



AGENDA
STAYTON CITY COUNCIL MEETING
Monday, December 3, 2018
Stayton Community Center
400 W. Virginia Street
Stayton, Oregon 97383

CALL TO ORDER

7:00 PM

Mayor Porter

FLAG SALUTE

ROLL CALL/STAFF INTRODUCTIONS

ANNOUNCEMENTS – PLEASE READ CAREFULLY

Items not on the agenda but relevant to City business may be discussed at this meeting. Citizens are encouraged to attend all meetings of the City Council to insure that they stay informed. Agenda items may be moved forward if a Public Hearing is scheduled.

- a. Additions to the agenda
- b. Declaration of Ex Parte Contacts, Conflict of Interest, Bias, etc.

PRESENTATIONS/COMMENTS FROM THE PUBLIC

Request for Recognition: If you wish to address the Council, please fill out a green “Request for Recognition” form. Forms are on the table at the back of the room. *Recommended time for presentation is 10 minutes. Recommended time for comments from the public is 3 minutes.*

CONSENT AGENDA

- a. November 19, 2018 City Council Minutes
- b. Acceptance of Abstract of Election Results – November 6, 2018

Purpose of the Consent Agenda:

In order to make more efficient use of meeting time, resolutions, minutes, bills, and other items which are routine in nature and for which no debate is anticipated, shall be placed on the Consent Agenda. Any item placed on the Consent Agenda may be removed at the request of any council member prior to the time a vote is taken. All remaining items of the Consent Agenda are then disposed of in a single motion to adopt the Consent Agenda. This motion is not debatable. The Recorder to the Council will then poll the council members individually by a roll call vote. If there are any dissenting votes, each item on the consent Agenda is then voted on individually by roll call vote. Copies of the Council packets include more detailed staff reports, letters, resolutions, and other supporting materials. A citizen wishing to review these materials may do so at Stayton City Hall, 362 N. Third Avenue, Stayton, or the Stayton Public Library, 515 N. First Avenue, Stayton.

The meeting location is accessible to persons with disabilities. A request for an interpreter for the hearing impaired or other accommodations for persons with disabilities should be made at least 48 hours prior to the meeting. If you require special accommodations contact Deputy City Recorder Alissa Angelo at (503) 769-3425.

PUBLIC HEARING

UNFINISHED BUSINESS – None

NEW BUSINESS

Resolution No. 984, Authorizing a Full Faith and Credit Financing and Related Matters **Action**

- a. Staff Report
- b. Council Deliberation
- c. Council Decision

STAFF/COMMISSION REPORTS – None

PRESENTATIONS/COMMENTS FROM THE PUBLIC

Recommended time for presentations is 10 minutes.

Recommended time for comments from the public is 3 minutes.

BUSINESS FROM THE CITY MANAGER

BUSINESS FROM THE MAYOR

- a. City Councilor Recognition

BUSINESS FROM THE COUNCIL

FUTURE AGENDA ITEMS – December 17, 2018

- a. Cancelled

ADJOURN

CALENDAR OF EVENTS

DECEMBER 2018

Monday	December 3	City Council	7:00 p.m.	Community Center (north end)
Tuesday	December 4	Parks & Recreation Board	6:30 p.m.	E.G. Siegmund Meeting Room
Tuesday	December 11	Commissioner's Breakfast	7:30 a.m.	Covered Bridge Café
Monday	December 17	City Council	<i>CANCELLED</i>	
Wednesday	December 19	Library Board	6:00 p.m.	E.G. Siegmund Meeting Room
Monday	December 24	CITY OFFICES CLOSE AT NOON IN OBSERVANCE OF CHRISTMAS HOLIDAY		
Tuesday	December 25	CITY OFFICES CLOSED IN OBSERVANCE OF CHRISTMAS HOLIDAY		
Monday	December 31	Planning Commission	7:00 p.m.	Community Center (north end)

JANUARY 2019

Tuesday	January 1	CITY OFFICES CLOSED IN OBSERVANCE OF NEW YEARS HOLIDAY		
Monday	January 7	City Council	7:00 p.m.	Community Center (north end)
Tuesday	January 8	Commissioner's Breakfast	7:30 a.m.	Covered Bridge Café
Tuesday	January 8	Parks & Recreation Board	6:30 p.m.	E.G. Siegmund Meeting Room
Wednesday	January 16	Library Board	6:00 p.m.	E.G. Siegmund Meeting Room
Monday	January 21	CITY OFFICES CLOSED IN OBSERVANCE OF MARTIN LUTHER KING DAY		
Tuesday	January 22	City Council	7:00 p.m.	Community Center (north end)
Monday	January 28	Planning Commission	7:00 p.m.	Community Center (north end)

FEBRUARY 2019

Saturday	February 2	City Council Goal Setting	9:00 a.m.	E.G. Siegmund Meeting Room
Monday	February 4	City Council	7:00 p.m.	Community Center (north end)
Tuesday	February 5	Parks & Recreation Board	6:30 p.m.	E.G. Siegmund Meeting Room
Tuesday	February 12	Commissioner's Breakfast	7:30 a.m.	Covered Bridge Café
Monday	February 18	CITY OFFICES CLOSED IN OBSERVANCE OF PRESIDENTS DAY		
Tuesday	February 19	City Council	7:00 p.m.	Community Center (north end)
Wednesday	February 20	Library Board	6:00 p.m.	E.G. Siegmund Meeting Room
Monday	February 25	Planning Commission	7:00 p.m.	Community Center (north end)

MARCH 2019

Monday	March 4	City Council	7:00 p.m.	Community Center (north end)
Tuesday	March 5	Parks & Recreation Board	6:30 p.m.	E.G. Siegmund Meeting Room
Tuesday	March 12	Commissioner's Breakfast	7:30 a.m.	Covered Bridge Café
Monday	March 18	City Council	7:00 p.m.	Community Center (north end)
Wednesday	March 20	Library Board	6:00 p.m.	E.G. Siegmund Meeting Room
Monday	March 25	Planning Commission	7:00 p.m.	Community Center (north end)

**City of Stayton
City Council Meeting Action Minutes
November 19, 2018**

LOCATION: STAYTON COMMUNITY CENTER, 400 W. VIRGINIA STREET, STAYTON

Time Start: 7:00 P.M.

Time End: 8:25 P.M.

COUNCIL MEETING ATTENDANCE LOG

COUNCIL	STAYTON STAFF
Mayor Henry Porter	Alissa Angelo, Deputy City Recorder
Councilor Priscilla Glidewell (joined at 7:01 p.m.)	Keith Campbell, City Manager
Councilor Mark Kronquist	Dan Fleishman, Director of Planning & Development
Councilor Christopher Molin	Lance Ludwick, Public Works Director
Councilor Brian Quigley	Janna Moser, Library Director
Councilor Joe Usselman	Rich Sebens, Chief of Police

AGENDA	ACTIONS
REGULAR MEETING	
Announcements a. Additions to the Agenda b. Declaration of Ex Parte Contacts, Conflict of Interest, Bias, etc.	None. Councilor Quigley has driven through the subdivision but it will not influence his decision.
Presentations / Comments from the Public a. Steve Poisson b. Judy Mohney	Mr. Poisson, Vice President of Revitalize Downtown Stayton, requested a parking spot be dedicated as a smoking area behind Mick and Mom's. Ms. Mohney congratulated the newly elected Councilmembers and thanked Councilor Glidewell for her service. She also spoke about Revitalize Downtown Stayton and Ordinance No. 1019.
Consent Agenda a. November 5, 2018 City Council Minutes	Motion from Councilor Kronquist, seconded by Councilor Molin, to approve the consent agenda as submitted. Motion passed 5:0.
Public Hearing Condition of Approval U, Regarding Parking Restrictions in the Village Creek Subdivision a. Commencement of Public Hearing b. Staff Report c. Questions from Council d. Public Testimony	Mayor Porter opened the hearing at 7:10 p.m. Mr. Fleishman reviewed the staff report. Discussion of notifications provided when no parking signs were installed. <u>Aaron Fuson, 750 Hobson Street:</u> Spoke in support of removing the no parking requirement. <u>Robert Stoyles, 730 Whitney Street:</u> Spoke in support of removing the no parking requirement. <u>Jennifer Carter, 411 Whitney Street:</u> Ms. Carter expressed

<p>e. Questions from Council</p> <p>f. Staff Summary</p> <p>g. Close of Hearing</p> <p>h. Council Deliberation</p> <p>i. Council Decision</p> <p>j. Reopening of Public Hearing</p> <p>k. Close of Hearing</p>	<p>frustration with the hearing process and spoke in support of removing the no parking requirement.</p> <p>Discussion of the draft Order, the lack of enforcement over the years and ability to enforce now, the City's legal liability, and taking a look at other similar streets in the community.</p> <p>Mr. Fleishman offered a brief staff summary. Mayor Porter closed the hearing at 7:37 p.m. Council discussion of alternatives to the no parking.</p> <p>Motion from Councilor Kronquist to retain condition of approval U from Land Use File #121-10/01 unchanged and adopt the draft order as presented. Motion died due to lack of a second.</p> <p>Motion from Councilor Kronquist, seconded by Councilor Glidewell, to reopen the public hearing. Motion passed 5:0.</p> <p>Mayor Porter reopened the hearing at 7:44 p.m.</p> <p><u>Jennifer Carter, 411 Whitney Street</u> inquired about whether future proposals would be accepted once a decision is made this evening. Mr. Fleishman responded.</p> <p><u>Paige Hook, 2088 Quail Run Avenue</u>, offered a suggestion of painting alternating red sections along the street.</p> <p><u>Aaron Fuson, 750 Hobson Street</u>, encouraged the Council to take time in making a decision.</p> <p><u>Council Discussion</u>: Discussion including street widths in the subdivision and amount of citations issued.</p> <p>Mayor Porter closed the hearing at 7:54 p.m.</p> <p>Motion from Councilor Glidewell, seconded by Councilor Usselman, to delay a decision until legal counsel is contacted and further information is gathered. Motion passed 5:0.</p>
<p>Unfinished Business</p>	<p>None.</p>
<p>New Business Consideration of Ordinance No. 1027, Establishing a Housing and Neighborhood Vitality Advisory Commission</p> <p>a. Staff Report – Dan Fleishman</p> <p>b. Council Deliberation</p> <p>c. Council Decision</p>	<p>Mr. Fleishman reviewed the staff report. Council discussion of Ordinance No. 1027. Motion from Councilor Quigley, seconded by Councilor Usselman, to approve Ordinance No. 1027 as presented. Motion passed 5:0.</p>

<p>Staff / Commission Reports Finance Department Report a. October 2018 Monthly Finance Department Report</p> <p>Police Chief's Report – Chief Rich Sebens a. October 2018 Statistical Report</p> <p>Public Works Director's Report – Lance Ludwick a. October 2018 Operating Report</p> <p>Planning & Development Director's Report – Dan Fleishman a. October 2018 Activities Report</p> <p>Library Director's Report – Janna Moser a. October 2018 Activities</p>	<p>No discussion.</p>
<p>Presentations / Comments from the Public a. Paige Hook b. Wendy Stone</p>	<p>Ms. Hook spoke in support of Ordinance No. 1027.</p> <p>Ms. Stone encouraged publicizing the Housing Commission in the City's newsletter.</p>
<p>Business from the City Manager</p>	<p>None.</p>
<p>Business from the Mayor a. Appointment of Committee to Review Downtown Standards</p>	<p>Motion from Councilor Kronquist, seconded by Councilor Usselman, to confirm the appointment of the Ordinance No. 1019 Review Committee as nominated by the Mayor. Motion passed 5:0.</p> <p>The first meeting date of the Committee will be announced at the January 7, 2019 City Council meeting.</p>
<p>Business from the Council</p>	<p>Councilor Quigley spoke about the local trail project being taken on by the Stayton Area Rotary group.</p> <p>Discussion surrounding use of a public parking space as a smoking area for Mick and Mom's patrons and employees.</p>
<p>Future Agenda Items – Monday, December 3, 2018 a. Certification of November 6, 2018 Election Results</p>	

APPROVED BY THE STAYTON CITY COUNCIL THIS 3RD DAY OF DECEMBER 2018, BY A ____ VOTE OF THE STAYTON CITY COUNCIL.

Date: _____

By: _____
Henry A. Porter, Mayor

Date: _____

Attest: _____
Keith D. Campbell, City Manager

Date: _____

Transcribed by: _____
Alissa Angelo, Deputy City Recorder



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

TO: Mayor Henry A. Porter and the Stayton City Council
FROM: Alissa Angelo, Deputy City Recorder
DATE: December 3, 2018
SUBJECT: Acceptance of Abstract of Election Results – November 6, 2018

STAFF RECOMENDATION

By consent, accept the Abstract of Election Results.

BACKGROUND INFORMATION

ORS 255.295 requires that a local government review and acknowledge acceptance of an Abstract of Election Results, prepared by the county elections department, in connection with an election within its jurisdiction.

For your information, an Undervote occurs when the number of choices selected by a voter is less than the maximum number allowed for that contest or when no selection is made for a single choice contest. An Overvote occurs when one votes for more than the maximum number of selections allowed in a contest.

FACTS AND FINDINGS

An election was held on November 6, 2018 and citizens of Stayton cast votes for the following:

- Mayor
- Three City Councilor Positions

OPTIONS

Accept the Abstract of Election Results

MOTION(S)

Consent Agenda approval.

City of Stayton - Cumulative

Official November 6, 2018 General Election
 Run Time 11:00 AM
 Run Date 11/26/2018

Marion County, Oregon**General Election Official Ballot**

11/6/2018

Page 1 of 1

Official results**Registered Voters**

3141 of 200437 = 1.57 %

Precincts Reporting

123 of 4 = 3,075.00 %

City of Stayton, Mayor - Vote for one

Choice	Party	Vote by Mail		Total	
Henry (Hank) A Porter		1445	46.00%	1445	46.00%
Scott Vigil		1102	35.08%	1102	35.08%
Cast Votes:		2547	81.09%	2547	81.09%
Undervotes:		561	17.86%	561	17.86%
Overvotes:		1	0.03%	1	0.03%
Misc. Write-in votes:		32	1.02%	32	1.02%

City of Stayton, Councilor - Vote for three

Choice	Party	Vote by Mail		Total	
Jordan Ohrt		1425	15.12%	1425	15.12%
Ralph R Lewis		890	9.44%	890	9.44%
Priscilla Gaylene Glidewell		1180	12.52%	1180	12.52%
David Patty		1275	13.53%	1275	13.53%
Paige Hook		1547	16.42%	1547	16.42%
Cast Votes:		6317	67.04%	6317	67.04%
Undervotes:		3011	31.95%	3011	31.95%
Overvotes:		4	0.13%	4	0.13%
Misc. Write-in votes:		83	0.88%	83	0.88%

I certify that the votes recorded on this abstract correctly summarize the tally of votes cast at the November 6, 2018 General Election.

November 26, 2018

Signature of County Clerk
 Bill Burgess

Date of Abstract



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

TO: Mayor Henry A. Porter and the Stayton City Council

VIA: Keith Campbell, City Manager

FROM: Andy Parks, Finance Consultant

DATE: November 28, 2018

SUBJECT: Resolution No. 984, Authorizing a Full Faith and Credit Financing, and Related Matters

ISSUE

Consider authorizing a full faith and credit financing of not to exceed \$725,000 and appoint professional services firms for bond counsel and underwriting or bank placement services, consistent with the adopted fiscal year 2018-19 budget to fund construction of the stormwater detention facility.

STAFF RECOMMENDATION

Staff recommends that Council approve Resolution No. 984, which authorizes the City Manager or his designee to negotiate and execute documents to issue up to \$725,000 in full faith and credit debt to finance costs associated with the construction of the stormwater detention facility.

BACKGROUND INFORMATION

Consistent with the City's fiscal year 2018-19 adopted budget, the City Council approved a contract to complete the stormwater detention facility within available budgeted funds. Please find attached schedule of sources and uses. Consistent with the budget, up to \$725,000 in debt was anticipated to be necessary to fund construction.

The attached resolution provides the City Manager, subject to certain limitations, such as an interest rate not to exceed 4.5% and the term not to exceed 21 year, the authority to determine the final principal amount, interest rates, payment dates, prepayment rights and other terms of the financing agreement. Additionally to select a lender and to negotiate, execute and deliver the financing agreement; comply with IRS Code related to tax-exempt financing and designate the obligations as tax-exempt.

The security for the obligation is the full faith and credit of the City. As communicated in the budget meetings, and as shown in the 5-year financial plan included in the budget document, the debt is anticipated to be paid from stormwater user fees. As communicated previously, an increase in stormwater fees will be necessary to sustain operations at present levels, effective with the 2019-20 budget.

Additionally, the resolution declares the intent to reimburse expenditures for the project with tax-exempt debt. There are sufficient qualifying expenditures (expenditures paid 60 days prior to the adoption of the resolution).

FACTS AND FINDINGS

FISCAL IMPACT

The debt proceeds are consistent with the FY 2018-19 budget.

OPTIONS AND MOTION(S)

1. Approve the attached resolution as presented.

Motion to approve Resolution No. 984 as presented.

2. Amend the resolution as desired. (Must adopt a resolution that includes no less than the declaration of intent to reimburse, or risk losing the ability to finance with tax-exempt debt)

Motion to approve Resolution No. 984, as amended to include....

3. Not approve the resolution, in which case, the City will need to either finance with taxable debt, which will cost rate payers more, or find other resources within the City to transfer to pay the expenditures already approved and paid.

No motion necessary.

Stayton Stormwater Detention Facility
Sources Uses
November 28, 2018

	<u>V1.1</u>
Sources	
Beginning balance	87,024
State grant - invoiced	380,979
Transfers	
General fund	50,000
Storm SDC	100,000
Parks SDC	130,000
Debt	<u>725,000</u>
Total sources	1,473,003
Uses	
Engineering - basic	1,000
Engineering - inspection	10,000
Engineering - design	77,158
Construction	1,365,000
Debt issuance expenses 2.50%	18,125
Contingency	<u>1,720</u>
Total uses	1,473,003
Debt Service	
10-year	\$84,169
20-year	\$49,253

RESOLUTION NO. 984

A RESOLUTION OF THE CITY OF STAYTON, OREGON AUTHORIZING A FULL FAITH AND CREDIT BORROWING AND RELATED MATTERS.

WHEREAS, the City Council of the City of Stayton, Oregon (the “City”) is authorized by Oregon Revised Statutes Section 271.390 to enter into financing agreements to finance real or personal property which the City Council determines is needed so long as the estimated weighted average life of the financing agreement does not exceed the estimated dollar weighted average life of the property that is financed; and

WHEREAS, the City has identified a need to finance a stormwater detention facility (the “Project”); and

WHEREAS, the City Council hereby determines that the Project is needed, and that it is desirable to finance the Project pursuant to ORS 271.390; and

WHEREAS, the City may spend money on the Project (the “Expenditures”) before the City issues a tax-exempt borrowing to finance the Project, and the rules of the Internal Revenue Service require the City to declare its official intent to reimburse itself for amounts that the City will spend on the Project before a tax-exempt borrowing is issued, in order for the City to be reimbursed for such Expenditures from the proceeds of the tax-exempt borrowing;

NOW, THEREFORE, BE IT RESOLVED by the Stayton City Council that:

Section 1. Financing Authorized. Pursuant to ORS 271.390, the City Council hereby authorizes the issuance of a financing agreement (the “Financing Agreement”) in an aggregate principal amount of not more than \$725,000, a maximum true interest cost of 4.5% per annum, and a term of note to exceed 21 years. Proceeds of the Financing Agreement may only be used to finance the Project and to pay costs associated with the Financing Agreement. The City Manager, or the person designated by the City Manager (each of whom is referred to herein as a “City Official”), are hereby authorized, on behalf of the City and without further action by the City Council, to:

A. Subject to the limitations of this Resolution, determine the final principal amount, interest rates, payment dates, prepayment rights and all other terms of the Financing Agreement;

B. Select a lender or commercial bank with which to negotiate, execute and deliver the Financing Agreement. Subject to the limitations of this resolution, the Financing Agreement may be in such form and contain such terms as the City Official may approve;

C. Covenant for the benefit of the owner of the Financing Agreement to comply with all provisions of the Internal Revenue Code of 1986, as amended (the “Code”) which are required for the interest paid under the Financing Agreement to be excluded from gross income for federal income tax purposes;

D. Designate the borrowing as a “qualified tax-exempt obligation” pursuant to Section 265(b)(3) of the Code, if applicable;

E. Appoint and enter into agreements with Hawkins Delafield & Wood LLP as special counsel, D.A. Davidson as underwriter or placement agent; and

F. Execute and deliver any other certificates or documents and take any other actions which the City Official determines are desirable to carry out this resolution.

Section 2. Security. The Financing Agreement may constitute an unconditional obligation of the City, which is payable from all legally available funds of the City. Pursuant to ORS 287A.315, the City Official may pledge the City’s full faith and credit and taxing power within the limitations of Sections 11 and 11b of Article XI of the Oregon Constitution to pay amounts due under the Financing Agreement. The City is not authorized to levy additional taxes to pay the amounts due under the Financing Agreement.

Section 3. Declaration of Intent to Reimburse. The City hereby declares its official intent pursuant to Section 1.150-2 of the Treasury Regulations to reimburse itself with the proceeds of the Financing Agreement for any Expenditures paid before the Financing Agreement is issued.

Section 4. Effective Date. This resolution shall take effect on the date of its approval by the City Council.

Introduced and passed this 3rd day of December, 2018.

CITY OF STAYTON

Signed: _____, 2018

BY: _____
Henry A. Porter, Mayor

Signed: _____, 2018

ATTEST: _____
Keith D. Campbell, City Manager