



**AGENDA**  
**STAYTON CITY COUNCIL**  
**Wednesday, May 15, 2024**  
 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:

5:45 p.m. – City Council Regular Session – <https://youtube.com/live/bhYOUjWYS58>

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- 1. CALL TO ORDER** **5:45 PM**
  
  - 2. GENERAL BUSINESS**
    - 1. Resolution No. 1105, Authorizing the Submittal of a Grant to the Oregon Department of Transportation Carbon Reduction Program** **ACTION**
      - a. Staff Report – Julia Hajduk
      - b. Public Comment
      - c. Council Discussion
      - d. Council Decision
  
  - 3. ADJOURN**

*The meeting location is accessible to people 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

MAY 2024				
Wednesday	May 15	City Council Special Session	5:45 p.m.	<a href="https://youtube.com/live/bhYOUjWYS58">https://youtube.com/live/bhYOUjWYS58</a>
Wednesday	May 15	Budget Committee	6:00 p.m.	<a href="https://youtube.com/live/YzpXF3YeNo0">https://youtube.com/live/YzpXF3YeNo0</a>
Tuesday	May 16	Budget Committee	6:00 p.m.	<a href="https://youtube.com/live/D2qXMn2uS_E">https://youtube.com/live/D2qXMn2uS_E</a>
Thursday	May 23	Public Arts Commission	6:00 p.m.	Public Works / Planning Offices
Monday	May 27	<b>CITY OFFICES CLOSED IN OBSERVANCE OF MEMORIAL DAY HOLIDAY</b>		
Tuesday	May 28	Planning Commission	7:00 p.m.	Stayton Community Center
JUNE 2024				
Monday	June 3	City Council	7:00 p.m.	<a href="https://youtube.com/live/gAhI3Aa0qQk">https://youtube.com/live/gAhI3Aa0qQk</a>
Tuesday	June 4	Parks and Recreation Board	6:00 p.m.	Public Works / Planning Offices
Monday	June 17	City Council	7:00 p.m.	<a href="https://youtube.com/live/CbxRQKofXts">https://youtube.com/live/CbxRQKofXts</a>
Wednesday	June 19	Library Board	6:00 p.m.	Stayton Public Library
Monday	June 24	Planning Commission	7:00 p.m.	Stayton Community Center
JULY 2024				
Monday	July 1	City Council	7:00 p.m.	<a href="https://youtube.com/live/ObstG7px_s8">https://youtube.com/live/ObstG7px_s8</a>
Tuesday	July 2	Parks and Recreation Board	6:00 p.m.	Public Works / Planning Offices
Thursday	July 4	<b>CITY OFFICES CLOSED IN OBSERVANCE OF INDEPENDENCE DAY HOLIDAY</b>		
Monday	July 15	City Council	7:00 p.m.	<a href="https://youtube.com/live/Ho-DcNPeKFY">https://youtube.com/live/Ho-DcNPeKFY</a>
Wednesday	July 17	Library Board	6:00 p.m.	Stayton Public Library
Monday	July 29	Planning Commission	7:00 p.m.	Stayton Community Center
AUGUST 2024				
Monday	August 5	City Council	7:00 p.m.	<a href="https://youtube.com/live/Lj-mxqCQ5SQ">https://youtube.com/live/Lj-mxqCQ5SQ</a>
Tuesday	August 6	Parks and Recreation Board	6:00 p.m.	Public Works / Planning Offices
Monday	August 19	City Council	7:00 p.m.	<a href="https://youtube.com/live/srIRGhfmTvM">https://youtube.com/live/srIRGhfmTvM</a>
Wednesday	August 21	Library Board	6:00 p.m.	Stayton Public Library
Monday	August 26	Planning Commission	7:00 p.m.	Stayton Community Center
SEPTEMBER 2024				
Monday	September 2	<b>CITY OFFICES CLOSED IN OBSERVANCE OF LABOR DAY HOLIDAY</b>		
Tuesday	September 3	City Council	7:00 p.m.	<a href="https://youtube.com/live/X4qI09p4SII">https://youtube.com/live/X4qI09p4SII</a>
Wednesday	September 4	Parks and Recreation Board	6:00 p.m.	Public Works / Planning Offices
Monday	September 16	City Council	7:00 p.m.	<a href="https://youtube.com/live/bUyCXZQ77A8">https://youtube.com/live/bUyCXZQ77A8</a>
Wednesday	September 18	Library Board	6:00 p.m.	Stayton Public Library
Monday	September 30	Planning Commission	7:00 p.m.	Stayton Community Center



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

**TO: Mayor Brian Quigley and the Stayton City Council**  
**FROM: Julia Hajduk, City Manager**  
**DATE: May 15, 2024**  
**SUBJECT: Resolution No. 1105 Authorizing the Submittal of a Grant to the Oregon Department of Transportation Carbon Reduction Program**

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**BACKGROUND**

The Oregon Department of Transportation (ODOT) has a grant program targeted at carbon reduction and eligible projects include the purchase of electric vehicles and equipment. In considering the need and potential use for an electric vehicle, Public Works has identified it would be beneficial to have our own van with the capability to do videoing of water, sewer, and stormwater lines. The City currently budgets \$400,000 per year in the Wastewater fund to have a contractor perform this work.

The City has received a quote for an electric transit van with a CCTV robotic pipeline inspection system package in the amount of \$173,905. If awarded the grant, it is anticipated funds would be available in FY 25/26, allowing ample time for staff planning and budgeting the required 10.27% match (estimated at \$21,247 with contingency)

Part of the grant submittal requires documentation that the project has been identified by, and is supported by, the community and/or Council.

**FISCAL IMPACT**

In the event we receive the grant, the City will budget the required 10.27% match for FY 25/26. The net result will be a savings of approximately \$250,000-\$400,000 due to no longer having to contract for the service. While not likely to be proposed immediately, there will likely be the need to add staff at a future date to perform the inspections. However, the cost of an additional staff person would still be less than the contract amount.

**MOTION**

Move to approve Resolution No. 1105, authorizing the submittal of a grant to the Oregon Department of Transportation Carbon Reduction Program.



**RESOLUTION NO. 1105  
AUTHORIZING THE SUBMITTAL OF A GRANT TO THE OREGON DEPARTMENT OF  
TRANSPORTATION CARBON REDUCTION PROGRAM**

**WHEREAS**, the Oregon Department of Transportation (ODOT) has a grant program targeted at carbon reduction; and

**WHEREAS**, eligible projects include the purchase of electric vehicles and equipment; and

**WHEREAS**, Public Works has identified a need exists for a van with equipment that can perform videoing of water, wastewater, and stormwater lines as this is currently contracted out with an annual budget in the wastewater fund of \$400,000; and

**WHEREAS**, the City received a quote for an electric transit van with a CCTV robotic pipeline inspection system package in the amount of \$173,905 and if funds were available to enable the City to purchase this vehicle, that would be beneficial; and

**WHEREAS**, part of the grant submittal requires documentation that the project has been identified by, and is supported by, the community and/or Council; and

**WHEREAS**, if awarded the grant, it is anticipated funds would be available in FY 25/26 allowing ample time for staff planning and budgeting the required 10.27% match (estimated at \$21,247 with contingency).

**NOW THEREFORE, THE CITY OF STAYTON RESOLVES:**

**SECTION 1.** The Stayton City Council supports and endorses the submittal of an ODOT Carbon Reduction grant for the purchase of an Electric transit van with CCTV robotic pipeline inspection system package.

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

**ADOPTED BY THE STAYTON CITY COUNCIL THIS 15<sup>TH</sup> DAY OF MAY 2024.**

CITY OF STAYTON

Signed: \_\_\_\_\_, 2024

BY: \_\_\_\_\_  
Brian Quigley, Mayor

Signed: \_\_\_\_\_, 2024

ATTEST: \_\_\_\_\_  
Julia Hajduk, City Manager