CITY OF STAYTON

M E M O R A N D U M

TO:	**Mayor Quigley and the Stayton City Council**
FROM:	**Julia Hajduk, City Manager and Barry Buchanan, Public Works Director**
DATE:	**April 20, 2026**
SUBJECT:	**Lucas Ditch/Sylvan Springs Stormwater – Status Update**

In June 2025, representatives from the Sylvan Springs HOA presented to Council and requested that the City consider taking over maintenance of the stormwater facility within their neighborhood. Following that discussion, Council and staff toured the facility, and Public Works staff began a more comprehensive review to better understand the broader system and associated conditions.

In November 2025, staff returned to Council to share initial findings and outline the larger context of the Lucas Ditch system, including factors beyond the HOA facility itself. At that time, staff presented a potential phased approach for Council's consideration. Council expressed general support for continuing to explore this approach, and staff followed up with HOA representatives to discuss the concept further. To date, the City has not received formal feedback from the HOA board on that proposal.

Throughout this process, there have also been ongoing concerns raised regarding flooding and beaver activity within the ditch system. Staff have taken steps to address these issues while continuing to evaluate the broader system. We have also heard feedback regarding communication, and while there have been multiple points of contact and information shared, we recognize there may be opportunities to improve clarity and coordination moving forward. At Council's request, this memo provides a timeline of key events and actions to help summarize where things currently stand.

Timeline

6/16/25 – Casey Falconer and Stephen Spangler present at Council meeting; ask City to take over maintenance of the stormwater facility

7/30/25 – Tour of the facility with HOA representatives, Julia, Barry and several Councilors

July-November 2025

Barry investigates the issues which is much greater than simply the stormwater facility. We have reviewed the operation and maintenance condition of Lucas Ditch and determined that it is not functioning as originally intended due to the following factors:

- Significant vegetation overgrowth.
- Multiple active beaver colonies constructing dams within the ditch.
- The Bells Pond stormwater detention outlet (operated by Marion County at Cascade Hwy.) is considered defective.
- The ditch traverses more than thirteen (13) separate properties and two jurisdictions, ditch ownership and maintenance responsibility is unclear.
- Estimated costs to contractually clear and restore the ditch exceed $150,000 for construction alone, with permitting, regulatory compliance, and easement acquisition potentially doubling or tripling that amount.

Sylvan Estates Stormwater (SW) System

- The City has reviewed the Sylvan Estates stormwater system on multiple occasions. The original construction documents establish the Top Water Level (TWL) in the Sylvan Estates detention pond at an elevation that, under high-water conditions, results in surcharge conditions that flood catch basins in and around Sunrise Drive.
- Based on our evaluation, this condition is not strictly attributable to Lucas Ditch operations, as the Sylvan Estates detention pond outfall generally remains free flowing even during elevated water levels in Lucas Ditch.
- That said, it is our intent to pursue modification of the Sylvan Estates detention pond to incorporate the adjacent wetland area at the Lucas Ditch TWL. This approach is intended to increase available storage and reduce the risk of flooding along Sunrise Drive.

9/2/25 – Email from Casey Falconer to City asking for update. Response from Barry to Mr. Falconer provided same day stating:

"Yes, there are several issues that have been identified:

- *The ditch appears relatively clear of obstruction down to the retention pond located near 1st Avenue and Cascade Highway, but there is evidence of beavers.*
- *The Cascade Hwy Pond outlet is obstructed with debris.*
- *The downstream ditch contains multiple beaver dams, resulting in backwater extending upstream to the pond outlet.*

With the pond outlet blocked and the beaver dams submerging the drain holes in the detention pond's retention wall, backwater backs into Lucas Ditch.

I have contacted Marion County regarding the pond outlet wall and am awaiting confirmation of its design and their ability to remove accumulated debris behind the retention wall. A response has not yet been received.

In parallel, we will need to coordinate clearing activities along Lucas Ditch extending to Mill Creek and beyond. Additionally, staff are preparing a submittal to Council addressing the ongoing maintenance needs of Lucas Ditch from the Cascade Hwy Pond to Sylvan Pond.

Funds and staffing resources continue to be an obstacle.

We will continue to keep you informed as this work progresses."

9/4/25 – Email from Mr. Spangler, asking for an update or answer any question. Email response provided to Mr. Falconer forwarded to Mr. Spangler on 9/5/25

9/5/25 email from Mr. Spangler clarifying his question is about the presentation before the city council and later walk through conducted on site at The Village At Sylvan Springs in June and July. Reiterating their proposal was to have the City of Stayton take over maintenance and repair of these portions of the City's stormwater management system from The Village at Sylvan Springs HOA. Asking for an update on this proposal

9/26/25 and 10/5/25 – Follow-up emails from Mr. Spangler asking for an update

10/9/25 – Email from Julia to Mr. Spangler clarifying that

"As part of this review, staff are preparing a report for Council that will outline the ongoing maintenance needs along Lucas Ditch—from Mill Creek, through the Cascade Highway Pond to the Sylvan Pond and beyond—and the potential implications of the city assuming responsibility for maintenance and repair. This includes coordination with Marion County on debris removal and evaluation of the pond outlet structure, as well as addressing beaver activity that contributes to backwater conditions.

As part of the analysis and report, I think we are still looking for the additional summary the HOA members were going to prepare for the city regarding time and resources expended by the HOA which will help illustrate the scale of effort required for ongoing maintenance. Please provide this data to Barry Buchanan (copied here) so he can incorporate that into the analysis and continued evaluation. At this time, we do not have a specific target date for completion of the study but we will keep you informed as staff finalize the report and as the matter advances for Council consideration."

10/10/25 – Mr. Spangler re-sends information on volunteer hours and costs to City (originally sent in August, but missed by staff). Barry confirms receipt.

11/17/25 – Work session held with Council where Barry explained the totality of issues known at the time regarding Lucas Ditch and recommended response to HOA. Council provided direction to have Barry reach out to HOA to share information and the recommendation and, if in agreement, prepare an agreement for a future Council meeting

11/18/25 – Mr. Spangler contacted the City requesting clarification on whether the Sylvan Springs stormwater issue had been discussed at the November 17 Council work session, how to access any related notes, and asking to be notified of future agenda items related to this topic.

The City responded confirming that the issue had been discussed at the work session and explained the general nature of work sessions, including that they are conversational and do not typically produce detailed minutes or formal decisions. Staff also indicated that an overview and initial recommendations had been presented to Council and that Council was supportive of continuing discussions. The HOA was informed that the next step would be further coordination with staff to review the information and, if there was general agreement, return to Council to formalize a path forward.

Staff followed up the same day to initiate direct outreach, including an in-person visit attempt and a request to schedule a meeting with HOA representatives to discuss next steps.

11/19/25 – Barry meets with Mr. Spangler and two other Sylvan Estate HOA representatives in person at Mr. Spangler's house

11/20/25 – Barry provides documentation that was presented to Council to HOA board members. He also states "Council will not take any further action until your Board has had an opportunity to review the document, and we have reached an informal agreement on how to proceed."

Mr. Spangler responds on the same day stating "Thank you for your prompt response. **We have scheduled a meeting on December 10th to present the proposal to the HOA**."

Barry offered, in an e-mail, to attend the meeting but never got a response. (Note: Barry has confirmed on another occasion with the recipients that he has their correct e-mail addresses. Addresses confirmed but recipients indicate they have not received some information or emails.)

12/20/25 – Letter from The Village at Sylvan Springs Homeowners Association Board **(**Chas Palmer, Steve Spangler, Tricia Zuniga) to Council raising issues/concerns with timely response from City and concern about flooding caused by Beaver dams.

Note: No reference to the in-person meeting with Barry, or outcome of the 12/10 HOA meeting or the information that had been provided to Stephen, Casey and Damian (Attachment A)

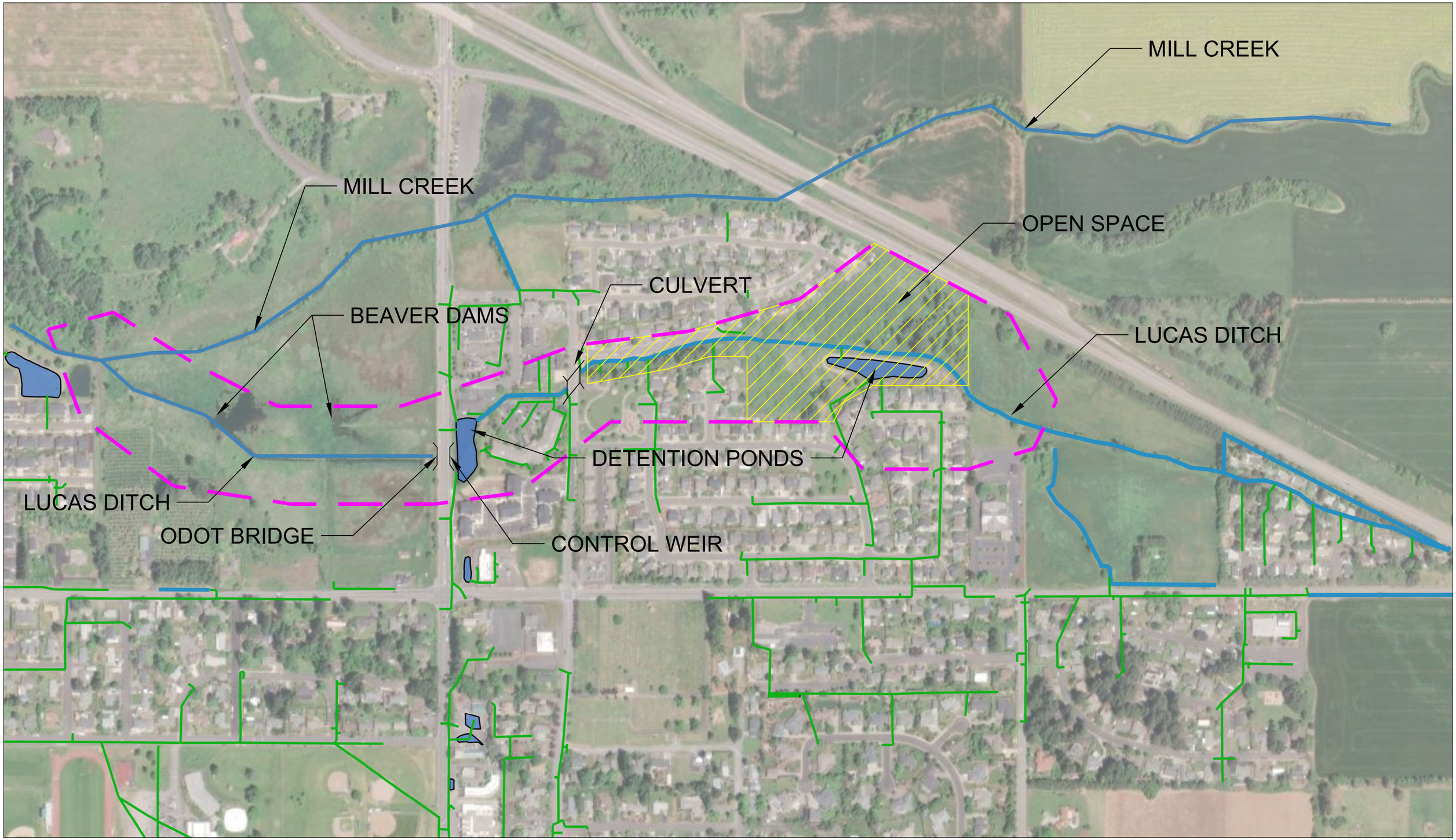
12/30/25 – Letter sent to Village at Sylvan Springs Homeowners Association Board of Directors from Barry with copy to Council via email outlining Lucas Ditch Beaver Activity, Water Levels, and Stormwater System Coordination (Attachment B)

1/15/26 – Open House held to engage and discuss with property owners adjacent to Lucas Ditch. At this open house Mr. Falconer suggested that the information had not been provided. It was again distributed by Barry via email.

In addition to the timeline provided above, the City has taken the following actions:

- Obtained permits (twice) to trap and remove beavers and nutria; to date, three (3) beavers, numerous nutrias, and one (1) raccoon have been removed.
- Removed beaver dams, though they have been subsequently reconstructed.
- Secured permission from select landowners to access private property for ditch clearing.
- Obtained quotes from contractors to undertake ditch clearing
- Initiated discussions with Marion County regarding Bells Pond outlet conditions.
- Begun coordination and consultation discussions with relevant regulatory and advisory agencies, including DSL, USACE, DEQ, EPA, U.S. Fish & Wildlife Service, USGS, Tribal representatives, and Clean Water Act authorities. Scheduling a meeting to fit with agency availability mid-end of May.
- Barry updated Mr. Falconer at March Council meeting and informed him we would include them in the agency meeting and any other meeting held on this subject.

Exhibit A


MILL CREEK
MILL CREEK
OPEN SPACE
CULVERT
BEAVER DAMS
LUCAS DITCH
DETENTION PONDS
LUCAS DITCH
ODOT BRIDGE
CONTROL WEIR

LUCAS DITCH DRAINAGE REVIEW

Maintenance Issues

ABSTRACT

The **Lucas Ditch Drainage Basin**, covering roughly **690 acres** in northeast Stayton, conveys runoff to **Mill Creek** through open channels and detention facilities serving both rural and developing areas. Reduced capacity from **sediment buildup, vegetation encroachment, and beaver activity** has impaired drainage and caused localized flooding, particularly near the **Sylvan Springs Detention Basin**. The City proposes to assume ownership and maintenance of this key facility—currently under HOA responsibility—through a phased cost-sharing arrangement, while undertaking basin-wide surveying, hydraulic modeling, and a planned **CIP projects (2027–2028)** to restore capacity and ensure long-term, compliant stormwater performance.

Barry Buchanan, P.E. OR.
Interim Public Works Director

1 Table of Contents

Executive Summary 3

Basin Characteristics and Function 3

Existing Issues 3

Sylvan Springs Subsystem 4

Integration Proposal 4

Recommended Management Actions 4

Summary 5

1 Overview 6

2 Function & Infrastructure Characteristics 6

2.1 Conveyance 6

2.2 Detention & Water Quality 6

2.3 Drainage & Soil/Topo Considerations 6

2.4 Key Findings 7

3 Issues 7

3.1 The following issues are relevant for this basin: 7

- Partial development + Rural upstream: 7
- Detention sizing: 7
- Flooding potential: 7
- Maintenance and capacity: 7
- Coordination with receiving channel: 8
- Water quality/regulatory aspects: 8

3.2 Specific issues identified within the Lucas basin today: 8

- Downstream Obstructions: 8
  - Resulting Obstruction Impacts: 8
  - Pond #1's Operations: 8
- Beaver Activity: 8
- Land Ownership: 9

4 Lucas Ditch Drainage – Sylvan Springs Subsystem 10

4.1 Basin Overview 10
4.2 Detention Basin Function and Configuration 10
4.3 Operation and Maintenance (O&M) 11
4.3.1 Sylvan Estate Homeowners' Association 11
4.3.2 Recommended O&M activities include: 12
4.3.3 Indicative O&M Cost 13
4.3.4 Annualized Cost Summary 14
4.3.5 Summary Observations 14
4.3.6 Integration Proposal - Transition of Responsibility – Sylvan Springs Stormwater Facility 15
4.3.7 Fiscal Impact 15
5 Next Steps Lucas Ditch 16
5.1 Management and Capital Considerations 16
5.2 Design / Planning Criteria (Relevant to the Basin) 17

Executive Summary

The **Lucas Ditch Drainage Basin** is one of six primary stormwater basins identified in the **City of Stayton's Storm Water Master Plan**. Encompassing approximately **690 acres** in the City's northeast Urban Growth Boundary (UGB), the basin includes a mix of rural, agricultural, and developing residential lands. Stormwater runoff from this area drains northwest to **Mill Creek** via **Lucas Ditch**, a largely open-channel conveyance system that also supports several detention and water-quality facilities constructed through past development.

Basin Characteristics and Function

The basin exhibits predominantly open-channel flow through rural areas, transitioning to piped systems near developed zones. Soils with low to moderate infiltration rates, combined with flat topography toward the northwest, generate relatively high runoff potential and limited natural infiltration.

Three key detention or water-quality facilities—**Pond No. 1**, the **Sylvan Springs/Sylvan Estates Detention Basin (Pond No. 2)**, and **Pond No. 3** near Cascade Highway—help attenuate flows and remove pollutants before discharge to Mill Creek.

Per **Stayton Municipal Code Chapter 13.32 (Storm Drainage Utility)**, the city is responsible for maintaining public storm drainage facilities located within public right-of-way or City-held easements. Because Lucas Ditch functions as a designated open drainageway within the City's storm system, the city bears maintenance responsibility, although coordination with private owners and outside agencies is required where the ditch traverses' private lands or Marion County right-of-way.

Existing Issues

The basin faces multiple challenges affecting performance and compliance:

- **Insufficient Detention Capacity**: The primary detention pond is undersized for the 50-year design event, limiting peak-flow control during major storms.
- **Vegetation and Sediment Build-up**: Dense vegetation, sediment accumulation, and beaver activity have significantly reduced conveyance efficiency and detention capacity, leading to backwater and localized flooding—particularly along **Sunrise Drive**.
- **Access Limitations**: Narrow gates, soft berms, and private property crossings hinder regular maintenance and sediment removal.
- **Regulatory and Coordination Gaps**: The basin crosses multiple jurisdictions and ownerships, creating fragmented responsibility for inspection, vegetation management, and debris control.
- **Water-Quality Compliance**: As Lucas Ditch discharges to **Mill Creek**, which is within a mapped floodplain and subject to TMDL constraints, ensuring adequate treatment and detention is essential to meeting regulatory obligations.

Sylvan Springs Subsystem

The **Sylvan Springs Basin**, a 42-acre developed sub-area of Lucas Ditch, represents the basin's most urbanized portion. The **Sylvan Springs Detention and Water Quality Basin** (Pond No. 2) provide combined flow attenuation and treatment for the Sylvan Springs and Sylvan Meadows subdivisions.

Historically, the **Sylvan Estates HOA** has been responsible for operating and maintaining this facility; however, maintenance has been inconsistent. The city has supplemented volunteer efforts with direct Public Works support. Between 2023 and mid-2025, total maintenance costs—including contracted landscaping—have averaged **$35,000–$45,000 per year**, with volunteer participation increasing only recently.

If maintained solely by the city, estimated annual O&M costs would total approximately **$30,000–$38,000 per year**, or about **0.15–0.20 FTE** of Public Works staffing, including dredging amortized over five years.

Integration Proposal

The City proposes to assume ownership and maintenance of the **Sylvan Springs Stormwater Detention and Water Quality System**, contingent upon a cost-sharing agreement with the HOA. Under this arrangement, the HOA would reimburse the city on a **declining scale over five budget cycles**, beginning at full cost and tapering to zero as the city integrates the facility's expenses into its Stormwater Management Program.

Budget Cycle	HOA Contribution (% of O&M Cost)	Estimated Two-Year Payment (Inflation Adjusted)
Cycle 1	100%	$76,000
Cycle 2	80%	$60,800
Cycle 3	60%	$45,600
Cycle 4	40%	$30,400
Cycle 5	20%	$15,200
Cycle 6	0%	$0

This phased approach offers a structured transition toward City management while maintaining regulatory compliance and long-term service reliability.

Recommended Management Actions

To improve long-term resiliency and regulatory compliance in Lucas Ditch, the following key actions are recommended:

1. **Confirm Ownership and Maintenance Responsibilities** for all portions of Lucas Ditch, including cross-jurisdictional segments.

2. **Formalize the Sylvan Estates Stormwater Detention Basin** as a City-maintained facility, integrated into the City's O&M program and monitored via flow/staff gauges under the Lucas Ditch Basin Monitoring Program.
3. **Survey and Map Lucas Ditch** from State Highway 22 to Mill Creek to update geometry, outlet elevations, and structure conditions.
4. **Reassess Detention Capacity and Hydraulic Performance** using updated hydrologic modeling (e.g., XP-SWMM) under post-2018 development conditions.
5. **Coordinate with Landowners and Agencies**, including Marion County and private property owners, to establish consistent O&M practices.
6. **Implement Targeted Maintenance and Monitoring**, including vegetation management, sediment removal, slope verification, and regulatory documentation.
7. **Plan Capital Maintenance Projects (CIP 2027–2028)** for sediment removal, vegetation control, and outlet rehabilitation along Lucas Ditch from State Highway 22 to Mill Creek, estimated at **$75,000–$125,000 (±40%)**.

Summary

The Lucas Ditch Basin plays a vital role in the City's stormwater system, protecting downstream properties and Mill Creek from uncontrolled runoff and pollutant loading. However, fragmented ownership, limited maintenance access, and undersized detention capacity have degraded system performance. Implementation of the above measures—particularly the formal transfer and integration of the Sylvan Springs facility—will enable the City to establish a consistent, documented, and financially sustainable stormwater management framework for this basin.

1 Overview

The Lucas Ditch drainage basin is one of the six major storm-water drainage basins identified in the City of Stayton's Storm Water Master Plan.

- The basin occupies approximately **690 acres** in the northeast corner of Stayton's Urban Growth Boundary (UGB).
- It is largely undeveloped or rural in character—natural grassland or agricultural fields, with the southeast portion of the basin having steeper slopes before flattening toward the northwest.
- The runoff to Lucas Ditch, in turn conveys to Mill Creek north-west of the intersection of Cascade Highway and Shaff Road.
- The basin benefits from some existing detention and treatment capacity (wetlands/bio-swales) on the upstream side of Cascade Highway built in association with residential and commercial development within the basin.

2 Function & Infrastructure Characteristics

The Lucas Ditch basin's drainage role and infrastructure features can be summarized as follows:

2.1 Conveyance

- The system primarily uses **open channels and sheet flow** in the rural portions, transitioning to piped or large-ditch conveyance approaching developed areas.
- Outfalls: According to the Master Plan there are **7 major outfalls** to Lucas Ditch.

2.2 Detention & Water Quality

- A key detention facility is located upstream in the basin, Bell Pond #1. This pond is said to be **undersized for the 50-year event**.
- The newer residential developments: Sylvan Springs/Sylvan Meadows Pond #2, incorporate wetlands or biofiltration swales to provide treatment and quantity control.
- Upstream Pond, Pond #3

2.3 Drainage & Soil/Topo Considerations

The basin's soils and land cover yield **relatively high runoff volumes**: natural grass/ag fields with moderate to slow infiltration soils, flat slopes toward northwest, and a high groundwater table toward the floodplain of Mill Creek.

2.4 Key Findings

- The city's Municipal Code — specifically Stayton Municipal Code Chapter 13.32 "Storm Drainage Utility" — states that the city shall "acquire, own, manage, construct, equip, operate, and maintain … open drainageways, underground storm drains, equipment and appurtenances, necessary, useful, or convenient for public storm drainage facilities."
    - It further clarifies: "The City shall maintain public storm drainage facilities located on City property, within a public right-of-way or within easements benefitting the City."
    - And "The City shall not maintain private storm drainage facilities … typically not located on City property and/or not in the public right-of-way."
- Therefore, as Lucas Ditch is designated as a public storm drainage facility (open drainage way) within the city's system/right-of-way, the city is responsible for maintenance.
- Practically, maintenance; cleaning, vegetation control, sediment removal, structural repair, may be shared or involve other entities if parts of the ditch lie outside the strict "public right-of-way" or cross private lands.

3 Issues

3.1 The following issues are relevant for this basin:

- Partial development + Rural upstream: As much of the basin is undeveloped, new development will increase impervious surfaces, raise runoff volumes and peak flows that discharge to Lucas Ditch.
- Detention sizing: The existing detention facility is said to be undersized for the 50-year design storm. Without upgrades, future development may exceed conveyance/detention capacity.
- Flooding potential: The flat slopes, high groundwater, and proximity to the Mill Creek floodplain increase the risk of flooding in the basin under large events.
- Maintenance and capacity: The rural character of the basin results in open ditches that are susceptible to vegetation growth, sediment accumulation, and minimal longitudinal slope, all of which contribute to reduced hydraulic efficiency and localized blockages. This condition is further exacerbated by **beaver activity and dam construction**, which significantly impede flow and elevate upstream water levels. Additionally, within the **Sylvan Springs subbasin**, portions of the detention and bioswale system remain under **private maintenance responsibility.**

  Inconsistent upkeep in these areas is problematic leading to reduced treatment effectiveness and drainage impairment.

Consequently, the Lucas Ditch system should require **regular, coordinated, and documented maintenance**, including oversight of privately maintained components, to preserve conveyance capacity and prevent deterioration of overall drainage performance.

Unfortunately, this is not happening and there is not a formal program for the operations and maintenance of storm water ditches, swales, or detention ponds within the city.

A further complication for the Lucas ditch is that it crosses several jurisdictions, public, and private properties.

- Coordination with receiving channel: The Lucas Ditch discharges to Mill Creek (a mapped 100-year floodplain in this area). Ensuring that discharge rates do not worsen downstream flooding or violate floodplain constraints is important.
- Water quality/regulatory aspects: As storm water is conveyed to a natural creek system, treatment volume and quality controls (biofiltration, wetlands) need to meet applicable regulatory expectations, including, but not limited to the City's TMDL obligations.

3.2 Specific issues identified within the Lucas basin today:

- Downstream Obstructions: Discharge from the Lucas Ditch system to Mill Creek, across the open farmland west of Cascade Highway, is impeded by dense vegetation and at least two active beaver dam structures. The ditch is on private property within Marion County.
    - Resulting Obstruction Impacts: These obstructions are causing backwater conditions beneath the Cascade Highway crossing, which in turn are restricting outflow from the adjacent detention pond (Pond #1). As a result, the pond's effective detention and retention capacity is diminished, and backwater extends upstream along Lucas Ditch to approximately 3rd Street and Santiam Park, reducing overall drainage system performance.
    - Pond #1's Operations: At the outlet of Pond No. 1, beneath **Bridge #47C264** on **Cascade Highway**, a control weir regulates outflow for flood attenuation. It is understood—though not yet confirmed by **Marion County**—that this weir structure includes **low-level weep holes** intended to allow gradual pond drawdown and restore storage capacity for subsequent storm events. These weep holes appear to be **obstructed**, causing the weir crest to control the entire water surface elevation and creating **backwater conditions upstream in Lucas Ditch**. Responsibility for **clearing and maintaining the weir and outlet structure** rests with Marion County, while **sediment and vegetation maintenance within Pond No. 1** is presumed to fall to either the **property owner or the City**, pending formal confirmation of jurisdiction.
- Beaver Activity: Evidence of beaver logging can be seen in Lucas Ditch between the Pond and 3rd street, trees have been ring barked, and branches of trees have been fallen across Lucas Ditch channelization.

- Land Ownership: Upstream from Mill Creek to N Santiam Highway #22 Lucas Ditch passes over or through:
    - Harteloo Don H & Susan K
        - 663 Shaff Rd, Stayton, OR,
        - Tax-lot # 091W03C000400
    - Wilson Rodnet
        - NA
        - Tax-lot # 091W03C000301
    - Browner Mark & Bonnie, Carreno Maria Domitila Hernandez Pacheco, Fernando Ordaz
        - 115 Staff Rd Stayton OR
        - Tax-Lot 091W03C000201
    - Casdace Highway, Marion County.
    - Stayton Apartments Limited Partnership A
        - 2101 N 3rd Ave Stayton OR
        - Tax-lot 091W03DC02300
    - Bishop Stayton Owner LLC Elmcroft of Stayton C/O Apollo Global Management
        - 2201 N 3rd Ave, Stayton, OR
        - Tax-lot 091W03DC02400
    - N 3rd Ave
    - City of Satyton Santiam Park
        - 2259 N 3rd Ave Stayton, OR
        - Tax-lot 091W03DC03100
    - Sylvan Springs Associates LLC, C/O Bauhoffer Donald
        - NA
        - Tax-lot 09103DC08200
    - Village at Sylvan Springs HOA
        - NA
        - Tax-lot 091W03DD05201
    - Village at Sylvan Springs HOA
        - NA
        - Tax-lot 091W03DD05201
    - First Baptist Church Of Stayton
        - 975 Fern Ridger Rd Stayton OR
        - Tax-lot 091W03D000700
    - Berman Debra
        - NA
        - Tax-lot 091W020000500
    - Boulder MHC LLC Boulders MHP, THE
        - 1501 Fern Ridge RD Stayton OR
        - Tax-lot 091W020000700 (Pond)
    - N Santiam Highway # 22
    - Farmland Marion County

4 Lucas Ditch Drainage – Sylvan Springs Subsystem

4.1 Basin Overview

The **Sylvan Springs Basin** represents the principal developed sub-area within the larger **Lucas Ditch drainage system** on Stayton's northeast fringe. The basin encompasses approximately **42 acres** of primarily residential land use located east of Cascade Highway and north of Shaff Road, within the Stayton Urban Growth Boundary (UGB).

Stormwater runoff from the Sylvan Springs subdivision and adjacent development areas drains via a network of curb inlets, catch basins, and storm piping that ultimately discharges to the **Sylvan Springs Detention Basin** before flowing to the **Lucas Ditch main channel**, which conveys north-westerly toward **Mill Creek**.

The basin is characterized by:

- Moderately sloping topography (2–5%) from southeast to northwest.
- Soils of low to moderate infiltration capacity (NRCS hydrologic soil groups C/D).
- Predominantly impervious cover (35–45%) consisting of roofs, driveways, and local streets.
- An overall hydrologic time of concentration of roughly 15–20 minutes under design storm conditions.

4.2 Detention Basin Function and Configuration

The **Sylvan Springs Detention Basin** is a combined **quantity-control and water-quality facility** designed as part of the original subdivision's stormwater infrastructure (circa 2010). Key characteristics include:

Attribute	Description
Facility Type	Multi-stage wet detention basin with sediment forebay
Design Event	25-year storm conveyance; 50-year storm detention
Storage Volume	≈ 1.9 acre-ft (to overflow elevation)
Outlet Control	Multi-orifice riser and 18-inch outlet pipe to Lucas Ditch
WQ Treatment	Extended detention + vegetated emergent wetland fringe
Overflow	Surface weir at northwest berm (emergency bypass to ditch)

The basin provides both **peak-flow attenuation** and **pollutant removal** by detaining runoff for extended durations to allow sedimentation and biofiltration.
It serves as the **primary control point** for discharge from the Sylvan Springs and Sylvan Meadows developments and contributes directly to maintaining Lucas Ditch peak flow within pre-development limits.

4.3 Operation and Maintenance (O&M)

4.3.1 Sylvan Estate Homeowners' Association

The operation and maintenance of the Sylvan Detention and Water Quality Basin fall under the responsibility of the Sylvan Estates Homeowners' Association (HOA) as part of the collective obligations of property ownership. Sylvan Estates was developed in three phases. Initially, the stormwater system was managed by the overall development entity; however, as each phase was completed and closed out, the maintenance responsibility was transferred to the remaining active phases. As a result, Phase 1 now retains sole responsibility for the ongoing operation and maintenance of the detention and water quality basin.

The following summary table shows the **man-hours and cost effort** for the basin maintenance activities (2023– mid-2025), note that some activities were performed by the city as aid to the HOA.

Date / Period	Activity Description	Participants	Total Man-Hours	Material / Service Cost	Notes
Jan 2023	City crew removed beaver dam at 3rd & Whitney St. culvert	City staff	Not stated	–	Public Works action
Apr 18, 2023	Volunteers removed beaver dam blocking detention pond outflow	Damian, Steve	1.5 hrs × 2 = **3.0 hrs**	–	Outflow cleared; Lucas Ditch clear
May 9, 2023	Volunteers removed re-formed beaver blockage at pond outflow	Damian, Steve	1 hr × 2 = **2.0 hrs**	–	Lucas Ditch clear
May 10, 2023	Installed 2×2×2×4 ft concrete reinforcing mesh cage over outflow pipe	Volunteer (unnamed)	1 person × ~2 hrs (est.) = **2.0 hrs**	–	Preventive measure
Jan 29–30, 2025	Vegetation removal around detention pond berm	Damian, Zoltan, Steve, Chris	(3.5×3) + (6.5×2) + (1.5×1) = **21.0 hrs**	–	Brush & sucker clearing
Feb 11–12, 2025	Identified and removed two new beaver dams (Lucas Ditch)	Damian, Steve	4.5 hrs × 2 = **9.0 hrs**	–	Dams cleared below pond
Jul 9, 2025	Removed small new beaver dam below pond outflow	Casey, Damian	2 hrs × 2 = **4.0 hrs**	–	Routine check before city tour

Jul 11, 2025	Delivered ¾-minus gravel for pathway	Vendor	–	**$177.67**	$147.67 gravel + $30 delivery
Jul 12, 2025	Volunteers spread gravel along wetland path	Jim, Tricia, Daughter-in-law	4 hrs × 3 = **12.0 hrs**	–	Pathway improvement
2023–2024	Landscaping – Wetland Pathway	Contractor	–	**$28,800 / yr**	Biweekly maintenance
2023–2024	Landscaping – Wetland Area	Contractor	–	**$1,250 / yr**	Monthly / bimonthly visits
2025	Landscaping – Wetland Pathway	Contractor	–	**$1,000 / yr**	Twice monthly
2025	Landscaping – Wetland Area	Contractor	–	**$1,020 / yr**	Twice monthly

From the table, it can be observed that during 2023 and 2024, volunteer participation by the HOA was minimal, with most of the maintenance effort and cost borne by the city and the contracted landscape service—estimated at a combined ed cots of approximately **$40,000 to $50,000 per year**.

In contrast, during 2025 the HOA has contributed roughly **one man-week** of volunteer labor toward maintenance activities. Including the contracted landscape services for the first half of the year, total maintenance expenditures are estimated at approximately **$6,000**.

4.3.2 Recommended O&M activities include:

Appropriate operations and maintenance are illustrated in the following table:

Frequency	Task	Description / Notes
Monthly (Apr–Oct)	Visual inspection	Check inlets, outlet riser, overflow weir, and berm stability; remove litter/debris.
Quarterly	Vegetation management	Mow access routes and basin floor to maintain 6–10 in. grass height; control invasive species.
Semi-Annual	Sediment depth check	Measure forebay sediment accumulation; initiate clean-out if >25% design depth.
Annual (Pre-winter)	Hydraulic test	Confirm unobstructed flow through orifices/outlets; remove debris or root intrusion.
Every 5 Years	Dredging & regrading	Excavate accumulated sediment; restore design contours and volume.
As Needed	Vegetation re-establishment	Reseed or replant native wetland fringe to maintain treatment effectiveness.

All O&M activities should be logged into the City's **CMMS**, with inspection photos, sediment measurements, and maintenance dates recorded for performance tracking and audit compliance.

4.3.3 Indicative O&M Cost

Given the recommended O&M regime the following provides indicative man hours and associated maintenance cost. These estimates are made with an accuracy of AACE Level 3-4; +/- 30%-40%.

Frequency / Period	Task	Description / Notes	Manpower, Materials, and Cost Estimate
Monthly (Apr–Oct)	**Visual Inspection & Litter Removal**	Inspect inlets, outlet riser, overflow weir, and berm; remove litter and debris.	2 staff × 1 hr = 2 hrs/month; hand tools; **$188/month → $1,313/season**
Quarterly	**Vegetation Management**	Mow and trim basin floor and access routes; maintain 6–10 in. grass height; control invasive species.	3 staff × 3 hrs = 9 hrs/quarter; mower, trimmer, herbicide; **$750/quarter → $3,000/year**
Semi-Annual	**Sediment Depth Check & Cleaning**	Measure sediment accumulation; remove if >25% design depth.	2 staff × 3 hrs = 6 hrs/event; small pump, hand tools; **$563/event → $1,125/year**
Annual (Pre-Winter)	**Hydraulic Function Test**	Confirm unobstructed flow through outlets; clear roots and debris.	2 staff × 4 hrs = 8 hrs/event; jetter, small tools; **$750/year**
As Needed (Reactive)	**Beaver Dam / Obstruction Removal**	Remove active beaver dams and debris in Lucas Ditch or pond outflow; repair outlet protection.	3 staff × 4 hrs × ~5 events = 60 hrs/year; chainsaws, rakes, PPE; **$4,500/year**
As Needed (Restoration)	**Vegetation Re-establishment / Path Maintenance**	Reseed or replant disturbed areas; maintain walking paths; replenish gravel.	3 staff × 5 hrs × 2 events = 30 hrs; native plants, seed, gravel; **$2,500/year**
Every 5 Years	**Sediment Dredging & Basin Regrading**	Excavate accumulated sediment; restore design contours; haul and dispose spoils.	4 staff × 8 hrs/day × 2 days = 64 hrs/event; loader, dump truck, disposal; **$11,875/event** (≈ **$2,375/year** amortized)
Seasonal (Apr–Oct)	**Perimeter & Fence Line Clearing**	Cut back vegetation along berm and fence; maintain 3-ft clearance zone.	2 staff × 3 hrs/month = 21 hrs/season; trimmers, blowers; **$1,500/season**
Biweekly (Feb–Nov)	**Grounds & Pathway Maintenance**	Mow, spray weeds, clear trash cans, blow debris, trim shrubs.	2 staff × 3 hrs × 20 visits = 120 hrs; mower, trimmer, herbicide, fuel; **$9,000/year**

Winter (Dec–Feb)	**Reduced Maintenance Cycle**	Limited mowing and trimming; clear inlets/outlets; maintain access safety.	2 staff × 2 hrs/month × 3 months = 12 hrs; **$900/year**

4.3.4 Annualized Cost Summary

Category	Estimated Labor (hrs)	Labor Cost	Equipment / Materials	Annual Total
Routine O&M (Inspections, Vegetation, Sediment, Hydraulic)	80 hrs	$6,000	$1,875	**$7,875**
Reactive & Restoration (Beaver, Replanting, Gravel)	75 hrs	$5,625	$2,500	**$8,125**
Grounds / Pathway (Biweekly + Winter)	132 hrs	$9,900	$1,500	**$11,400**
Dredging (5-year amortized)	13 hrs	$975	$1,500	**$2,475**
Total Estimated Annual City Cost	**~300 hrs/year**	**$22,500 labor**	**$7,375 materials & equipment**	**≈ $29,875/year**

If the city were to contract this work out the cost could be expected to be 15%-25% than indicated with the tables.

4.3.5 Summary Observations

The **Sylvan Springs Basin** is a key sub-catchment within the Lucas Ditch system, providing essential detention storage and water-quality treatment that mitigates downstream hydraulic and pollutant impacts to Lucas Ditch and Mill Creek.

Sustaining this facility through routine inspection, vegetation control, and sediment management is critical to maintaining design capacity, meeting regulatory expectations, and preserving the long-term integrity of Stayton's stormwater infrastructure. Observations indicate that consistent and documented operations and maintenance (O&M) have not been fully achieved since construction, resulting in vegetation overgrowth and sediment accumulation that periodically reduce storage volume and cause localized flooding along Sunrise Drive.

Current evaluation identifies several ongoing or potential issues:

- **Sediment accumulation** in the forebay and near the outlet has measurably reduced effective storage volume; scheduled dredging is required to restore performance.
- **Vegetation encroachment** by cattails and reed canary grass has partially obstructed outlet riser openings, slowed post-storm drawdown and increased standing-water duration.

- **Access constraints**, including a narrow gate and soft berm surface, limit entry of maintenance equipment; installation of access matting or gate widening is recommended.
- **Public interface considerations** remain important, as the basin abuts residential parcels—periodic outreach can reduce dumping, mowing conflicts, and vegetation misunderstandings.

The estimated annual cost for full City maintenance is approximately **$30,000 per year**, representing about **0.15 – 0.20 FTE** of Public Works staffing. In years requiring dredging or major vegetation restoration, total expenditures are expected to be approximately **$40,000**, very much depending on sediment volume and hauling requirements, amortized over 5 years this is approximately an $8,000/year cost. Hence a total yearly cost of approximately **$38,000**, again to an AACE level 3-4 accuracy.

4.3.6 Transition of Responsibility – Sylvan Springs Stormwater Facility

The City is prepared to assume ownership and responsibility for the **Sylvan Springs Stormwater Detention and Water Quality System**, with the understanding that the **Sylvan Estates Homeowners Association (HOA)** will provide financial contributions to offset the City's costs for operations and maintenance. These costs include materials, labor, equipment use, and related administrative resources.

It is proposed that the HOA contribution be structured on a **declining scale over five budget cycles**, gradually reducing to zero as the City integrates the ongoing operations and maintenance costs into its **Stormwater Management Program**. This phased approach ensures a fair and predictable transition while maintaining consistent system performance and regulatory compliance.

4.3.7 Fiscal Impact

The current estimated cost for full City maintenance of the Sylvan Springs facility is **approximately $38,000 per year**. Because the City operates on a **two-year budget cycle**, each cycle reflects the cumulative cost for two fiscal years.

All amounts shown below are **subject to annual inflation adjustment** based on the City's adopted cost-of-living or Consumer Price Index factor at the time of each budget adoption.

Budget Cycle	HOA Contribution (% of O&M Cost)	Estimated Payment per Two-Year Cycle
Cycle 1	100 %	$76,000 (+ inflation adjustment)
Cycle 2	80 %	$60,800 (+ inflation adjustment)
Cycle 3	60 %	$45,600 (+ inflation adjustment)
Cycle 4	40 %	$30,400 (+ inflation adjustment)
Cycle 5	20 %	$15,200 (+inflation adjustment)
Cycle 6	0%	$0

5 Next Steps Lucas Ditch

5.1 Management and Capital Considerations

Recommended Actions for Long-Term Resiliency and Regulatory Compliance: To strengthen system resiliency, ensure regulatory compliance, and maintain effective stormwater performance within the Lucas Ditch Basin, the following actions are recommended:

1. **Confirm Ownership and Maintenance Responsibilities**
   • Determine whether any portion of Lucas Ditch is privately owned or operated.
   • Verify whether the City has existing maintenance agreements with any other entities related to the ditch.
2. **Formalize Sylvan Estates Stormwater Facility**
   Upon establishing a financial restitution agreement with the Sylvan Estates HOA, formalize the Sylvan Estates Stormwater Detention Basin as a **City-maintained stormwater asset**.
   Include it within the Stormwater Utility's operations, maintenance, and cost-allocation program, and integrate it into the **Lucas Ditch Basin Monitoring Program** through installation of flow or staff gauges to monitor discharge during major rainfall events.
3. **Survey and Mapping**
   Conduct a detailed survey of **Lucas Ditch from State Highway 22 to its confluence with Mill Creek**, updating as-built geometry (contours, outlet elevations, and structure data) to verify longitudinal profiles and hydraulic control points.
4. **Detention System Capacity Review**
   Review available detention volumes and hydraulic connectivity for:
   • Pond No. 1
   • Sylvan Estates Detention Basin (Pond No. 2)
   • Pond No. 3 adjacent to Cascade Highway.
5. **Hydrologic and Hydraulic Re-evaluation**
   Re-evaluate the hydrologic performance of the Lucas Ditch system and associated ponds under post-2018 land-use conditions using an appropriate model such as **XP-SWMM** (or equivalent). Confirm detention criteria, discharge rates, and system response to design storm events.
6. **Coordination with Landowners and Agencies**
   Coordinate with all relevant landowners and public agencies—including **Marion County** (particularly at Bridge Crossing #47C264 near Pond No. 3)—to clarify long-term **operation and maintenance (O&M)** roles for the ditch and associated facilities.
7. **Monitoring, Maintenance, and Program Integration**
   • **Asset Inventory & Condition Assessment:** Update the condition of open channels, detention ponds, and inlet/outfall structures within the basin.
   • **Development Review:** For all new development in the northeast UGB, ensure drainage plans address Lucas Basin constraints, detention sizing, and downstream discharge limitations.
   • **Floodplain Coordination:** Verify consistency with Mill Creek floodplain mapping; ensure adequate freeboard, conveyance capacity, and outlet elevations.

• **Maintenance Strategy:** Develop a focused maintenance plan for the open-ditch system covering vegetation management, sediment removal, and slope verification. Integrate this plan and its costs into the City's storm drainage utility budget. Coordinate with adjacent jurisdictions and private owners to achieve consistent basin-wide O&M practices.
• **Water-Quality and Compliance Tracking:** Confirm that treatment controls (swales, wetlands, detention cells) function as designed and are documented for regulatory reporting.
• **Capital Improvement Planning:** Identify and prioritize capital improvements within this basin (e.g., detention upsizing, conveyance upgrades).

8. **Capital Maintenance Project (CIP 2027–2028)**
   Plan a capital maintenance project for sediment removal, vegetation control, and outlet structure rehabilitation along the full length of Lucas Ditch—from State Highway 22 to Mill Creek—at an estimated cost of **$75,000 – $125,000 (± 40%)**, based on current regional cost data.

5.2 Design / Planning Criteria (Relevant to the Basin)

Design criteria in the Master Plan that apply to this basin:

- For conveyance (pipes/channels): designed to carry the 25-year storm event without flooding.
- For detention facilities: post-development runoff from the 50-year event should not exceed pre-development volumes.
- Use of NRCS TR55 method and dynamic routing (XP-SWMM) for modelling of the basin.

Lucas Ditch & Sylvan Springs Stormwater Basin – Summary

Stayton Stormwater System Management

PREPARED FOR COUNCIL REVIEW

BY BARRY BUCHANAN, PE. OR
INTERIM PUBLIC WORKS DIRECTOR

DATE: NOV 17, 2025 – COUNCIL WORK SESSION

Executive Summary

- Lucas Ditch is one of six primary stormwater basins in Stayton (≈690 acres in NE UGB).
- System conveys runoff via open channels and pipes to Mill Creek, with 3 key detention ponds.
- Performance is constrained by undersized detention, vegetation/sediment build-up, and beaver activity.
- Sylvan Springs Basin (≈42 acres) is the most urbanized sub-basin and a critical detention/WQ control.
- Formal integration of Sylvan Springs into City O&M is central to basin-wide resiliency and compliance.

Basin Characteristics & Function

- Mixed rural/agricultural and developing residential land uses.
- Open-channel flow in rural areas, transitioning to piped systems near development.
- Low–moderate infiltration soils and flat slopes toward NW → high runoff and limited infiltration.
- Three key facilities: Pond #1, Sylvan Springs/Sylvan Estates (Pond #2), and Pond #3 near Cascade Hwy.
- City responsible for public storm assets per SMC 13.32; Lucas Ditch is a designated open drainageway.

Existing Issues – Basin-Wide

- Partial development upstream: future imperviousness will increase flows to Lucas Ditch.
- Detention sizing: primary pond undersized for 50-year event → limited peak-flow control.
- Flooding potential: flat slopes, high groundwater, and Mill Creek floodplain influence.
- Maintenance gaps: vegetation, sediment, and beaver dams reduce conveyance and storage.
- No formal city O&M program for ditches, swales, or detention ponds across the basin.

Existing Issues – Specific Conditions

- Downstream obstructions (vegetation + beaver dams) on private farmland restrict outflow to Mill Creek.
- Backwater from obstructions reduces capacity at Pond #1 and extends upstream to 3rd St & Santiam Park.
- Pond #1 control weir weep holes appear blocked; Marion County responsible for outlet structure.
- Beaver activity (tree damage, channel blockages) further impairs conveyance.
- Complex ownership chain from Mill Creek to Hwy 22 requires coordinated multi-party management.

Sylvan Springs Subsystem – Overview

- Principal developed sub-area within Lucas Ditch (≈42 acres, mainly residential).
- Runoff collected via curb inlets/catch basins to the Sylvan Springs Detention Basin (Pond #2).
- Moderately sloping topography (2–5%), low–moderate infiltration soils, ~35–45% impervious cover.
- Detention basin provides combined quantity control and water-quality treatment for Sylvan Springs/Meadows.

Sylvan Springs Detention Basin – Function

- Multi-stage wet detention basin with sediment forebay and vegetated wetland fringe.
- Designed for 25-year conveyance and 50-year detention; ≈1.9 acre-ft storage to overflow.
- Outlet: multi-orifice riser and 18-inch pipe to Lucas Ditch; emergency overflow weir on NW berm.
- Primary control point for Sylvan Springs/Meadows discharges to help maintain pre-development peaks.

Sylvan Springs O&M – History & Cost

- O&M is the responsibility of Sylvan Estates HOA (Phase 1 now sole responsible phase).
- 2023–2024: minimal HOA volunteer effort; City and contractors bore most effort and cost.
- Annual maintenance, including landscaping, has been ≈$35k–$45k/year (city + contracted services).
- In 2025, HOA volunteer contributions increased (~1 man-week); total cost ≈$6k (partial year).

Recommended O&M & Annual Cost

- Defined regime: inspections, vegetation management, sediment checks, hydraulic tests, beaver response,
- path and vegetation restoration, biweekly grounds maintenance, and 5-year dredging & regrading.
- Estimated annual City O&M cost ≈$29,875/year (routine + reactive + grounds + dredging amortized).
- Full City responsibility including major restoration years ≈$38,000/year (AACE Class 3–4 accuracy).
- Represents ≈0.15–0.20 FTE of Public Works staffing dedicated to this facility.

Integration Proposal – Sylvan Springs Facility

- City to assume ownership and full O&M responsibility for Sylvan Springs detention/WQ system.
- HOA to provide declining financial contributions over multiple 2-year budget cycles:
- Cycle 1: 100% ($76,000/2 yrs) → Cycle 2: 80% → Cycle 3: 60% → Cycle 4: 40% → Cycle 5: 20% → Cycle 6: 0% (fully City-funded).
- Phased cost-sharing allows orderly transition, maintains compliance, and stabilizes long-term service.

Recommended Management Actions – Lucas Ditch

- 1. Confirm ownership and maintenance responsibilities along entire ditch alignment.
- 2. Formalize Sylvan Estates basin as a City stormwater asset after cost-sharing agreement.
- 3. Survey and map Lucas Ditch (Hwy 22 to Mill Creek) to confirm geometry and control points.
- 4. Reassess detention capacity and hydraulic performance for Ponds #1, #2, and #3.
- 5. Re-evaluate hydrology/hydraulics (e.g., XP-SWMM) under post-2018 land-use conditions.

Recommended Management Actions – Lucas Ditch (cont.)

- 6. Coordinate with landowners and agencies (incl. Marion County at Bridge #47C264).
- 7. Develop and integrate a basin-specific O&M program:
- • Asset inventory and condition assessment for channels, ponds, inlets/outfalls.
- • Development review criteria tied to Lucas Basin constraints and Mill Creek floodplain.
- • Water-quality compliance tracking for TMDL and permit obligations.
- 8. Plan a 2027–2028 CIP capital maintenance project for sediment removal, vegetation control,
- and outlet rehab along Lucas Ditch (Hwy 22 to Mill Creek), estimated at $75k–$125k (±40%).

Summary – Key Messages for Council

- Lucas Ditch is a critical stormwater basin whose performance is constrained by detention, obstructions,
- and fragmented responsibilities.
- Sylvan Springs Detention Basin is a key control facility; sustained, documented O&M is essential.
- Formal City ownership with phased HOA cost-sharing provides a practical path to reliable performance.
- Recommended management actions and the 2027–2028 CIP project will significantly improve basin
- resiliency, regulatory compliance, and downstream protection.

Exhibit B

City of Stayton

Public Works Department
362 N. Third Avenue • Stayton, OR 97383
Phone: (503) 769-2998 • Fax (503) 767-2134

City of Stayton
Public Works Department
311 N. 3rd Avenue
Stayton, OR 97383

December 29, 2025

Village at Sylvan Springs
Homeowners Association
Board of Directors
Stayton, OR

RE: Lucas Ditch Beaver Activity, Water Levels, and Stormwater System Coordination

To Whom It May Concern:

The City of Stayton Public Works Department acknowledges receipt of your correspondence regarding beaver activity and elevated water levels within Lucas Ditch and the potential implications for the Village at Sylvan Springs stormwater detention facility. We appreciate the opportunity to provide clarification on current conditions, City actions, and anticipate next steps.

By way of background, I was the individual who initially notified Sylvan Springs HOA representatives of the presence of beaver activity and associated damming within lowered Lucas Ditch. This condition, and its broader implications, was explicitly identified and discussed during a recent City work session presentation and subsequent meetings with the Sylvan Springs HOA. As outlined in those forums, Lucas Ditch represents a significantly broader and more complex drainage and asset-management issue than any single, individually owned and operated stormwater facility within the basin.

Lucas Ditch traverses approximately sixteen (16) separate properties and crosses multiple ownerships and jurisdictions. While the ditch functions as part of the City's stormwater conveyance system, responsibility for operations and maintenance across its full length particularly where it crosses private property or Marion County facilities remains incompletely defined. Resolving this lack of clarity is a key issue the City is actively working to address.

The City is aware of the elevated water levels observed near the Sylvan Springs detention pond and of the ongoing beaver activity affecting localized conveyance capacity. Over the past several weeks, Public Works staff have been actively engaged in coordinating a response in partnership with affected property owners and Marion County.

At present, the City is undertaking the following actions:

1. **Engagement with you, the Sylvan Springs HOA** to clarify operation and maintenance responsibilities associated with the HOA-owned stormwater detention and water-quality system. We await your response to the City's proposal.
2. **Coordination with Marion County** to confirm and address maintenance obligations related to the Bell Pond outlet structure and associated control features. The County is reviewing its design information with respect to the pond's outlet weir and culvert structure across Cascade highway.
3. **Coordination of contractors** to remove accumulated beaver debris and other obstructions within the Lucas Ditch channel where access and authority allow. We await the contractor's proposal to work on:
    1. Beaver structure removal, and
    2. Clearing of the entire ditch from its confluence with Mill Creek in the west reach to its crossing of highway 22 in the east reach.
4. **Collaboration with Marion County staff and City personnel** regarding the safe, lawful, and environmentally compliant removal of beavers contributing to repeated blockage and tree damage. Our staff member has obtained a limited permit to remove beavers in the City owned areas of the ditch, trapping is ongoing, and we are currently awaiting permitting for areas in front of the care facility.
5. **Topographical Survey:** We have requested a proposal to undertake a topographical survey of the ditch to enable evaluation and proposal for the betterment of the catchment's operation and maintenance. The Survey Contractor has prepared their proposal but as yet has not shared that proposal with the City.
6. **Preparation for a public meeting** with adjacent property owners to share information, outline planned actions, and coordinate ditch-cleaning activities along the broader Lucas Ditch corridor. This meeting is likely mid-January 2026, once we have collected, collated, and assimilated the information listed above.

Your observations regarding potential impacts on the Sylvan Springs detention facility are noted. If the HOA or its members have additional technical insights, observations, or suggestions, the City welcomes that input as part of our coordinated response.

As you are aware, the City has prepared the **Lucas Ditch Drainage Review Report**, which documents basin conditions, identifies existing deficiencies—including beaver activity and downstream obstructions—and outlines the City's short- and long-term intentions for management, maintenance, and capital planning within the Lucas Ditch Basin

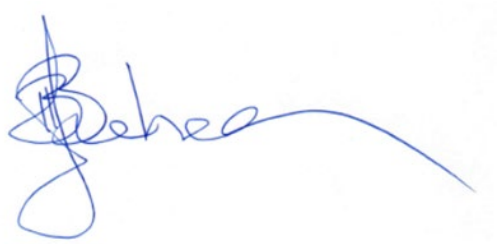
The **Lucas Ditch Drainage Review Report s**elect sections specifically addressing the Sylvan Springs subsystem, operational challenges, and recommended next steps, including stakeholder coordination and phased implementation measures.

The City acknowledges the Board's upcoming meeting scheduled for January 6, 2026, and welcomes any summary or direction arising from that discussion. I am also willing to attend this meeting to support the City's position and continue our ongoing discussions. City staff remain available for continued coordination as appropriate.

Please be assured that the City is committed to addressing Lucas Ditch issues in a manner that is responsible, lawful, and coordinated across all affected parties, while balancing public safety, environmental compliance, and fiscal stewardship.

Should you have any questions or wish to discuss this matter further, please do not hesitate to contact me directly.

Sincerely,



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