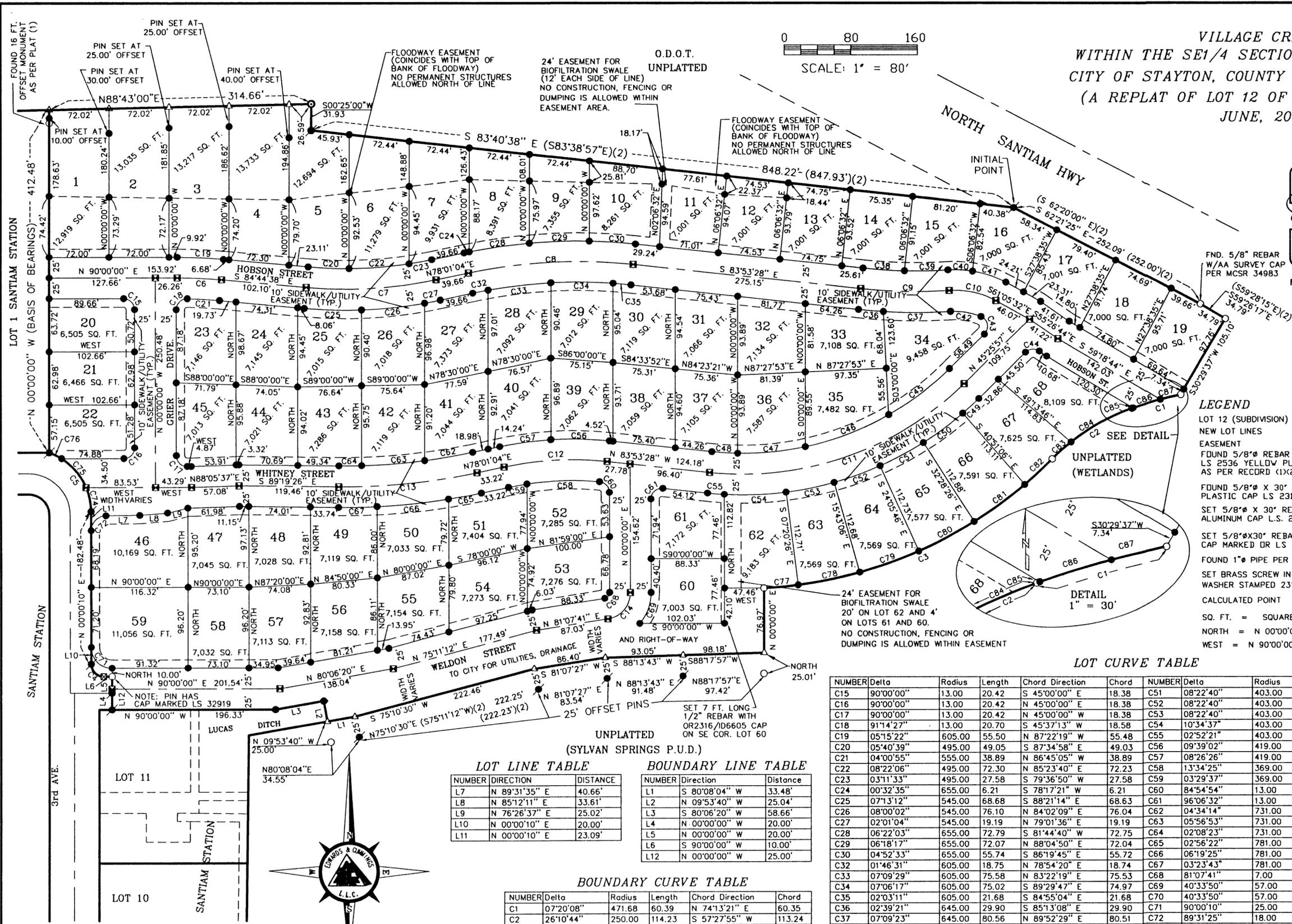
Move to modify condition of approval U from Land Use File #121-10/01 as follows ... and request that staff modify the draft order to reflect that decision and return to Council with a revised draft order at the next meeting.

VILLAGE CREEK
 WITHIN THE SE1/4 SECTION 3, T9S, R1W, W.M.
 CITY OF STAYTON, COUNTY OF MARION, OREGON
 (A REPLAT OF LOT 12 OF SANTIAM STATION)
 JUNE, 2001



REGISTERED
 PROFESSIONAL
 LAND SURVEYOR
Danny K. Cummings
 OREGON
 JAN. 21, 1988
 DANNY K. CUMMINGS
 2316

RENEWAL DATE: 12-31-01



LEGEND

LOT 12 (SUBDIVISION) BOUNDARY _____

NEW LOT LINES _____

EASEMENT _____

FOUND 5/8" REBAR WITH LS 2536 YELLOW PLASTIC CAP AS PER RECORDED (1)(2)OR (3), OR AS NOTED ○

FOUND 5/8" X 30" REBAR W/YELLOW PLASTIC CAP LS 2316 PER (1) ●

SET 5/8" X 30" REBAR WITH ALUMINUM CAP L.S. 2316. □

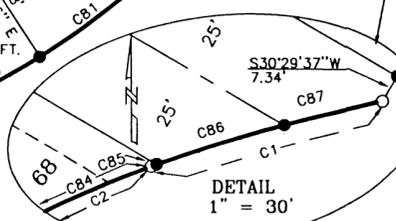
SET 5/8" X 30" REBAR W/YELLOW PLASTIC CAP MARKED DR LS 2316/ID LS 6605 ●

FOUND 1" PIPE PER MCSR 34187 ○

SET BRASS SCREW IN SIDEWALK WITH WASHER STAMPED 2316 □

CALCULATED POINT △

SQ. FT. = SQUARE FEET
 NORTH = N 00°00'00" W
 WEST = N 90°00'00" W



LOT CURVE TABLE

NUMBER	Delta	Radius	Length	Chord Direction	Chord	NUMBER	Delta	Radius	Length	Chord Direction	Chord
C15	90°00'00"	13.00	20.42	S 45°00'00" E	18.38	C51	08°22'40"	403.00	58.93	S 61°42'54" W	58.87
C16	90°00'00"	13.00	20.42	N 45°00'00" E	18.38	C52	08°22'40"	403.00	58.93	S 70°05'34" W	58.87
C17	90°00'00"	13.00	20.42	N 45°00'00" W	18.38	C53	08°22'40"	403.00	58.93	S 78°28'14" W	58.87
C18	91°14'27"	13.00	20.70	S 45°37'13" W	18.58	C54	10°34'37"	403.00	74.39	S 87°56'52" W	74.29
C19	05°15'22"	605.00	55.50	N 87°22'19" W	55.48	C55	02°52'21"	403.00	20.20	N 85°19'38" W	20.20
C20	05°40'39"	495.00	49.05	S 87°34'58" E	49.03	C56	09°39'02"	419.00	70.57	N 88°42'59" W	70.49
C21	04°00'55"	555.00	38.89	N 86°45'05" W	38.89	C57	08°26'26"	419.00	61.73	S 82°14'17" W	61.67
C22	08°22'06"	495.00	72.30	N 85°23'40" E	72.23	C58	13°34'25"	369.00	87.42	S 88°17'53" W	87.21
C23	03°11'33"	495.00	27.58	S 79°36'50" W	27.58	C59	03°29'37"	369.00	22.50	S 79°45'52" W	22.50
C24	00°32'35"	655.00	6.21	N 87°17'21" W	6.21	C60	84°54'54"	13.00	19.27	N 42°27'27" W	17.55
C25	07°13'12"	545.00	68.68	S 88°21'14" E	68.63	C61	96°06'32"	13.00	21.81	S 48°03'16" W	19.34
C26	08°00'02"	545.00	76.10	N 84°02'09" E	76.04	C62	04°34'14"	731.00	58.31	S 80°18'11" W	58.30
C27	02°01'04"	545.00	19.19	N 79°01'36" E	19.19	C63	05°56'53"	731.00	75.89	S 85°33'45" W	75.85
C28	06°22'03"	655.00	72.79	S 81°44'40" W	72.75	C64	02°08'23"	731.00	27.30	S 89°36'22" W	27.30
C29	06°18'17"	655.00	72.07	N 88°04'50" E	72.04	C65	02°56'22"	781.00	40.07	S 79°29'15" W	40.06
C30	04°52'33"	655.00	55.74	S 86°19'45" E	55.72	C66	06°19'25"	781.00	86.20	S 84°07'08" W	86.15
C32	01°46'31"	605.00	18.75	N 78°54'20" E	18.74	C67	03°23'43"	781.00	46.28	S 88°58'43" W	46.27
C33	07°09'29"	605.00	75.58	N 83°22'19" E	75.53	C68	81°07'41"	7.00	9.91	N 40°33'51" E	9.10
C34	07°06'17"	605.00	75.02	S 89°29'47" E	74.97	C69	40°33'50"	57.00	40.35	S 20°16'55" W	39.52
C35	02°03'11"	605.00	21.68	S 84°55'04" E	21.68	C70	40°33'50"	57.00	40.35	S 60°50'46" W	39.52
C36	02°39'21"	645.00	29.90	S 85°13'08" E	29.90	C71	90°00'10"	25.00	39.27	N 44°59'55" W	35.36
C37	07°09'23"	645.00	80.56	N 89°52'29" E	80.51	C72	89°31'25"	18.00	28.12	N 44°45'53" E	25.35
C38	04°47'42"	595.00	49.79	S 86°17'19" E	49.78	C74	22°49'08"	75.00	29.87	S 11°24'24" E	29.67
C39	05°01'02"	595.00	52.10	N 88°48'19" E	52.09	C75	35°09'15"	75.00	46.02	N 40°23'35" W	45.30
C40	13°04'04"	130.00	29.65	S 87°10'10" E	29.59	C76	12°33'31"	75.00	16.44	N 64°14'59" W	16.41
C41	18°34'34"	130.00	42.15	S 71°20'51" E	41.96	C77	04°33'23"	520.00	41.35	N 84°52'31" E	41.34
C42	26°41'24"	80.00	37.27	S 80°21'30" E	36.93	C78	08°18'30"	520.00	75.40	N 78°26'34" E	75.34
C43	11°26'45"	13.00	25.51	N 10°47'26" W	21.61	C79	08°18'31"	520.00	75.41	N 70°08'03" E	75.34
C44	79°07'19"	13.00	17.95	N 84°59'36" E	16.56	C80	08°18'36"	520.00	75.42	N 61°49'30" E	75.35
C45	14°52'06"	353.00	91.60	S 52°52'00" W	91.35	C81	08°18'48"	520.00	75.45	N 53°30'48" E	75.38
C46	17°28'36"	353.00	107.67	S 69°02'21" W	107.26	C82	04°58'51"	520.00	45.20	N 46°51'58" E	45.19
C47	13°17'24"	353.00	81.88	S 84°25'21" W	81.70	C83	06°59'36"	250.00	30.51	N 47°52'21" E	30.50
C48	05°02'29"	353.00	31.06	N 86°24'42" W	31.05	C84	19°11'08"	250.00	83.71	N 60°57'43" E	83.32
C49	03°42'57"	403.00	26.14	S 47°17'26" W	26.13	C85	00°10'21"	471.68	1.42	S 70°38'28" W	1.42
C50	08°22'40"	403.00	58.93	S 53°20'14" W	58.87	C86	04°05'34"	471.68	33.69	N 72°46'25" E	33.69
						C87	03°04'13"	471.68	25.28	N 76°21'19" E	25.27

LOT LINE TABLE

NUMBER	DIRECTION	DISTANCE
L7	N 89°31'35" E	40.66'
L8	N 85°12'11" E	33.61'
L9	N 76°26'37" E	25.02'
L10	N 00°00'10" E	20.00'
L11	N 00°00'10" E	23.09'

BOUNDARY LINE TABLE

NUMBER	Direction	Distance
L1	S 80°08'04" W	33.48'
L2	N 09°53'40" W	25.04'
L3	S 80°06'20" W	58.66'
L4	N 00°00'00" W	20.00'
L5	N 00°00'00" W	20.00'
L6	S 90°00'00" W	10.00'
L12	N 00°00'00" W	25.00'

BOUNDARY CURVE TABLE

NUMBER	Delta	Radius	Length	Chord Direction	Chord
C1	07°20'08"	471.68	60.39	N 74°13'21" E	60.35
C2	26°10'44"	250.00	114.23	S 57°27'55" W	113.24
C3	42°46'39"	520.00	388.24	S 65°45'53" W	379.28
C4	90°00'10"	15.00	23.56	N 44°59'55" W	21.21
C5	70°31'54"	75.00	92.33	S 35°15'47" E	86.61

STREET CENTERLINE TABLE

NUMBER	Delta	Radius	Length	Chord Direction	Chord
C6	05°15'22"	580.00	53.21	S 87°22'19" E	53.19
C7	17°14'17"	520.00	156.45	N 86°38'13" E	155.86
C8	18°05'28"	630.00	198.92	N 87°03'48" E	198.10
C9	09°48'45"	620.00	106.18	S 88°47'50" E	106.05
C10	31°32'06"	105.00	57.79	S 77°56'09" E	57.06
C11	50°40'36"	378.00	334.33	S 70°46'15" W	323.54
C12	18°05'28"	394.00	124.41	S 87°03'48" W	123.89
C13	12°39'29"	756.00	167.02	S 84°20'49" W	166.68
C14	81°07'41"	32.00	45.31	S 40°33'50" W	41.62

PREPARED BY:
 EDWARDS & CUMMINGS LLC
 CIVIL/STRUCTURAL ENGINEERING &
 LAND SURVEYING, GPS SERVICES
 156 S.E. 1ST AVE., SUITE 1 & 2
 ONTARIO, OREGON 97914

OWNER/DEVELOPER
 FERN RIDGE PROPERTIES, LLC
 895 SW 23rd ST. KEETON
 REDMOND, OREGON 97756

- PLAT NOTES:**
- THERE IS A MINIMUM LOT SIZE OF 7,000 SQ. FT. THIS SUBDIVISION HAS BEEN GRANTED A VARIANCE FOR LOTS 20, 21, AND 22 AS PER THE PRELIMINARY PLAT APPROVAL.
 - THERE IS A MINIMUM FRONTAGE OF 70 FEET REQUIRED. THIS SUBDIVISION HAS BEEN GRANTED A VARIANCE FOR A MAXIMUM NUMBER OF 11 LOTS, PER THE PRELIMINARY PLAT APPROVAL. A TOTAL OF 9 LOTS HAVE LESS THAN 70 FT. OF FRONTAGE.



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

TO: Dan Fleishman, Director of Planning and Development
FROM: Rich Sebens, Police Chief
DATE: November 19, 2018
SUBJECT: Comments Regarding Village Springs Neighborhood Parking

ISSUE

In 2014 the City of Stayton received numerous traffic complaint issues regarding the Village Creek Neighborhood development. The issues have been regarding parking issues, speed issues, and emergency vehicle access some of which have been the catalyst for neighborhood disputes. The original neighborhood development plan required signage to allow parking on only one side of the street due to the street width. In 2014, the City determined the signs needed to be installed as originally required. The neighbors were notified of the decision and signs were installed.

Recently, some of the residents of this neighborhood have requested the parking revert to parking on both sides of the street as it was prior to 2014.

Prior to 2014 the Police Department responded to 8 neighborhood issues regarding street issues. Post 2014 there have been 6 neighborhood issues. Most of the incidents have involved the same couple of families. While responding to a recent medical issue, I witnessed an ambulance needing to park in the middle of the street blocking both directions of travel.

After reviewing the issues, I do not believe that removing the signs will improve the issues. It is my recommendation to not remove the signs but to keep the signs up allowing parking only on one side of the street. It is also my recommendation to put signage on the rest of the neighborhood as required of the developer

Dan Fleishman

From: Jack Carriger <Jack.Carriger@staytonfire.org>
Sent: Tuesday, November 13, 2018 4:50 PM
To: Dan Fleishman
Subject: Village Creek

To: Dan Fleishman
City of Stayton

From: Jack Carriger, Fire Chief
Stayton Fire District

In regards to emergency vehicle operations on “skinny streets”; those streets with less than 34 feet of designated driving surface.

Stayton Fire District, though practical analyses, has determined that parking on both sides of skinny streets severely hampers or eliminates its ability to provide fire suppression.

Skinny streets restrict or eliminate the required working space around apparatus firefighters need to utilize the apparatus and equipment in a safe and efficient manner. This lack of space creates safety issues as well as operability and property damage issues.

Additionally, with vehicles parked on both sides of a skinny street Stayton Fire District is unable to deploy its ladder truck for suppression efforts due to the lack space between the two vehicles. This eliminates the use of the District’s most powerful piece of suppression apparatus.

In conclusion, Stayton Fire District’s opinion is, it is in the best interest of public safety to limit skinny street parking to one side of the street.

If you have any questions or if I can be of further assistance please feel free to contact me at my office number listed below.

Respectfully,

Jack R. Carriger

Fire Chief
Stayton Fire District
503-769-2601



BEFORE THE STAYTON CITY COUNCIL

In the matter of)
the reconsideration of) Land Use File
Condition of Approval U,) #20-10/18
Village Creek Subdivision)

ORDER OF DENIAL

I. NATURE OF THE APPLICATION

The application was initiated by the City Council to consider possible amendment to Condition of Approval U from Land Use File 21-10/01. The City Council was approached by residents of the subdivision requesting that the restriction on parking on one side of the street be removed.

II. PUBLIC HEARING

A public hearing was held on the application before the Stayton City Council on November 19, 2018. Notice of the hearing was provided to the owners of all parcels within the Village Creek subdivision and the owners of all property within 300 feet of the subdivision. At that hearing the Planning Commission reviewed Land Use File #20-10/18 and it was made part of the record.

III. FINDINGS OF FACT

The Stayton City Council, after careful consideration of the testimony and evidence in the record adopts the following findings of fact:

1. The Village Creek Subdivision was approved and platted in 2001. The subdivision contains 68 lots.
2. The streets in the subdivision have 50-foot wide rights of way.
3. The streets in the subdivision were constructed with a 28-foot wide improvement, sloped curbs and 5-foot wide curbside sidewalks.
4. The streets were constructed when the developer intended to create a mobile home park.
5. The streets were constructed prior to approval to create a subdivision.
6. The City Council, in Land Use File #03-02/01 approved the subdivision on May 7, 2001, with conditions. The Council findings from 2001 included the following:

FINDING: 17.24.1040.7.b. identifies that minor streets (residential) call for a minimum right-of-way width of (60) sixty feet and a curb to curb width of (34) thirty four feet. The applicant's subdivision consists of (50) fifty feet of right-of-way with a (28) twenty eight foot improved road surface. Because the street pavement has already been laid a determination has to be made to either find that the streets are of adequate right-of-way and improved surface width or require additional right-of-way and improved surface width. Another alternative would be to secure (5) five foot easements on each side of the street rights-of-way and allow the existing road surface width with no parking on one side.
7. Condition of approval U from Land Use File #03-02/01 required that parking be allowed on only one side of the street. In its entirety, Condition U read:

U. Install (5) five foot property line sidewalks along both sides with a (3) three foot parkway strip. Parking permitted on one side only.

8. In October 2001, the developer requested modification to two of the conditions of approval, including Condition U. Following a public hearing, the City Council, in Land Use File #21-10/01, approved a modification to Condition U to require curb line sidewalks instead of property line sidewalks. As modified on November 15, 2001, Condition U read, "Install curb line sidewalks along both sides of the street. Parking permitted on one side of the street only."
9. No Parking signs are currently posted on one side of Grier Dr and Hobson St.

B. PROPOSAL

1. On September 17, 2018 the issue of parking restrictions was brought to the attention of the City Council by a resident of the subdivision. The City Council requested that staff prepare a report outlining the history of subdivision.
2. On October 1, 2018 the staff report was provided to the City Council. At that meeting, petitions seeking to remove the existing No Parking signs, signed by 41 individuals were submitted to the City Council.
3. The City Council voted to hold a public hearing to consider possible modification to Condition U.

C. AGENCY COMMENTS

The following agencies were notified of the hearing: City of Stayton Public Works, WAVE Broadband, Stayton Telephone Cooperative, Pacific Power & Light, NW Natural Gas, Stayton Fire District, Santiam Water Control District, Marion County Public Works, Marion County Planning Division, North Santiam School District, Republic Services, Santiam Hospital, and the Stayton Police Department.

Comments were received from the Stayton Police Department, Stayton Fire District. Republic Services replied that they are not impacted by the proposal.

The Stayton Fire District noted that on streets with less than 34 feet of travel way parking on both sides severely hampers or eliminates their ability to provide fire suppression. The District commented that narrow streets restrict or eliminate the required working space around apparatus that firefighters need to utilize the apparatus and equipment in safe and efficient manner. With vehicles parked on both sides of a narrow street, the District commented that it is unable to deploy its ladder truck. The Stayton Fire District recommended that parking be limited to one side of the street.

The Stayton Police Department commented that in 2014 numerous traffic complaint issues regarding the Village Creek neighborhood were received. These complaints resulted in posting of the existing signs, to comply with the 2001 condition of approval. The Police Chief recommends retaining the restriction to allow parking on only one side of the street.

D. PUBLIC COMMENTS

The Planning Department has received no public comments on this issue prior to the hearing.

E. APPROVAL CRITERIA

Subdivision applications are required to satisfy approval criteria contained within Stayton Municipal Code (SMC) Chapter 17, Section 17.24.040.6, Preliminary Plan Approval Criteria and 17.24.050

Design Standards for Subdivisions and Partitions. Whereas this decision is in regards to the possible modification of a condition of approval previously imposed on the approval of a subdivision application only, the criteria relevant to Condition U are listed below.

Pursuant to SMC 17.24.040.6 the following criteria must be demonstrated as being satisfied by the application:

- b. All streets shall be in a location and have a right of way and traveled way width in accordance with in the City's Transportation Plan.*

Finding: All of the streets in Village Creek subdivision are designated as local streets. All four streets have a right of way width of 50 feet, with the exception of a portion of Weldon St, which a right of way of variable width where the right of way extends to Lucas Ditch. All four streets were constructed with a 28-foot improvement with sloped curbs and curb line sidewalks, except the south side of Weldon St where no sidewalk was installed.

The City design standards for a residential local street call for a 34-foot improvement located within a 60-foot right of way. Standard design for a residential local street calls for 5-foot property line sidewalks with a 7.5-foot landscape strip between curb and sidewalk.

- c. The design standards of Section 17.24.050 below are satisfied as well as the access management standards in Section 17.26.020.*

Findings: See the Findings below regarding Section 17.24.050.

Section 17.24.050 Design Standards for Partition Preliminary Plans. Pursuant to SMC 17.24.050 the following criteria and objectives must be demonstrated as being satisfied by the application for preliminary plan approval of a partitioning:

1. STREETS.

- a. Streets shall be in alignment with existing streets in the vicinity of the proposed subdivision, either by prolongation of existing centerlines or by connection with suitable curves. Streets shall conform to the location, alignment, and width as indicated on the official map of streets known as the Future Street Plan in the adopted Stayton Transportation System Plan.)*
- e. Concrete curbs and concrete sidewalks shall be installed on all streets. The location and width of sidewalks shall be determined by the decision authority. In making such determination, the decision authority shall take into consideration the topography of the land, the presence of improvements, trees or other plantings, the type of street, and the location of sidewalks, if any, in adjacent areas or subdivision.*

In residential neighborhoods, sidewalks shall be placed along the property line whenever possible. In all cases, sidewalks shall be placed 1 foot from the property line on arterial and collector streets.

Finding: All of the streets in Village Creek subdivision are designated as local streets. All four streets have a right of way width of 50 feet, with the exception of a portion of Weldon St, which a right of way of variable width where the right of way extends to Lucas Ditch. All four streets were constructed with a 28-foot improvement with sloped curbs and curb line sidewalks, except the south side of Weldon St where no sidewalk was installed.

The City design standards for a residential local street call for a 34-foot improvement located within a 60-foot right of way. Standard design for a residential local street calls for 5-foot property line sidewalks with a 7.5-foot landscape strip between curb and sidewalk.

IV. CONCLUSION

Based on the findings of fact above, the City Council concludes that Condition U as modified in Land Use File #21-10/01 remains justified in order to provide adequate space for public safety vehicles.

V. ORDER

The City Council orders that Condition U from Land Use File #21-10/01 shall remain unmodified. The Public Works Department shall post No Parking signs on one side of Weldon St and Whitney St.

VI. APPEAL DATES

The City Council’s decision may be appealed to the Land Use Board of Appeals within 21 days in accordance with ORS 197.830.

Henry A Porter, Mayor

Date

Keith D Campbell,
City Manager

Date



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

TO: Mayor Henry Porter and the Stayton City Council
FROM: Dan Fleishman, Director of Planning and Development
DATE: November 19, 2018
SUBJECT: Consideration of Ordinance 1027 Establishing a Housing and Neighborhood Vitality Advisory Commission

ISSUE

The issue before the City Council is the consideration of an ordinance to establish body of citizens to advise the City Council regarding housing issues and issues of neighborhood vitality and stabilization.

BACKGROUND INFORMATION

The City Council's 2017-18 adopted Goals include under the goal of Neighborhood Preservation the completion of a Comprehensive Housing Inventory and to identify and create a Housing Strategy.

An Inventory Study was submitted to the City Council in April that outlined a number of characteristics of the existing housing within the City.

In the summer, Staff presented to the City Council a number of issues and possible options for further study. At its August 6 meeting, the City Council directed staff to prepare an ordinance creating a Housing and Neighborhood Vitality Advisory Commission.

Ordinance 1027 is presented to the City Council and would establish such a commission. As drafted the, Commission would consist of five individuals and the role of the Commission would be to:

- In cooperation with other City boards and commissions, formulate and recommend policy to the Planning Commission and City Council on housing affordability and neighborhood vitality issues.
- Recommend policies to the Planning Commission and City Council to provide for and conserve very low, low and moderate income housing in the City.
- Review and make recommendations regarding City applications for Federal, State or other funding sources related to the purpose of the Commission.
- Monitor and evaluate planning, programming, and implementation of housing and neighborhood revitalization activities.

RECOMMENDATION

Staff recommends adoption of Ordinance 1027 as presented.

OPTIONS AND MOTIONS

The City Council is presented with the following options.

1. Approve the first consideration of Ordinance 1027

Move to approve Ordinance No. 1027 as presented.

The City Recorder shall call the roll and the names of each Councilor present and their vote shall be recorded in the meeting minutes. If the vote is unanimous, Ordinance No. 1027 is enacted and will be presented to the Mayor for his approval.

If the vote is not unanimous, Ordinance No. 1027 will be brought before the Council for a second consideration at the December 3, 2018 meeting.

2. Approve Ordinance 1027 with modifications

Move to approve Ordinance No. 1027 with the following changes ... and direct staff to incorporate these changes into the Ordinance before the Ordinance is presented to the City Council for a second consideration.

The City Recorder shall call the roll and the names of each Councilor present and their vote shall be recorded in the meeting minutes. If the first consideration is approved, Ordinance No. 1027 will be brought before the Council for a second consideration at its December 3, 2018 meeting.

3. Choose not to enact the Ordinance

No motion is necessary.

ORDINANCE NO. 1027

**AN ORDINANCE ENACTING STAYTON MUNICIPAL CODE TITLE 2,
CHAPTER 38, ESTABLISHING A HOUSING AND NEIGHBORHOOD
VITALITY ADVISORY COMMISSION**

WHEREAS, the Stayton City Council has adopted a goal regarding neighborhood preservation;

WHEREAS, an inventory of housing within the City of Stayton has indicated that no multifamily housing has been constructed in the City since 2002 and that the average sales price of single family home in 2017-2018 was \$225,000.

WHEREAS, under the statewide planning goals for land use planning the City has obligation to assure an adequate supply of housing for a range of income levels; and

WHEREAS, the Stayton City has determined there is the need for a City body focused on housing and neighborhood vitality to provide advice to the City Council and to the Planning Commission;

NOW, THEREFORE, the City of Stayton ordains:

Section 1. Title 2, Chapter 2.38 Enacted. Chapter 2.38 of Title 2 of the Stayton Municipal Code, as contained in Exhibit 1 attached hereto, is hereby enacted.

Section 2. Effective Date. This Ordinance shall become effective on the 30th day after adoption by the Stayton City Council and execution by the Mayor, or a representative of the Mayor.

ADOPTED BY THE STAYTON CITY COUNCIL this 19th day of November, 2018.

CITY OF STAYTON

Signed: _____, 2018

BY:

Henry A. Porter, Mayor

Signed: _____, 2018

ATTEST:

Keith D. Campbell,
City Administrator

EXHIBIT 1
TITLE 2. ADMINISTRATION AND PERSONNEL

CHAPTER 2.38

HOUSING AND NEIGHBORHOOD VITALITY ADVISORY COMMISSION

SECTIONS

2.38.010	Established
2.38.020	Membership, Terms, Filling of Vacancies, Organization
2.38.030	Rules and Regulations
2.38.040	Powers and Duties

2.38.910 ESTABLISHED

There is hereby created the Housing and Neighborhood Vitality Advisory Commission, referred to as "the Commission" in this Chapter.

2.38.020 MEMBERSHIP, TERMS, FILLING OF VACANCIES,
ORGANIZATION

1. The Commission shall consist of five (5) members, who shall hold office for three (3) years on staggered terms. Members are appointed in accordance with the Rules of the Stayton City Council.
2. All members shall reside inside the Stayton city limits, except one may reside outside the city limits but within the Stayton urban growth boundary.
5. If any Commission member is absent from three (3) or more consecutive regular meetings without prior notice, the Commission chair shall declare the position vacant and notify the Mayor to appoint someone to fill the unexpired portion of the term.
6. At the first meeting of each calendar year, the Commission shall elect its own chair and vice-chair, who shall be voting members of the Commission and who shall hold office at the pleasure of the Commission.
7. Commission members shall receive no compensation, but shall be reimbursed for duly authorized expenses.

2.36.030 RULES AND REGULATIONS

1. Three members of the commission, including the chair, shall constitute a quorum, but a lesser number may adjourn the meeting to a later date.
2. The Commission may make and alter rules and regulations for its governing procedure consistent with the laws of this state, the City Charter, and this Code.
3. The Commission shall meet at least quarterly.

EXHIBIT 1
TITLE 2. ADMINISTRATION AND PERSONNEL

4. Special meetings may be called at any time by the chair of the Commission or by any three (3) members by giving notice to each member of the Commission and to the media at least twenty-four (24) hours before the time specified for the proposed meeting.
5. An informed public, aware of the deliberations and decisions of the City of Stayton, is beneficial to the community; therefore, the Commission shall comply with Oregon Open Meetings Law (ORS 192.610 to 192.690). All parliamentary questions which arise, not otherwise provided by rules adopted by the City, shall be governed by *Robert's Rules of Order*.
6. The City Council shall assign to the Commission a location in which to hold its meetings, transact its business, and keep its records. A secretary shall be appointed by the City Administrator and shall keep an accurate record of all Commission proceedings.
7. All recommendations made to the City Council or Planning Commission by the Commission shall be in writing.

2.36.040 DUTIES AND RESPONSIBILITIES

The Commission shall have the following responsibilities related to the City's housing and neighborhood vitality program and other programs as directed by the City Council:

1. In cooperation with other City boards and commissions, formulate and recommend policy to the Planning Commission and City Council on housing affordability and neighborhood vitality issues.
2. Recommend policies to the Planning Commission and City Council to provide for and conserve very low, low and moderate income housing in the City.
3. Review and make recommendations regarding City applications for Federal, State or other funding sources related to the purpose of the Commission.
4. Monitor and evaluate planning, programming, and implementation of housing and neighborhood revitalization activities.
5. The Planning Commission, City Council, and administrative officers shall procure the recommendations of the Commission where so required by state laws or city ordinances.



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

TO: Mayor Henry Porter and the Stayton City Council

FROM: Cindy Chauran, Associate Accountant
Elizabeth Baldwin, Accounting Clerk
Randi Heuberger, Accounting Clerk

DATE: November 19, 2018

SUBJECT: Monthly Finance Department Report

	October 2018	September 2018
Number of Bills Mailed	2,374	2,386
Number of Bills Emailed	388	378
Number of Bills on Auto-Pay	643	634
Delinquent Notices Sent Out	510	501
Courtesy Delinquent Notices Sent to Landlords	150	152
Notified of Impending Shut-Off & Penalty	119	102
Customers Issued Payment Extensions	25	26
Customers with Interrupted Services Non-Payment	17	15
Services Still Disconnected	0	1
Number of Checks Issued	183	158
Total Amount of Checks	\$1,201,848.59	\$504,365.87



CITY OF STAYTON
MEMORANDUM

TO: Mayor Henry Porter and the Stayton City Council
FROM: Rich Sebens, Chief of Police
DATE: November 19, 2018
SUBJECT: Staff Report

Below you will see the stats for the Police Department for the month of October 2018.

	October 2018	Year to Date 2018	October 2017	Year to Date 2017
Police Activity	717	6956	761	9291
Investigated Incidents	258	1595	415	3929
Citations/Warning	58/93	792/963	67/108	1247/2096
Traffic Accidents	9	82	8	61
Juvenile Abuse	3	34	3	43
Arrests	66	515	68	767
Ordinance Complaints	85	397	59	604
Reserve Volunteer Hrs.	47	372	154.5	1239.45
Citizen Volunteer Hrs.	44	86	0	177.70
Peer Court Referrals:	5	84	6	41

**STAYTON POLICE DEPARTMENT
CONSOLIDATED MONTHLY CATEGORIZED REPORT-NIBRS
10/1/2018 - 10/31/2018**

	CRIMES				CRIMES CLEARED BY ARREST & EXCEPTION			PERCENT CLEARED			PERSONS ARRESTED				
	10/1/18 to 10/31/18	1/1/18 to 10/31/18	1/1/17 to 10/31/17	% Change Yr to Yr	10/1/18 to 10/31/18	1/1/18 to 10/31/18	1/1/17 to 10/31/17	10/1/18 to 10/31/18	1/1/18 to 10/31/18	1/1/17 to 10/31/17	10/1/18 to 10/31/18 Juv Adult Total	1/1/18 to 10/31/18	1/1/17 to 10/31/17		
NON-CRIMINAL															
ACCIDENT-INJURY	1	11	11	0.0%											
ACCIDENT-PROPERTY	2	37	65	-43.1%											
ALL OTHER NON-CRIMINAL	120	847	3,031	-72.1%											
NON CRIM DOMESTIC DISTURB	3	24	115	-79.1%											
NON-CRIMINAL TOTALS	126	919	3,222	-71.5%											
PERSON															
AGGRAVATED ASSAULT	0	15	16	-6.3%	0	12	15	0.0%	80.0%	93.8%	0	0	0	11	15
OFFENSE AGAINST FAMILY	0	5	7	-28.6%	0	2	7	0.0%	40.0%	100.0%	0	0	0	3	3
OTHER ASSAULTS	6	32	84	-61.9%	2	13	57	33.3%	40.6%	67.9%	3	0	3	19	67
RAPE	0	1	3	-66.7%	0	0	1	0.0%	0.0%	33.3%	0	0	0	0	0
RESTRAINING ORDER VIOLATION	0	3	5	-40.0%	0	3	4	0.0%	100.0%	80.0%	0	0	0	2	3
ROBBERY	0	0	4	-100.0%	0	0	3	0.0%	0.0%	75.0%	0	0	0	0	3
SEX OFFENSES	0	8	14	-42.9%	0	1	8	0.0%	12.5%	57.1%	0	0	0	3	9
PERSON TOTALS	6	64	133	-51.9%	2	31	95	33.3%	48.4%	71.4%	3	0	3	38	100
PROPERTY															
ARSON	0	6	0	0.0%	0	2	0	0.0%	33.3%	0.0%	0	0	0	2	0
BURGLARY - BUSINESS	0	5	3	66.7%	0	0	1	0.0%	0.0%	33.3%	0	0	0	0	1
BURGLARY - OTHER STRUCTURE	2	6	2	200.0%	2	3	0	100.0%	50.0%	0.0%	0	3	3	4	3
BURGLARY - RESIDENCE	1	14	18	-22.2%	0	0	5	0.0%	0.0%	27.8%	0	0	0	0	7
COUNTERFEITING/FORGERY	1	15	11	36.4%	0	5	4	0.0%	33.3%	36.4%	0	0	0	10	6
EXTORTION/BLACKMAIL	0	1	0	0.0%	0	0	0	0.0%	0.0%	0.0%	0	0	0	0	0
FRAUD	3	36	29	24.1%	0	9	8	0.0%	25.0%	27.6%	0	0	0	9	9
LARCENY															
<i>Purse Snatching</i>	0	1	0	0.0%	0	0	0	0.0%	0.0%	0.0%	0	0	0	0	0
<i>Shoplifting</i>	2	41	51	-19.6%	0	21	26	0.0%	51.2%	51.0%	0	0	0	22	29
<i>Theft from a Motor Vehicle</i>	10	60	38	57.9%	2	5	1	20.0%	8.3%	2.6%	0	2	2	4	1
<i>Theft of MV Parts/Accessories</i>	1	6	0	0.0%	0	0	0	0.0%	0.0%	0.0%	0	0	0	0	0
<i>Theft of Bicycle</i>	0	14	12	16.7%	0	3	2	0.0%	21.4%	16.7%	0	1	1	3	4
<i>Theft from Building</i>	0	11	7	57.1%	0	0	0	0.0%	0.0%	0.0%	0	0	0	1	1
<i>All Other Larceny</i>	10	88	61	44.3%	1	15	14	10.0%	17.0%	23.0%	0	3	3	20	19
LARCENY	23	221	169	30.8%	3	44	43	13.0%	19.9%	25.4%	0	6	6	50	54
MOTOR VEHICLE THEFT	6	24	9	166.7%	3	6	3	50.0%	25.0%	33.3%	0	4	4	8	10
STOLEN PROPERTY	0	0	1	-100.0%	0	0	1	0.0%	0.0%	100.0%	0	0	0	1	1

	CRIMES				CRIMES CLEARED BY ARREST & EXCEPTION			PERCENT CLEARED			PERSONS ARRESTED				
	10/ 1/18 to 10/31/18	1/ 1/18 to 10/31/18	1/ 1/17 to 10/31/17	% Change Yr to Yr	10/ 1/18 to 10/31/18	1/ 1/18 to 10/31/18	1/ 1/17 to 10/31/17	10/ 1/18 to 10/31/18	1/ 1/18 to 10/31/18	1/ 1/17 to 10/31/17	10/1/18 to 10/31/18 Juv	Adult	Total	1/ 1/18 to 10/31/18	1/ 1/17 to 10/31/17
VANDALISM	6	73	78	-6.4%	0	15	13	0.0%	20.5%	16.7%	0	0	0	12	18
PROPERTY TOTALS	42	401	320	25.3%	8	84	78	19.0%	20.9%	24.4%	0	13	13	96	109
SOCIETY															
ALL OTHER	10	104	131	-20.6%	3	24	32	30.0%	23.1%	24.4%	0	4	4	24	37
ANIMAL	0	2	2	0.0%	0	1	0	0.0%	50.0%	0.0%	0	0	0	3	0
CURFEW	1	13	17	-23.5%	1	12	15	100.0%	92.3%	88.2%	1	0	1	22	22
CUSTODY-MENTAL	2	9	7	28.6%	1	7	7	50.0%	77.8%	100.0%	1	0	1	7	7
CUSTODY-PROTECTIVE	0	1	5	-80.0%	0	1	2	0.0%	100.0%	40.0%	0	0	0	0	1
DISORDERLY CONDUCT	5	29	41	-29.3%	5	27	33	100.0%	93.1%	80.5%	6	2	8	42	37
DR WHILE SUSP	1	6	21	-71.4%	1	6	21	100.0%	100.0%	100.0%	0	1	1	6	22
DRIVING UNDER INFLUENCE	2	35	57	-38.6%	2	35	57	100.0%	100.0%	100.0%	0	2	2	35	59
ELUDING	0	2	10	-80.0%	0	1	10	0.0%	50.0%	100.0%	0	0	0	1	12
ESCAPE	0	2	2	0.0%	0	2	2	0.0%	100.0%	100.0%	0	0	0	0	3
FAIL TO DISPLAY DL	0	0	1	-100.0%	0	0	1	0.0%	0.0%	100.0%	0	0	0	0	1
FUGITIVE	0	0	0	0.0%	0	0	0	0.0%	0.0%	0.0%	0	0	0	0	1
HIT & RUN	6	34	40	-15.0%	0	5	12	0.0%	14.7%	30.0%	0	14	14	123	167
LIQUOR LAWS	1	8	10	-20.0%	1	8	10	100.0%	100.0%	100.0%	5	0	5	17	23
MIP TOBACCO	3	7	4	75.0%	1	7	4	100.0%	100.0%	100.0%	1	0	1	10	4
NARCOTICS/DRUGS	0	29	55	-47.3%	3	25	53	100.0%	86.2%	96.4%	5	1	6	34	84
PROP RECOV - FOR OTHER AGENCY	0	1	0	0.0%	0	0	0	0.0%	0.0%	0.0%	0	0	0	0	0
RECKLESS DRIVING	0	7	16	-56.3%	0	6	16	0.0%	85.7%	100.0%	0	0	0	6	17
RUNAWAY	4	13	17	-23.5%	4	12	11	100.0%	92.3%	64.7%	4	0	4	13	13
TRESPASS	4	50	100	-50.0%	3	23	29	75.0%	46.0%	29.0%	1	2	3	27	25
VEH RECOV - FOR OTHER AGENCY	1	9	5	80.0%	1	4	0	100.0%	44.4%	0.0%	0	0	0	0	0
WARRANT	10	109	137	-20.4%	10	105	135	100.0%	96.3%	98.5%	0	0	0	0	7
WEAPONS	0	5	5	0.0%	0	5	5	0.0%	100.0%	100.0%	0	0	0	5	6
SOCIETY TOTALS	51	475	683	-30.5%	36	316	455	70.6%	66.5%	66.6%	24	26	50	381	558
GRAND TOTALS	225	1,859	4,358	-57.3%											



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

TO: Mayor Henry Porter and the Stayton City Council
FROM: Lisa Meyer, Administrative Assistant
DATE: November 19, 2018
SUBJECT: Public Works Monthly Operating Report October 2018

KEY ACTIVITIES

STATUS

- **WWTP Facility** Effluent flows: 27.28 million gallons were treated during October. The highest Daily flow was 1.01 million gallons on the 28th and the lowest flow was 0.83 million gallons on the 19th. The average flow was 0.88 million gallons. Total rainfall for October was 2.95 inches. No biosolids were hauled off site in October. Staff completed the annual EPA Quality Assurance Study and submitted results to DEQ.
- **WTP** Highest production day was 4,320,000 gallons on October 18, 2018.
- **Water System** Replaced 5 meters. Installed 6 new meters with radio readers. Installed an irrigation meter at Westown Park. Water line repaired at 510 E Cedar St. Notified 2 users of high usage.
- **Streets** Swept 280 curb miles and collected 480 cubic yards of material. 540 lbs. of cold mix was applied. 56 new street name signs were installed to bring up to standard and reflectivity. 26 guide signs were replaced, along with 4 – 30” stop signs.
- **Parks** Volunteers:
Community Service: Total # of Volunteers = 9, Total # of hours = 60
Parks Board: total # of Volunteers = 6, Total # of hours = 3
- **Building Permits**

<u>Permit Type</u>	<u>Issued</u>	<u>SDC's Paid</u>
New Single Family Dwelling- 901 E JEFFERSON ST	1	\$13,675.00
Residential Addition/Alteration/Other	2	\$0.00
Commercial Building Addition/Alteration/Other	8	
Residential Mechanical	1	
Residential Plumbing	1	
TOTAL	13	\$13,675.00

One (1) Residential SDC = \$11,626.00 + \$755.00 for Mill Creek SDC + Storm Water SDC \$2,049.00 or \$2,939.00



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

TO: Mayor Henry A. Porter and the Stayton City Council
FROM: Dan Fleishman, Planning and Development Director
DATE: November 19, 2018
SUBJECT: Report of Activities for October, 2018

Finalized environmental review for CDBG Housing Rehabilitation Grant and sent out publicity and applications to those on the "waiting list."

Developed grant application for Safe Routes to Schools Construction Grant for Shaff Road improvements

Attended workshop on Enterprise Zones and Other Tax Incentives for businesses

Worked with Public Works and Police Depts on Emergency Management Grant

Attended Marketing Team meeting for North Santiam River tourism promotion efforts



CITY OF STAYTON

M E M O R A N D U M

TO: Mayor Porter and the Stayton City Council

FROM: Janna Moser - Library Director

DATE: November 19, 2018

SUBJECT: October Library report

Children's author, Dawn Babb Prochovnic, led Sing, Sign & Playtime an interactive story time that incorporated American Sign Language into theme-oriented play activities. Children created Frankentoys by building new toys out of old toy parts. The teens played Humans versus Zombies and made their own slime.

OSU Master Gardener, Jane Sommers presented Storing the Harvest: Fresh Vegetables throughout Winter. She explained when to harvest, how to prepare vegetables for storage and where and when to store them.

The Friends of the Library made \$4714.34 at the October book sale. The next sale will be April 4-6. Three Creeks Brewing will be featured at the Library Foundation's Brews, Bites, and Books event on January 26.

Upcoming events to mark on your calendars:

- Oregon Poet Laureate Kim Stafford – November 29 at 7:00pm
- Teens: Glow Party – December 7 at 6:30pm
- Teens & Adults: DIY Wreath Making – December 8 at 12:00pm
- Oregon Author Rene Denfeld – December 13 at 7:00pm
- Teens: DIY Gifts – December 19 at 4:00pm
- Adults: De-stress Night – December 20 at 5:30pm

2018-2019 Monthly Library Statistics															
	July	August	Sept.	Oct.	Nov.	Dec.	Jan.	Feb.	March	April	May	June	2018-19 YTD	2017-18 YTD	
TOTAL CHECKOUTS	14,656	13,960	11,305	12,556									52,477	142,290	
OTHER CIRCULATION SERVICES															
Self check out	4,530	4,778	3,747	3,851									16,906	46,557	
Library2Go (ebooks +)	1,217	1,326	1,225	1,353									5,121	11,292	
INCOME RECEIVED															
Non-resident cards	\$35.00	\$77.00	\$92.00	\$25.00									\$229.00	\$1,946.50	
Fines: overdue & lost books	\$2,452.23	\$1,108.86	\$662.50	\$620.45									\$4,844.04	\$13,179.57	
Room fees	\$180.00	\$180.00	\$0.00	\$25.00									\$385.00	\$1,810.75	
													TOTAL	\$5,458.04	\$16,936.82
REFERENCE QUESTIONS															
In-Person, by phone and computer help	596	444	460	549									2,049	5,488	
NEW PATRON CARDS	89	65	53	71									278	780	
INTERNET USE	934	1,154	877	972									3,937	11,497	
PROGRAM ATTENDANCE															
Children & adults at Children's Programs	998	357	354	565									2,274	7,400	
Teens	60	32	17	20									129	278	
Adults	36	36	63	33									168	1,025	
Outreach	0	0	0	150									150	2,542	
													TOTAL	2,721	11,245
MEETING ROOM ATTENDANCE	63	45	180	234									522	1,559	
PATRON VISITS	8,475	7,968	6,466	7,912									30,821	83,881	
VOLUNTEER HOURS	234	308	298	304									1,144	2,453	



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

TO: Stayton City Council
FROM: Mayor Henry A. Porter
DATE: November 19, 2018
SUBJECT: Appointment of Committee to Review Downtown Standards

At the November 5 meeting, the Council voted to establish a committee to review the Ordinance 1019. Council President Quigley and myself have conferred regarding the individuals to appoint to the Committee. With the Council's consent, I appoint the following:

Committee Chair: Brian Quigley
Business owners: Charlene Vogel, Cari Sessums, Teri Mesa, James Taylor
Property Owners: Gerry About, Greg Olson, Shannon Tureck
RDS: Alan Meyer, Judy Mohney
Business employees: Samantha Jones
Alternates: Wendy Stone, Penny Hall

OPTIONS AND MOTIONS

The City Council is presented with the following options.

1. Confirm the appoint of the committee as nominated

Move to confirm the appointment of the Ordinance 1019 Review Committee as nominated by the Mayor

2. Confirm the appoint of the committee with modifications

Move to confirm the appointment of the Ordinance 1019 Review Committee with the following changes ...