



AGENDA
STAYTON CITY COUNCIL
Monday, August 5, 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:

7:00 p.m. – City Council Regular Session – <https://youtube.com/live/Lj-mxqCQ5SQ>

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.

Comments 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 Assistant City Manager or designee 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 comments.
- **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. PUBLIC COMMENT

5. CONSENT AGENDA

- a. July 15, 2024 City Council Regular Session Minutes
- b. July 15, 2024 City Council Work Session Minutes

6. PRESENTATIONS

Years of Service Recognition – Alissa Angelo

7. PUBLIC HEARING

8. GENERAL BUSINESS

- 1. Resolution No. 1112, Park Shelter Rentals/Facility Use Reservation** **ACTION**
 - a. Staff Report – James Brand
 - b. Public Comment
 - c. Council Discussion
 - d. Council Decision

- 2. Update on Street Survey and Discussion of Next Steps** **DISCUSSION**
 - a. Staff Report – Julia Hajduk
 - b. Public Comment
 - c. Council Discussion

- 3. Continuation of League of Oregon Cities Legislative Priorities Discussion** **DISCUSSION**
 - a. Staff Report – Julia Hajduk
 - b. Public Comment
 - c. Council Discussion

9. COMMUNICATION FROM CITY STAFF

10. COMMUNICATION FROM MAYOR AND COUNCIL

11. 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

AUGUST 2024					
Monday	August 5	City Council	7:00 p.m.	https://youtube.com/live/Lj-mxqCQ5SQ	
Tuesday	August 6	<i>Cancelled</i>			
Monday	August 19	City Council	7:00 p.m.	https://youtube.com/live/srIRGhfmTvM	
Wednesday	August 21	Library Board	<i>Cancelled</i>		
Monday	August 26	Planning Commission	7:00 p.m.		Stayton Community Center
SEPTEMBER 2024					
Monday	September 2	CITY OFFICES CLOSED IN OBSERVANCE OF LABOR DAY HOLIDAY			
Tuesday	September 3	City Council	7:00 p.m.	https://youtube.com/live/X4ql09p4SI	
Wednesday	September 4	Parks and Recreation Board	6:00 p.m.		Public Works / Planning Offices
Monday	September 16	City Council	7:00 p.m.	https://youtube.com/live/bUyCXZQ77A8	
Wednesday	September 18	Library Board	6:00 p.m.		Stayton Public Library
Monday	September 30	Planning Commission	7:00 p.m.		Stayton Community Center
OCTOBER 2024					
Tuesday	October 1	Parks and Recreation Board	6:00 p.m.		Public Works / Planning Offices
Monday	October 7	City Council	7:00 p.m.	https://youtube.com/live/xRkV_sAoEv0	
Wednesday	October 16	Library Board	6:00 p.m.		Stayton Public Library
Monday	October 21	City Council	7:00 p.m.	https://youtube.com/live/bFFjQQ_J9VQ	
Monday	October 28	Planning Commission	7:00 p.m.		Stayton Community Center
NOVEMBER 2024					
Monday	November 4	City Council	7:00 p.m.	https://youtube.com/live/4NtRsKXOWTs	
Tuesday	November 5	Parks and Recreation Board	6:00 p.m.		Public Works / Planning Offices
Monday	November 11	CITY OFFICES CLOSED IN OBSERVANCE OF VETERANS DAY HOLIDAY			
Monday	November 18	City Council	7:00 p.m.	https://youtube.com/live/goRzVbZhbWk	
Wednesday	November 20	Library Board	6:00 p.m.		Stayton Public Library
Monday	November 25	Planning Commission	7:00 p.m.		Stayton Community Center
Thursday	November 28	CITY OFFICES CLOSED IN OBSERVANCE OF THANKSGIVING DAY HOLIDAY			
Friday	November 29				
DECEMBER 2024					
Monday	December 2	City Council	7:00 p.m.	https://youtube.com/live/7CbTDLdwoml	
Tuesday	December 3	Parks and Recreation Board	6:00 p.m.		Public Works / Planning Offices
Monday	December 16	City Council	7:00 p.m.	https://youtube.com/live/9pOSKMkR7vc	
Wednesday	December 18	Library Board	6:00 p.m.		Stayton Public Library
Tuesday	December 24	CITY OFFICES CLOSED IN OBSERVANCE OF CHRISTMAS HOLIDAY			
Wednesday	December 25				
Monday	December 30	Planning Commission	7:00 p.m.		Stayton Community Center

**City of Stayton
City Council Minutes
July 15, 2024**

LOCATION: STAYTON COMMUNITY CENTER, 400 W. VIRGINIA, STAYTON
Time Start: 7:00 P.M. Time End: 7:55 P.M.

COUNCIL MEETING ATTENDANCE LOG

COUNCIL	STAYTON STAFF
Mayor Brian Quigley	Julia Hajduk, City Manager
Councilor David Giglio	Alissa Angelo, Assistant City Manager
Councilor Ben McDonald (excused)	Lance Ludwick, Public Works Director (excused)
Councilor Jordan Ohrt (excused)	Gwen Johns, Police Chief
Councilor David Patty	Janna Moser, Library Director
Councilor Stephen Sims	James Brand, Finance Director
	Jennifer Siciliano, Community & Economic Development Director
	Melanie Raba, 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.
Public Comment	None.
Consent Agenda	
a. June 17, 2024 City Council Regular Session Minutes	Motion from Councilor Patty, seconded by Councilor Sims, to approve the Consent Agenda as presented. Motion passed 3:0.
b. June 17, 2024 City Council Work Session Minutes	
c. Resolution No. 1111, Authorizing a 3% Merit Increase of the City Manager, Effective July 1, 2024	
Presentations	None.
Public Hearing	
General Business	
League of Oregon Cities Legislative Priorities	
a. Staff Report – Julia Hajduk	Ms. Hajduk reviewed the staff report.
b. Public Comment	None.
c. Council Discussion	Council discussed their top priorities.
Update on Changes to Legislation Affecting Law Enforcement	
a. Staff Summary – Michael Meeks	Sgt. Meeks gave a presentation on the affects new legislation has on law enforcement.

<p>b. Public Comment</p> <p>c. Council Discussion</p>	<p>None.</p> <p>Council asked questions regarding some of the law changes. Sgt Meeks responded.</p>
<p>Communications from City Staff</p>	<p>Ms. Hajduk discussed the ice cream social in the park.</p> <p>Mr. Brand gave an update on the City’s transient tax and proposed updates to the City’s retirement plan.</p> <p>Chief Johns thanked Sgt. Meeks for his presentation and the entire staff for their work in the community on the 4th of July. Chief Johns acknowledged officer Trumbly advancing to solo patrol and the favorable inspection of the range. She reviewed a few local cases and things happening within the department.</p> <p>Ms. Moser discussed Safety Town volunteer and camper registrations.</p> <p>Ms. Hajduk discussed a webinar by the League of Oregon Cities regarding House Bill 3115.</p>
<p>Communications from Mayor and Council</p>	<p>Mayor Quigley thanked Janna for her help with the Father Daughter Dance, spoke about a meeting he and Councilor Sims attended with Marion County Commissioners, discussed the open City Council seats and how discourse on the council is handled.</p>

APPROVED BY THE STAYTON CITY COUNCIL THIS 5TH DAY OF AUGUST 2024, BY A ____ VOTE OF THE STAYTON CITY COUNCIL.

Date: _____

By: _____

Brian Quigley, Mayor

Date: _____

Attest: _____

Julia Hajduk, City Manager

**Stayton City Council
Work Session
July 15, 2024**

LOCATION: STAYTON PUBLIC LIBRARY, 515 N. FIRST AVENUE, STAYTON

Time Start: 6:00 P.M.

Time End: 6:30 P.M.

MEETING ATTENDANCE LOG

	STAYTON STAFF
Mayor Brian Quigley	Julia Hajduk, City Manager
Councilor David Giglio	Alissa Angelo, Assistant City Manager
Councilor Ben McDonald (excused)	James Brand, Finance Director
Councilor Jordan Ohrt (excused)	Gwen Johns, Police Chief (excused)
Councilor David Patty	Lance Ludwick, Public Works Director (excused)
Councilor Steve Sims	Janna Moser, Library Director (excused)
	Jennifer Siciliano, Community & Economic Development (excused)
	Melanie Raba, Office Specialist

AGENDA	ACTIONS
Park Shelter Rentals/Facility Use Reservation Rules	James Brand reviewed proposed park shelter rental and facility use reservation rules.

APPROVED BY THE STAYTON CITY COUNCIL THIS 5TH DAY OF AUGUST 2024, BY A ____ VOTE OF THE STAYTON CITY COUNCIL.

Date: _____

By: _____

Brian Quigley, Mayor

Date: _____

Attest: _____

Julia Hajduk, City Manager



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

TO: Mayor Brian Quigley and the Stayton City Council
FROM: James Brand, Finance Director
DATE: August 5, 2024
SUBJECT: Resolution No. 1112, Adopting Additional FY 2024-25 Fees

BACKGROUND INFORMATION

The Fiscal Year 2024-25 fees were adopted in Resolution 1098 on April 1st, 2024, followed by Resolution 1110 on June 17 which added fees for water meters and SDC's (System Development Charges). Resolution 1112 contains new fees for park facility reservations.

Currently, the City has a reservation system with fees for the Jordan Bridge and the Concession Stand in Pioneer Park. This system has been working well and the City has received multiple requests from the public to reserve other facilities in other City parks. Having no system for other facilities means it is free and is a first come, first served system. The City is proposing to add the following facilities to be reservable by residents and non-residents at the stated rates:

Park	Facility	Resident Rate	Non-Resident Rate
Pioneer	North Covered Shelter	\$100/3hr + \$20/hr	\$125/3hr + \$25/hr
Pioneer	South Covered Shelter	\$100/3hr + \$20/hr	\$125/3hr + \$25/hr
All Pioneer Park	Jordan Bridge, Concessions, and Shelters	\$500/3hr + \$100/hr	\$625/3hr + \$125/hr
Santiam	Covered Shelter	\$100/3hr + \$20/hr	\$125/3hr + \$25/hr
Community Center	Tennis/Pickleball Courts (all three)	\$100/3hr + \$20/hr	\$125/3hr + \$25/hr

FISCAL IMPACT

The revenues generated will be used within the Park fund and will decrease the Park's dependency on the existing General Fund subsidy. The Fiscal Year 2024-25 budget is based on these fees being adopted. If these fees are not adopted, an operational revenue shortfall may occur for the Park Fund.

SUMMARY

The City proposes new fees be enacted to allow reservations to be made for certain park facilities beginning October 1, 2024.

OPTIONS AND MOTIONS

The City Council is presented with the following options.

1. Adopt Resolution No. 1112 as presented.

Motion to approve Resolution No. 1112 as presented.

2. Adopt Resolution No. 1112 as amended.

Motion to amend the fees and adopt Resolution 1112 as amended.

3. Take no action.

Keeps the City Fee Schedule as is which may require an increase to the General Fund subsidy to the Park Fund.



**RESOLUTION NO. 1112
ADOPTING ADDITIONAL FEES, CHARGES, AND RATES
FOR THE 2024-25 FISCAL YEAR**

WHEREAS the City of Stayton receives requests from citizens and businesses for administrative, police, municipal court, library, pool, public works, parks, utilities, planning and code enforcement, which require the expenditure of personnel time and resources;

WHEREAS the public has shown interest in reserving City park facilities for a fee;

WHEREAS use of the City’s resources requires that the City charge fees sufficient to recover the cost in time and materials to render the services requested;

WHEREAS such rates are to be set in Resolution form by the Stayton City Council.

NOW THEREFORE, THE CITY OF STAYTON RESOLVES:

SECTION 1. The fees, charges, and rates for Fiscal Year 2024-25 appended hereto, designated Exhibit A, are hereby adopted and will go into effect October 1, 2024.

SECTION 2. Resolution 1110, adopting fees, charges, and rates for various City services for the 2024-25 fiscal year will be repealed in its entirety.

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

ADOPTED BY THE STAYTON CITY COUNCIL THIS 5th DAY OF AUGUST 2024.

CITY OF STAYTON

Signed: _____, 2024

BY: _____
Brian Quigley, Mayor

Signed: _____, 2024

ATTEST: _____
Julia Hajduk, City Manager



Fiscal Year 2024-25 Fees and Charges

Exhibit A

ADMINISTRATIVE			
	2024-25 Fee	Unit	Notes (and Stayton Municipal Code references)
Lien Search	\$10	per search	
Returned Payments	\$35	per item	
Notary Public	\$5	per action	Subject to Notary availability, appointments recommended
Mobile Food Unit License Fee	\$40	per year	
Sidewalk Vendor License	\$2.50	per square foot	
Residential Rental Fee	\$10	per year	
Promotional/Processional Event	\$50	per event	SMC 5.44; SMC 10.36
Event Street Marking	\$200	per event	deposit
Solicitors License	\$150	per year	
Each Additional Employee	\$25	per year	
Renewal of Solicitor License	\$25	per year	
All Other Services not Identified	actual cost		

PUBLIC RECORDS			
	2024-25 Fee	Unit	Notes
Printing / Copies – 8.5x11, 8.5x14, 11x17	\$0.25	per page	
Printing / Copies – larger than 11x17	\$10	per page	
Digital Copies (PDF)	\$0.10	per page	
Certified Copies	\$5	each	
Copies of Digital Photos	\$1	per photo	
CD of Digital Photos	\$10	each CD	
Audio CD, DVD, or other media	\$15	each item	
Postage		per transaction	Actual cost of postage
Public Records Requests	varies	time	Free for 15 minutes or less. Longer requests will be charged at actual staff cost for all staff involved in fulfilling the request.
Open Records Check	\$20	each	Includes staff research and retrieval time of up to 30 minutes, over 30 minutes will be charged for additional staff time. \$10 non-refundable search fee included.

Police Reports	\$33 + \$.25 per printed page	per report	Includes staff research and retrieval time of up to 30 minutes, over 30 minutes will be charged an additional \$33.00 per 30- minute increment. \$10 non-refundable search fee included. No charge for the victim's first copy.
Visa Letter	\$40	per letter	
Record Check Letter	\$15	per letter	
Permits Issued by Police			
	2024-25 Fee	Unit	
Carnival, Amusement Park & Concession	\$300	per year	SMC 5.08.150
Recurring Events	\$25	per event	
Alarm Permit (residential / commercial)	\$20	one-time registration	SMC 8.08 (late fee is \$25 per year)
Secondhand Business License	\$50	per year	SMC 5.32
Junk Dealers License	\$50	per year	SMC 5.36
OLCC / OHA License			
New OLCC/OHA License Fee	\$100	per application	
Change of Ownership	\$75	per application	
License Privilege Change	\$75	per application	
OLCC/OHA License Renewal	\$35	per year	
Temporary for non-OLCC Licensed Business	\$35	per application	
Temporary for OLCC Licensed Business	\$15	per application	
Fines for Ordinance Violations			
Business Regulations	\$1,000		SMC 5.08
Medical Marijuana Facilities	\$1,000		SMC 5.12
Pharmaceutical Disposal	\$500		SMC 5.50
Garage Sales	\$500		SMC 5.16.020
Solicitors	\$1,000		SMC 5.20
Private Security Enterprises	\$1,000		SMC 5.28
Secondhand Dealers and Pawnbrokers	\$1,000		SMC 5.32.100
Animal Control	\$500	not to exceed	SMC 6.04.290
Nuisances	\$500 - \$1,000		SMC 8.04

	2024-25 Fee	Unit	
False Alarm			SMS 8.08
• First 5 Alarms	\$0	each	
• Alarms 6-15	\$25	each	
• Alarms 16+	\$50	each	
Any other Violation of SMC 8.08 Not listed previously	\$500		SMC 8.08
Use of Public Parks, Public Property and Waterways	\$500		SMC 8.12
Violation of Public Peace and Welfare	\$1,000		SMC 9
Violation of Prohibited Parking Parking in Alley No Parking Zone	\$50		SMC 10.12.040 ORS 811.550
Violation of Loading Zone	\$50		SMC 10.12.070
Violation of Promotional / Processional / Event Permit	\$1,000		SMC 10.36
Parking on a Sidewalk Damaging Sidewalks and Curbs	\$50 plus actual cost of repairs		SMC 10.12.040 SMC 10.40.1040 ORS 811.570(1)
Crossing Private Property	\$110		SMC 10.40.1010
Violation of Truck Routes	\$110		SMC 10.40.1060
Parking for Certain Purposes Prohibited Displaying a Vehicle for Sale Repairing a Vehicle Displaying Temporary Advertising Selling from a Vehicle	\$50		SMC 10.12.050
Unlawful Storage on the Street	\$110		SMC 10.12.060
Violation of Bus and Taxi SMC	\$50		SMC 10.12.080/ 10.12.090
Skateboards, Skis, Toboggans, and Sleds	\$25		SMC 10.40.1030
Violation of Bicycle SMC	\$25		SMC 10.28
Violation of Pedestrian SMC	\$25		SMC 10.32
Overtime Parking	\$50		SMC 10.12.040 / SMC 10.12.100
Parking Permit Violation	\$50		SMC 10.12.150
Parking Spaces – Correct Use Required/Wrong Direction	\$50		SMC 10.12.020

	2024-25 Fee	Unit	
Violation of Prohibited Parking contrary to a parking control device	\$50		SMC 10.12.040(g)
Other Violations of Title 10 Not Specifically Listed	\$50		SMC 10
Impound Charge per Day for City Owned Storage	\$50 + tow fees		SMC 10.16.430
Impound Tow Fee	\$125		

PLANNING			
Pre-Application Meeting	\$500	each	
Application that requires only Staff review	\$900	deposit	
Application requiring Planning Commission Hearing	\$1,700	deposit	
Applications Requiring Two Public Hearings			
Comprehensive Plan Map and Zone Map Amendment	\$2,000	deposit	
Subdivision, Master Plan Development, Site Plan Review that includes Annexation	\$2,000	deposit	
Major Annexation	\$4,500	deposit	
Other Planning Department Applications			
Sign Permits	\$40	per application	
Temporary Sign	no charge	per application	
Change of Use Permits	\$25	per application	
Zone Verification Letter	\$75	per property	
Appeals			
Of decisions made by Staff without a public hearing	\$250	per application	
Of decisions made by the Planning Commission	\$400	per application	
Vacation of Streets and Alleys	\$700	deposit per application	

MUNICIPAL COURT

	2024-25 Fee	Unit	Notes
Payment Agreement Fee	\$30	each	
License Reinstatement Fee	\$30	each	
Failure To Appear for Arraignment	\$25	each	
Failure to Appear Trial	\$100	each	
Trial Fee	\$40	each	
Warrant Fee	\$55	each	
Appeal Filing	\$55	each	
Collection Fee	25% of assessed fine		

LIBRARY

Printing - Black & White	\$0.10	per page	
Printing - Color	\$0.25	per page	
Fees			
Interlibrary loan: mailing & loan cost	actual cost		
Damage or lost materials	actual cost + \$5 processing fee		
Lost or damaged DVD cases	\$ 1	per item	
Replace Damaged AV Cover	\$ 1	per cover	
Replace Audiobook	actual cost + \$5 processing fee		
Replace Audiobook Case	\$3	per case	
Replace Cultural Pass	price of membership		
Outside city of Stayton Library Card			
Non-Resident Full-Service Card			
• Annual Household	\$60		
• 6 mo. household	\$30		
Outside of CCRLS District Card			
• Annual Household	\$70		
• 6 mo. family	\$35		
Outside of CCRLS Child Card			
• One Card	\$12		
• Two Cards	\$20		
• Three Cards	\$28		

PUBLIC WORKS

Site Development Permit: Engineering and Plan Review (for on-site and off-site public improvements) and ROW permit. Prior to Permit issuance, actual plan review costs will be paid by the Applicant. Inspection services will be paid for by Applicant after project completion and prior to Notice of Final Completion and Acceptance from the City. Permit reviews include water, wastewater, storm drainage, and street improvements where excavation or utility cuts of pavement are required.

2024-25

Notes

New Infrastructure

Site Development Permit Review – Residential	\$750	deposit
Site Development Permit Review – Commercial, Industrial, Multi-family	1,500	deposit
Site Development Permit Review – Minor Partition (1 – 3 lots)	\$750	deposit
Site Development Permit Review – Subdivision (4 – 10 lots)	\$2,500	deposit
Site Development Permit Review – Subdivision (11+ lots) or Master Planned Development	\$4,500	deposit
Water Quality and Detention Plan and Calculation Review (infill lots only)	\$150	
Inspection fees – Payable at time of permit issuance to cover inspection costs during project construction.	4%	of public improvement construction costs including onsite grading

Right of Way (ROW) Permits

Type 1: Street tree replacement or installation	no charge	
Type 2: Repair/replace sidewalk and/or driveway approach with no street cut (includes 3 inspections).	\$100	per permit
Type 3: Sidewalk, driveway approach and/or existing utility repair where street cut is needed (includes 4 inspections).	\$165	per permit
Type 4: Franchise Utility (NW Natural, SCTC, PacifiCorp, etc.)	\$40	unless specified in franchise agreement
Type 5: Encroachment Permit to use Public ROW (for a long-term use: awning, billboard, structure, etc.)	\$65	per permit
Additional Inspections over the permit type allotment.	\$35	per inspection

Vehicles, per hour	FEMA rate
3/4" Water Meter (including radio, valve, & installation)	\$543
1" Water Meter (including radio, valve, & installation)	\$708
Larger than 1"	actual cost

Permits

Building permits	per Marion County fee schedule
Building Structural Permit Driveway/Sidewalk Inspections	\$150

System Development Charges

Size of meter	Wastewater	Mill Creek Wastewater*	Water	Parks	Transportation**	Stormwater***	Total SDC
3/4"	\$3,015	\$924	\$4,047	\$3,888	\$3,272	\$3,596	\$18,742
1"	\$5,036	\$1,543	\$6,759	\$3,888	\$3,272	\$3,596	\$24,094
1 ½"	\$8,978	\$3,074	\$13,477	\$3,888	\$3,272	\$3,596	\$36,285
2"	\$14,752	\$4,924	\$21,574	\$3,888	\$3,272	\$3,596	\$52,006
Multi-family (per unit)	\$2,411	\$740	\$3,237	\$3,888 per unit	\$2,029 per unit	\$0.72/sq ft of imp surf	

*The Mill Creek Sewer SDC will be assessed only for development located in the selected areas of the City.

**Single family homes have 1.00 PM Peak Hour trips. The Transportation SDC is reduced to \$443 per PM Peak Hour Trip for developments in the Downtown Revitalization Area.

***The Stormwater SDC is for a new home on a new street. For a new home on an existing street, the Stormwater SDC is \$2,470. For all other uses the Stormwater SDC is \$0.7056 per square foot of new impervious surface.

School Construction Excise Tax (collected by the City of Stayton and remitted to the North Santiam School District)

	Cost per Square Foot	Type
Residential	\$1.63	<ul style="list-style-type: none"> All new or relocated single or multiple unit housing, including manufactured housing units Conversion of non-residential to residential Addition of living space to an existing residential structure
Commercial	\$0.82	<ul style="list-style-type: none"> \$40,800 Maximum

FACILITY RENTALS

FACILITY RENTALS			
	2024-25	2024-25	Notes
Community Center	Resident	Non-Resident	
Community Center Rental (Entire Building - Hourly)	\$40	\$60	See below for alcohol service application
Tables and Chairs Rental Fee	\$100	\$100	19 - 6 ft. tables, 2 - 8 ft. tables, and 135 chairs
Community Center Rental Cleaning Fee (per event, up to three hours of cleaning)	\$150	\$150	\$35 additional hourly cleaning charge
City Parks			
Pioneer Park - Jordan Bridge	\$100 for 3 hrs then \$20/hr	\$125 for 3 hrs then \$25/hr	
Pioneer Park – Concession Stand	\$100 for 3 hrs then \$20/hr	\$125 for 3 hrs then \$25/hr	\$100 Cleaning deposit - reimbursed if costs are less
Pioneer Park – North Covered Shelter	\$100 for 3 hrs then \$20/hr	\$125 for 3 hrs then \$25/hr	
Pioneer Park – South Covered Shelter	\$100 for 3 hrs then \$20/hr	\$125 for 3 hrs then \$25/hr	
All Pioneer Park	\$500 for 3 hrs then \$100/hr	\$625 for 3 hrs then \$125/hr	\$500 Cleaning deposit - reimbursed if costs are less
Santiam Park – Covered Shelter	\$100 for 3 hrs then \$20/hr	\$125 for 3 hrs then \$25/hr	
Community Center Tennis/Pickleball Courts (all three)	\$100 for 3 hrs then \$20/hr	\$125 for 3 hrs then \$25/hr	
Other Facility Fees			
Community Center Key Deposit (cash or check only)	\$25	per key	
Jordan Bridge Electrical Panel Key/Bridge Closure Sign Deposit	\$25	per event	
Concession Stand Key Deposit (cash or check only)	\$25	per key	
Community Garden Plot Rental	\$25	per year	
Alcohol Beverage Service Permit	\$50	each event	
Alcohol Beverage Cleaning Fee (non-refundable)	\$300	each event	if cleaning costs exceed \$300 you will be billed for excess
Cancellation Fee	\$25	each event	no refund if canceled less than 10 days prior to the event

UTILITY RATES

Utility Fees	
Water Service Deposit (refundable)	\$100
Wastewater Service Deposit (refundable)	\$100
Late Payment Fee	\$35
Processing Delinquent Shut-off Fee for Non-Payment of Bill	\$50
Penalty for tampering with water meter once City turns water off	\$350
Initial hook up for new service	\$40
Requested Water Off and On Service Fee During Business hours	\$40
Requested Water Off or On or leak repairs after hours (any single service call out)	\$200

Water Rates				
Residential, Commercial and Industrial	The monthly water rate is the addition of the base, meter size, fire standby, and the usage.			
	<u>Base +</u> \$18.50	<u>Meter size +</u>	<u>Fire Standby Fee +</u>	<u>Usage per 1,000 gallons</u>
		.75" \$9.33	Class 1: 0-3,086 ft ² \$6.82	Single Family \$1.66
		1" \$23.39	Class 2: 3,087-12,345 ft ² \$29.02	Multi Family \$1.65
		1.25" \$34.93	Class 3: 12,346-27,777 ft ² \$195.34	City \$1.95
		1.5" \$46.64	Class 4: 27,778-49,392 ft ² \$464.80	Non-residential \$1.65
		2" \$74.51	Class 5: 49,393 + ft ² \$909.01	Irrigation \$2.14
		3" \$139.78		
		4" \$232.98		
		6" \$465.80		
	8" \$768.65			
	10" \$1,071.49			

Stormwater Rates													
Residential	Storm Drainage Maintenance Fees by Type of Residence:												
	<table border="1"> <thead> <tr> <th>Type of Residential Use</th> <th>Monthly Fee</th> </tr> </thead> <tbody> <tr> <td>Single Family Dwelling</td> <td>\$12.64</td> </tr> <tr> <td>Duplex</td> <td>\$12.64</td> </tr> <tr> <td>Mobile Home Park (per unit)</td> <td>\$12.64</td> </tr> <tr> <td>Apartment (per unit)</td> <td>\$7.59</td> </tr> <tr> <td>Assisted Living Care Facility (per unit)</td> <td>\$7.59</td> </tr> </tbody> </table>	Type of Residential Use	Monthly Fee	Single Family Dwelling	\$12.64	Duplex	\$12.64	Mobile Home Park (per unit)	\$12.64	Apartment (per unit)	\$7.59	Assisted Living Care Facility (per unit)	\$7.59
	Type of Residential Use	Monthly Fee											
	Single Family Dwelling	\$12.64											
	Duplex	\$12.64											
	Mobile Home Park (per unit)	\$12.64											
	Apartment (per unit)	\$7.59											
Assisted Living Care Facility (per unit)	\$7.59												

Commercial and Industrial		Impervious Surface size	Monthly Fee
		up to 2,500 sq ft impervious surface	\$12.64
		2,501 to 5,000 sq ft impervious surface	\$18.96
		5,001 to 10,000 sq ft impervious surface	\$37.93
		10,001 to 15,000 sq ft impervious surface	\$63.22
		15,001 to 20,000 sq ft impervious surface	\$88.49
		20,001 to 30,000 sq ft impervious surface	\$126.42
		30,001 to 40,000 sq ft impervious surface	\$177.03
		40,001 or more sq ft impervious surface	\$227.56

Street Maintenance Fee

Residential	Transportation Maintenance Fees by Type of Residence	
	Type of Residential Use	Monthly Fee
	Single Family Residence	\$4.00
	Multi Family - Apartment (per unit)	\$2.24
	Mobile Home in a MH Park	\$2.08
	Assisted Living Care Center (per unit)	\$1.00

Commercial and Industrial	See Municipal Code (SMC) 3.30060 for a listing of each category for non-residential developed property.	
	Category	Monthly Fee
	up to 15 trips/1000 sq ft of building space	\$10.00
	16 to 799 trips/1000 sq ft of building space	\$20.00
	800+ trips/1000 sq ft of building space	\$40.00
	4 trips per acre of land used for the state purpose	\$40.00
	160 trips per fueling station	\$40.00
	10 trips per rental room	\$40.00
	1.5 trips per student	\$40.00
	single tenant office with apartment	\$12.24
	in home business	\$14.00
	single business with 2 apartments	\$14.48
	special business with apartment	\$22.24
	multi business with home	\$24.00
multi business with 2 apartments	\$24.48	
multi business with 2+ apartments	\$42.24	

Wastewater Rates											
Residential	All residential wastewater customers pay a monthly flat rate of \$73.16 per residential unit.										
Commercial and Industrial	Commercial and Industrial rates are based on the average monthly water usage from October through March. These months have been chosen because less water going into the City's wastewater facilities is registered. The following rate schedule is used:										
	<table border="1"> <thead> <tr> <th><i>Average Monthly Use</i></th> <th><i>Monthly Fee</i></th> </tr> </thead> <tbody> <tr> <td>Up to 4,000 gallons</td> <td>\$56.65</td> </tr> <tr> <td>4,001 to 6,000 gallons</td> <td>\$75.82</td> </tr> <tr> <td>6,001 to 10,000 gallons</td> <td>\$141.53</td> </tr> <tr> <td>Above 10,000 gallons</td> <td>\$14.16 / 1,000 gallons</td> </tr> </tbody> </table>	<i>Average Monthly Use</i>	<i>Monthly Fee</i>	Up to 4,000 gallons	\$56.65	4,001 to 6,000 gallons	\$75.82	6,001 to 10,000 gallons	\$141.53	Above 10,000 gallons	\$14.16 / 1,000 gallons
<i>Average Monthly Use</i>	<i>Monthly Fee</i>										
Up to 4,000 gallons	\$56.65										
4,001 to 6,000 gallons	\$75.82										
6,001 to 10,000 gallons	\$141.53										
Above 10,000 gallons	\$14.16 / 1,000 gallons										

SWIMMING POOL

	2024-25 Resident Fees	2024-25 Non-Resident Fees	Unit	Notes
Drop-In				
Adult	\$6.25	\$8.50	per visit	
Youth (1-17 years old) / Seniors (59+)	\$4.25	\$5.75	per visit	
Family (2-5 individuals from the same household)	\$19.00	\$26.25	per visit	
Each additional family member above 5	\$2.00	\$3.00	per visit	
Punch Cards (10 Visits)				
Adult	\$56.75	\$76.75	per card	
Youth (1-17 years old) / Seniors (59+)	\$37.75	\$51.50	per card	
Children under age 1	free	free		
Monthly Memberships				
Adult	\$52.50	\$71.00	per month	
Youth (1-17 years old) / Seniors (59+)	\$31.50	\$42.50	per month	
Family (2+ individuals from the same household)	\$89.25	\$120.50	per month	
Private Pool Rentals				
Pool Rental 2 guards (0-25 people)	\$115.50	\$156.00	per hour	
Pool Rental 3 guards (0-50 people w/slide)	\$136.50	\$184.25	per hour	
Pool Rental 4 guards (51-75 people w/slide)	\$157.50	\$212.75	per hour	
Pool Rental 5 guards (up to 100 people w/slide)	\$178.50	\$241.00	per hour	
Locker Rates				
Monthly	\$19.00	\$25.25	per locker	

Yearly	\$193.25	\$260.50	per locker	
Swimming Lessons				
1 Swimmer (30 minutes per session/8 sessions class)	\$47.25	\$63.75		
Each Additional Swimmer (from same household)	\$31.50	\$42.50		
Private lesson	\$47.25	\$63.75	per swimmer	