



**AGENDA**  
**STAYTON CITY COUNCIL MEETING**  
**Monday, September 17, 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. August 20, 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**

**Reopened Public Hearing on Ordinance No. 1022, Amending Stayton Comprehensive Plan Map and Stayton Official Zoning Map to Reduce the Number of Nonconforming Single Family Dwellings**

- a. Commencement of Public Hearing
- b. Staff Report – Dan Fleishman
- c. Questions from the Council
- d. Proponents’ Testimony
- e. Opponents’ Testimony
- f. Governmental Agencies
- g. General Testimony
- h. Questions from the Public
- i. Questions from the Council
- j. Staff Summary
- k. Close of Hearing
- l. Council Deliberation
- m. Council Decision on Ordinance No. 1022

**UNFINISHED BUSINESS – None**

**NEW BUSINESS**

**2018 Community Grant Requests**

**Action**

- a. Staff Report – Alissa Angelo
- b. Council Deliberation
- c. Council Decision

**Request for Heritage Tree Designation**

**Action**

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

**Ordinance No. 1026, Repealing Stayton Municipal Code 9.20.020 Begging and Amending Stayton Municipal Code 10.12.040(5) Relating to Prohibited Parking and Standing**

**Action**

- a. Staff Report – Chief Rich Sebens
- b. Council Deliberation
- c. Council Decision

**STAFF/COMMISSION REPORTS**

**Finance Department Report**

**Informational**

- a. August 2018 Monthly Finance Department Report

**Police Chief’s Report – Chief Rich Sebens**

**Informational**

- a. August 2018 Statistical Report

**Public Works Director’s Report – Lance Ludwick**

**Informational**

- a. August 2018 Operating Report

**Planning & Development Director's Report – Dan Fleishman**

**Informational**

- a. August 2018 Activities Report

**Library Director's Report – Janna Moser**

**Informational**

- a. August 2018 Activities

**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. First Responder Appreciation Week – September 24-30

**BUSINESS FROM THE COUNCIL**

**FUTURE AGENDA ITEMS – October 1, 2018**

- a. Police Department Presentation – School Resource Program

**ADJOURN**

# CALENDAR OF EVENTS

## SEPTEMBER 2018

|           |              |                     |           |                              |
|-----------|--------------|---------------------|-----------|------------------------------|
| Monday    | September 17 | City Council        | 7:00 p.m. | Community Center (north end) |
| Wednesday | September 19 | Library Board       | 6:00 p.m. | E.G. Siegmund Meeting Room   |
| Monday    | September 24 | Planning Commission | 7:00 p.m. | Community Center (north end) |

## OCTOBER 2018

|           |            |                          |           |                              |
|-----------|------------|--------------------------|-----------|------------------------------|
| Monday    | October 1  | City Council             | 7:00 p.m. | Community Center (north end) |
| Tuesday   | October 2  | Parks & Recreation Board | 6:30 p.m. | E.G. Siegmund Meeting Room   |
| Tuesday   | October 9  | Commissioner's Breakfast | 7:30 a.m. | Covered Bridge Café          |
| Monday    | October 15 | City Council             | 7:00 p.m. | Community Center (north end) |
| Wednesday | October 17 | Library Board            | 6:00 p.m. | E.G. Siegmund Meeting Room   |
| Monday    | October 29 | Planning Commission      | 7:00 p.m. | Community Center (north end) |

## NOVEMBER 2018

|           |             |  |           |                              |
|-----------|-------------|--|-----------|------------------------------|
| Monday    | November 5  | City Council   | 7:00 p.m. | Community Center (north end) |
| Tuesday   | November 6  | Parks & Recreation Board   | 6:30 p.m. | E.G. Siegmund Meeting Room   |
| Monday    | November 12 | <b>CITY OFFICES CLOSED IN OBSERVANCE OF VETERANS DAY HOLIDAY</b> |           |                              |
| Tuesday   | November 13 | Commissioner's Breakfast   | 7:30 a.m. | Covered Bridge Café          |
| Monday    | November 19 | City Council   | 7:00 p.m. | Community Center (north end) |
| Wednesday | November 21 | Library Board  | 6:00 p.m. | E.G. Siegmund Meeting Room   |
| Thursday  | November 22 | <b>CITY OFFICES CLOSED IN OBSERVANCE OF THANKSGIVING HOLIDAY</b> |           |                              |
| Friday    | November 23 | <b>CITY OFFICES CLOSED IN OBSERVANCE OF THANKSGIVING HOLIDAY</b> |           |                              |
| Monday    | November 26 | Planning Commission  | 7:00 p.m. | Community Center (north end) |

## 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 | <b>CITY OFFICES CLOSE AT NOON IN OBSERVANCE OF CHRISTMAS HOLIDAY</b> |           |                              |
| Tuesday   | December 25 | <b>CITY OFFICES CLOSED IN OBSERVANCE OF CHRISTMAS HOLIDAY</b>        |           |                              |
| Monday    | December 31 | Planning Commission  | 7:00 p.m. | Community Center (north end) |

## JANUARY 2019

|           |            |  |           |                              |
|-----------|------------|--|-----------|------------------------------|
| Tuesday   | January 1  | <b>CITY OFFICES CLOSED IN OBSERVANCE OF NEW YEARS HOLIDAY</b>      |           |                              |
| 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 | <b>CITY OFFICES CLOSED IN OBSERVANCE OF MARTIN LUTHER KING DAY</b> |           |                              |
| 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) |

**City of Stayton  
City Council Meeting Action Minutes  
August 20, 2018**

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

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

**Time End:** 9:06 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   |
|---|---|
| <b>REGULAR MEETING</b>  |   |
| <b>Announcements</b><br>a. Additions to the Agenda<br>b. Declaration of Ex Parte Contacts, Conflict of Interest, Bias, etc.   | None.<br>Councilor Quigley recused himself from the Annexation Application for E. Virginia Street as he lives in the area   |
| <b>Consent Agenda</b><br>a. August 6, 2018 City Council Minutes<br>b. OLCC New Outlet Liquor License Application – Snow Peak Brewery Public House                     | Motion from Councilor Kronquist, seconded by Councilor Usselman, to approve the consent agenda as submitted.<br><b>Motion passed 5:0.</b>   |
| <b>Presentations / Comments from the Public</b><br>a. Rese Bourdeau<br><br>b. Howard Robertson<br><br>c. Samantha Jones<br><br>d. James McGrory<br><br>e. David Roads | Ms. Bourdeau provided a handout and spoke in support of Ordinance No. 1019.<br><br>Inquiring about survey stakes placed out on Santiam Golf Club property. Mr. Ludwick responded.<br><br>Ms. Jones read a letter from the owner of Mick & Mom’s which was in opposition of the smoking ban in downtown Stayton. She also spoke in opposition and read a statement.<br><br>Mr. McGrory spoke in opposition of Ordinance No. 1019 and requested it be repealed.<br><br>Mr. Roads expressed concern about pedestrian safety at the intersection of Fern Ridge Road and Third Avenue. He feels it’s a safety concern. |

**Public Hearing**

**Ordinance No. 1024, Amending Land Use Code  
Regarding Sign Regulations in the Public Zone**

- a. Commencement of Public Hearing
- b. Staff Report – Dan Fleishman
- c. Questions from the Council
- d. Proponents’ Testimony
- e. Opponents’ Testimony
- f. Governmental Agencies
- g. General Testimony
- h. Questions from the Public
- i. Questions from the Council
- j. Staff Summary
- k. Close of Hearing
- l. Council Deliberation
- m. Council Decision on Ordinance No. 1024

Mayor Porter read the opening statement and opened the hearing at 7:29 p.m.  
Mr. Fleishman reviewed the staff report.  
Council discussion of issue.  
Irene Marchbanks, P.O. Box 207, Sublimity, spoke in favor of the proposed code change.  
None.  
None.  
None.  
None.  
Discussion of who the change would effect if enacted.  
Nothing further.  
Mayor Porter closed the hearing at 7:38 p.m.  
None.  
Motion from Councilor Kronquist, seconded by Councilor Quigley, to approve Ordinance No. 1024 as presented.  
**Motion passed 5:0.**

**Annexation Application, E. Virginia Street**

- a. Commencement of Public Hearing
- b. Staff Introduction
- c. Applicant Presentation
- d. Staff Report
- e. Questions from the Council
- f. Proponents’ Testimony
- g. Opponents’ Testimony
- h. Governmental Agencies
- i. General Testimony
- j. Questions from the Public
- k. Questions from the Council
- l. Applicant Summary

Mayor Porter read the opening statement and opened the hearing at 7:40 p.m.  
Mr. Fleishman provided a brief introduction.  
Kurt Fisher of AKS Engineering and Forestry provided a presentation on the annexation application.  
Mr. Fleishman reviewed the staff report.  
Council discussion regarding completion of E. Virginia Street, why this property was never previously annexed, and zoning of the property.  
None.  
James Weaver, 1002 E. Virginia Street, spoke in opposition of the annexation and shared he felt there were omissions left out of Council Order in the packet. Mr. Weaver also shared concern over a tree he would like to see saved.  
Jordan Ohrt, 885 E. Virginia Street, expressed concern of street improvements and E. Virginia Street becoming a through street, as well as the proposed zoning of the property. Ms. Ohrt also spoke in support of saving the tree.  
None.  
Jackie Sparks, 1145 E. Virginia Street, stated it was her understanding this lot was left empty because 10<sup>th</sup> Avenue would eventually go through.  
Neil Choate, 475 W. Ida Street, encouraged the Council to view the property.  
James Weaver, 1002 E. Virginia Street, requested speed signage be placed after construction of the through street.  
None.  
Mr. Fisher provided a brief summary and response to concerns regarding the tree.

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| <p>m. Staff Summary</p> <p>n. Close of Hearing</p> <p>o. Council Deliberation</p> <p>p. Council Decision on Ordinance No. 1025</p>  | <p>Mr. Fleishman provided a summary and response to concerns shared during testimony.</p> <p>Mayor Porter closed the hearing at 8:33 p.m.</p> <p>None.</p> <p>Motion from Councilor Glidewell, seconded by Councilor Kronquist, to approve the application of Coe Construction, LLC (Land Use File #13-06/18) for annexation and assign Medium Density Residential Zoning to the property by enacting Ordinance No. 1025 as presented. <b>Motion passed 4:0 (Quigley abstained).</b></p> |
| <p><b>Unfinished Business</b></p>   | <p>None.</p>   |
| <p><b>New Business</b></p> <p><b>Resolution No. 982, Approving Rate Increases for Water, Wastewater and Stormwater Facilities</b></p> <p>a. Staff Report</p> <p>b. Council Deliberation</p> <p>c. Council Decision</p> <p><b>Neighborhood Improvement Grants</b></p> <p>a. Staff Report – Dan Fleishman</p> <p>b. Council Deliberation</p>  | <p>Mr. Campbell reviewed the staff report.</p> <p>Council discussion of history of rate increases for water, wastewater, and stormwater.</p> <p>Motion from Councilor Kronquist, seconded by Councilor Molin, to approve Resolution No. 982. <b>Motion passed 5:0.</b></p> <p>Mr. Fleishman reviewed his staff report included in the Council packet.</p> <p>Council discussion of grant process and awards. Council discussion of modifications to grant requirements.</p>              |
| <p><b>Staff / Commission Reports</b></p> <p><b>Finance Department Report – Cindy Chauran &amp; Elizabeth Baldwin</b></p> <p>a. July 2018 Monthly Finance Department Report</p> <p><b>Police Chief’s Report – Chief Rich Sebens</b></p> <p>a. July 2018 Statistical Report</p> <p><b>Public Works Director’s Report – Lance Ludwick</b></p> <p>a. July 2018 Operating Report</p> <p><b>Planning &amp; Development Director’s Report – Dan Fleishman</b></p> <p>a. July 2018 Activities Report</p> <p><b>Library Director’s Report – Janna Moser</b></p> <p>a. July 2018 Activities</p> | <p>No discussion.</p> <p>Chief Sebens briefly reviewed his report and provided an update on National Night Out. Discussion of theft in the community.</p> <p>No discussion.</p> <p>No discussion.</p> <p>Ms. Moser provided a recap of the Summer Reading Program and thanked all the sponsors.</p>  |
| <p><b>Presentations / Comments from the Public</b></p> <p>a. Howard Robertson</p> <p>b. Jordan Ohrt</p>   | <p>Mr. Robertson inquired about the water drainage for the new subdivision. Mr. Ludwick responded.</p> <p>Ms. Ohrt inquired about the rate increase resolution and how that money is utilized. Additionally, she inquired about</p>  |

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|--|---|
|  | avenues available to amend the ordinance for the smoking ban.<br><br>Councilor Glidewell spoke about an award she received for being a business giving back to her community and she will be participating in filming a promotional spot. |
| <b>Business from the City Manager</b>  | None.   |
| <b>Business from the Mayor</b>   | None.   |
| <b>Business from the Council</b>   | None.   |
| <b>Future Agenda Items – Monday, September 17, 2018</b>                        |   |
| a. Public Hearing Continued – Comprehensive Plan Map and Zoning Map Amendments |   |
| b. Community Grants  |   |

APPROVED BY THE STAYTON CITY COUNCIL THIS 17<sup>TH</sup> DAY OF SEPTEMBER 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: September 17, 2018**  
**SUBJECT: Reopened Public Hearing on Ordinance 1022 Amending Stayton Comprehensive Plan Map and Stayton Official Zoning Map to Reduce the Number of Nonconforming Single Family Dwellings**

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**ISSUE**

The issue before the City Council is an additional public hearing on proposed legislative amendments to the Official Zoning Map and the Comprehensive Plan Map to reduce the number of single family detached dwellings in the City that are nonconforming uses. The Council held its initial hearing on July 16 and at that time postponed a decision until this evening. On August 6, the Council voted to reopen the hearing on the matter. Following the public hearing, the Council will be requested to consider revised Ordinance 1022 to amend the Comprehensive Plan Map and Official Zoning Map.

**BACKGROUND INFORMATION**

The Council is encouraged to review the staff report for the July 16 hearing. Additional copies of that report are available upon request.

To summarize, staff estimates that there are between 90 and 100 single family dwellings that are nonconforming uses. The Planning Commission initiated the effort that has culminated in this evening's public hearing in order to reduce the number of nonconforming single family dwellings in the City. Commission members looked at these areas and voted to initiate the amendment process. The Commission proposed three different areas in which to change the zoning from commercial or industrial to residential.

As a result of comments and testimony received at their public hearing, the Planning Commission chose to modify their original proposal to eliminate some properties from the map amendments. The owners of those properties expressed a preference to keep the zoning as commercial.

The Council received comments and testimony from individuals who did not participate the Planning Commission hearing process. The Council heard from Mr. Aus about the changes in the N Third Ave/N Second Ave area. Most of Mr. Aus' testimony was based on misconceptions

about the City's regulations for nonconforming structures and nonconforming lots. Mr. Garland requested that his properties at 330 & 340 requested his properties be excluded, so he could have a home business. Home businesses are permitted in the residential zones. The owners of Dale's Auto Body requested the vacant parcel adjacent to their business be excluded. This was part of the staff recommendation at the July 16 hearing and has been incorporated in the revised ordinance.

## **ANALYSIS**

As a legislative amendment, the criterion for approval of the comprehensive plan map amendment is found in Section 17.12.170.6.a: "The amendment is consistent with the other goals and policies of the Comprehensive Plan, including any relevant area plans, and the statewide planning goals." The July 16 staff report presented information relative to Comprehensive Plan goals and policies and the statewide planning goals.

## **RECOMMENDATION**

The Planning Commission has recommended adoption of the amendments. The draft Ordinance has been amended to retain the commercial designation and zoning for the properties on the east side of N Birch Ave and Tax Lot 091W09DC03701 on N Oak Ave, as was recommended by staff at the July hearing. There may be additional testimony at the public hearing that results in other properties being removed from the changes.

## **OPTIONS AND MOTIONS**

The City Council is presented with the following options.

### **1. Approve the first consideration of Ordinance 1022**

Move to approve revised Ordinance No 1022 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. 1022 is enacted and will be presented to the Mayor for his approval.

If the vote is not unanimous, Ordinance No. 1022 will be brought before the Council for a second consideration at the October 1, 2018 meeting.

### **2. Approve the Ordinance with modifications**

Move to approve revised Ordinance No. 1022 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. 1022 will be brought before the Council for a second consideration at its October 1, 2018 meeting.

### **3. Retain the Maps unchanged**

No motion is necessary.



## BERKSHIRE HATHAWAY | Real Estate Professionals HomeServices

Dear neighbor,

First – this is not a solicitation. We are reaching out to Stayton property owners zoned commercial but used as residential. Our purpose is to assist Stayton City Council in a “course of action” for the community’s benefit.

As REALTORS here in Stayton, we recommend properties “used as homes” be “zoned as homes”. There are many reasons; mostly zoning disparities complicates resale and refinance for these properties.

A mismatched zone, like commercial to residential use, scares off buyers and REALTORS®. The complexities added for these homes, means they will typically sell for less, will take longer to close and often require a specialized letter to appease lenders; it is at lender/appraiser discretion.

Council would be unable to prevent a commercial shop amid a residential neighborhood and with the number of vacant storefronts in our downtown, Stayton doesn’t need more commercial zoned properties in our residential neighborhoods.

These neighborhoods typically have smaller homes and are therefore more affordable, but because these buyers typically have less down payment and fewer lending options; the lenders are apt to put these loans under more scrutiny. We have all been involved in failed purchases due to zone.

- Value for lending purposes is based on use.
- Taxes are based on value and are at the same rate whether commercial or residential.
- Stayton city code has provisions to do business from a residential zone.

The city council meeting to determine the best course of action will be held on September 17<sup>th</sup> at 7:00 p.m. in the community center next to the library. All community members are invited to attend and speak your concerns. If you can’t attend the meeting.

Please call our city planner Dan Fleishman (503) 769-2998 or email the planning department [dfleishman@ci.stayton.or.us](mailto:dfleishman@ci.stayton.or.us) and have your voice heard.

Brokers Licensed in the State of Oregon

**ORDINANCE NO. 1022**

**AN ORDINANCE AMENDING THE STAYTON COMPREHENSIVE PLAN MAP  
AND STAYTON OFFICIAL ZONING MAP TO REDUCE THE NUMBER OF  
NONCONFORMING SINGLE FAMILY DWELLINGS**

WHEREAS, Oregon Revised Statutes, Chapter 197 requires municipalities to adopt and implement a comprehensive land use planning program in accordance with statewide planning goals established by the Legislature and the Oregon Land Conservation and Development Commission;

WHEREAS, the City of Stayton has adopted the 2013 Comprehensive Plan, which includes a Comprehensive Plan map designated land within the Urban Growth Boundary as Residential, Commercial, Downtown, Industrial or Public/Semi-Public.;

WHEREAS, the City of Stayton has adopted Title 17 of the Stayton Municipal Code as the Land Use and Development Code, which includes an Official Zoning Map that assigns zoning to land within the City Limits in compliance with the designation of the Comprehensive Plan Map;

WHEREAS, single family dwellings are not permitted uses in the Light Industrial, Commercial General and Commercial Retail zones;

WHEREAS, the City has identified between 90 and 100 existing single family homes that are non-conforming uses throughout the City;

WHEREAS, the Planning Commission has identified three areas within the City with a concentration of existing non-conforming single family dwellings;

WHEREAS, the Planning Commission has initiated a legislative amendment to the Stayton Comprehensive Plan Map and the Stayton Official Zoning Map;

WHEREAS, on April 5, 2018 notice of the proposed amendments was provided to the Oregon Department of Land Conservation and Development;

WHEREAS, on April 24, 2018 written notice of the proposed amendments and the Planning Commission's public hearing was mailed to the owners of properties affected by the proposed map amendments in accordance with ORS 227.186;

WHEREAS, on May 23, 2018 notice of the Planning Commission's public hearing was published in the *Stayton Mail*;

WHEREAS, on May 28, 2018, the Planning Commission held a public hearing on the proposed map amendments;

WHEREAS, upon receiving testimony from various property owners regarding the impact of the proposed amendments the Planning Commission revised the proposed amendments and on June 25, 2018 forwarded the revised proposal to the City Council with a recommendation that the revised proposal be adopted;

WHEREAS, on July 2, 2018 written notice of the City Council's public hearing was mailed to the owners of properties affected by the proposed map amendments;

WHEREAS, on July 11, 2018, notice of the City Council's public hearing was published in the *Stayton Mail*;

WHEREAS, on July 16, 2018, the City Council held a public hearing on the revised proposed map amendments;

WHEREAS, there was testimony from individuals at the City Council public hearing requesting the zoning of certain properties not be changed;

WHEREAS, following the July 16, 2018, the City Council postponed making a decision until September 17, 2018;

WHEREAS, on August 6, 2018, the City Council decided to reopen the public hearing on the revised proposed map amendments;

WHEREAS, on September 6, 2018, written notice of the City Council's reopened public hearing was mailed to the owners of properties affected by the proposed map amendments;

WHEREAS, on September 17, 2018, the City Council held a second public hearing on the revised proposed map amendments;

WHEREAS, in accordance with the requirements of Stayton Municipal Code Section 17.12.170.6.a the Stayton City Council does find that the Comprehensive Plan Map amendments are consistent with the goals and policies of the Comprehensive Plan and the statewide planning goals; and

WHEREAS, in accordance with the requirements of Stayton Municipal Code Section 17.12.180.6.a the Stayton City Council does find that the Official Zone Map amendments are consistent with the goals and policies of the Comprehensive Plan.

NOW, THEREFORE, the City of Stayton ordains:

**Section 1. Comprehensive Plan Map Amended.** The Stayton Comprehensive Plan Map is hereby amended as follows:

Areas to be Changed from Commercial to Residential

Beginning at the intersection of the centerline of N Third Ave and the centerline of E Cedar St, proceeding westerly along the centerline of E Cedar St to the centerline of N Second Ave; then continuing southerly along the centerline of N Second Ave a distance of 130 feet; then continuing westerly along the south line of Tax Lot 091W10AC01800 to the centerline of the alley between N First Ave and N Second Ave; then southerly along the centerline of the alley between N First Ave and N Second Ave a distance of 520 feet; then easterly along the south line of Tax Lot 091W10AC02800 to the centerline of N Second Ave; then southerly along the centerline of N Second Ave to the centerline of E Hollister St; then westerly 75 feet along the centerline of E Hollister St; then southerly 148 feet to the southwest corner of Tax Lot 091W10AC09200; then easterly along the southern line of Tax Lot 091W10AC09200 and Tax Lot 091W10AC09100 to the northwest corner of Tax Lot 091W10AC09800; then southerly along the west line of Tax Lot 091W10AC09800; the easterly along the south line of Tax Lot 091W10AC09800 to the northwest corner of Tax Lot 091W10AC09900; then southerly along the west line of Tax Lot 091W10AC09900; then easterly along the south line of Tax Lot 091W10AC09900 to the centerline of N Third Ave; then northerly along the centerline of N Third Ave to the point of beginning.

Beginning on the centerline of W Washington St at the intersection of the alley at the west boundary of Potter's Addition to the Town of Stayton, proceeding

southerly along the centerline of the alley to the centerline of a 16-foot alley within Potter's Addition to the Town of Stayton; then continuing easterly along the centerline of the alley a distance of 409 feet; then northerly along the east line of Tax Lot 091W10CA06100 to the centerline of W Washington St; then westerly along the centerline of W Washington St to the point of beginning.

Beginning at the southwest corner of Tax Lot 091W10CA05400 and proceeding northerly along the west line of Tax Lot 091W10CA05400 to the centerline of W Washington St; then continuing easterly along the centerline of W Washington St 208.5 feet; then southerly along the east line of Tax Lot 091W10CA05500 to the southeast corner of Tax Lot 091W10CA05500; then westerly 20 feet; then northerly 25 feet to the northeast corner of Tax Lot 091W10CA05600; then westerly along the south lines of Tax Lots 091W10CA05500 and 091W10CA05400 to point of beginning.

Beginning at the intersection of the centerline of N Myrtle Ave and the centerline of W Washington St, proceeding southwest along the centerline of W Washington St to the centerline of N Noble Ave; then continuing southerly along the centerline of N Noble Ave a distance of 136 feet; then easterly along the south line of Tax Lot 091W09DC02601 to the southeast corner of Tax Lot 091W09DC02601; then northerly along the east line of Tax Lot 091W09DC02601 to the southwest corner of Tax Lot 091W09DC01700; then easterly along the south line of Tax Lot 091W09DC01700 to the centerline of N Myrtle Ave; then northerly along the centerline of N Myrtle Ave to the point of beginning.

Beginning at the intersection of the centerline of N Noble Ave and the centerline of W Ida St, proceeding northerly along the centerline of N Noble Ave a distance of 280 feet; then westerly along the north line of Tax Lot 091W09DC03100 to the northwest corner of Tax Lot 091W09DC03100; then southerly along the west line of Tax Lot 091W09DC03100 to the northeast corner of Tax Lot 091W09DC03400; then westerly along the north line of Tax Lot 091W09DC03400 and the north line of Tax Lot 091W09DC03601 to the centerline of N Oak Ave; then southerly along the centerline of N Oak Ave to the centerline of W Ida St; then easterly along the centerline of W Ida St to the point of beginning.

The areas described above are shown on three maps attached to this ordinance and incorporated herein as Exhibits 1 through 3, and entitled Comprehensive Plan Map Amendment N Second Ave & N Third Ave, September 17, 2018; Comprehensive Plan Map Amendment W Washington St, September 17, 2018; and Comprehensive Plan Map Amendment N Oak, N Noble & N Myrtle Ave, September 17, 2018.

**Section 2. Official Zoning Map Amended.** The Stayton Official Zoning Map is hereby amended as follows:

Areas to be Changed from Commercial General to Medium Density Residential

Beginning at the intersection of the centerline of N Third Ave and the centerline of E Cedar St, proceeding westerly along the centerline of E Cedar St to the centerline of N Second Ave; then continuing southerly along the centerline of N Second Ave a distance of 130 feet; then continuing westerly along the south line of Tax Lot 091W10AC01800 to the centerline of the alley between N First Ave and N Second

Ave; then southerly along the centerline of the alley between N First Ave and N Second Ave a distance of 520 feet; then easterly along the south line of Tax Lot 091W10AC02800 to the centerline of N Second Ave; then southerly along the centerline of N Second Ave to the centerline of E Hollister St; then westerly 75 feet along the centerline of E Hollister St; then southerly 148 feet to the southwest corner of Tax Lot 091W10AC09200; then easterly along the southern line of Tax Lot 091W10AC09200 and Tax Lot 091W10AC09100 to the northwest corner of Tax Lot 091W10AC09800; then southerly along the west line of Tax Lot 091W10AC09800; then easterly along the south line of Tax Lot 091W10AC09800 to the northwest corner of Tax Lot 091W10AC09900; then southerly along the west line of Tax Lot 091W10AC09900; then easterly along the south line of Tax Lot 091W10AC09900 to the centerline of N Third Ave; then northerly along the centerline of N Third Ave to the point of beginning.

Beginning on the centerline of W Washington St at the intersection of the alley at the west boundary of Potter's Addition to the Town of Stayton, proceeding southerly along the centerline of the alley to the centerline of a 16-foot alley within Potter's Addition to the Town of Stayton; then continuing easterly along the centerline of the alley a distance of 409 feet; then northerly along the east line of Tax Lot 091W10CA06100 to the centerline of W Washington St; then westerly along the centerline of W Washington St to the point of beginning.

Beginning at the southwest corner of Tax Lot 091W10CA05400 and proceeding northerly along the west line of Tax Lot 091W10CA05400 to the centerline of W Washington St; then continuing easterly along the centerline of W Washington St 208.5 feet; then southerly along the east line of Tax Lot 091W10CA05500 to the southeast corner of Tax Lot 091W10CA05500; then westerly 20 feet; then northerly 25 feet to the northeast corner of Tax Lot 091W10CA05600; then westerly along the south lines of Tax Lots 091W10CA05500 and 091W10CA05400 to point of beginning.

Beginning at the intersection of the centerline of N Noble Ave and the centerline of W Ida St, proceeding northerly along the centerline of N Noble Ave a distance of 280 feet; then westerly along the north line of Tax Lot 091W09DC03100 to the northwest corner of Tax Lot 091W09DC03100; then southerly along the west line of Tax Lot 091W09DC03100 to the northeast corner of Tax Lot 091W09DC03400; then westerly along the north line of Tax Lot 091W09DC03400 and the north line of Tax Lot 091W09DC03601 to the centerline of N Oak Ave; then southerly along the centerline of N Oak Ave to the centerline of W Ida St; then easterly along the centerline of W Ida St to the point of beginning.

#### Area to be Changed from Commercial General to Low Density Residential

Beginning at the intersection of the centerline of N Myrtle Ave and the centerline of W Washington St, proceeding southwestwardly along the centerline of W Washington St to the centerline of N Noble Ave; then continuing southerly along the centerline of N Noble Ave a distance of 136 feet; then easterly along the south line of Tax Lot 091W09DC02601 to the southeast corner of Tax Lot 091W09DC02601; then northerly along the east line of Tax Lot 091W09DC02601 to the southwest corner of Tax Lot 091W09DC01700; then easterly along the south line of Tax Lot

091W09DC01700 to the centerline of N Myrtle Ave; then northerly along the centerline of N Myrtle Ave to the point of beginning.

The areas described above are shown on three maps attached to this ordinance and incorporated herein as Exhibits 4 through 6, and entitled Zone Map Amendment N Second Ave & N Third Ave, September 17, 2018; Zone Map Amendment W Washington St, September 17, 2018; and Zone Map Amendment N Oak, N Noble & N Myrtle Ave, September 17, 2018.

**Section 3. Effective Date.** Upon adoption by the Stayton City Council and the Mayor's signing, this Ordinance shall become effective 30 days after the date of signing.

**Section 4. Notice to DLCD.** A copy of this Ordinance shall be furnished to the State of Oregon, Department of Land Conservation and Development forthwith.

ADOPTED BY THE STAYTON CITY COUNCIL this 17<sup>th</sup> day of September, 2018.

CITY OF STAYTON

Signed: \_\_\_\_\_, 2018

BY: \_\_\_\_\_  
Henry A. Porter, Mayor

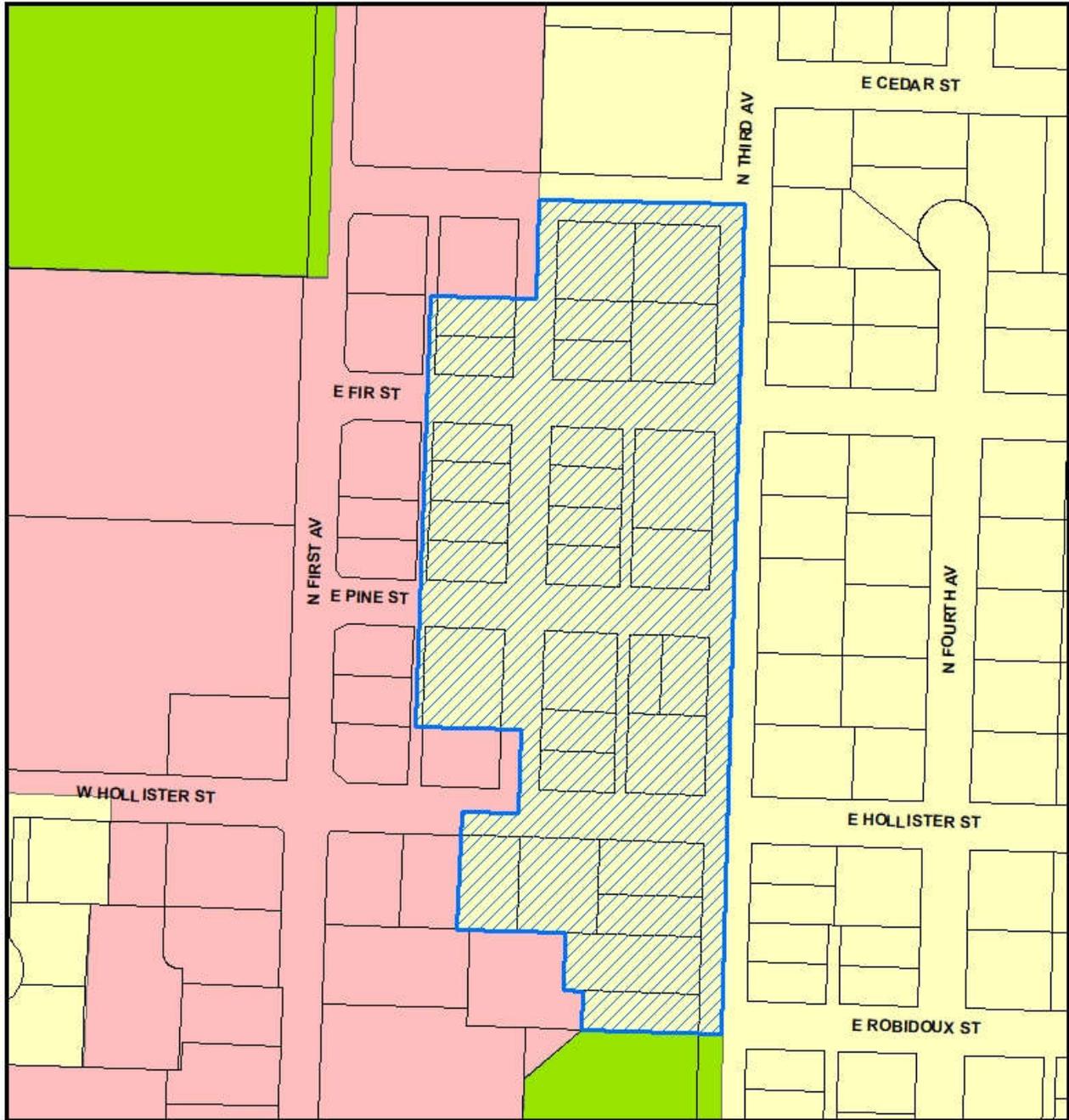
Signed: \_\_\_\_\_, 2018

ATTEST: \_\_\_\_\_  
Keith D. Campbell, City Manager

Exhibit 1



**Comprehensive Plan Map Amendment  
N Second Ave & N Third Ave  
September 17, 2018**

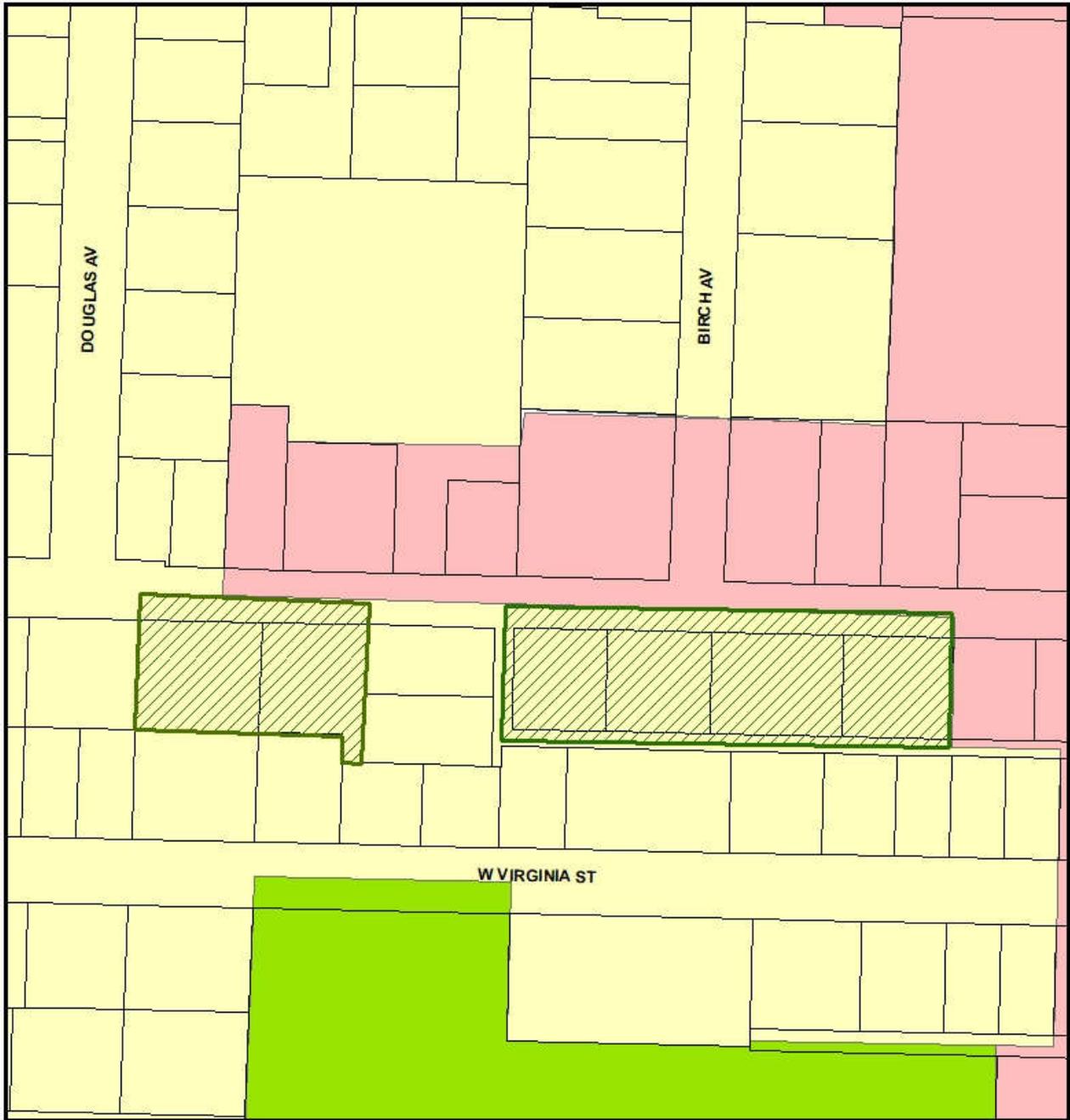


 Comprehensive Plan Designation Change from Commercial to Residential

Exhibit 2



**Comprehensive Plan Map Amendment  
W Washington St  
September 17, 2018**

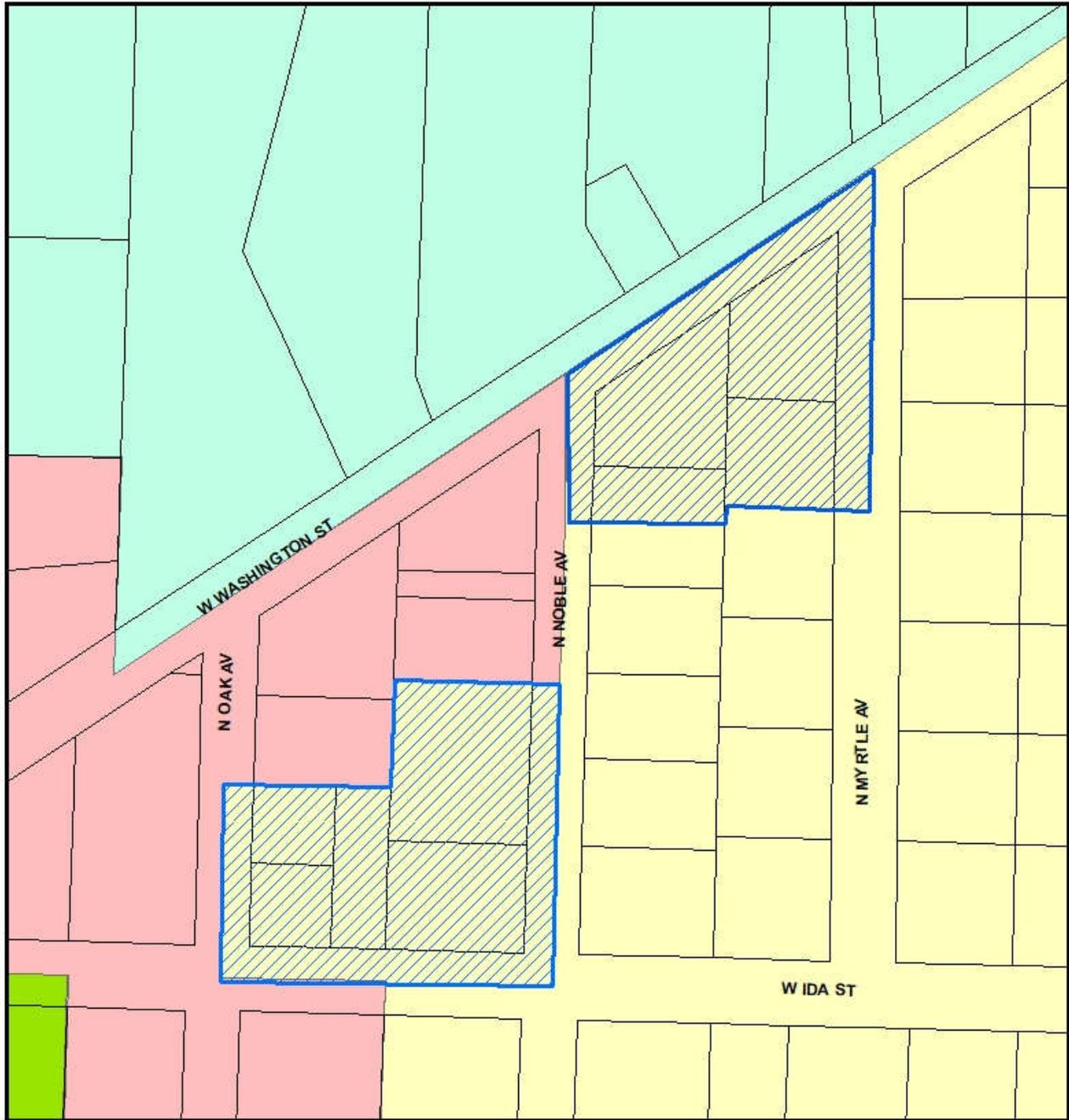


**Comprehensive Plan Designation Change from Commercial to Residential**

Exhibit 3



**Comprehensive Plan Map Amendment  
N Oak, N Noble & N Myrtle Ave  
September 17, 2018**

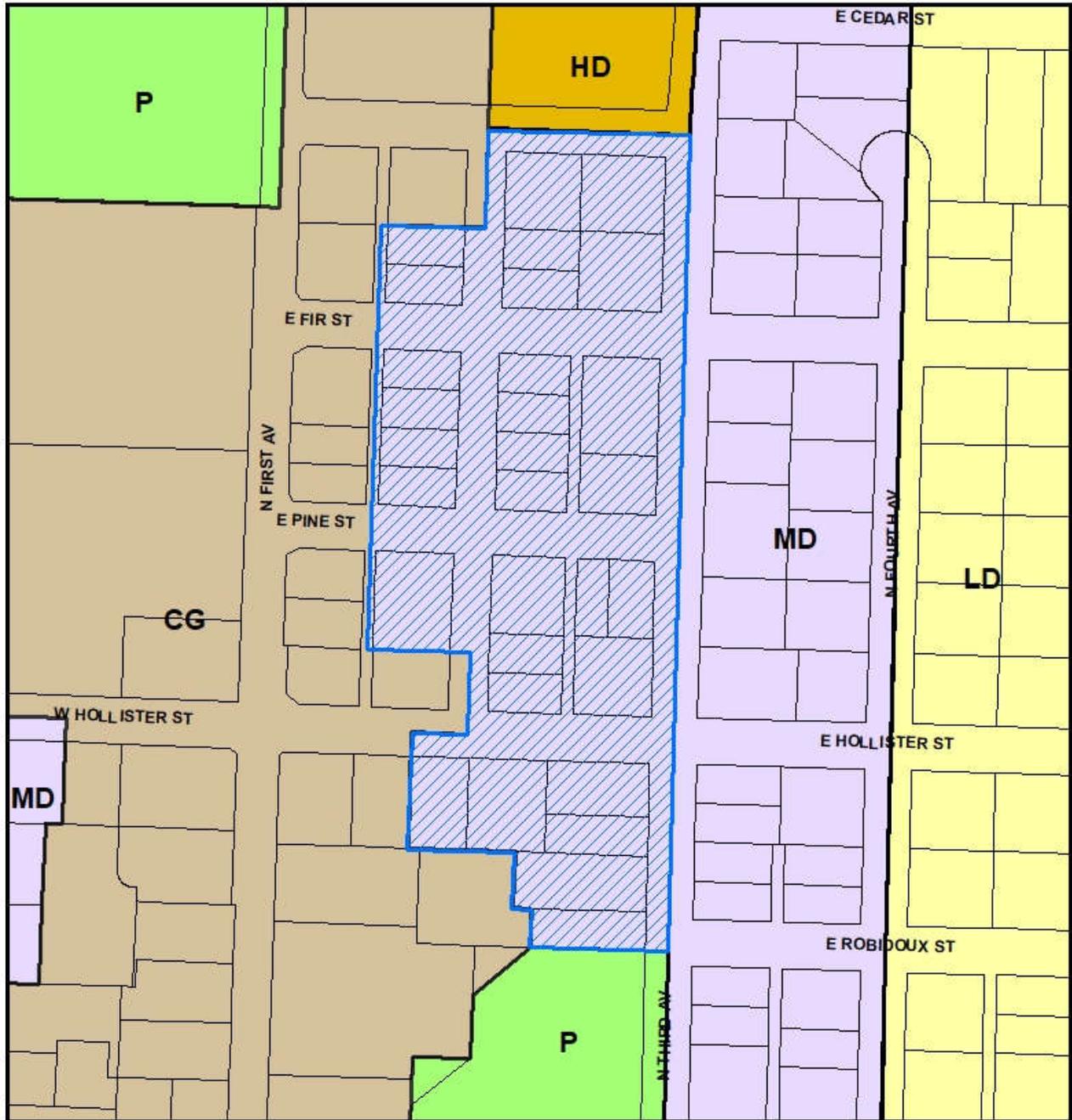


 Comprehensive Plan Designation Change from Commercial to Residential

Exhibit 4



**Zone Map Amendment  
N Second Ave & N Third Ave  
September 17, 2018**

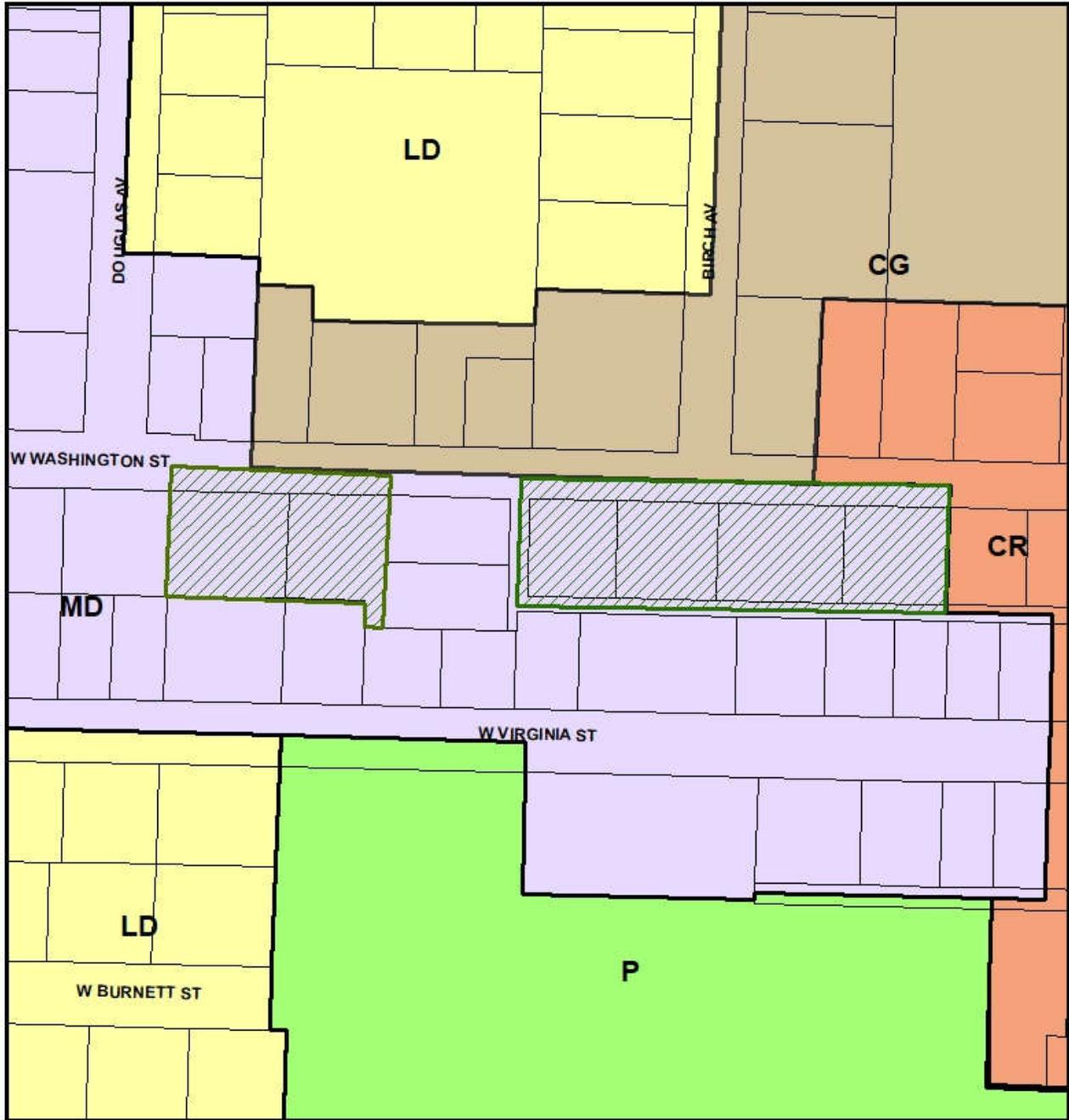


Proposed Zone Change from Commercial General to Medium Density Residential

Exhibit 5



**Zone Map Amendment  
W Washington St  
September 17, 2018**

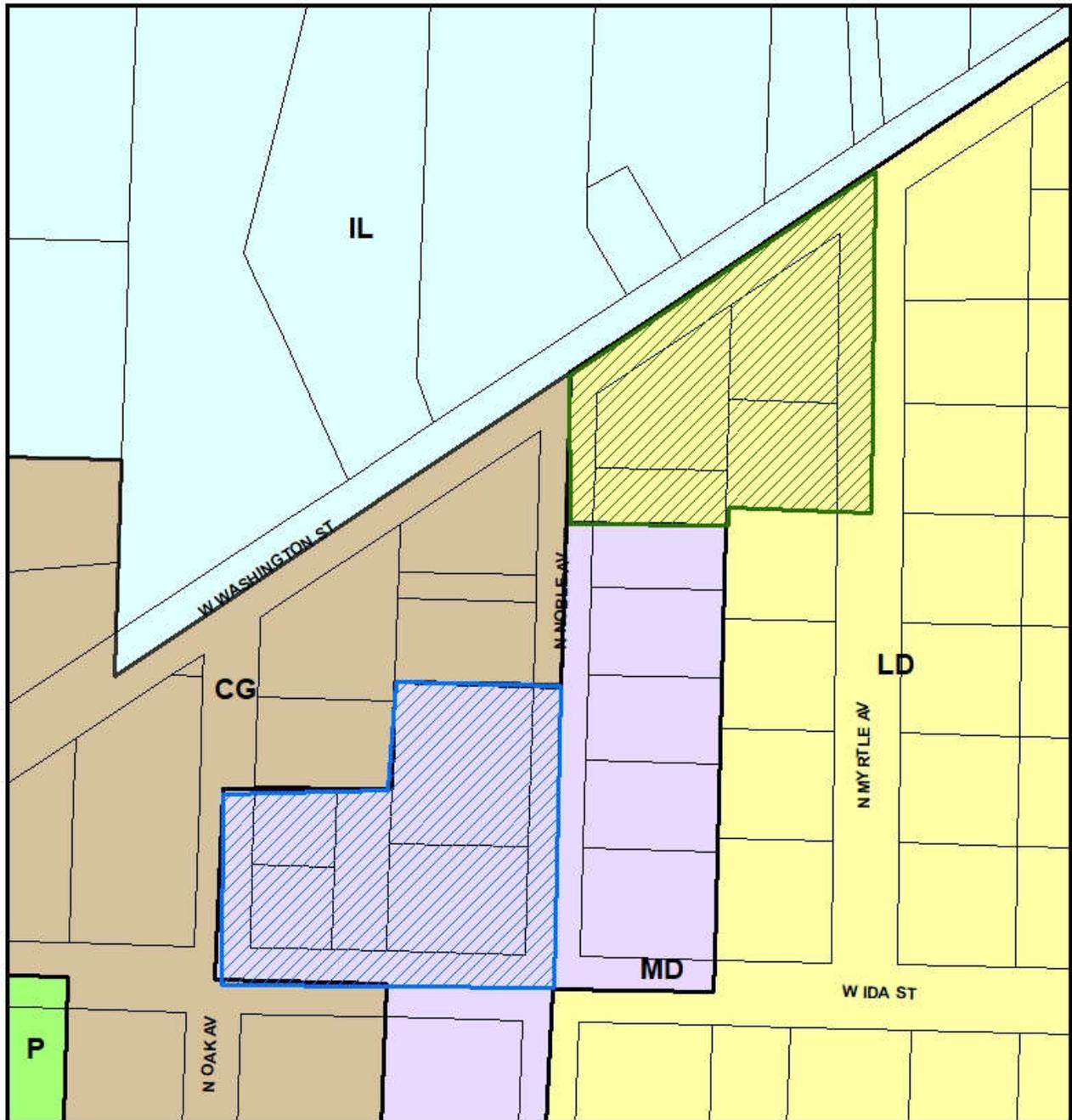


 Proposed Zone Change from Commercial General to Medium Density Residential

Exhibit 6



**Zone Map Amendment  
N Oak, N Noble & N Myrtle Ave  
September 17, 2018**



-  Proposed Zone Change from Commercial General to Low Density Residential
-  Proposed Zone Change from Commercial General to Medium Density Residential



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

**TO: Mayor Henry A. Porter and the Stayton City Council**  
**FROM: Alissa Angelo, Deputy City Recorder**  
**DATE: September 17, 2018**  
**SUBJECT: 2018 Community Grant Requests**

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**ISSUE**

The City received a total of five (5) Community Grant applications from organizations staff feels meet the qualifications to receive a grant award by the grant deadline of July 31<sup>st</sup>.

**BACKGROUND INFORMATION**

On July 1, 2018 the application process was opened and advertised to the community via the City's website and Facebook.

The application process closed on Tuesday, July 31<sup>st</sup> and the City received a total of five (5) applications. The applications received are attached and the total amounts requested are as follows:

| <b>Applicant</b>              | <b>Amount Requested</b> |
|-------------------------------|-------------------------|
| JPL Museum                    | \$1,000                 |
| North Santiam Youth Athletics | \$1,000                 |
| Santiam Heritage Foundation   | \$1,000                 |
| Santiam Youth Sports          | \$1,000                 |
| Stayton Youth Football        | \$1,000                 |
| <b>Total</b>                  | <b>\$5,000</b>          |

Grant requests came in at the budgeted amount, therefore no distribution calculations or rankings are required per the Council process adopted in May 2016:

- *Scenario 1 – Total grant request is less than or equal to the budget grant allocation.*
  - *The Governing Body will review applications and award based on the eligibility of the applications.*

**FISCAL IMPACT**

The fiscal impact is directly related to the allocation of the grant funds which are budgeted at \$5,000 for the 2018-2019 fiscal year.

If Council chooses to fully fund the grant applications received by the July 31<sup>st</sup> deadline, there will be a balance of \$0 remaining in the fund.

**MOTION(S) AND OPTION(S)**

- 1) Motion to award the 2018 Community Grant applications received by the July 31<sup>st</sup> deadline their requested application amounts.
  
- 2) Motion to modify the 2018 Community Grant applicants requests as follows \_\_\_\_\_.



# Community Grant Application

## ORGANIZATION INFORMATION

Organization Name: www.JPLMuseum.org

Legal Name (if different): \_\_\_\_\_

Address: 633 North Third Ave

City / State / Zip: Stayton OR 97383

Phone: 503 602 9129 Fax: \_\_\_\_\_ Website: www.JPLMuseum.org

Contact Person Regarding this Application: James Loftus

Title: Director Phone: 503 602 9128 Email: james.loftus@JPLMus

Is your organization an IRS 501(c)(3) non-profit? YES  NO

## PROPOSAL INFORMATION

*Please type a one page summary of your request and attach it to this application along with the program or agency annual budget.*

Population served: City of Stayton and Santiam Canyon, 300 high school students

If your agency has previously received grant funds from the City of Stayton, please list the year and amount received:

N/A

### Funds are being requested for (check one):

|                           |       |                           |          |
|---------------------------|-------|---------------------------|----------|
| General Operating Support | _____ | Project / Program Support | <u>X</u> |
| Start-Up Costs            | _____ | Technical Assistance      | _____    |
| Capital                   | _____ | Other (please specify)    | _____    |

Project dates (if applicable): October 14 thru 28 2018

Fiscal year end: 12/31/2018

## BUDGET

Dollar amount requested: \$ \$1,000.00

Total annual organization budget: \$ 17,801.00

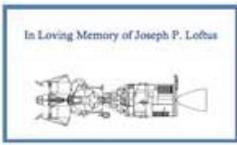
Total project budget: \$ 13,556.00

## AUTHORIZATION

*Name and title of top paid staff or board chair:*

Name: James Loftus Position: Director

Signature: \_\_\_\_\_ Date: 07/19/2018



Mayor Hank Porter  
City of Stayton  
Stayton, OR 97383

Subject: Community Grant

**Executive Summary:**

JPL Museum was founded in 2015 to provide schools and other educational institutions with a mobile resource that emphasizes the importance of science and space education, and incorporates NASA related artifacts from the collection of Joseph P. Loftus Jr. His career at the National Aeronautics and Space Administration (NASA) spanned 47 years, encompassing the foundation of NASA in 1958, until 2005 when he retired as the Assistant Director, Johnson Space Center Life Sciences Directorate. His contributions along with those of thousands of other dedicated people at NASA continue today to impact our daily lives through their scientific discoveries.

A grant of \$1,000 is requested. If granted it would go to support our tour of rural communities and school districts to bring renowned NASA scientist Norman Chaffee to speak at schools in Oregon. This application is not a matching grant request. Many of the communities and students that will be impacted by this project are located within rural communities like Stayton. We will be driving over 1500 miles in 14 days and visiting with over 2500 high school students in 14 different communities like yours. The total budget for this project is broken down as follows:

|                |          |
|----------------|----------|
| Transportation | \$2,636  |
| Meals, lodging | \$9,100  |
| Administration | \$2,400  |
| Total          | \$13,536 |

JPLMuseum.org overall budget was \$17,801 for 2017. We are a volunteer driven organization.

Mr. Chaffee will make the tour *pro bono* as part of his continuing role with the NASA Johnson Space Center as an Education Outreach Volunteer. JPL Museum is asking each of the communities we visit for a contribution to the museum of \$1,000.00 to allow a budget for future tours and artifact preservation. Transportation includes multiple airfare tickets for Mr. & Mrs. Chaffee from and to Houston, Texas.

This year we are visiting schools in Ashland, Bend, Chiloquin, Klamath Falls, Lakeview, La Pine, Medford, North Bend, Salem, Silverton, and Stayton.

This outreach will extend to thousands of people in communities and school districts here in Oregon where Mr. Chaffee will also meet with community leaders, educators, and parents. The high school students invited to these events have been selected by their school district for demonstrating an interest and potential in advancing their knowledge and skills in STEM +M (Science, Technology, Engineering, Math + Medicine) education to the university level. The tour has allocated time for community involvement through school assemblies, lectures, small discussion groups, and individual Q and A. On October 15, 2018 the Santiam Memorial Hospital will be hosting an evening event open to the public at no cost. If the city could please publish this information in the City's newsletter to their citizens it would be appreciated.

We look forward to your support.



# Community Grant Application

RECEIVED  
JUL 31 2018

## ORGANIZATION INFORMATION

CITY OF STAYTON

Organization Name: North Santiam Youth Athletics

Legal Name (if different): \_\_\_\_\_

Address: 1177 N 1st Ave

City / State / Zip: Stayton, OR 97383

Phone: 503-769-5033 Fax: 503-769-5333 Website: \_\_\_\_\_

Contact Person Regarding this Application: Ron Gower

Title: \_\_\_\_\_ Phone: 503-769-5033 Email: rgower@wvi.com

Is your organization an IRS 501(c)(3) non-profit? YES  NO

## PROPOSAL INFORMATION

*Please type a one page summary of your request and attach it to this application along with the program or agency annual budget.*

Population served: Stayton area children grades K - 6th

If your agency has previously received grant funds from the City of Stayton, please list the year and amount received:

### Funds are being requested for (check one):

|  |                                 |
|--|---------------------------------|
| General Operating Support _____                          | Project / Program Support _____ |
| Start-Up Costs <input checked="" type="checkbox"/> _____ | Technical Assistance _____      |
| Capital _____  | Other (please specify) _____    |

Project dates (if applicable): Fall 2018 through Spring 2019

Fiscal year end: June 2019

## BUDGET

Dollar amount requested: \$ 1000.00

Total annual organization budget: \$ 10,000 est.

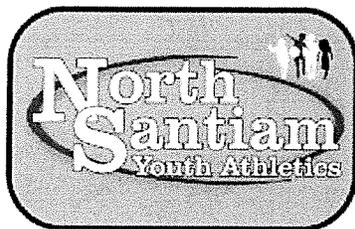
Total project budget: \$ 10,000 est.

## AUTHORIZATION

Name and title of top paid staff or board chair:

Name: Ron Gower Position: Board Member

Signature:  Date: 7/30/18



North Santiam Youth Athletics (NSYA) is a group of Stayton community members dedicated to the youth our of local areas and preserving the tradition of youth sports in our rural community. NSYA was formed in response to the YMCA leaving or area; with the departure of the YMCA our area has lost the opportunity for soccer, volleyball, football, basketball, and track programs to kids K-6<sup>th</sup> grade. NSYA is writing this application in hopes to receive the "Stayton Community Grant" to help with start up costs.

The impacts of a program like this can be seen in the youths development of life skills such as community engagement, health betterment, team work, structure of routines, and supporting local businesses. An organization like NSYA would provide a positive outlet for the Stayton area youth that already has limited options for activities within the community.

NSYA's objective at hand is to provide fall sports like soccer, volleyball, and football to kids in the community grades K-6<sup>th</sup>. This can only be made possible through willingness and ability. We currently have the willingness of the devoted board members ready to do the leg work, and the gracious North Santiam School District has offered up their facilities to provide a location for practices and games. The only thing lacking in this crucial time frame is the financial ability of the organization. A grant like this could contribute to the programs ability to start up.

The largest expense facing the organization is insurance, which will likely run between \$3,000 to \$5,000. To help compensate the deficit we will reach out to the community for sponsorship's. Receiving this grant would be greatly appreciated to help with the start up fees NSYA will incur.

In conclusion, the board members of NSYA are hoping to rebuild these local sports programs to the level they once were, serving around 500 kids in the community, and keeping costs affordable to our local parents. It is our hope the City of Stayton will help our organization get these programs up and running.

Thank you for your consideration of the Stayton Community Grant.

Sincerely,

A handwritten signature in cursive script, appearing to read "Ron Gower".

Ron Gower  
503-769-5033  
rgower@wvi.com

NSYA Board Member





# Community Grant Application



## ORGANIZATION INFORMATION

**Organization Name:** Santiam Heritage Foundation- Brown House Event Center

**Legal Name (if different):** \_\_\_\_\_

**Address:** 425 N. First Ave.

**City / State / Zip:** Stayton, OR 97383

**Phone:** 5037698860 **Fax:** \_\_\_\_\_ **Website:** www.brownhouse.org

**Contact Person Regarding this Application:** Steve Poisson

**Title:** Vice President **Phone:** 5037390749 **Email:** steve.poisson@brownhouse.

**Is your organization an IRS 501(c)(3) non-profit?** YES  NO

## PROPOSAL INFORMATION

*Please type a one page summary of your request and attach it to this application along with the program or agency annual budget.*

**Population served:** Approximately 600 visitor annually from Stayton and the surrounding area

**If your agency has previously received grant funds from the City of Stayton, please list the year and amount received:**

2017- \$1000 2016- \$1000 2015- \$710 2014 - \$1000

**Funds are being requested for (check one):**

|   |                                 |
|---|---------------------------------|
| General Operating Support _____                   | Project / Program Support _____ |
| Start-Up Costs _____                              | Technical Assistance _____      |
| Capital <input checked="" type="checkbox"/> _____ | Other (please specify) _____    |

**Project dates (if applicable):** Balance of 2018

**Fiscal year end:** December 31, 2018

## BUDGET

**Dollar amount requested:** \$ \$1000.00

**Total annual organization budget:** \$ \$14,000.00

**Total project budget:** \$ \$9660.00

## AUTHORIZATION

*Name and title of top paid staff or board chair:*

**Name:** Steve Poisson **Position:** Vice President, Board Of Trustees

**Signature:**  **Date:** 7/3/2018

# Santiam Heritage Foundation

## 2018 Operating Budget

### Income

|                       |                    |
|-----------------------|--------------------|
| Donations             | \$9,000.00         |
| Event Fund Raising    | \$3,500.00         |
| Grants- Oper Expenses | \$1,000.00         |
| <b>Total Income</b>   | <b>\$13,500.00</b> |

### Expenses

|                          |                    |
|--------------------------|--------------------|
| Insurance                | \$4,000.00         |
| Utilities                | \$2,100.00         |
| Office Supplies          | \$800.00           |
| Event Expense/Misc       | \$430.00           |
| Bldg/Grounds Maintenance | \$2,100.00         |
| Publicity                | \$1,500.00         |
| Equipment                | \$1,600.00         |
| Contingency              | \$1,000.00         |
| <b>Total Expenses</b>    | <b>\$13,530.00</b> |



# **BROWN HOUSE EVENT CENTER**

"building community"

*1903 Charles and Martha Brown House is managed by Santiam Heritage Foundation,  
a 501(c)(3) nonprofit corporation*

July 1, 2018

## **2018 Grant Application Summary**

This application is for money to further restoration progress on the Charles and Martha Brown House so it can continue to grow as a community cultural and social events center.

This year, we have received grants to both do maintenance required on our shingle roof and to rebuild the retaining walls in the basement that have decayed. Both of these grants require matching funds from the community. While some donations have been received, we are still in need of capital funds for these and other projects.

Both of these projects are core structural needs to maintain the work already completed on the house. The bid for the roof repair and maintenance was \$3630, and we have received grant monies of \$2630. The bid for replacing the decayed basement retaining walls was \$5000 ( plus \$1000 volunteer labor), and grant monies of \$3000 were awarded. A City of Stayton Community Grant of \$1000 will help with the matching funds needed.

For seventeen years, the house restoration and adaptation for community uses has continued carefully and steadily as funds allowed. SHF is debt free, and the house is finally being used as outlined in SHF's Business Plan and as the founders intended. However, because the second floor isn't finished, it does not yet provide any income. The recent change in name to Brown House Event Center will help produce income as these projects are completed and programs are developed. When the house is finally finished inside, it will increasingly serve the Stayton community as a venue for a variety of social and cultural events, as well as community office space on the second floor.



# Community Grant Application

## ORGANIZATION INFORMATION

Organization Name: Santiam Youth Sports

Legal Name (if different): \_\_\_\_\_

Address: PO Box 71

City / State / Zip: Sublimity OR, 97385

Phone: 503-991-1533 Fax: \_\_\_\_\_ Website: santiamyouthsports.com

Contact Person Regarding this Application: Jeff Bohnke

Title: Board President Phone: 503-991-1533 Email: Santiamyouthsports@gmail.com

Is your organization an IRS 501(c)(3) non-profit? YES  NO

## PROPOSAL INFORMATION

Please type a one page summary of your request and attach it to this application along with the program or agency annual budget.

Population served: Stayton area youth

If your agency has previously received grant funds from the City of Stayton, please list the year and amount received:

Funds are being requested for (check one):

|                           |          |                           |       |
|---------------------------|----------|---------------------------|-------|
| General Operating Support | <u>X</u> | Project / Program Support | _____ |
| Start-Up Costs            | _____    | Technical Assistance      | _____ |
| Capital                   | _____    | Other (please specify)    | _____ |

Project dates (if applicable): \_\_\_\_\_

Fiscal year end: \_\_\_\_\_

## BUDGET

Dollar amount requested: \$ 1,000

Total annual organization budget: \$ 22,500

Total project budget: \$ 22,500

## AUTHORIZATION

Name and title of top paid staff or board chair:

Name: Jeff Bohnke Position: Board President

Signature: [Signature] Date: 7-14-18



SANTIAM YOUTH SPORTS  
PO BOX 71  
SUBLIMITY, OR. 97385  
[santiamyouthsports@gmail.com](mailto:santiamyouthsports@gmail.com)

**SANTIAM YOUTH SPORTS IS A NON-PROFIT ORGANIZATION FOUNDED IN 2007 WITH THE COMMITMENT TO PROVIDE HIGH QUALITY COMPETITIVE AND RECREATIONAL BASEBALL AND SOFTBALL FOR APPROXIMATELY 300 LOCAL CHILDREN ATTENDING PK – 8<sup>th</sup> GRADE THROUGHOUT THE STAYTON COMMUNITY.**

As you might imagine, it takes a countless amount of volunteer hours and financial support to make an organization of this size successful. While registration fees are charged, these fees alone do not cover all expenses. One of our goals is to keep fees at a reasonable level in order to give many local children the opportunity to experience how sports teaches valuable life skills that will help them grow and have a successful future.

If our organization is lucky enough to receive the Stayton Community Action Grant the funds would be applied to our general fund to be dispersed to all teams within our organization. From this general fund we make purchases such as team uniforms (jersey and hat), upgrading of safety equipment, baseballs/softballs, training equipment, hiring umpires, restrooms for the ball fields, and supplies needed for maintaining 5 baseball and softball fields for practice and games.

We greatly appreciate the opportunity to have our application reviewed by the Stayton City Council. If any of you have additional questions or need further information concerning our organization, please feel free to contact me at your convenience. Thank you for your consideration and support.

Sincerely,

Jeff Bohnke

Santiam Youth Sports, President (503-991-1533)



SANTIAM YOUTH SPORTS  
PO BOX 71  
SUBLIMITY, OR. 97385  
[santiamyouthsports@gmail.com](mailto:santiamyouthsports@gmail.com)

## **2018 Operation budget:**

### **Income:**

Sponsorships – \$7,500

Registration Fees - \$15,000

**Total Income - \$22,500**

### **Expenses:**

Rent/Leases – \$1,500

Uniforms – \$4,000

Game Equipment – \$1,400

Safety Equipment - \$750

Insurance - \$3,400

Field Maintenance - \$1,000

Umpires - \$4,500

Toilet Rental - \$1,600

Scheduling and Game Fees - \$3,000

Misc. Expenses - \$500

**Total Expenses - \$21,650**



# Community Grant Application

## ORGANIZATION INFORMATION

Organization Name: Stayton Youth Football

Legal Name (if different): CYO / Camp Howard

Address: PO Box 799

City / State / Zip: Sublimity OR 97385

Phone: \_\_\_\_\_ Fax: \_\_\_\_\_ Website: staytonyouthfootball.com

Contact Person Regarding this Application: Kizzy Starbuck

Title: SYF Board Member Phone: 503-508-1088 Email: kizzypeters@gmail.com

Is your organization an IRS 501(c)(3) non-profit? YES  NO

## PROPOSAL INFORMATION

Please type a one page summary of your request and attach it to this application along with the program or agency annual budget.

Population served: 10 to 12 year olds in surrounding area

If your agency has previously received grant funds from the City of Stayton, please list the year and amount received:

Funds are being requested for (check one):

General Operating Support  Project / Program Support \_\_\_\_\_  
Start-Up Costs \_\_\_\_\_ Technical Assistance \_\_\_\_\_  
Capital \_\_\_\_\_ Other (please specify) \_\_\_\_\_

Project dates (if applicable): \_\_\_\_\_

Fiscal year end: 2018

## BUDGET

Dollar amount requested: \$ 1000.00

Total annual organization budget: \$ 3000.00

Total project budget: \$ 3000.00

## AUTHORIZATION

Name and title of top paid staff or board chair:

Name: Kizzy Starbuck Position: Board Member

Signature: K Starbuck Date: 7/11/18

Stayton Youth Football

P.O. Box 799

Sublimity, Or 97385

July 3, 2018

Dear City of Stayton,

This is the first year of our Stayton Youth Football program. This program was created to serve youth in the Stayton and surrounding community and provide a safe learning environment for football players. Our hope is that a \$1000 community grant would help offset start-up costs of our program, including equipment such as football, uniforms, and field paint. The grant would also help families in need by defraying the \$285.00 participation fee.

Thank you for your consideration,

Kizzy Starbuck

Stayton Youth Football

Board Member

Stayton Youth Football 2018 Budget/Expenses

\$990 to offer 22 players \$45 discount

\$285 for 3 months of restroom service

\$300 for chalk and field supplies

\$300 for Uniforms

\$300 for Coaches gear

\$200 Practice equipment (Footballs, pads, blocking dummies)



**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: September 17, 2017**  
**SUBJECT: Request for Heritage Tree Designation**

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**ISSUE**

The issue before the City Council is a request by James Weaver to designate a tree as a Heritage Tree.

**BACKGROUND**

In January 1999 the City Council enacted Ordinance 795 which added to the Land Use and Development Code what is now codified as Section 17.20.150.3 with the following provision:

Stayton citizens wishing to have trees recognized by the City as Heritage trees shall submit their request in writing to the City Council. The request shall explain why the subject tree is of exceptional value to the community. A majority vote of approval of the City Council will add the tree to the Heritage Tree list. No tree shall be designated a Heritage tree unless the property owner agrees. Property owners may request the removal of the Heritage Tree designation from trees on their property.

The Code also provides that

Unless specifically authorized in writing by the Public Works Director, or designee, no person shall intentionally damage, cut (save pruning), carve, transplant or remove any Heritage tree; attach any rope or wire (unless required in order to stabilize the tree), nails, advertising posters, or other contrivance; allow any substance which is harmful to such trees to come in contact with them; or set fire or permit any fire to burn when such fire or the heat thereof will injure any portion of any tree. A list of community Heritage trees will be kept and maintained by the City Administrator or designee.

To date, the City Council has designated five Heritage Trees at the request of property owners. These are

- Big Leaf Maple (*Acer macrophyllum*) at 418 E Jefferson St, designated in 1999
- Japanese Red-Leaf Maple (*Acer palmatum*) at 625 E Marion St, designated in 2001
- Ginkgo (*Gingko balboa*) at 633 N Third Ave, designated in 2003

- Pin Oak (*Quercas palustris*) at 985 N Fourth Ave, designated in 2014
- California Laurel (*Umbrellularia californica*) at 985 N Fourth Ave, designated in 2014

Mr. Weaver has nominated the Oregon white oak (*Quercas garryana*) located in front of his home at 1002 E Virginia St for Heritage Tree status. This specimen is located partially on his property and partially on the property Coe Construction LLC, and was the subject of testimony recently at public hearings before the Planning Commission and the City Council. The tree has a diameter of 44 inches, an estimated height of 55 to 60 feet, and crown spread of about 70 feet.

According to the Oregon Encyclopedia, an online publication of the Oregon Historical Society, Oregon white oak grows along the Pacific Coast from southern California north through the interior valleys of western Oregon and the Puget Sound Lowland to southwest British Columbia, where it is called Garry oak. It also grows in the Columbia River Gorge, in eastern Oregon, and along the Columbia River to the east slopes of the Cascade Mountains in Washington. The Oregon white oak is one of two species of native deciduous oaks in Oregon.

The largest known tree, found in California, is eight feet in diameter and 120 feet tall. The Oregon champion tree has diameter of just under eight feet, is 97 feet tall and crown spread of 91 feet.

#### **ANALYSIS**

The Code contains no other criteria than the tree has “exceptional value” to the community.

#### **RECOMMENDATION**

Staff has no recommendation.

#### **OPTIONS AND MOTIONS**

The City Council could:

1. Grant the request to designate the tree as a Heritage Tree.  
Move the City Council designate the Oregon White Oak located in front of 1002 E Virginia St as a Heritage Tree.
2. Choose not to designate the tree as a Heritage Tree.  
No motion necessary.

**From:** Jim Weaver  
**To:** [Dan Fleishman](#)  
**Subject:** Heritage Tree  
**Date:** Tuesday, August 21, 2018 2:03:45 PM

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Dear Mr Fleishman,

In accordance with the specific instructions that you provided, Here is the information you requested.

The tree that sits in front of my home is of exceptional value in that it is estimated to be approximately 200 years old. We are loosing these trees to development all to often and this one needs to be saved.

The only two property owners are myself and Coe Construction and as was stated in the planning commission meetings and city council meeting they are with me to save this tree.

Thank you in advance for your consideration.

Jim Weaver

## Heritage Tree

This tree is 250 years old, which means this tree was in existence 100 years before the city of Stayton was incorporated.

This tree is an Oregon white oak tree, which is a native tree, and according to information I received while talking to the Oregon Forestry Department some cities like Salem Oregon have placed a moratorium on cutting these trees down since there are so few left in the state.

This tree is wanted by members of the community, as attested to in the planning commission meeting, and again in the city council meeting.

The tree is not replaceable according to several nurseries that are around our neighborhood. If we were to have this tree valued by an arborist it would be in the tens of thousands of dollars. The value of the lumber alone milled from such a tree, would be \$5000-\$10000.

This tree should be grandfathered in this community since it was here before the city was formed.

I have enclosed a report showing that this tree is healthy and vigorous, so there is no reason why this tree needs to be removed or the roots cut.

I once again restate my objection to damaging this tree, or removing it. Please join me in doing the right thing and saving this tree.

Jim Weaver

1002 E. Virginia St

Stayton, Oregon 97383

503-769-0503

1710 Commercial St NE  
 Salem, OR 97301  
 Phone: (503) 540-9038  
 Fax: (503) 540-9039  
 CCB 152991/ ESB 3451



# Estimate

| Date      | Estimate # |
|-----------|------------|
| 8/24/2018 | 52193      |

| Name / Address  |
|---|
| Jim Weaver<br>1002 E Virginia St<br>Stayton, OR 97383 |

| Description   | Total               |
|---|---------------------|
| Oregon white oak tree in front of home:<br><br>- estimated to be approximately 250 years old, high vigor, crown density normal, crown size large, normal to dense interior branches, balanced crown, overall tree is healthy and vigorous<br><br>- recommend planning for tree protection around root zone of tree prior to proposed new construction | 0.00                |
| Robert Cornett<br>ISA Certified Arborist PN-6032A<br>(503) 569-3751   | <b>Total</b> \$0.00 |

**Website: [www.rrtreeservice.com](http://www.rrtreeservice.com)**  
**Email: [sales@rrtreeservice.com](mailto:sales@rrtreeservice.com)**

Signature \_\_\_\_\_

< 1013 E Virginia St



Google, Inc.

Google



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

**TO:** Mayor Henry A. Porter and the Stayton City Council  
**FROM:** Rich Sebens, Chief of Police  
**DATE:** September 17, 2018  
**SUBJECT:** Ordinance No. 1026, an Ordinance Repealing Stayton Municipal Code 9.20.020 Begging and Amending Stayton Municipal Code 10.12.040(5) relating to Prohibited Parking and Standing

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**ISSUE**

Consideration of an Ordinance repealing the Stayton Municipal Code (SMC) 9.20.020 and enacting SMC 10.12.040(5) relating to Prohibited Parking and Standing.

**BACKGROUND INFORMATION**

The City of Stayton currently has SMC 9.20.020 which addressed begging.

Regulation of people “begging” and asking for “alms” has been deemed an unconstitutional infringement on freedoms of speech guaranteed by the First Amendment to the US Constitution. Staff has therefore drafted language to repeal the section of the code regulating it. Although, the language of the code did not prohibit “begging” it was vague and open to interpretation.

In order to promote traffic safety, staff has also drafted language to prevent “begging” to occur in the street right of way where doing so could cause a disruption of traffic flow causing. Responding to someone begging or soliciting financial assistance would be allowed if a vehicle is legally parked.

**STAFF RECOMMENDATION**

Staff recommends adoption repealing SMC 9.20.020 and amending SMC 10.12.040.

**MOTION(S)**

1. Motion to approve Ordinance No. 1026 as presented.
2. Motion to approve Ordinance No. 1026 as amended.

**ORDINANCE NO. 1026**

**AN ORDINANCE REPEALING STAYTON MUNICIPAL CODE (SMC) SECTION 9.20.020 BEGGING AND AMENDING SMC SECTION 10.12.040 PROHIBITED PARKING OR STANDING**

WHEREAS, the City of Stayton has City Code regulating “begging” and the accepting of “Alms;”

WHEREAS, the courts have limited enforcement of regulations regarding those who are “begging and soliciting alms;”

WHEREAS, the City wishes to repeal SMC 9.20.020 BEGGING; and

WHEREAS, the City wishes to amend SMC 10.12.040 to promote traffic safety in relation to vehicles stopping in response to those begging or soliciting of alms.

NOW, THEREFORE, the City of Stayton ordains:

**Section 1. Section 9.20.020 Repealed.** Stayton Municipal Code Title 9, Chapter 20, Section 9.20.020 is hereby repealed.

9.20.020 ~~REPEALED~~**BEGGING**

~~No person shall accost another in a public or private place for the purpose of soliciting alms.~~

**Section 2. Prohibited Parking or Standing.** Stayton Municipal Code Title 10, Chapter 12, Section 10.12.040(5) is hereby enacted to read:

5. No person who is a driver or a passenger of a vehicle on a highway, road, or street within the city limits of Stayton shall give or relinquish possession of any item of property or money to a pedestrian.

a. This section does not apply if the vehicle is legally parked.

b. This section does not apply to postal carriers or newspaper delivery persons.

c. This section does not apply to a person or organization who has obtained a City Event permit as authorized by SMC.

**Section 4. Effective Date.** This Ordinance shall become effective on the 30<sup>th</sup> 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 17th day of September 2018.

CITY OF STAYTON

Signed: \_\_\_\_\_, 2018

BY: \_\_\_\_\_  
Henry A. Porter, Mayor

Signed: \_\_\_\_\_, 2018

ATTEST: \_\_\_\_\_  
Keith D. Campbell, City Manager



**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:** September 17, 2018

**SUBJECT:** Monthly Finance Department Report

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|   | August 2018  | July 2018    |
|---|--------------|--------------|
| Number of Bills Mailed                          | 2,390        | 2,397        |
| Number of Bills Emailed                         | 372          | 361          |
| Number of Bills on Auto-Pay                     | 642          | 611          |
| Delinquent Notices Sent Out                     | 474          | 522          |
| Courtesy Delinquent Notices Sent to Landlords   | 153          | 144          |
| Notified of Impending Shut-Off & Penalty        | 141          | 101          |
| Customers Issued Payment Extensions             | 37           | 21           |
| Customers with Interrupted Services Non-Payment | 19           | 19           |
| Services Still Disconnected                     | 1            | 1            |
| Number of Checks Issued                         | 182          | 108          |
| Total Amount of Checks                          | \$809,308.67 | \$649,793.25 |



**CITY OF STAYTON**  
**MEMORANDUM**

**TO:** Mayor Henry Porter and the Stayton City Council  
**FROM:** Rich Sebens, Chief of Police  
**DATE:** September 17, 2018  
**SUBJECT:** Staff Report

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

|                               | <b>August<br/>2018</b> | <b>Year to Date<br/>2018</b> | <b>August<br/>2017</b> | <b>Year to Date<br/>2017</b> |
|-------------------------------|------------------------|------------------------------|------------------------|------------------------------|
| <b>Police Activity</b>        | <b>831</b>             | <b>5511</b>                  | <b>973</b>             | <b>7719</b>                  |
| <b>Investigated Incidents</b> | <b>140</b>             | <b>1253</b>                  | <b>481</b>             | <b>3109</b>                  |
| <b>Citations/Warning</b>      | <b>118/111</b>         | <b>574/773</b>               | <b>117/187</b>         | <b>1090/1865</b>             |
| <b>Traffic Accidents</b>      | <b>4</b>               | <b>45</b>                    | <b>5</b>               | <b>48</b>                    |
| <b>Juvenile Abuse</b>         | <b>1</b>               | <b>22</b>                    | <b>3</b>               | <b>35</b>                    |
| <b>Arrests</b>                | <b>32</b>              | <b>281</b>                   | <b>36</b>              | <b>446</b>                   |
| <b>Ordinance Complaints</b>   | <b>25</b>              | <b>308</b>                   | <b>98</b>              | <b>451</b>                   |
| <b>Reserve Volunteer Hrs.</b> | <b>15</b>              | <b>275.50</b>                | <b>139.50</b>          | <b>999.20</b>                |
| <b>Citizen Volunteer Hrs.</b> | <b>42</b>              | <b>42</b>                    | <b>48</b>              | <b>177.70</b>                |
| <b>Peer Court Referrals:</b>  | <b>6</b>               | <b>74</b>                    | <b>7</b>               | <b>35</b>                    |

# STAYTON POLICE DEPARTMENT CONSOLIDATED MONTHLY CATEGORIZED REPORT-NIBRS 8/1/2018 - 8/31/2018

| PROPERTY                      | CRIMES            |                   |                   |                   | CRIMES CLEARED BY ARREST & EXCEPTION |                   |                   |                   | PERCENT CLEARED   |                   |                   |          | PERSONS ARRESTED |          |                   |                   |
|-------------------------------|-------------------|-------------------|-------------------|-------------------|--------------------------------------|-------------------|-------------------|-------------------|-------------------|-------------------|-------------------|----------|------------------|----------|-------------------|-------------------|
|                               | 8/1/18 to 8/31/18 | 1/1/18 to 8/31/18 | 1/1/17 to 8/31/17 | % Change Yr to Yr | 8/1/18 to 8/31/18                    | 1/1/18 to 8/31/18 | 1/1/17 to 8/31/17 | 8/1/18 to 8/31/18 | 1/1/18 to 8/31/18 | 1/1/17 to 8/31/17 | 8/1/18 to 8/31/18 | Juv      | Adult            | Total    | 1/1/18 to 8/31/18 | 1/1/17 to 8/31/17 |
| <b>NON-CRIMINAL</b>           |                   |                   |                   |                   |                                      |                   |                   |                   |                   |                   |                   |          |                  |          |                   |                   |
| ACCIDENT-INJURY               | 0                 | 8                 | 8                 | 0.0%              | 0                                    | 12                | 13                | 0.0%              | 100.0%            | 92.9%             | 0                 | 0        | 0                | 0        | 11                | 13                |
| ACCIDENT-PROPERTY             | 3                 | 31                | 45                | -31.1%            | 0                                    | 2                 | 7                 | 0.0%              | 40.0%             | 100.0%            | 0                 | 0        | 0                | 0        | 3                 | 3                 |
| ALL OTHER NON-CRIMINAL        | 71                | 654               | 2,397             | -72.7%            | 0                                    | 11                | 43                | 0.0%              | 44.0%             | 68.3%             | 0                 | 0        | 0                | 0        | 16                | 54                |
| NON CRIM DOMESTIC DISTURB     | 1                 | 21                | 100               | -79.0%            | 0                                    | 0                 | 1                 | 0.0%              | 0.0%              | 33.3%             | 0                 | 0        | 0                | 0        | 0                 | 0                 |
| <b>NON-CRIMINAL TOTALS</b>    | <b>75</b>         | <b>714</b>        | <b>2,550</b>      | <b>-72.0%</b>     |                                      |                   |                   |                   |                   |                   |                   |          |                  |          |                   |                   |
| <b>PERSON</b>                 |                   |                   |                   |                   |                                      |                   |                   |                   |                   |                   |                   |          |                  |          |                   |                   |
| AGGRAVATED ASSAULT            | 0                 | 12                | 14                | -14.3%            | 0                                    | 12                | 13                | 0.0%              | 100.0%            | 92.9%             | 0                 | 0        | 0                | 0        | 11                | 13                |
| OFFENSE AGAINST FAMILY        | 0                 | 5                 | 7                 | -28.6%            | 0                                    | 2                 | 7                 | 0.0%              | 40.0%             | 100.0%            | 0                 | 0        | 0                | 0        | 3                 | 3                 |
| OTHER ASSAULTS                | 1                 | 25                | 63                | -60.3%            | 0                                    | 11                | 43                | 0.0%              | 44.0%             | 68.3%             | 0                 | 0        | 0                | 0        | 16                | 54                |
| RAPE                          | 0                 | 1                 | 3                 | -66.7%            | 0                                    | 0                 | 1                 | 0.0%              | 0.0%              | 33.3%             | 0                 | 0        | 0                | 0        | 0                 | 0                 |
| RESTRAINING ORDER VIOLATION   | 1                 | 1                 | 4                 | -75.0%            | 1                                    | 1                 | 3                 | 100.0%            | 100.0%            | 75.0%             | 0                 | 0        | 1                | 1        | 1                 | 2                 |
| ROBBERY                       | 0                 | 0                 | 3                 | -100.0%           | 0                                    | 0                 | 3                 | 0.0%              | 0.0%              | 100.0%            | 0                 | 0        | 0                | 0        | 0                 | 3                 |
| SEX OFFENSES                  | 0                 | 6                 | 12                | -50.0%            | 0                                    | 1                 | 7                 | 0.0%              | 16.7%             | 58.3%             | 0                 | 0        | 0                | 0        | 3                 | 7                 |
| <b>PERSON TOTALS</b>          | <b>2</b>          | <b>50</b>         | <b>106</b>        | <b>-52.8%</b>     | <b>1</b>                             | <b>27</b>         | <b>77</b>         | <b>50.0%</b>      | <b>54.0%</b>      | <b>72.6%</b>      | <b>0</b>          | <b>1</b> | <b>1</b>         | <b>1</b> | <b>34</b>         | <b>82</b>         |
| <b>PROPERTY</b>               |                   |                   |                   |                   |                                      |                   |                   |                   |                   |                   |                   |          |                  |          |                   |                   |
| ARSON                         | 1                 | 5                 | 0                 | 0.0%              | 0                                    | 2                 | 0                 | 0.0%              | 40.0%             | 0.0%              | 0                 | 0        | 0                | 0        | 2                 | 0                 |
| BURGLARY - BUSINESS           | 0                 | 3                 | 2                 | 50.0%             | 0                                    | 0                 | 1                 | 0.0%              | 0.0%              | 50.0%             | 0                 | 0        | 0                | 0        | 0                 | 0                 |
| BURGLARY - OTHER STRUCTURE    | 0                 | 4                 | 2                 | 100.0%            | 0                                    | 1                 | 0                 | 0.0%              | 25.0%             | 0.0%              | 0                 | 0        | 0                | 0        | 1                 | 1                 |
| BURGLARY - RESIDENCE          | 0                 | 11                | 15                | -26.7%            | 0                                    | 0                 | 4                 | 0.0%              | 0.0%              | 26.7%             | 0                 | 0        | 0                | 0        | 0                 | 0                 |
| COUNTERFEITING/FORGERY        | 2                 | 14                | 6                 | 133.3%            | 0                                    | 5                 | 2                 | 0.0%              | 35.7%             | 33.3%             | 0                 | 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                 | 0                 |
| FRAUD                         | 2                 | 30                | 26                | 15.4%             | 0                                    | 7                 | 8                 | 0.0%              | 23.3%             | 30.8%             | 0                 | 0        | 0                | 0        | 6                 | 6                 |
| LARCENY                       |                   |                   |                   |                   |                                      |                   |                   |                   |                   |                   |                   |          |                  |          |                   |                   |
| Shoplifting                   | 1                 | 34                | 43                | -20.9%            | 0                                    | 21                | 22                | 0.0%              | 61.8%             | 51.2%             | 0                 | 0        | 0                | 0        | 22                | 26                |
| Theft from a Motor Vehicle    | 4                 | 45                | 32                | 40.6%             | 0                                    | 1                 | 1                 | 0.0%              | 2.2%              | 3.1%              | 0                 | 0        | 0                | 0        | 0                 | 1                 |
| Theft of MV Parts/Accessories | 0                 | 5                 | 0                 | 0.0%              | 0                                    | 0                 | 0                 | 0.0%              | 0.0%              | 0.0%              | 0                 | 0        | 0                | 0        | 0                 | 0                 |
| Theft of Bicycle              | 1                 | 13                | 10                | 30.0%             | 0                                    | 3                 | 2                 | 0.0%              | 23.1%             | 20.0%             | 0                 | 0        | 0                | 0        | 2                 | 4                 |
| Theft from Building           | 0                 | 11                | 5                 | 120.0%            | 0                                    | 0                 | 0                 | 0.0%              | 0.0%              | 0.0%              | 0                 | 0        | 0                | 0        | 1                 | 1                 |
| All Other Larceny             | 11                | 68                | 47                | 44.7%             | 0                                    | 12                | 9                 | 0.0%              | 17.6%             | 19.1%             | 0                 | 0        | 0                | 0        | 14                | 16                |
| LARCENY                       | 17                | 176               | 137               | 28.5%             | 0                                    | 37                | 34                | 0.0%              | 21.0%             | 24.8%             | 0                 | 0        | 0                | 0        | 39                | 46                |
| MOTOR VEHICLE THEFT           | 7                 | 17                | 8                 | 112.5%            | 3                                    | 3                 | 2                 | 42.9%             | 17.6%             | 25.0%             | 0                 | 0        | 0                | 0        | 4                 | 4                 |
| STOLEN PROPERTY               | 0                 | 0                 | 1                 | -100.0%           | 0                                    | 0                 | 1                 | 0.0%              | 0.0%              | 100.0%            | 0                 | 0        | 0                | 0        | 1                 | 1                 |
| VANDALISM                     | 11                | 65                | 70                | -7.1%             | 4                                    | 15                | 10                | 36.4%             | 23.1%             | 14.3%             | 0                 | 0        | 0                | 0        | 12                | 16                |

| PROPERTY TOTALS               | CRIMES            |                   |                   |                   | CRIMES CLEARED BY ARREST & EXCEPTION |                   |                   |                   | PERCENT CLEARED   |                   |                   |     | PERSONS ARRESTED |       |                   |                   |
|-------------------------------|-------------------|-------------------|-------------------|-------------------|--------------------------------------|-------------------|-------------------|-------------------|-------------------|-------------------|-------------------|-----|------------------|-------|-------------------|-------------------|
|                               | 8/1/18 to 8/31/18 | 1/1/18 to 8/31/18 | 1/1/17 to 8/31/17 | % Change Yr to Yr | 8/1/18 to 8/31/18                    | 1/1/18 to 8/31/18 | 1/1/17 to 8/31/17 | 8/1/18 to 8/31/18 | 1/1/18 to 8/31/18 | 1/1/17 to 8/31/17 | 8/1/18 to 8/31/18 | Juv | Adult            | Total | 1/1/18 to 8/31/18 | 1/1/17 to 8/31/17 |
| 40                            | 326               | 267               | 22.1%             | 7                 | 70                                   | 62                | 17.5%             | 21.5%             | 23.2%             | 0                 | 8                 | 8   | 8                | 75    | 95                |                   |
| <b>SOCIETY</b>                |                   |                   |                   |                   |                                      |                   |                   |                   |                   |                   |                   |     |                  |       |                   |                   |
| ALL OTHER                     | 5                 | 82                | 106               | -22.6%            | 3                                    | 15                | 24                | 60.0%             | 18.3%             | 22.6%             | 0                 | 2   | 2                | 14    | 26                |                   |
| ANIMAL                        | 1                 | 2                 | 2                 | 0.0%              | 1                                    | 1                 | 0                 | 100.0%            | 50.0%             | 0.0%              | 0                 | 1   | 1                | 3     | 0                 |                   |
| CURFEW                        | 0                 | 12                | 15                | -20.0%            | 0                                    | 11                | 13                | 0.0%              | 91.7%             | 86.7%             | 0                 | 0   | 0                | 21    | 20                |                   |
| CUSTODY-MENTAL                | 0                 | 5                 | 4                 | 25.0%             | 0                                    | 5                 | 4                 | 0.0%              | 100.0%            | 100.0%            | 0                 | 0   | 0                | 5     | 4                 |                   |
| DISORDERLY-PROTECTIVE         | 0                 | 1                 | 3                 | -66.7%            | 0                                    | 1                 | 1                 | 0.0%              | 100.0%            | 33.3%             | 0                 | 0   | 0                | 0     | 1                 |                   |
| DR WHILE SUSP                 | 2                 | 20                | 32                | -37.5%            | 2                                    | 19                | 26                | 100.0%            | 95.0%             | 81.3%             | 0                 | 3   | 3                | 31    | 30                |                   |
| DRIVING UNDER INFLUENCE       | 2                 | 5                 | 17                | -70.6%            | 2                                    | 5                 | 17                | 100.0%            | 100.0%            | 100.0%            | 0                 | 2   | 2                | 5     | 18                |                   |
| ELUDING                       | 4                 | 30                | 52                | -42.3%            | 4                                    | 30                | 52                | 100.0%            | 100.0%            | 100.0%            | 0                 | 4   | 4                | 30    | 54                |                   |
| ESCAPE                        | 0                 | 2                 | 8                 | -75.0%            | 0                                    | 1                 | 8                 | 0.0%              | 50.0%             | 100.0%            | 0                 | 0   | 0                | 1     | 8                 |                   |
| FAIL TO DISPLAY DL            | 0                 | 1                 | 2                 | -50.0%            | 0                                    | 1                 | 2                 | 0.0%              | 100.0%            | 100.0%            | 0                 | 0   | 0                | 0     | 3                 |                   |
| FUGITIVE                      | 0                 | 0                 | 1                 | -100.0%           | 0                                    | 0                 | 1                 | 0.0%              | 0.0%              | 100.0%            | 0                 | 0   | 0                | 1     | 1                 |                   |
| HIT & RUN                     | 0                 | 0                 | 0                 | 0.0%              | 0                                    | 0                 | 0                 | 0.0%              | 0.0%              | 0.0%              | 1                 | 12  | 13               | 104   | 146               |                   |
| LIQUOR LAWS                   | 4                 | 26                | 29                | -10.3%            | 0                                    | 5                 | 8                 | 0.0%              | 19.2%             | 27.6%             | 0                 | 0   | 0                | 5     | 7                 |                   |
| MIP TOBACCO                   | 0                 | 7                 | 8                 | -12.5%            | 0                                    | 7                 | 8                 | 0.0%              | 100.0%            | 100.0%            | 0                 | 0   | 0                | 12    | 21                |                   |
| NARCOTICS/DRUGS               | 0                 | 5                 | 2                 | 150.0%            | 0                                    | 5                 | 2                 | 0.0%              | 100.0%            | 100.0%            | 1                 | 0   | 1                | 8     | 2                 |                   |
| PROP RECOV - FOR OTHER AGENCY | 1                 | 23                | 46                | -50.0%            | 0                                    | 19                | 43                | 0.0%              | 82.6%             | 93.5%             | 0                 | 0   | 0                | 25    | 71                |                   |
| RECKLESS DRIVING              | 0                 | 1                 | 0                 | 0.0%              | 0                                    | 0                 | 0                 | 0.0%              | 0.0%              | 0.0%              | 0                 | 0   | 0                | 0     | 0                 |                   |
| RUNAWAY                       | 2                 | 6                 | 12                | -50.0%            | 1                                    | 5                 | 12                | 50.0%             | 83.3%             | 100.0%            | 0                 | 1   | 1                | 5     | 13                |                   |
| TRESPASS                      | 0                 | 9                 | 13                | -30.8%            | 0                                    | 8                 | 7                 | 0.0%              | 88.9%             | 53.8%             | 0                 | 0   | 0                | 9     | 8                 |                   |
| VEH RECOV - FOR OTHER AGENCY  | 11                | 39                | 61                | -36.1%            | 5                                    | 17                | 18                | 45.5%             | 43.6%             | 29.5%             | 0                 | 8   | 8                | 21    | 21                |                   |
| WARRANT                       | 1                 | 7                 | 5                 | 40.0%             | 1                                    | 3                 | 0                 | 100.0%            | 42.9%             | 0.0%              | 0                 | 0   | 0                | 0     | 0                 |                   |
| WEAPONS                       | 12                | 93                | 117               | -20.5%            | 12                                   | 90                | 115               | 100.0%            | 96.8%             | 98.3%             | 0                 | 0   | 0                | 0     | 7                 |                   |
|                               | 0                 | 5                 | 4                 | 25.0%             | 0                                    | 5                 | 4                 | 0.0%              | 100.0%            | 100.0%            | 0                 | 0   | 0                | 5     | 4                 |                   |
| <b>SOCIETY TOTALS</b>         | 45                | 381               | 539               | -29.3%            | 31                                   | 253               | 365               | 68.9%             | 66.4%             | 67.7%             | 2                 | 33  | 35               | 305   | 465               |                   |
| <b>GRAND TOTALS</b>           | 162               | 1,471             | 3,462             | -57.5%            |                                      |                   |                   |                   |                   |                   |                   |     |                  |       |                   |                   |



**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: September 17, 2018**  
**SUBJECT: Public Works Monthly Operating Report August 2018**

**KEY ACTIVITIES**

**STATUS**

- **WWTP Facility** Effluent flows: 27.56 million gallons were treated during August. The highest flow was 0.97 million gallons on the 19<sup>th</sup> and the lowest flow was 0.85 million gallons on the 25<sup>th</sup>. The average flow was 0.89 million gallons. Total rainfall for August was .17 inches. Hauled 20 dry tons of biosolids to the Energy from Waste Facility in Brooks, OR for disposal.
- **WTP** Highest production day was 6,639,000 gallons on August 25<sup>th</sup>, 2018.
- **Water System** Replaced 17 meters. Installed 2 new meters with radio readers. Installed an irrigation meter at the water plant. Replaced a water service at 1803 and 1825 Kent Ave. Replaced meter stops at 1588 Sixth Ave and 1485 N Second Ave. Installed the irrigation line at Kindle Way for the detention facility. Cleaned water filters beds 2.
- **Streets** Swept 314 curb miles and collected 160 cubic yards of material. All school related signs changed on Third Ave for Elementary School and on Sixth Ave for St. Mary's Grade School. STOP signs and street signs changed to new regulation at Summerview, Dawn, Tenth, and Wildflower along Fern Ridge Rd. Signs also changed at Second Ave and Third Ave on E Washington and Third Ave and E Jefferson.
- **Parks** Volunteers:  
Community Service: Total # of Volunteers = 0, Total # of hours = 0
- **Building Permits**

| <u>Permit Type</u>                            | <u>Issued</u> | <u>SDC's Paid</u>  |
|---|---------------|--------------------|
| New Single Family Dwelling- 786 RABBIT RUN ST | 1             | \$15,320.00        |
| Residential Addition                          | 2             | \$0.00             |
| Commercial Building Addition/Alteration/Other | 1             |                    |
| Residential Electrical                        | 1             |                    |
| <b>TOTAL</b>                                  | <b>5</b>      | <b>\$15,320.00</b> |

*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 Porter and the Stayton City Council**  
**FROM: Dan Fleishman, Director of Planning and Development**  
**DATE: September 17, 2018**  
**SUBJECT: Report of Activities for August, 2018**

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Attended Revitalize Downtown Stayton board meeting

Attended River Fusion 22 planning meeting and No Santiam River Regional Tourism Marketing Committee meeting

Worked with Stayton Area Rotary Club and Norpac on location of new trail

Attended Technical Advisory Committee and Citizen Advisory Committee meetings for Transportation System Plan update

Prepared and submitted Letter of Intent to submit Safe Routes to Schools Construction Grant

Working with Public Works Department staff, improvements to the Geographic Information System continued



## 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:** September 17, 2018

**SUBJECT:** August Library report

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Summer Reading wrapped up in August with over 900 people participating this year. Participants included: 644 children, 139 teens, and 139 adults. Thank you to all of our sponsors for making Summer Reading possible!

In August, the teens had an epic water fight in the park behind the library. They made emoji magnets, chalkboard notebooks and decorated pens at our Back to School DIY program. Adults and teens designed coasters using recycled CDs. The Library hosted Danza Azteca in the park. They presented a show of traditional Aztec dance and music.

The new CCRLS mobile app went live. It allows patrons to manage checkouts for both physical and digital content and provides quick and easy access to their library card. Consumer Reports Online and Kanopy, an on-demand video streaming service, were added to the electronic resources the Library provides to our community through our participation in the Chemeketa Cooperative Regional Library Service (CCRLS).

The Friends of the Library provided the funding for a Cultural Pass to the Oregon State Parks. The Parks Pass is a Day-Use Parking Permit that can be checked out at the Library and can be reserved ahead of time.

The Library received a Library Services and Technology Act grant from the Institute of Museum and Library Services, administered by the State Library of Oregon, for \$3,000 to help refresh youth collections.

Upcoming events to mark on your calendars:

- Teens: Build Your Own Rice Krispie Treats – September 19 at 4:00pm
- Children: Toy Breakers – September 27 at 4:00pm
- Women in Stayton History Presentation – September 27 at 7:00pm

| 2018-2019 Monthly Library Statistics     |            |            |       |      |      |      |      |      |       |       |     |      |              |                   |                    |
|--|------------|------------|-------|------|------|------|------|------|-------|-------|-----|------|--------------|-------------------|--------------------|
|  | July       | August     | Sept. | Oct. | Nov. | Dec. | Jan. | Feb. | March | April | May | June | 2018-19 YTD  | 2017-18 YTD       |                    |
| <b>TOTAL CHECKOUTS</b>                   | 14,656     | 13,960     |       |      |      |      |      |      |       |       |     |      | 28,616       | 142,290           |                    |
| <b>OTHER CIRCULATION SERVICES</b>        |            |            |       |      |      |      |      |      |       |       |     |      |              |                   |                    |
| Self check out                           | 4,530      | 4,778      |       |      |      |      |      |      |       |       |     |      | 9,308        | 46,557            |                    |
| Library2Go (ebooks +)                    | 1,217      | 1,326      |       |      |      |      |      |      |       |       |     |      | 2,543        | 11,292            |                    |
| <b>INCOME RECEIVED</b>                   |            |            |       |      |      |      |      |      |       |       |     |      |              |                   |                    |
| Non-resident cards                       | \$35.00    | \$77.00    |       |      |      |      |      |      |       |       |     |      | \$112.00     | \$1,946.50        |                    |
| Fines: overdue & lost books              | \$2,452.23 | \$1,108.86 |       |      |      |      |      |      |       |       |     |      | \$3,561.09   | \$13,179.57       |                    |
| Room fees                                | \$180.00   | \$180.00   |       |      |      |      |      |      |       |       |     |      | \$360.00     | \$1,810.75        |                    |
|  |            |            |       |      |      |      |      |      |       |       |     |      | <b>TOTAL</b> | <b>\$4,033.09</b> | <b>\$16,936.82</b> |
| <b>REFERENCE QUESTIONS</b>               |            |            |       |      |      |      |      |      |       |       |     |      |              |                   |                    |
| In-Person, by phone and computer help    | 596        | 444        |       |      |      |      |      |      |       |       |     |      | 1,040        | 5,488             |                    |
| <b>NEW PATRON CARDS</b>                  | 89         | 65         |       |      |      |      |      |      |       |       |     |      | 154          | 780               |                    |
| <b>INTERNET USE</b>                      | 934        | 1,154      |       |      |      |      |      |      |       |       |     |      | 2,088        | 11,497            |                    |
| <b>PROGRAM ATTENDANCE</b>                |            |            |       |      |      |      |      |      |       |       |     |      |              |                   |                    |
| Children & adults at Children's Programs | 998        | 357        |       |      |      |      |      |      |       |       |     |      | 1,355        | 7,400             |                    |
| Teens                                    | 60         | 32         |       |      |      |      |      |      |       |       |     |      | 92           | 278               |                    |
| Adults                                   | 36         | 36         |       |      |      |      |      |      |       |       |     |      | 72           | 1,025             |                    |
| Outreach                                 | 0          | 0          |       |      |      |      |      |      |       |       |     |      | 0            | 2,542             |                    |
|  |            |            |       |      |      |      |      |      |       |       |     |      | <b>TOTAL</b> | <b>1,519</b>      | <b>11,245</b>      |
| <b>MEETING ROOM ATTENDANCE</b>           | 63         | 45         |       |      |      |      |      |      |       |       |     |      | 108          | 1,559             |                    |
| <b>PATRON VISITS</b>                     | 8,475      | 7,968      |       |      |      |      |      |      |       |       |     |      | 16,443       | 83,881            |                    |
| <b>VOLUNTEER HOURS</b>                   | 234        | 308        |       |      |      |      |      |      |       |       |     |      | 542          | 2,453             |                    |