



AGENDA
STAYTON CITY COUNCIL
Monday, December 5, 2022
 Stayton Community Center
 400 W. Virginia Street
 Stayton, Oregon 97383

HYBRID MEETING

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

- 7:00 p.m. – City Council Regular Session – <https://youtu.be/OjEfem54esY>
- **Public Comment and Public Hearing Testimony:** Meetings allow for in-person, virtual, or written public comment. If a community member has a barrier which prevents them from participating via one of the methods below, they should contact City staff at citygovernment@staytonoregon.gov **no less than three hours prior to the meeting start time** to make arrangements to participate.

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

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

- 1. CALL TO ORDER** **7:00 PM**
- 2. FLAG SALUTE**
- 3. ANNOUNCEMENTS**
 - a. Additions to the agenda
 - b. Declaration of Ex Parte Contacts, Conflict of Interest, Bias, etc.
- 4. APPOINTMENTS**
- 5. PUBLIC COMMENT**

6. CONSENT AGENDA

- a. November 7, 2022 City Council Regular Session Minutes

7. GENERAL BUSINESS**Resolution No. 1046****ACTION****Supporting and Authorizing the City of Stayton to apply for a Community Development Block Grant from Marion County**

- a. Staff Report – Dan Fleishman
- b. Public Comment
- c. Council Discussion

8. COMMUNICATIONS FROM CITY STAFF

- a. City Manager Updates / Announcements

9. COMMUNICATION FROM MAYOR AND COUNCIL**10. ADJOURN**

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

DECEMBER 2022				
Monday	December 5	City Council	7:00 p.m.	https://youtu.be/OjEfem54esY
Tuesday	December 6	Parks and Recreation Board	6:00 p.m.	Stayton Community Center
Monday	December 19	City Council	7:00 p.m.	https://youtu.be/IGezeoPx6Ns
Wednesday	December 21	Library Board	6:00 p.m.	Stayton Public Library
Friday	December 23	CITY OFFICES CLOSED IN OBSERVANCE OF CHRISTMAS HOLIDAY		
Monday	December 26	CITY OFFICES CLOSED IN OBSERVANCE OF CHRISTMAS HOLIDAY		
Tuesday	December 27	Planning Commission	7:00 p.m.	https://youtu.be/l5zP9SUFfAU
JANUARY 2023				
Monday	January 2	CITY OFFICES CLOSED IN OBSERVANCE OF NEW YEAR'S DAY		
Tuesday	January 3	City Council	7:00 p.m.	https://youtu.be/o-K58jPb8PU
Wednesday	January 4	Parks and Recreation Board	6:00 p.m.	Stayton Community Center
Monday	January 16	CITY OFFICES CLOSED IN OBSERVANCE OF MARTIN LUTHER KING JR DAY		
Tuesday	January 17	City Council	7:00 p.m.	https://youtu.be/vfNCO16RNqk
Wednesday	January 18	Library Board	6:00 p.m.	Stayton Public Library
Monday	January 30	Planning Commission	7:00 p.m.	https://youtu.be/V9eyNd_VG78
FEBRUARY 2023				
Monday	February 6	City Council	7:00 p.m.	https://youtu.be/na1dTN-G9IA
Tuesday	February 7	Parks and Recreation Board	6:00 p.m.	Stayton Community Center
Wednesday	February 15	Library Board	6:00 p.m.	Stayton Public Library
Monday	February 20	CITY OFFICES CLOSED IN OBSERVANCE OF PRESIDENTS' DAY		
Tuesday	February 21	City Council	7:00 p.m.	https://youtu.be/pvcSuo4cK5M
Monday	February 27	Planning Commission	7:00 p.m.	https://youtu.be/-EnujT0tObQ
MARCH 2023				
Monday	March 6	City Council	7:00 p.m.	https://youtu.be/D9yrCTh93-A
Tuesday	March 7	Parks and Recreation Board	6:00 p.m.	Stayton Community Center
Wednesday	March 15	Library Board	6:00 p.m.	Stayton Public Library
Monday	March 20	City Council	7:00 p.m.	https://youtu.be/qa_neJdF4Jo
Monday	March 27	Planning Commission	7:00 p.m.	https://youtu.be/sZ-9-FLzPWI

**City of Stayton
City Council Minutes
November 7, 2022**

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

Time Start: 7:02 P.M.

Time End: 8:32 P.M.

COUNCIL MEETING ATTENDANCE LOG

COUNCIL	STAYTON STAFF
Mayor Henry Porter	Julia Hajduk, City Manager
Councilor Paige Hook	Alissa Angelo, Assistant City Manager (excused)
Councilor Ben McDonald (excused)	Lance Ludwick, Public Works Director (excused)
Councilor Jordan Ohrt	Dan Fleishman, Director of Planning & Development (excused)
Councilor David Patty (via Zoom)	Gwen Johns, Police Captain
Councilor Brian Quigley	Janna Moser, Library Director
	Susannah Sbragia, Finance Director
	Tammy Bennett, Office Specialist

AGENDA	ACTIONS
REGULAR MEETING	
Announcements	
a. Additions to the agenda	None.
b. Declaration of Ex Parte Contacts, Conflict of Interest, Bias, etc.	None.
Appointments	
a. Appointment of Planning Commission – Amy McKenzie Watts	Motion from Councilor Ohrt, seconded by Councilor Hook, to approve the consent agenda as presented. Motion rescinded. Motion from Councilor Ohrt, seconded by Councilor Hook, to ratify the appointment of Amy McKenzie Watts to the Planning Commission. Motion passed 4:0.
Public Comment	None.
Consent Agenda	
a. October 17, 2022 City Council Regular Session Minutes	Motion from Councilor Ohrt, seconded by Councilor Hook, to approve the consent agenda as presented. Motion passed 4:0.
Community Partner Santiam Hospital	
a. Maggie Hudson, CEO	Ms. Hudson presented an overview of Santiam Hospital.
b. Council Discussion	Council shared their appreciation for the presentation and that the Santiam Hospital is a great community member and has a fantastic staff.

	<p>Mayor Porter asked questions about EPIC, the new information sharing system.</p> <p>Ms. Hajduk added that there had been a neighborhood/hospital parking collaborative a month ago.</p>
<p>General Business Fiscal Year 2021-22 Year-End Financial Report as of June 30, 2022</p> <p>a. Staff Report – Susannah Sbragia b. Public Comment c. Council Discussion</p>	<p>Ms. Sbragia reviewed the staff report. None. Councilor Ohrt had questions about future challenges with the economy. Ms. Sbragia responded.</p> <p>Councilor Hook and Councilor Patty thanked Ms. Sbragia for her forward thinking and for being prepared to weather difficult times.</p>
<p>Communications from City Staff</p> <p>a. City Manager Updates/Announcements</p> <p>b. City Veterans Recognition</p>	<p>Captain Johns shared that Stayton Police Department is teaming up with Santiam Hospital for No Shave November, a fundraiser for the Can Cancer Fund.</p> <p>The Police Department is also proud to be partnering with Family Building Blocks again this year for Hope for the Holidays.</p> <p>Ms. Hajduk shared that City offices would be closed November 11, 2022 in observance of Veteran’s Day. Chief Frisendahl’s retirement party is scheduled for November 8, 2022 from 4:00 – 7:00p.m.</p> <p>Ms. Hajduk shared “Operation Green Light for Veterans”.</p>
<p>Communications from Mayor and Council</p>	<p>Mayor Porter shared that the DMV in Sublimity would be reopening on November 7, 2022.</p> <p>Councilor Hook reminded people of the voting deadline of November 8, 2022 at 8:00p.m.</p> <p>Councilor Quigley inquired about sandbags for the upcoming rain. City staff responded.</p>

APPROVED BY THE STAYTON CITY COUNCIL THIS 5TH DAY OF DECEMBER 2022, BY A ____ VOTE OF THE STAYTON CITY COUNCIL.

Date: _____

By: _____
Henry A. Porter, Mayor

Date: _____

Attest: _____
Julia Hajduk, City Manager

Date: _____

Transcribed by: _____
Tammy Bennett, Office Specialist



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

TO: Mayor Henry Porter and the Stayton City Council
FROM: Dan Fleishman, Director of Planning and Development
DATE: December 5, 2022
SUBJECT: Resolution Authorizing Submittal of a CDBG Application to Marion County

ISSUE

The issue before the City Council is adoption of resolution authorizing the submission of an application for a CDBG Grant from Marion County and authoring the City Manager to execute a grant contract for implementation of the grant.

BACKGROUND INFORMATION

In the past, the City has applied to the State of Oregon Business Development Department, Infrastructure Finance Authority to receive Community Development Block Grants. Though federal funds, these grants were made available through the state.

This year, Marion County has crossed the population threshold to become an “entitlement community,” receiving CDBG funding directly from the federal government. This means that Stayton will be applying for CDBG funding through Marion County. It also means that the City has broader opportunity to utilize CDBG funding than when the program was run by the State.

While all CDBG activities must provide a benefit to low and moderate income households in accordance with the federal guidelines, the Marion County program provides greater opportunity for the City to utilize funds for infrastructure projects than the state’s program.

For statistical analysis purposes, the US Census Bureau has divided the City into four “block groups.” The block group between Shaff Road and W Washington St, west of N First Ave has been determined to have more than 51% of the households qualifying as being low or moderate income, the only one of the four block groups in the city with this designation. Therefore, infrastructure projects within this neighborhood will be deemed to benefit LMI households.

The public Works Department is planning on a street overlay project on Wyatt Avenue, between Gardner Ave and Westown Dr. As part of this project the city will be replacing water service lines and constructing ADA ramps at intersections. A successful grant application will allow the City to utilize CDBG funds for the water service line replacements and ADA ramps and

extend the area to the improved to include the portion of Wyatt Ave west of Westown Dr, as well as some additional work on Westown Dr.

RECOMMENDATION

Staff recommends adoption of Resolution 1046 as presented.

OPTIONS AND MOTIONS

The City Council is presented with the following options.

1. Approve Resolution 1046

Move to approve Resolution 1046 as presented.

2. Approve Resolution 1046 with modifications

Move to approve Resolution 1046 with the following changes ...

3. Take no action, choosing not to apply for the CDBG grant.

No motion necessary.

RESOLUTION NO. 1046

A RESOLUTION SUPPORTING AND AUTHORIZING THE CITY OF STAYTON TO APPLY FOR A COMMUNITY DEVELOPMENT BLOCK GRANT FROM MARION COUNTY

WHEREAS, Marion County, Oregon has recently been designated an “entitlement community,” receiving Community Development Block Grant funds directly from the U.S. Department of Housing and Urban Development;

WHEREAS, Marion County is soliciting applications for CDBG funds from municipalities and non-profit organizations within the County;

WHEREAS, the expenditure of CDBG funds must be used to meet national objectives established by the US Congress, including benefitting Low and Moderate Income households;

WHEREAS, Block Group 4 includes the Westown neighborhood and has been determined by the U.S. Department of Housing and Urban Development to have more than 51% of the households with low and moderate incomes;

WHEREAS, the Stayton Public Works Department has scheduled a street overlay for Wyatt Avenue as part of its 5-year capital improvement budget;

WHEREAS, Wyatt Avenue is used by students as a route to the Stayton Middle School and Stayton High School;

WHEREAS, there is a lack of sidewalk ramps at street intersections in compliance with the American with Disabilities Act;

WHEREAS, sidewalks along Wyatt Avenue are in disrepair;

WHEREAS, one of the requirements of the grant application process is that the application include a resolution from the governing body supporting and authorizing the grant application.

NOW THEREFORE, BE IT RESOLVED that

Section 1. The City of Stayton, through its Planning and Development Director, shall apply for a Community Development Block Grant from Marion County for water service replacements, sidewalk replacement, and ADA ramp construction along Wyatt Avenue.

Section 2. This Resolution shall become effective upon adoption by the Stayton City Council.

ADOPTED BY THE STAYTON CITY COUNCIL this 5th day of December, 2022.

CITY OF STAYTON

Date: _____, 2022

By: _____
Henry A. Porter, Mayor

Date: _____, 2022

Attest: _____
Julia Hajduk, City Manager