



AGENDA
STAYTON CITY COUNCIL
Tuesday, January 3, 2023
Stayton Community Center
400 W. Virginia Street
Stayton, Oregon 97383

HYBRID MEETING

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

- 7:00 p.m. – City Council Regular Session – <https://youtu.be/o-K58jPb8PU>
- **Public Comment and Public Hearing Testimony:** Meetings allow for in-person, virtual, or written public comment. If a community member has a barrier which prevents them from participating via one of the methods below, they should contact City staff at citygovernment@staytonoregon.gov **no less than three hours prior to the meeting start time** to make arrangements to participate.

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

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

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- 1. OATH OF OFFICE** **7:00 PM**
 - a. Oath of Office for Mayor Brian Quigley
 - b. Oath of Office for Councilors David Giglio, Jordan Ohrt, and David Patty
 - 2. CALL TO ORDER**
 - 3. FLAG SALUTE**
 - 4. ANNOUNCEMENTS**
 - a. Additions to the agenda
 - b. Declaration of Ex Parte Contacts, Conflict of Interest, Bias, etc.

5. APPOINTMENTS

- a. Appointment of Council President

6. PUBLIC COMMENT

7. CONSENT AGENDA

- a. December 19, 2022 City Council Regular Session Minutes
- b. December 19, 2022 City Council Work Session Minutes

8. PRESENTATIONS

- a. Community Partner – Revitalize Downtown Stayton

9. GENERAL BUSINESS

10. COMMUNICATIONS FROM CITY STAFF

- a. City Manager Updates / Announcements

11. COMMUNICATION FROM MAYOR AND COUNCIL

12. 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.

CALENDAR OF EVENTS

| JANUARY 2023 | | | | |
|----------------------|-------------|---|-----------|---|
| Monday | January 2 | CITY OFFICES CLOSED IN OBSERVANCE OF NEW YEAR'S DAY | | |
| Tuesday | January 3 | City Council | 7:00 p.m. | https://youtu.be/o-K58jPb8PU |
| Tuesday | January 10 | Parks and Recreation Board | 6:00 p.m. | Stayton Community Center |
| Monday | January 16 | CITY OFFICES CLOSED IN OBSERVANCE OF MARTIN LUTHER KING JR DAY | | |
| Tuesday | January 17 | City Council | 7:00 p.m. | https://youtu.be/vfNCO16RNqk |
| Wednesday | January 18 | Library Board | 6:00 p.m. | Stayton Public Library |
| Monday | January 30 | Planning Commission | 7:00 p.m. | https://youtu.be/V9eyNd_VG78 |
| FEBRUARY 2023 | | | | |
| Monday | February 6 | City Council | 7:00 p.m. | https://youtu.be/na1dTN-G9IA |
| Tuesday | February 7 | Parks and Recreation Board | 6:00 p.m. | Stayton Community Center |
| Wednesday | February 15 | Library Board | 6:00 p.m. | Stayton Public Library |
| Monday | February 20 | CITY OFFICES CLOSED IN OBSERVANCE OF PRESIDENTS' DAY | | |
| Tuesday | February 21 | City Council | 7:00 p.m. | https://youtu.be/pvcSuo4cK5M |
| Monday | February 27 | Planning Commission | 7:00 p.m. | https://youtu.be/-EnujT0tObQ |
| MARCH 2023 | | | | |
| Monday | March 6 | City Council | 7:00 p.m. | https://youtu.be/D9yrCTh93-A |
| Tuesday | March 7 | Parks and Recreation Board | 6:00 p.m. | Stayton Community Center |
| Wednesday | March 15 | Library Board | 6:00 p.m. | Stayton Public Library |
| Monday | March 20 | City Council | 7:00 p.m. | https://youtu.be/qa_neJdF4Jo |
| Monday | March 27 | Planning Commission | 7:00 p.m. | https://youtu.be/sZ-9-FLzPWI |

**City of Stayton
City Council Work Session Minutes
December 19, 2022**

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| LOCATION: STAYTON COMMUNITY CENTER, 400 W. VIRGINIA, STAYTON |
| Time Start: 6:02 P.M. Time End: 6:52 P.M. |

COUNCIL MEETING ATTENDANCE LOG

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

| AGENDA | ACTIONS |
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| <p>1. Utility Rate Analysis</p> | <p>Mr. Ludwick reviewed the staff report and introduced Matt Hobson, Project Manager with FCS Group.</p> <p>Mr. Hobson laid the foundation for the next two work sessions of the Utility Rate Study.</p> <p>Key Rate Study Steps are as follows:</p> <ul style="list-style-type: none"> • Revenue Requirement Analysis • Cost of Service Analysis • Rate Design |

APPROVED BY THE STAYTON CITY COUNCIL THIS 3RD DAY OF JANUARY 2023, BY A ____ VOTE OF THE STAYTON CITY COUNCIL.

Date: _____

By: _____
Brian Quigley, Mayor

Date: _____

Attest: _____
Julia Hajduk, City Manager

Date: _____

Transcribed by: _____
Tammy Bennett, Office Specialist

**City of Stayton
City Council Minutes
December 19, 2022**

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| LOCATION: STAYTON COMMUNITY CENTER, 400 W. VIRGINIA, STAYTON |
| Time Start: 7:01 P.M. Time End: 8:13 P.M. |

COUNCIL MEETING ATTENDANCE LOG

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

| AGENDA | ACTIONS |
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| REGULAR MEETING | |
| Announcements | |
| a. Additions to the agenda | Resolution No. 1049 under General Business. |
| b. Declaration of Ex Parte Contacts, Conflict of Interest, Bias, etc. | None. |
| Appointments | None. |
| Public Comment | None. |
| Consent Agenda | |
| a. December 5, 2022 City Council Work Session Minutes | Motion from Councilor Quigley, seconded by Councilor Patty, to approve the consent agenda as presented. |
| b. December 5, 2022 City Council Regular Session Minutes | Motion Rescinded. |
| c. Resolution No. 1047, Accepting the Abstract of Election Results from the November 8, 2022 General Election | Motion from Councilor Ohrt, seconded by Councilor Quigley to pull Resolution No. 1048 from the Consent Agenda. Item was moved to general business. |
| d. Resolution No. 1048, Establishing Homeless Task Force and Appointing Members | Motion from Councilor Quigley, seconded by Councilor Patty, to approve the consent agenda items a, b, and c. Motion passed 5:0. |
| Presentations | |
| a. Community Partner – Teen Center | Ms. Casas gave an overview of the Santiam Teen Center located in Stayton. |
| b. CFM Advocates – Michael Skipper | Mr. Skipper introduced CFM Advocates and the work they have been doing with the City of Stayton to help secure possible funding for local initiatives in 2023. |

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| <p>General Business Resolution No. 1048, Establishing Homeless Task Force and Appointing Members a. Council Discussion</p> <p>b. Council Decision</p> <p>Outgoing Council Member Recognition a. Staff Presentation</p> <p>Resolution No. 1049, Naming the Stayton Dog Park The Henry A. Porter Dog Park in Recognition of Mayor Porter’s Service and Dedication to the City a. Staff Report</p> <p>b. Council Discussion</p> <p>c. Council Decision</p> | <p>Council acknowledged those who applied for the Homeless Task Force. Council questions and discussion regarding appointment of Council and alternate members to the Task Force and inviting those not chosen for the Task Force to apply for other boards and committees within the City. City staff responded.</p> <p>Motion from Councilor Ohrt, seconded by Councilor Patty to approve Resolution No. 1048 as presented. Motion passed 5:0.</p> <p>Ms. Hajduk presented Certificates of Appreciation for Councilor Hook and Mayor Porter.</p> <p>Ms. Hajduk introduced a Resolution naming the Stayton Dog Park the Henry A. Porter Dog Park in recognition of Mayor Porter’s service to the community of Stayton.</p> <p>Council discussion and recognition of Mayor Porter’s service.</p> <p>Motion from Councilor Quigley, seconded by Councilor Patty to approve Resolution No. 1049 as presented. Motion passed 5:0.</p> |
| <p>Communications from City Staff a. City Manager Updates / Announcements</p> | <p>Ms. Hajduk spoke of possible funding being advocated by the Oregon Mayors Association for homeless issues and capital project funding.</p> <p>Additionally, City staff is monitoring for possible inclement weather later in the week.</p> <p>Ms. Hajduk acknowledged that this meeting was Ms. Sbragia’s last meeting as Finance Director.</p> <p>Chief Johns stated that Officer Pindell graduated from the Police Academy and that Officer Butler was promoted to sergeant. The Police Department has been very active with volunteer and non-volunteer activities.</p> <p>Incoming Mayor Quigley stated that he would like to recruit for the vacant council seat until the end of January 2023. Citizens that are interested should submit a letter of interest.</p> |

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| | Staff will get this publicized on social media and the City website. |
| Communications from Mayor and Council | Councilor Hook expressed her gratitude to voters, Council and City staff. Councilors thanked Councilor Hook and Mayor Porter for their passion and commitment to the City. |

APPROVED BY THE STAYTON CITY COUNCIL THIS 3RD DAY OF JANUARY 2023, BY A ____ VOTE OF THE STAYTON CITY COUNCIL.

Date: _____

By: _____

Brian Quigley, Mayor

Date: _____

Attest: _____

Julia Hajduk, City Manager

Date: _____

Transcribed by: _____

Tammy Bennett, Office Specialist



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

TO: Mayor and Stayton City Council
FROM: Julia Hajduk, City Manager
DATE: January 3, 2023
SUBJECT: Appointment of Council President

Per the City of Stayton Charter, the Council must elect a president from its membership at the first meeting each year. The president presides in the absence of the mayor and acts as mayor when the mayor is unable to perform duties. It should be noted that when the president is acting as mayor, he / she retains a vote but does not have a tie vote or authority to require reconsideration of ordinances.

MOTION(S)

- 1) Motion to appoint Councilor _____ as Council President for 2023.