



AGENDA STAYTON CITY COUNCIL

Monday, May 4, 2026
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:

City Council Regular Session – <https://youtube.com/live/9TPhhAba8yg>

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

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. April 20, 2026 City Council Regular Session Minutes

6. PRESENTATIONS

- a. Marion Soil and Water Conservation District
- b. New Officer Introduction
- c. Police Radio Project
- d. Police Department Legal Updates

7. PUBLIC HEARING**8. GENERAL BUSINESS**

- | | |
|---|-------------------|
| <p>a. Resolution No. 26-010, Directing Preparation of Updated Stormwater Design Standards and Authorizing Interim Interpretation</p> <ol style="list-style-type: none"> 1. Staff Report – Barry Buchanan 2. Public Comment 3. Council Discussion 4. Council Decision | DECISION |
| <p>b. Third Quarter Financial Update</p> <ol style="list-style-type: none"> 1. Staff Report – James Brand 2. Public Comment 3. Council Discussion | DISCUSSION |
| <p>c. DLCD/HAPO Staff Discussion of State Regulations</p> <ol style="list-style-type: none"> 1. Staff Report – Jennifer Siciliano 2. Public Comment 3. Council Discussion | 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

MAY 2026					
Monday	May 4	City Council	6:30 p.m.	https://youtube.com/live/9TPhhAba8yg	
Tuesday	May 5	Parks and Recreation Board	6:00 p.m.	City of Stayton – Conference Room	
Monday	May 18	City Council	6:30 p.m.	https://youtube.com/live/genx_PGSb-Q	
Wednesday	May 20	Library Board	6:00 p.m.	Stayton Public Library	
Thursday	May 21	Public Arts Commission	6:00 p.m.	City of Stayton – Conference Room	
Monday	May 25	CITY OFFICES CLOSED IN OBSERVANCE OF MEMORIAL DAY HOLIDAY			
Tuesday	May 26	Planning Commission	7:00 p.m.	Stayton Community Center	
JUNE 2026					
Monday	June 1	City Council	6:30 p.m.	https://youtube.com/live/jxT3pf_oJLk	
Tuesday	June 2	Parks and Recreation Board	6:00 p.m.	City of Stayton – Conference Room	
Monday	June 15	City Council	6:30 p.m.	https://youtube.com/live/xjBMQ5r1cGE	
Wednesday	June 17	Library Board	6:00 p.m.	Stayton Public Library	
Thursday	June 18	Public Arts Commission	6:00 p.m.	City of Stayton – Conference Room	
Monday	June 29	Planning Commission	7:00 p.m.	Stayton Community Center	
JULY 2026					
Friday	July 3	CITY OFFICES CLOSED IN OBSERVANCE OF INDEPENDENCE DAY HOLIDAY			
Monday	July 6	City Council	6:30 p.m.	https://youtube.com/live/8N1ZVbno8h8	
Tuesday	July 2	Parks and Recreation Board	6:00 p.m.	City of Stayton – Conference Room	
Thursday	July 16	Public Arts Commission	6:00 p.m.	City of Stayton – Conference Room	
Monday	July 20	City Council	6:30 p.m.	https://youtube.com/live/sMeErPfScgE	
Monday	July 27	Planning Commission	7:00 p.m.	Stayton Community Center	
AUGUST 2026					
Monday	August 3	City Council	6:30 p.m.	https://youtube.com/live/PdUSPI13lcU	
Tuesday	August 4	Parks and Recreation Board	6:00 p.m.	City of Stayton – Conference Room	
Monday	August 17	City Council	6:30 p.m.	https://youtube.com/live/gA7DHCnQPXM	
Wednesday	August 19	Library Board	6:00 p.m.	Stayton Public Library	
Thursday	August 20	Public Arts Commission	6:00 p.m.	City of Stayton – Conference Room	
Monday	August 31	Planning Commission	7:00 p.m.	Stayton Community Center	

**City of Stayton
City Council Minutes
April 20, 2026**

LOCATION: STAYTON COMMUNITY CENTER, 400 W. VIRGINIA, STAYTON
Time Start: 6:30 P.M. Time End: 8:24 P.M.

COUNCIL MEETING ATTENDANCE LOG

COUNCIL	STAYTON STAFF
Mayor Brian Quigley	Julia Hajduk, City Manager
Councilor Ken Carey	Alissa Angelo, Assistant City Manager
Councilor Leonard Hays	Gwen Johns, Police Chief
Councilor Jordan Ohrt	Janna Moser, Library Director
Councilor David Patty	James Brand, Finance Director
Councilor Stephen Sims	Jennifer Siciliano, Community & Economic Development Director (excused)
	Barry Buchanan, Public Works Director
	Melanie Raba, Administrative Special Projects

AGENDA	ACTIONS
REGULAR MEETING	
Announcements	
a. Additions to the agenda	None.
b. Declaration of Ex Parte Contacts, Conflict of Interest, Bias, etc.	Mayor Quigley shared that he has visited the Brown House.
Public Comment	<p><u>Randy Brusven, Sublimity Resident</u> presented an ESGR statement of support to Council.</p> <p><u>Casey Falconer, Stayton Resident</u> spoke regarding activities at and around Lucas Ditch and Sunrise Drive.</p> <p><u>Steven Spangler, Stayton Resident</u> spoke regarding Village at Sylvan Springs' request to the City.</p>
Consent Agenda	
a. April 6, 2026 City Council Regular Session Minutes	<p>Motion from Councilor Sims, seconded by Councilor Carey to approve the Consent Agenda, as presented.</p> <p>Sims, Carey, Hays, Ohrt, Patty: Yes Motion passed 5:0.</p>
Presentations	None.
Public Hearing	None.
General Business	
Resolution no. 26-009, Approving an Extension of the Property Tax Exemption for the Santiam Heritage Foundation	
a. Staff Report	Ms. Hajduk presented the staff report.

<p>b. Public Comment</p> <p>c. Council Discussion</p> <p>d. Council Decision</p>	<p>None.</p> <p>Discussion regarding how the property lease would affect the tax exemption.</p> <p><u>Wendy Stone, Santiam Heratige Foundation President</u> spoke regarding the lease, financial arrangements, and improvements to the property.</p> <p><u>Steve Poisson, Santiam Heritage Foundation Vice-President</u> spoke regarding IRS requirements for non-profit rentals.</p> <p>Motion from Councilor Ohrt, seconded by Councilor Carey to approve Resolution No. 26-009 as presented.</p> <p>Sims, Carey, Hays, Ohrt, Patty: Yes Motion passed 5:0</p>
<p>Mill Creek Property Lease</p> <p>a. Staff Report</p> <p>b. Public Comment</p> <p>c. Council Discussion</p>	<p>Ms. Hajduk presented the staff report.</p> <p>Councilor Ohrt disclosed she had a conversation with Denise Busch about the Teen Center.</p> <p><u>Denise Busch, Stayton Resident</u> spoke regarding the teen center and Valor Mentoring.</p> <p>Mayor Quigley disclosed he had conversations with Trisha and Tim from Valor Mentoring. Councilor Sims disclosed he also spoke with Denise Busch and Tim from Valor Mentoring. Councilor Carey disclosed he met with the Teen Center Board and Tim from Valor Mentoring.</p> <p>Discussion regarding the need for changes at the Teen Center and including mentoring.</p> <p>Instructions from Council to arrange a meeting with Valor Mentoring and the Teen Center.</p>
<p>Lucas Ditch Update</p> <p>a. Staff Report</p>	<p>Ms. Hajduk presented the staff report.</p> <p>Mayor Quigley asked for clarification of on whether the stormwater issues at the Village at Sylvan Springs and Lucas Ditch were being considered as a single issue. Staff responded.</p> <p>Councilor Patty asked about local wildlife in the area. Staff responded.</p> <p>Discussion regarding information presented to the residents.</p>

	Mr. Buchanan provided an update on Public Works projects.
Communications from Mayor and Council	<p>Councilor Hays provided an update on the development across from the Methodist Church, updates on Historic Downtown Stayton organization, Lovin Ovens’ request for historic photos, and TGIFriday event band scheduling.</p> <p>Councilor Patty spoke regarding the history of the smoking ordinance.</p> <p>Councilor Sims advocated for active voting.</p> <p>Councilor Carey asked for information regarding drilling work happening on 1st Ave.</p> <p>Mayor Quigley spoke regarding a neighborhood meeting he participated in regarding annexation and the well decorated event held recently at the Community Center.</p>

APPROVED BY THE STAYTON CITY COUNCIL THIS 4th DAY OF MAY 2026, 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 Quigley and the Stayton City Council
FROM: Barry Buchanan, P.E., Interim Public Works Director
DATE: May 4, 2026
SUBJECT: STORM WATER UTILITY STANDARDS - PROPOSED UPDATE

ISSUE

Shall the Council adopt Resolution 26-010 directing preparation of updated stormwater design standards and authorizing interim interpretations?

ENCLOSURE(S)

No Enclosures

STAFF RECOMMENDATION

Adopt the attached Resolution initiating the City's updated stormwater regulatory framework and direct staff to prepare final implementing ordinance amendments and technical manuals. Additionally, immediately place a freeze on ambiguous references in City design standards and city generated development criteria, designs and specifications.

BACKGROUND INFORMATION

The City adopted Portland Stormwater Management (SWM) standards as part of the settlement and MOU with the Santiam Water Control District (SWCD) in 2014. The City of Stayton's current Design Standards references external stormwater standards, including the City of Portland Stormwater Management Manual (SWMM). While these standards have historically provided technical guidance, they were developed for a large metropolitan jurisdiction with regulatory, watershed, and infrastructure conditions materially different from those of Stayton.

Further, Portland has evolved its regulatory structure by separating technical stormwater design criteria from source control and pollution prevention requirements, thereby creating a gap in our ability to adequately regulate stormwater as intended.

The SWCD has expressed concern about the existing gap in the ability to apply the intended standards and is supportive of efforts to clean up the process.

Staff recommend Stayton follow a similar modernized model by establishing:

1. **Stayton Stormwater Design Standards Manual**
2. **Stayton Source Control Regulations**

3. **Updated Municipal Code References** placing authority in City-adopted standards rather than blanket reliance on outside manuals.

This action promotes local control, legal clarity, engineering consistency, and efficient future updates.

Modern best practice is to maintain local adopted standards, while allowing recognized external manuals to be used as supporting guidance when approved by the City Engineer or delegate. The Proposed Framework is outlined below:

1. Stayton Stormwater Design Standards Manual

Technical criteria addressing:

- Hydrology assumptions
- Pipe sizing and conveyance
- Detention / retention
- Water quality treatment
- Infiltration testing
- Easements and access
- Public/private responsibility boundaries
- Construction acceptance standards As-built and certification requirements

2. Stayton Source Control Regulations

Operational and enforcement provisions addressing:

- Illicit discharges
- Spill prevention
- Material storage runoff
- Construction housekeeping BMPs
- Commercial site runoff controls
- Inspection authority
- Corrective orders / penalties

3. Municipal Code/Standards Updates

Replace references to external manuals with language stating or like: Stormwater facilities shall be designed in accordance with the Stayton Stormwater Design Standards Manual, as adopted and amended by City Council resolution.

Staff recommend including a transition of grandfathering clause that would make it clear how new, incomplete and complete applications are treated.

This resolution will also make it clear that City staff are authorized to interpret existing references consistent with public health, safety, and sound engineering practice to ensure new development is not contributing stormwater that would not be addressed as a result of this lack of clarity.

FISCAL IMPACT

Initial work can largely be completed through staff effort with targeted legal/engineering support. Long-term savings are expected through reduced disputes, clearer reviews, and better aligned infrastructure requirements.

OPTIONS

Option A – Approve Recommended Action - Direct preparation of final ordinance and manual.

Option B – Approve with Modifications - Provide policy directions to staff.

Option C – No Action - Retain existing framework.

MOTION(S)

I move to adopt **Resolution No. 26-010**, directing preparation of updated stormwater design standards and authorizing interim interpretations.

WHEREAS, the City adopted Portland Stormwater Management (SWM) standards as part of the settlement and MOU with the Santiam Water Control District (SWCD) in 2014; and

WHEREAS, applying the Portland SWM standards worked well until the Portland SWM standards were re-organized and modified; and

WHEREAS, both the City and the SWCD have identified an existing gap in the ability to apply the intended standards; and

WHEREAS, the City desires clear, locally appropriate stormwater regulations; and

WHEREAS, reliance on external manuals may create ambiguity and reduce local control; and

WHEREAS the City Council finds it in the public interest to modernize the City’s stormwater framework.

NOW THEREFORE, THE CITY OF STAYTON RESOLVES:

SECTION 1. Staff is directed to prepare a Stayton Stormwater Design Standards Manual

SECTION 2. Staff is directed to prepare code and design manual amendments replacing outdated external references.

SECTION 3 Pending final adoption, the City Engineer or delegate may interpret existing references consistent with public health, safety, and sound engineering practice.

SECTION 4 Referenced Portland standards shall apply only where specifically approved by the City Engineer or delegate pending adoption of Stayton standards.

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

ADOPTED BY THE STAYTON CITY COUNCIL THIS 4th DAY OF May 2026.

CITY OF STAYTON

Signed: _____, 2026

BY: _____
Brian Quigley, Mayor

Signed: _____, 2026

ATTEST: _____
Julia Hajduk, City Manager



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

TO: Stayton City Council

FROM: James Brand, Finance Director

DATE: May 4, 2026

SUBJECT: 2025-27 Quarter 3 Financial Report as of March 31, 2026

This is a financial summary for the City at the end of the third quarter of the 2025-27 biennium. The report includes three columns of dollars including the results from the prior fiscal year, the current fiscal year, and the current biennial budget. The next column is a percentage of the revenues and expenditures as compared to the budget. Then we show a comparison of this year compared to last year. The top section contains the revenues which are combined for all City funds. The bottom section contains the expenditures which are grouped by fund starting with the general fund and its sections. This is quarter 3 of 8 for the two-year budget, which means we are 37.5% through the budget.

The second report is a bar chart comparing the budget and actuals for the revenues and expenses. The third report is a pie chart showing the citywide revenues by type. The fourth report is a pie chart showing the citywide expenditures by category.

REVENUE COMMENTS

After 3 quarters (37.5%), the City has received 19% of its budgeted revenues. However, if we exclude SDC's, Grants, and Transfers (all with large irregular impacts) we have received 40% of revenues. Grants have been secured for the following projects which are all underway: HUD downtown affordable housing, Mill Creek Park, Aquifer Storage Recovery, Regional Stormwater Detention, Wastewater collections, Pool improvements, Safe Streets for All, & Safe Routes to School. The budget also assumed grant income and corresponding expenditures for two projects that are unlikely to occur: Shaff Roundabout and Jettters Way force main.

Through three quarters, our revenues exceeded our expenditures by \$2.1m.

EXPENDITURE COMMENTS

- The City has spent 16% of its budgeted expenses. However, if we exclude SDC's, Grants, and Transfers, (all with large irregular impacts) we are at 28%.
- The Community Center is at 62% spent due to the tech upgrade project that is completed.
- The Mayor/City Council is at 56% spent due to the dais purchase. About \$19k is still budgeted for training & conferences for the rest of the biennium.
- The Facilities Fund is 84% spent due to the completion of the conference room remodel and the City Hall fence installation. Funds have also been spent on repairs of the Teen Center.
- The main reason that other funds are underspent is mostly due to one-time projects that have either just started or not begun – General Fund: HUD, Street: Overlays, Shaff/Wilco intersection, Parks: Mill Creek & Wilderness Parks, Wastewater: electrical upgrades, SBR, vac-con vehicle, & pipe upsizing, Water: ASR project, Stormwater: detention facility.

OTHER

- We are transitioning our financial auditors from SingerLewak to Aldrich CPA's + Advisors. We met once with Aldrich, and we look forward to working with them.
- We are considering partnering with GPA (Government Portfolio Advisors). Initially they would will help us re-write our investment policy and then facilitate investing our excess cash in the longer-term bond market.
- The vacant Court Clerk/Accounting recruitment is almost over. We had second round interviews on Friday May 1st, and our chosen candidate has accepted the position. This person will replace Elizabeth as she retires on July 1st.
- We have a mid-biennium meeting of the Budget Committee scheduled for August 10th.

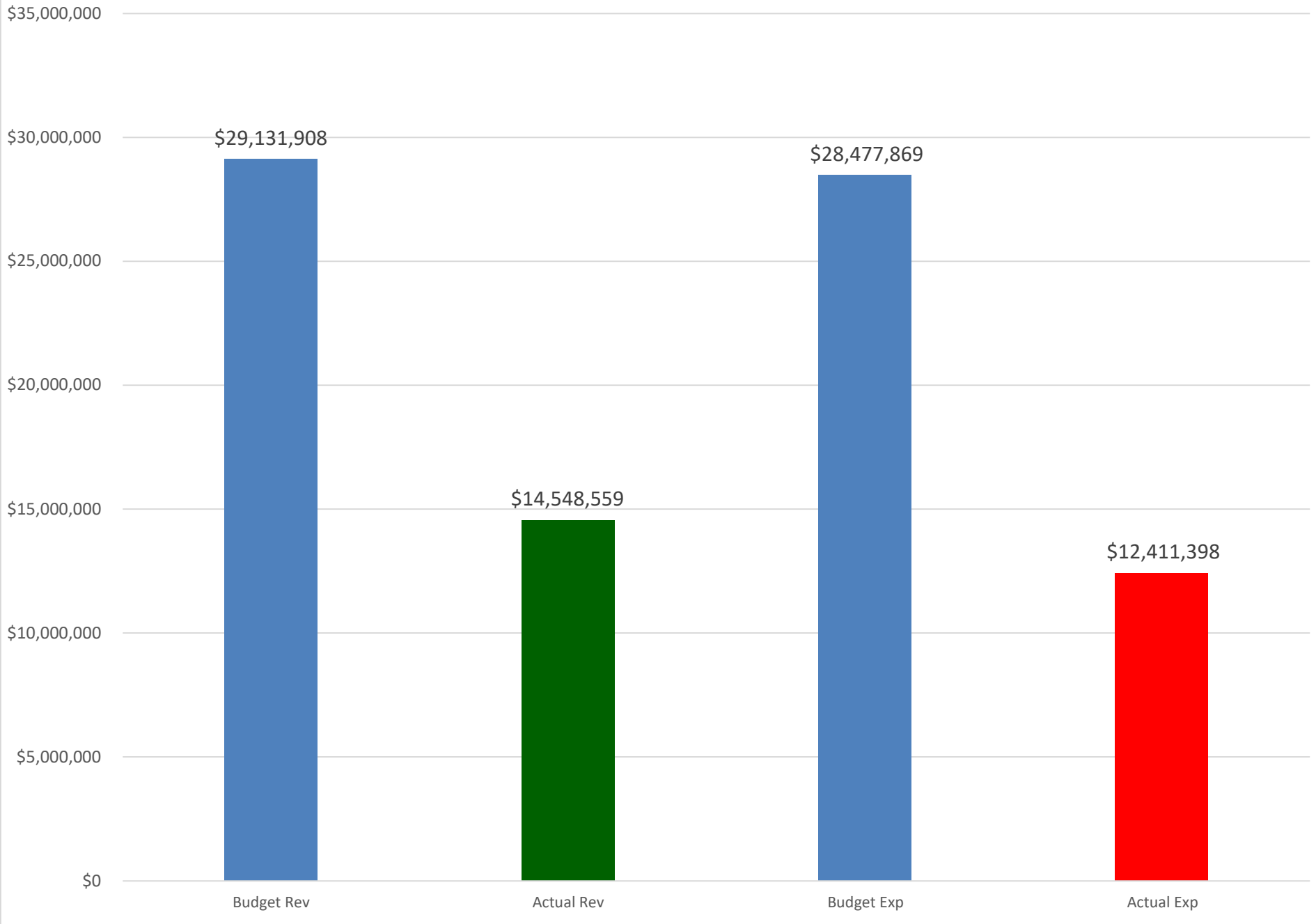


2025-27 3rd Quarter Financial Update

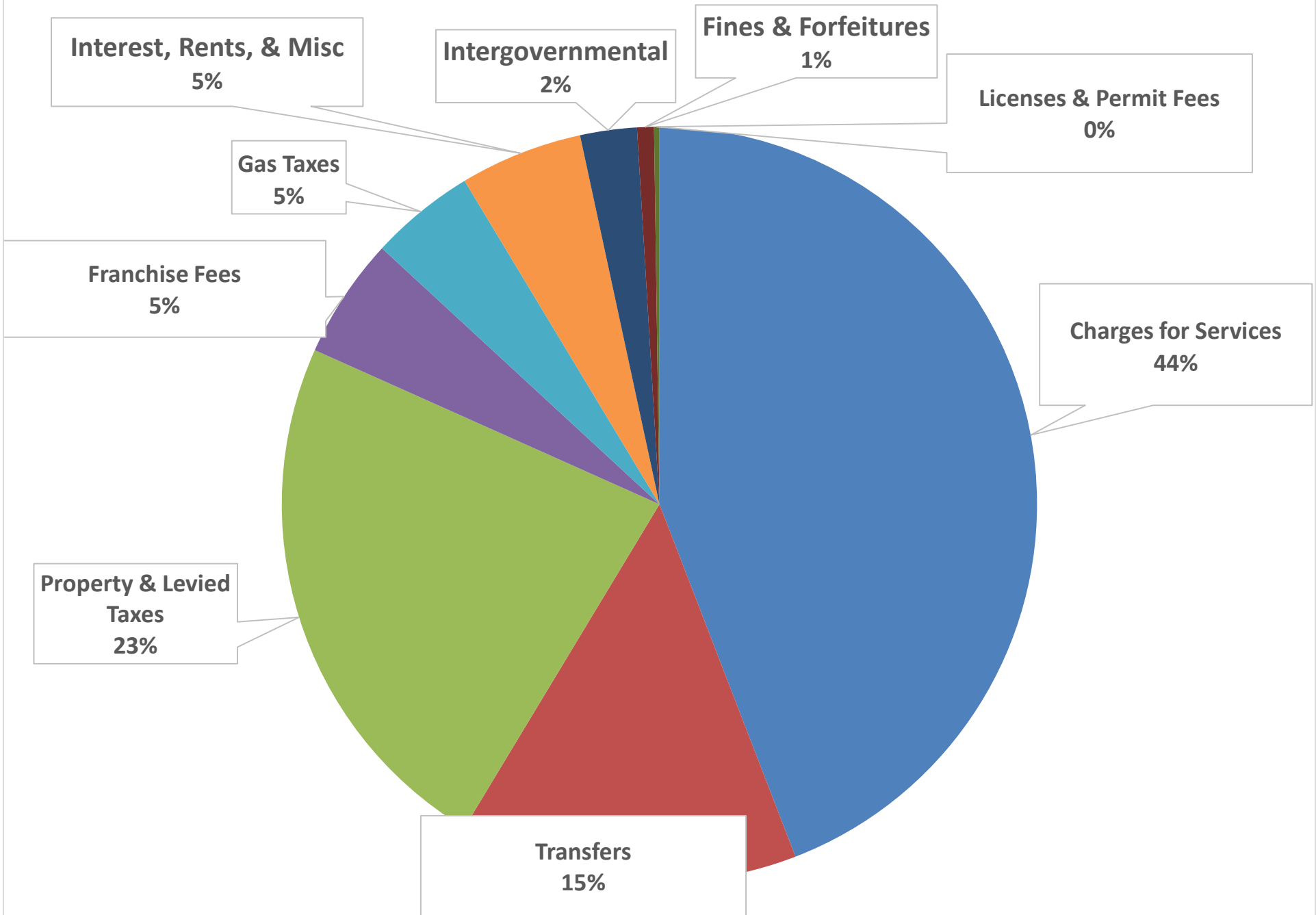
Revenues*	FY25 Actuals as of Mar 2025	FY26 Actuals as of Mar 2026	2025-27 Budget	% of Budget Earned	Compare to last year
Charges for Services	\$5,893,998	\$6,321,483	\$29,952,238	21%	\$427,485
Grant's & Contributions	\$143,382	\$224,063	\$20,062,040	1%	\$80,681
Transfers	\$2,763,772	\$2,078,078	\$13,899,156	15%	(\$685,694)
Property & Levied Taxes	\$3,139,837	\$3,303,126	\$7,383,627	45%	\$163,289
Franchise Fees	\$715,725	\$740,015	\$1,913,300	39%	\$24,290
Gas Taxes	\$639,358	\$646,130	\$1,870,000	35%	\$6,772
Interest, Rents, & Misc	\$822,579	\$752,479	\$1,358,083	55%	(\$70,100)
Intergovernmental	\$328,221	\$347,532	\$988,243	35%	\$19,311
Fines & Forfeitures	\$65,621	\$102,740	\$198,000	52%	\$37,119
Licenses & Permit Fees	\$36,728	\$32,913	\$60,400	55%	(\$3,815)
Total Revenue	\$14,549,221	\$14,548,559	\$77,685,087	19%	(\$662)
Operating Budget to Actual Comparison by Fund					
Expenditures*	FY25 Actuals as of Mar 2025	FY26 Actuals as of Mar 2026	2025-27 Budget	% of Budget Spent	Compare to last year
General Fund					
Police	\$1,885,913	\$1,913,349	\$6,075,229	32%	\$27,436
Administration	\$1,132,269	\$1,252,580	\$3,593,285	35%	\$120,311
General Operations	\$1,262,815	\$315,514	\$1,623,106	19%	(\$947,301)
Planning	\$185,577	\$368,431	\$985,603	37%	\$182,854
Street Lights	\$72,912	\$123,928	\$301,156	41%	\$51,016
Community Center	\$88,439	\$172,834	\$279,708	62%	\$84,395
Municipal Court	\$77,244	\$83,760	\$256,982	33%	\$6,516
Mayor/City Council	\$29,805	\$32,092	\$57,794	56%	\$2,287
Total General Fund	4,734,974	\$ 4,262,488	\$ 13,172,863	32%	(\$472,486)
<u>Special Revenue Funds</u>					
Street Fund	\$1,037,430	\$896,737	\$10,583,224	9%	(\$140,693)
Parks Fund	\$480,665	\$377,260	\$3,108,978	12%	(\$103,405)
Library Fund	\$439,565	\$456,950	\$1,402,922	33%	\$17,385
Pool Fund	\$426,262	\$480,910	\$1,312,432	37%	\$54,648
<u>Internal Service Funds</u>					
Public Works Admin	\$606,406	\$579,694	\$2,415,492	24%	(\$26,712)
Facilities Fund	\$44,878	\$87,354	\$104,660	84%	\$42,476
<u>Enterprise Funds</u>					
Wastewater Fund	\$4,316,872	\$2,268,840	\$19,276,326	12%	(\$2,048,032)
Water Fund	\$1,935,532	\$2,557,527	\$11,082,396	23%	\$621,995
Stormwater Fund	\$721,344	\$443,638	\$5,493,071	8%	(\$277,706)
Water SDC	\$0	\$0	\$2,880,250	0%	\$0
Stormwater SDC	\$0	\$0	\$2,171,369	0%	\$0
Wastewater SDC	\$0	\$0	\$737,000	0%	\$0
<u>Capital Project Funds</u>					
Street SDC	\$0	\$0	\$1,300,000	0%	\$0
Parks SDC	\$0	\$0	\$900,000	0%	\$0
Total Expenditures	14,743,928	\$ 12,411,398	\$ 75,940,983	16%	\$ (2,332,530)
Total Rev Minus Expend	(194,707)	2,137,161	1,744,104		

*excludes beginning balances, contingency, & unappropriated funds

2025-27 3rd Quarter Revenue vs Expenses vs Budgeted



City Revenues by Type (9 months of 2025-27)



City Expenditures by Category (9 months of 2025-27)

