Public Facilities Master Plan

City of Stayton, Oregon

Seder Architects pc

March 19, 2007

February 3, 2006

Mr. Mike Faught
Public Works Director
City of Stayton
362 North Third Avenue
Stayton, Oregon 97383

Dear Mike;

The City of Stayton, as part of your continued growth and development, now has an excellent opportunity to establish a strong direction for the future of your Public Facilities. Seder Architects pc is pleased to submit this ***Public Facilities Master Plan***, reflecting over a year of work with you, your Technical Advisory Committee, city council and citizens. We've appreciated the valuable information, insights and input of your citizens, council, city staff and all of the work that has occurred both during and leading up to this Master Plan.

We know that your Public Facilities Master Plan will help guide the further planning and design for a new City Hall/ Police Station, a new Public Works Shop Facility, and additions/renovations to your existing Community Center, Library, and Memorial Pool. The direction set by your Public Facilities Master Plan will lead to a new City Hall/ Police Facility that will strongly support your traditional downtown core, while allowing for and encouraging further downtown and canal-side development. Similarly, a new Public Works Shop Facility on the outskirts of Stayton will much better facilitate their operations, as well as provide a buffer for your sewage treatment plant from other future development. Expansions and renovations of your Library, Pool and Community Center will further coalesce and add value to the areas just west of First Street.

Coupled with your other recent Transportation Systems, Parks and Water Master Plans, your Public Facilities Master Plan can greatly assist in the continued growth and prosperity of your city and community. We appreciate the opportunity we've had to work with you and your city and community in creating and completing your Public Facilities Master Plan.

Sincerely,
Seder Architects pc

Mark A. Seder AIA, Principal

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PREFACE

The City of Stayton, Oregon is scenically located in the Willamette Valley along the North Santiam River near the edge of the Cascade Mountain foothills. Stayton features livable neighborhoods, several city parks, and proximity to a major transportation route across the Cascades. In the City of Stayton, service and various industrial and educational markets supplement a traditionally strong resource-based economy. This puts the City of Stayton in a strong position as a municipality and community for the foreseeable future.

Due to steady growth coupled with increasingly limited and aging City Facilities, the City of Stayton has recognized the need to establish a broad-based conceptual plan for City facility needs over the next twenty years. In August of 2003, Seder Architects pc of Portland was selected to produce a Public Facilities Master Plan for the City of Stayton. The Stayton Public Facilities Master Plan included the public, the council and elected officials, and a technical advisory committee (TAC).

SUMMARY AND OVERVIEW

The scope of the Stayton Public Facilities Master Plan focused on City offices, shop facilities, the Community Center, the Stayton Memorial Family Swimming Pool, and the Stayton Public Library. The study does not include the existing City Waste Water Treatment Plant nor the City Water Facility. The Architect and the Technical Advisory Committee (TAC) held a series of meetings to identify facility needs, overview existing facilities, identify planning options for growth and change in City Facilities, and establish and rank the most viable options for the future.

A series of TAC meetings were interspersed with public input, comment sessions, and a tour of other existing facilities. A public perception and opinion survey was distributed and results were collected and analyzed (See Appendix). Two Council work sessions were held to present progress reports and solicit council input and direction. The above mentioned tours were to similar City Facilities in Albany and Newport.

During the Master Planning process, the TAC and Architect, incorporating public input and the direction of City Council, determined the following:

- **Existing City Hall, Police Station, and Public Works Office Buildings** all are inadequate in a number of ways, and cannot be reasonably renovated nor expanded to meet future City Needs. Furthermore, these facilities are in buildings in the heart of downtown. Therefore the existing buildings have other potential commercial and office uses, and/or are candidates for renovation or redevelopment. New and/or renovated City Facilities are needed, and should include needs projected to 20 years, with growth potential planned in concept for 50-year growth.

- The existing **Star Cinema** is being successfully run and thus should continue in its present use, and perhaps be expanded.

- The existing **Food Bank,** originally included in the scope of work, was considered to be too small in size and hence not a viable option to explore. It should be kept as an option for any possible future expansion of the Star Cinema

- The existing **City Library** is a fairly new and serviceable facility, and is currently in the planning stages for a major addition. No estimate was prepared for this work, as it will be funded through other means.

- The existing **Community Center** is a serviceable facility that can potentially be expanded and in certain ways, upgraded to continue to meet City and Community needs. A target cost figure was established for the expansion and renovation of the Community Center

- The existing **Family Memorial Pool** already has a children's pool planned as an expansion, and appears to be a serviceable facility for the foreseeable future. Certain mechanical upgrade work is reportedly needed in the near future.

- The existing **City Shops Facility** is inadequate and on a site on a busy arterial street. The property ultimately has a higher and better use given its location. Furthermore, the facility carries a reversionary clause stating that the property should be returned to the owner upon vacation by the city. A new City Public Works Shop Facility is best located well away from the downtown core and apart from other city office and public access facilities. Several sites were considered, with the most desirable being five acres to the north and west of the existing City Waste Water Treatment Facility. This site allows for the City Shops facility to serve as a partial buffer between the Treatment Plant and lands to the north and west, and also offers much potential for further growth.

- After extensive dialogue between the TAC and the governing body, the strongest option for future new and/or renovated **City Office Facilities** is to create a new City Hall/Police Station that will enhance and strengthen the downtown core of Stayton. Other options considered, while strong in their own right, did not have advantages that outweighed this primary goal and ability of City Office Facilities, to continue to enhance and further strengthen the traditional downtown core of Stayton.

- Project conceptual construction costs for the two final options for a new **City Hall/Police Facility** in downtown Stayton are comparably close. It was determined that these costs are close enough that the selection of the most preferred of these two options should be made on other criteria, particularly the ability of the new City Hall/Police Facility to strengthen the downtown.

- The preliminary recommendations and prioritization of sites and directions for future Stayton City Facilities are a result of the input and work of all of the above groups.

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SECTION 1

PROCESS

PROCESS

Introduction

The purpose of the Stayton Public Facilities Master Plan was to determine current needs and the long-term needs for Stayton's public facilities. With a projected growth in population, the current facilities needed an examination of future requirements due to this growth. In particular we examined the needs for City Hall and the Police Station. The plan includes:

- An analysis of the current and future needs of Stayton's Public Facilities
- An examination of potential sites for development
- A narrowing down of the sites to the best potential fits for the City's needs
- A cost analysis of the selected sites
- A guide for funding strategies to implement a selected plan

Public Involvement

In an effort to guide the design process a Technical Advisory Committee (TAC) was created to meet with Seder Architects pc and guide the scope of the study. These TAC meetings were interspersed with a series of comment sessions from the public to provide public input. Included in the meetings were surveys and tours of other similar sized cities to guide Seder Architects in the development of a Stayton Public Facilities Master Plan. Throughout the duration of the project "The Stayton Mail" covered the project with several articles informing the public of the meetings and development of the Stayton Public Facilities Master Plan (See Appendix)

Planning Process

With a projected growth for the City of Stayton to 13,827 in the year 2020, it became obvious that the existing City Facilities will become increasingly inadequate in both size and function. The planning process for the Stayton Public Facilities Master Plan was divided into four basic stages, each lending toward the final product of a comprehensive plan for the 10-year and 20-year growth of the City of Stayton, and how this growth effects Stayton's needs.

I. Research and Information Gathering
- a. Public Perception and Opinion Survey
- b. Public Meetings
- c. Tour of existing Public Facilities
- d. Tours of similar sized City Facilities in Albany and Newport

II. Needs Assessment
- a. Current Needs Assessment
- b. Growth Analysis and 10-year and 20-year needs assessment

III. Recommendations for Development
- a. Determine potential sites for new/expanded Public Facilities
- b. Assess which offer the best benefit for the City's needs

IV. Implementation
- a. Create a list of potential Funding Sources and Strategies
- b. Present to City Recommendations for a Public Facilities Master Plan

Table 1.1

City of Stayton Existing Facilities, Current & Future Needs & Comparisons

Needs Analysis / Space Comparison

	Stayton				Lebanon[1]	Monmouth[2]	Troutdale[3]	
	2003	**2013**	**2023**		**2021**	**2021**	**2015**	
Population	7,200	10,795	15,374		19,500	16,000	24,000	
Existing Public Facilities			(13,827 for 2020)					
sf = square footage	Existing	Current need[4]	**10 year target**	**20 year target**				**Notes:**
Administration	895 sf	1,475 sf	**1695 sf**	**1950 sf**	2,500 sf	3,344 sf	4,145 sf	
Finance	727 sf	1,335 sf	**1535 sf**	**1765 sf**	2,200 sf	3,270 sf	2,410 sf	
Council Chambers	0 sf	1,200 sf	**1380 sf**	**1585 sf**	4,600 sf	4,167 sf	2,300 sf	Currently use Community Center for Council Meetings.
Public Works & Planning Administration	1,800 sf	1,960 sf	**2,250 sf**	**2,590 sf**	2,900 sf	3,211 sf	5,520 sf	
City Hall (Subtotal)	3,422 sf	5,970 sf	**6,860 sf**	**7,890 sf**	12,200 sf	13,992 sf	14,375 sf	
Police Station	2,965 sf	4,310 sf	**4,905 sf**	**5,555 sf**	14,000 sf	3,931 sf	10,730 sf	
Sally Port	-	300 sf	300 sf	300 sf	-	-	-	
Police (Subtotal)	2,965 sf	4,610 sf	5,205 sf	5,855 sf	14,000 sf	3,931 sf	10,730 sf	
❑City Hall/Police Station (Total)	6,387 sf	10,580 sf	**12,065 sf**	**13,745 sf**	26,200 sf	17,923 sf	25,105 sf	
❑Public Works Shop	7,100 sf	8,875 sf	**9,845 sf**	**13,800 sf**	-	-	12,870 sf	Needs Growth proportional to Population growth figures provided by the city.
❑Community Center	5,800 sf	-	**9,800 sf**	**-**	15,000 sf	-	-	Assumes addition within ten years.
❑Memorial Pool	16,500 sf	-	**18,500 sf**	**-**	-	-	-	Expansion plan to incorporate children's pool exists.
❑Public Library	5,000 sf	5,485 sf[5]	**8,790 sf[5]**	**13,000 sf[5]**	14,450 sf	-	-	Plan to expand Library by approximately 7300 sf already exists.
❑Food Bank[6]	1,170 sf	-	-	-	-	-	-	
❑Star Cinema[6]	5,400 sf	-	-	-	-	-	-	

1. Lebanon City Facilities Master Plan by Seder Architects to address population of 19,500 in 2021
2. Monmouth Civic Center Master Plan program by Seder Architects to address population of 16,000 in 2021
3. Troutdale Space Needs & Options Study by Seder Architects to address population of 24,000 in 2015
4. Immediate needs evaluated through previous Stayton facility studies and other cities comparable in population demographics
5. From State Library Standards
6. Not included in Master Plan

Defining Needs

The City of Stayton existing City Facilities and City-owned properties that were studied include:

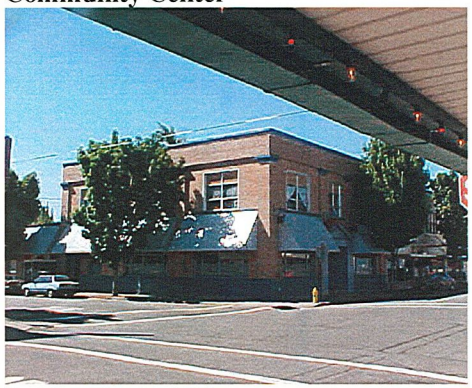
Library

- The existing **City Library**, which is fairly new and very serviceable and pleasant, is already slated for a major expansion.

Family Memorial Pool

- The **Stayton Family Memorial Community Swimming Pool** that is serviceable for the foreseeable future and is already planned for a Children's pool addition. Mechanical upgrades of the existing facility can also be accommodated as part of the continuing service to the community of the Stayton Pool.

Community Center



Public Works Offices

Police Station Star Cinemas City Hall

- The **Community Center,** which currently functions as a meeting facility, with certain upgrades and potential expansions can continue to serve the community.

- The existing **City Public Works/ Planning Office Building** is not a city owned facility. The city leases the building as it locates city employees in the heart of Downtown Stayton. While leased, the building lacks adequate space and has certain system shortcomings.

- The existing **City Police Station/ 911 Call Center** that is inadequate in space and functional needs, with crowded and narrow hallways, and poor zoning and security. The 911 Call/ Emergency Dispatch Center is a technically sophisticated operation that may be better located elsewhere than the second floor of this existing older facility. The current Police Station site is inadequate in terms of vehicular emergency egress and the handling of potential detainees.

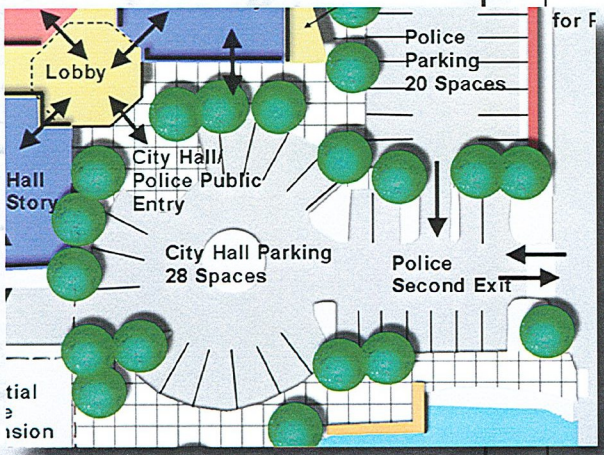
- **Star Cinema** is a viable theatre business in the heart of downtown Stayton. Currently Star Cinema has no identified expansion needs. Nevertheless, should expansion be required in the future, it has the potential to expand into and take over the small building housing the food bank.

- The existing **City Hall** that has inadequate space and needs a new roof and a number of systems upgrades, and has no real options for future expansion.

- The small existing **Food Bank** space that probably has little use as any actual City facility due to its small size and relative isolation from other facilities. A possible future expansion of Star Cinema may require moving the Food Bank to another location.

- The existing **Public Works Shop Buildings** and yard are somewhat site-constricted. Nevertheless, the land has commercial value, subject to Land Use and Comprehensive Plan Amendments. The property, however, carries a reversionary clause stating that upon vacation by the city, the property is to be returned to the previous owner. The existing buildings on the Public Works Shop site seem to have small value compared to the potential land value on this major transportation corridor.

All City Facilities studied, whether new and serviceable, or aging and outmoded, have immediate needs, whether expansion, renovation, or sale to other parties for other potential uses.



SECTION 2

RECOMMENDATIONS

RECOMMENDATIONS

Map 2.1 – City of Stayton

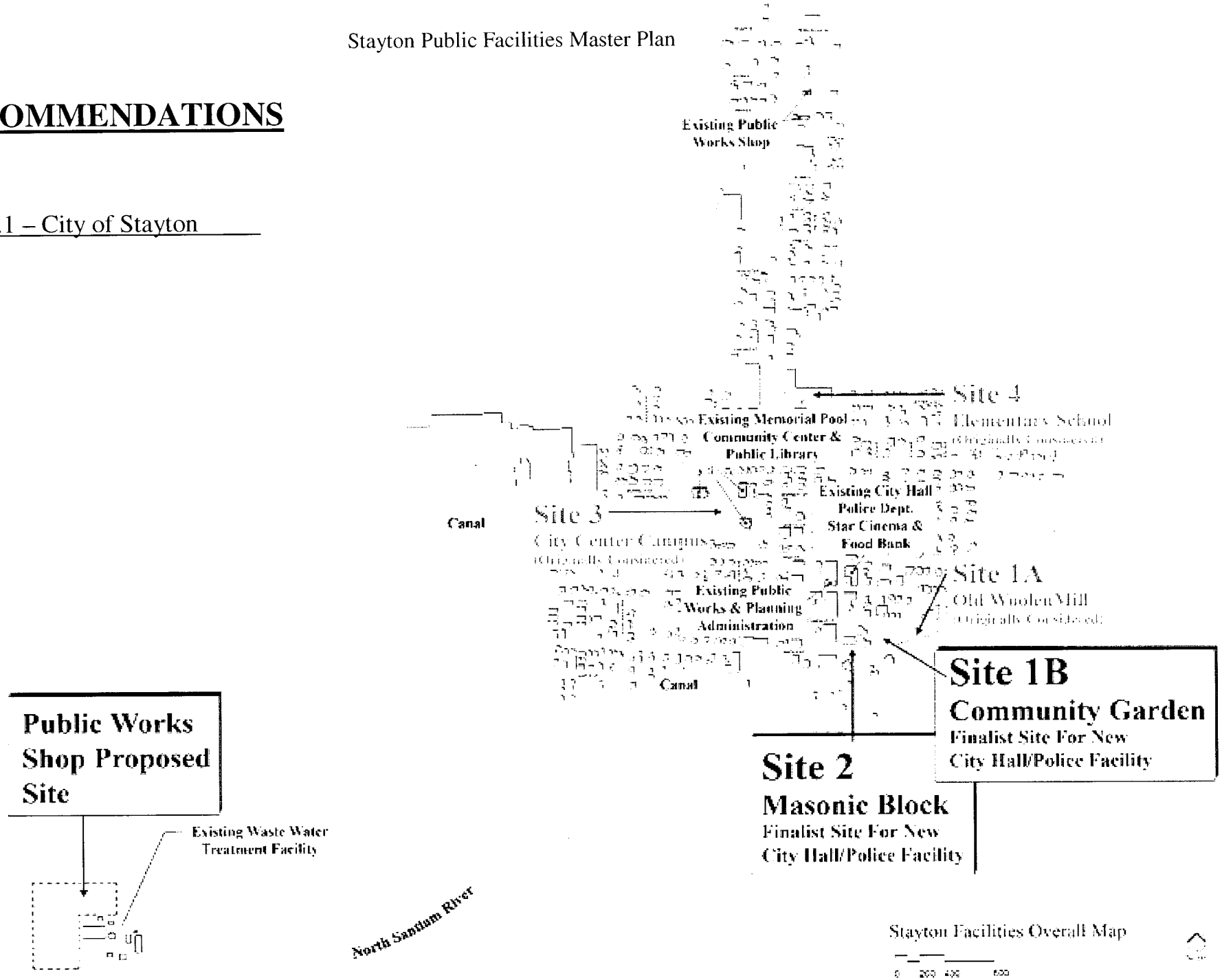


Table 2.1

Building Requirements					Notes:
Facility	**Existing**	**Current Need***	**2013****	**2023****	
City Hall	3,412 sf	5,970 sf	6,860 sf	7,890 sf	Includes all City Hall and Public Works & Planning Administration from Table 1.1
Police Station	2,965 sf	4,610 sf	5,205 sf	5,855 sf	
Combined City Hall/Police	6,377 sf	10,580 sf	12,065 sf	13,745 sf	Includes all City Hall and Police functions per above
*Current Need and Site Requirements were developed through discussions with the TAC and database comparisons					
**10-Year Growth and 20-Year Growth is defined through comparisons and extrapolations of other cities. These needs were derived from Table 1.1 and the Architects Database of similar sized cities and facilities.					
***Includes Building footprint, all vehicle parking & maneuvering, landscaping, walkways, etc.					

Recommendations for New City Facilities

The consultant toured the existing City Facilities and received square footage and other information from City staff. Comparing existing square footage vs. conceptual target square footage, factoring in ten and twenty year growth, yielded the square footages shown in Table One.

Required site areas for the City Facilities indicated in Table One were developed from a combination of projected ten and twenty year parking requirements, plus factors for landscaping, walkways and other site development features.

Target square footage for current City size, ten year and twenty year growth was developed from a combination of Seder Architects database from other similar projects, plus review of areas of other facilities in similarly sized Oregon cities. This includes cities with current populations approximately the size of Stayton, and with its projected ten and twenty year growth.

The various TAC and other meetings during the study and the public input and council presentations / work sessions established the following:

- The **City Library** already was well into the planning process for a major expansion and did not need further consideration, other than integration into other City Facilities recommendations.

- The **Community Center** could be expanded and renovated as part of any City Facilities options, whether other new facilities were developed on the adjacent site or elsewhere. The Community Center does lack a decent kitchen and needs to modernized/upgraded, but the choice to add-on or remodel can be left to the Community Center. Doing so would meet the community's desire to have such a renovation done.

- The existing **Stayton Family Memorial Pool** should be expanded with a Children's Pool, as planned, and have existing mechanical/plumbing systems upgraded, to continue its service to the Stayton community in years to come.

Options for New City Facility Sites and Development

- The existing **Public Works City Shop Facilities** and site should be moved to a less busy, peripheral site that is also less constrained. If an existing facility is available, that meets the Shop and site needs, it would be a prime option. If not, then a new building or buildings, and developed site would be a good option.

The expansions and renovations of the existing **City Library, Community Center** and **Community Pool** would occur on those buildings and sites, as all three are deemed to be serviceable facilities for the foreseeable future.

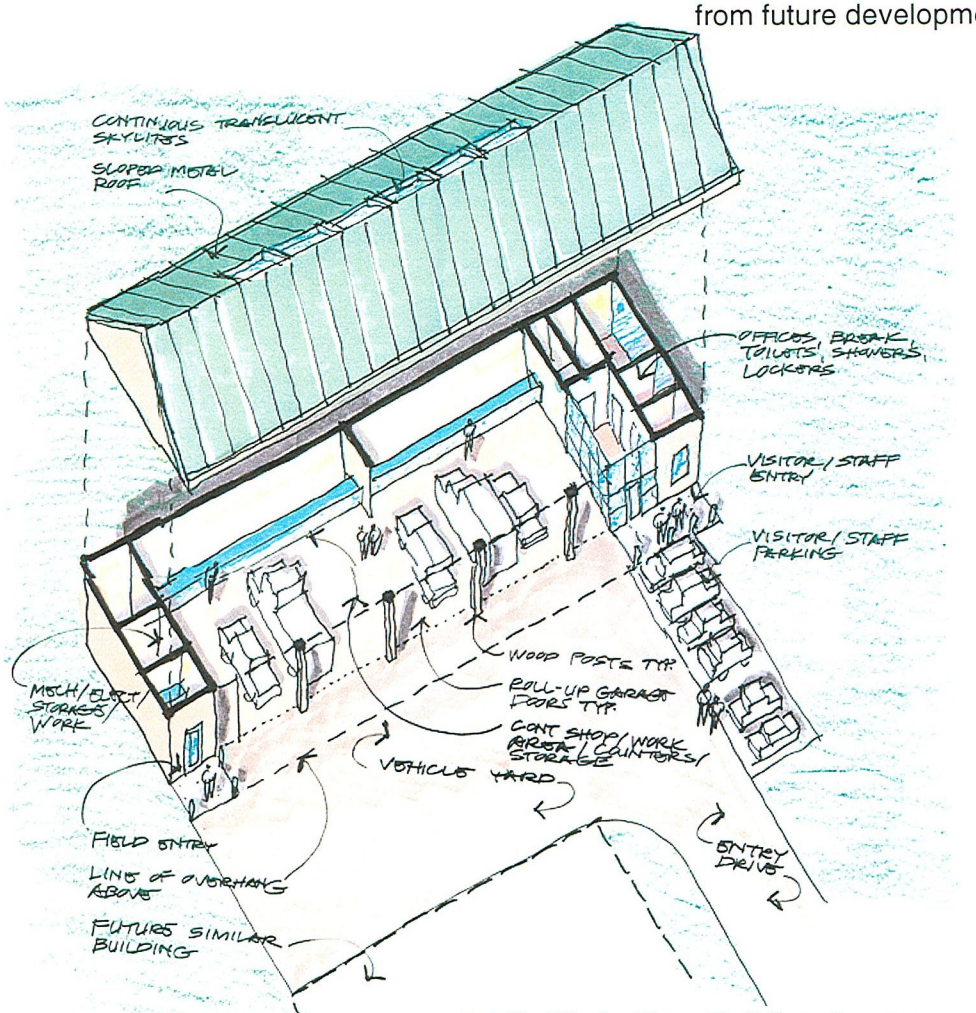
A New **City Shops Facility** had the basic criteria of being located on the periphery of the community so as to have adequate land and not take property with a higher value and better suited use. In this regard, three sites were considered for the new or relocated City Shops:

- **City Shops Site 1**: Adjacent to and just north and west of the existing Waste Water Treatment Facility. This land is within the Urban Growth Boundary (UGB) and is more than adequate in size.

- **City Shops Site 2**: The property just north of site 1; also within the UGB and with more than adequate land.

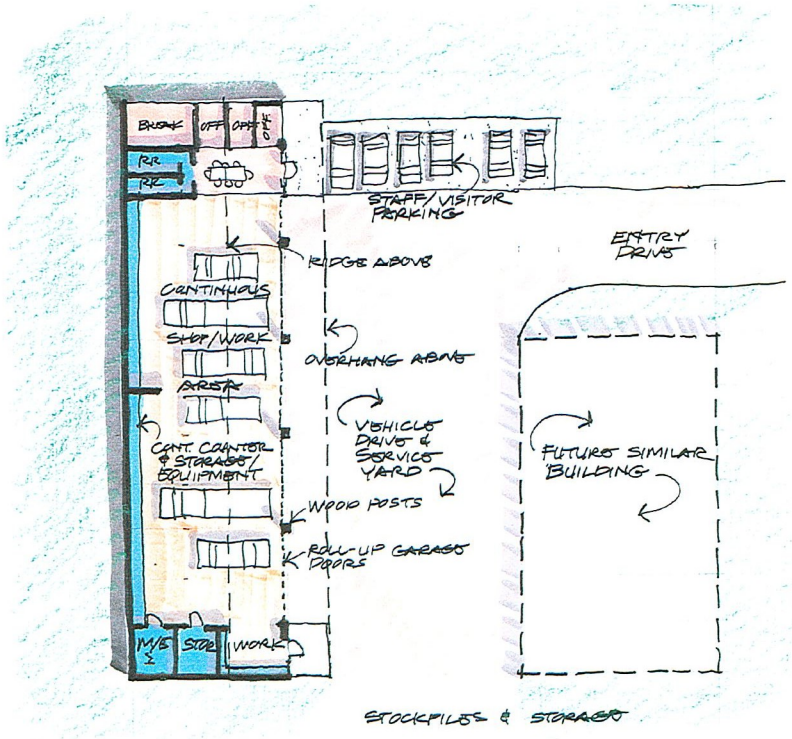
- **City Shops Site 3**: The existing PP&L Building and Site. Although this facility appears to be a good potential fit, it is not currently available.

The Master Plan conclusion was that either City Shops Site 1 or Site 2 is workable for a New City Public Works Shop Facility. A concept sketch of a potential future City Shops Building facility was produced, which along with a large vehicle maneuvering area and storage area would easily fit on either site. The final site selection of Site 1 consolidates the new Shops adjacent to the treatment plant while buffering the plant from future development to the west and north.



Public Works Shop Building Concept

0 10 20 40

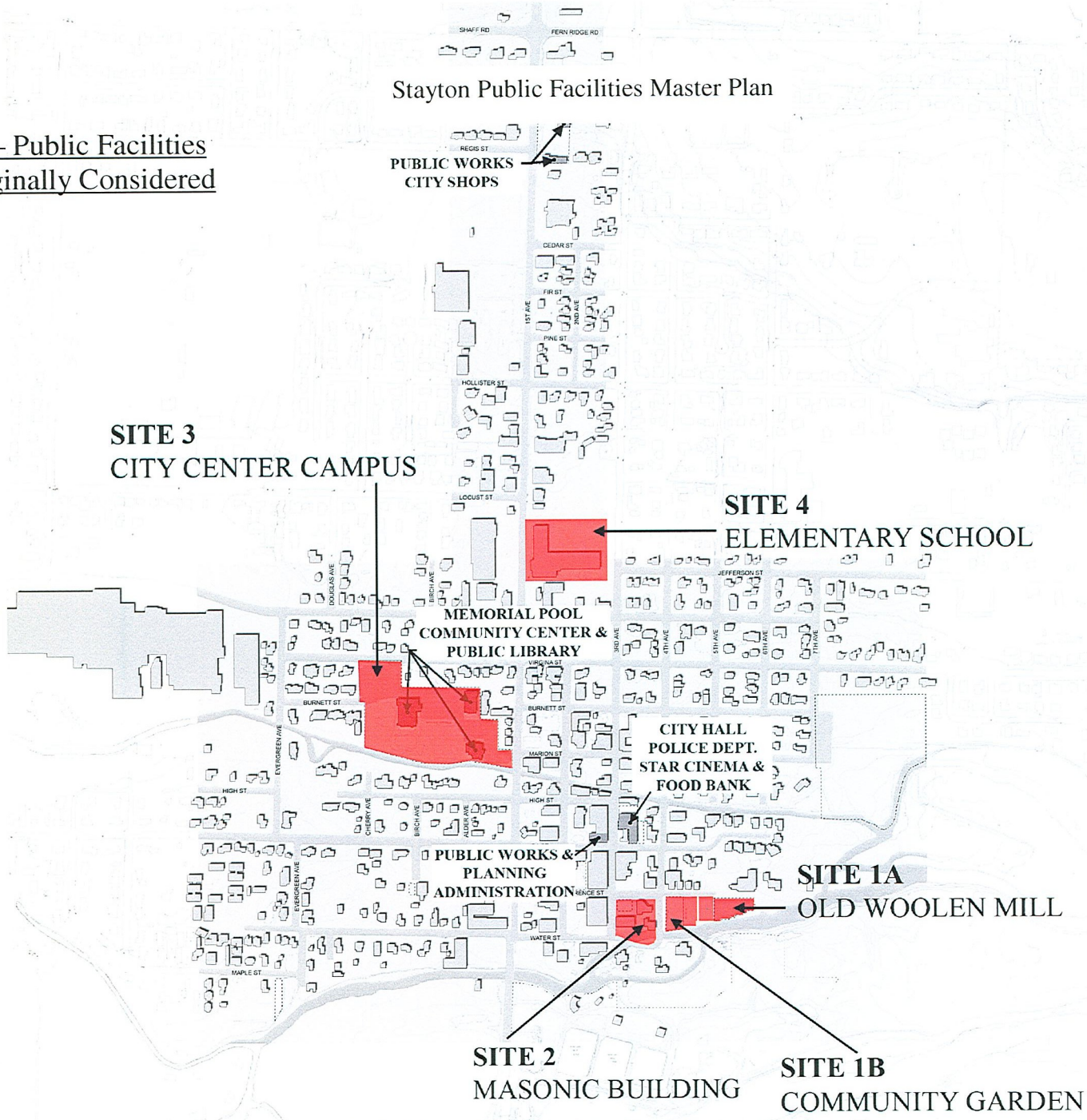


Public Works Shop Building Concept

0 10 20 40

North

Map 2.2 – Public Facilities
Sites Originally Considered



Sites Originally Considered for New City Hall/Police Facility

Evaluated Sites

Throughout the process, the City Administration and Police Department expressed the desire to be in the same facility, or if that was not possible, very close to each other. Thus, a New City Hall/ Police Station represents a primary facility with a number of options for location. The location of the New **City Hall/ Police Station,** in fact, was determined to be the defining factor in whether City Facilities formed a campus, or supported and remained in downtown Stayton. In this regard, four sites, with two sub-sites, were considered in concept, after initial discussions of the advantages and disadvantages of a number of other sites as well.

City Hall/ Police Site 1A: The Old Woolen Mill Site: This site is along the south canal and fronts on Florence Street where the old Mill Building stood. This initial site was large enough to be subdivided for feasibility and planning purposes into two sub-sites: Site 1A: The old Mill Site and Site 1B: the Community Garden Site. Concepts and alternates for both sites were explored and reviewed.

City Hall/Police Site 1B: The Community Garden Site: This site is immediately to the west of Site 1A and fronts on 4th and Florence Streets and on the south canal.

City Hall/ Police Site 2: The Masonic Building Block: This site is both in the heart of downtown Stayton and fronts several streets, including Third, Florence, and Fourth. The canal on the south side forms the other site boundary, for a site area of just under one city block.

City Hall/ Police Site 3: The City Campus Site: This site is located across First Street, a main north/south thoroughfare. The Library, Community Center and Pool as well as an existing parking supply are located on the site.

City Hall/ Police Site 4: The Elementary School Site: This site is located north of downtown Stayton. It has a large existing facility and adequate land area, plus the high visibility of being on First Street.

Site Review

Reviewing the concepts for all five potential City Hall/ Police Station facilities revealed that two of the sites had particular strengths. The final two sites were: Site 2: The Masonic Building and Site 1B: The Community Garden.

Site Analysis

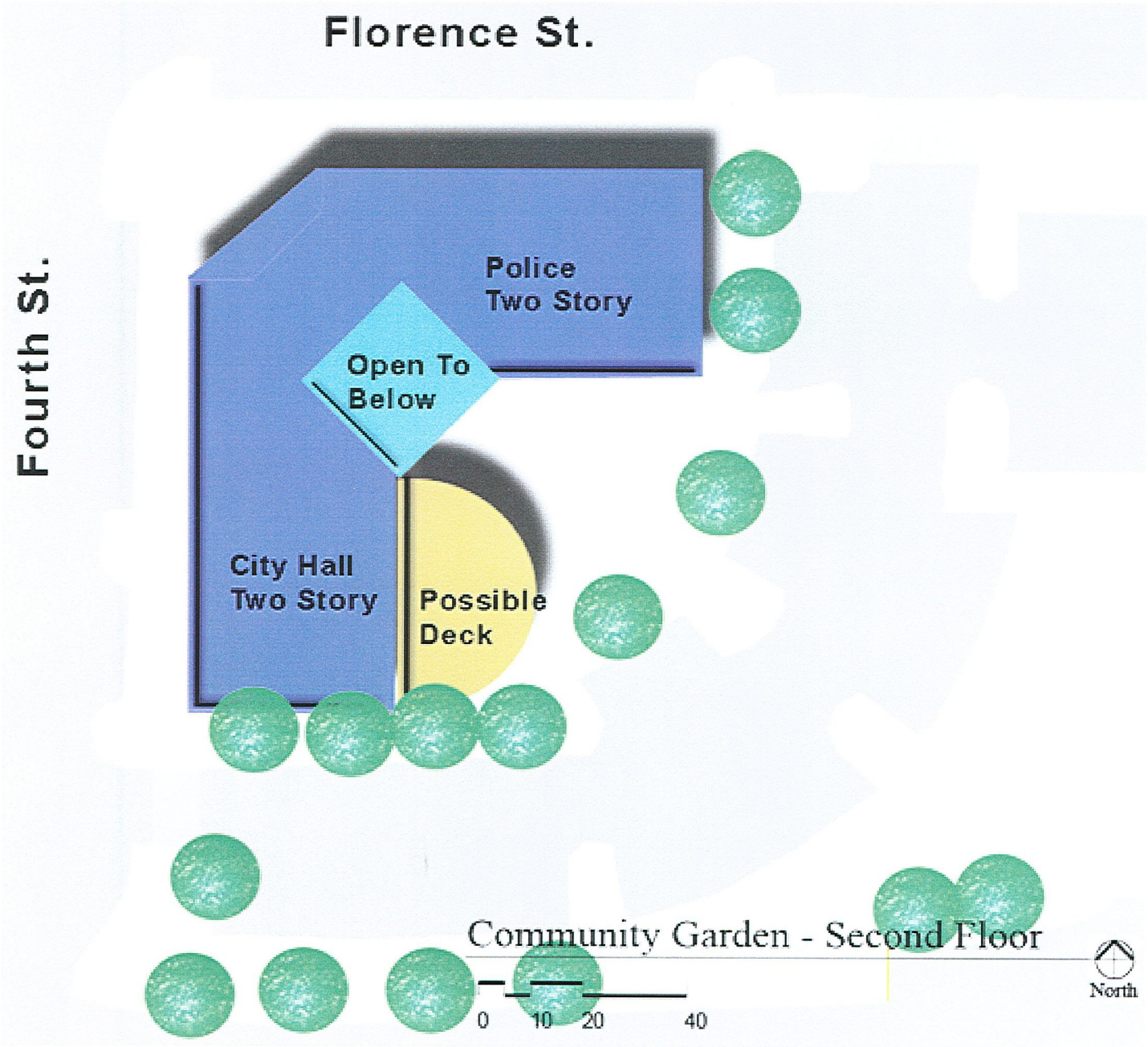
Site 1A: The Old Woolen Mill Site: The site is just far enough from the heart of downtown Stayton that there was some concern that City Facilities on this site would not be as valuable as on Site 2. The extensive canal frontage was an advantage, but was felt to be most valuable to other potential future development of the site, perhaps as housing or mixed use. In addition, the narrowness of the site became a planning and concept-inhibiting factor. In particular, Site 1A restricted police access to only one point, which was considered to be unworkable.

Site 4: The Elementary School Site: This Elementary School site was removed from consideration early on as the North Santiam School District indicated that the site would not be available now or in the future. In addition, the proposed site did not meet the City Council's criteria of keeping City Hall and City employees in the downtown core area.

Site 3: The City Campus Site: Locating City Hall near the Library, Community Center and Swimming Pool, was one of many sites considered. This site was removed from consideration early on as it did not meet the City Councils criteria of keeping City Hall and City employees in the downtown core area.

The City Council felt moving City Hall from the downtown core area would be detrimental to the economic vitality of the existing and future commercial business located in this area. The City Council and Chamber of Commerce also expressed an interest in tying the newly acquired Stayton Riverfront Park to the downtown core area.

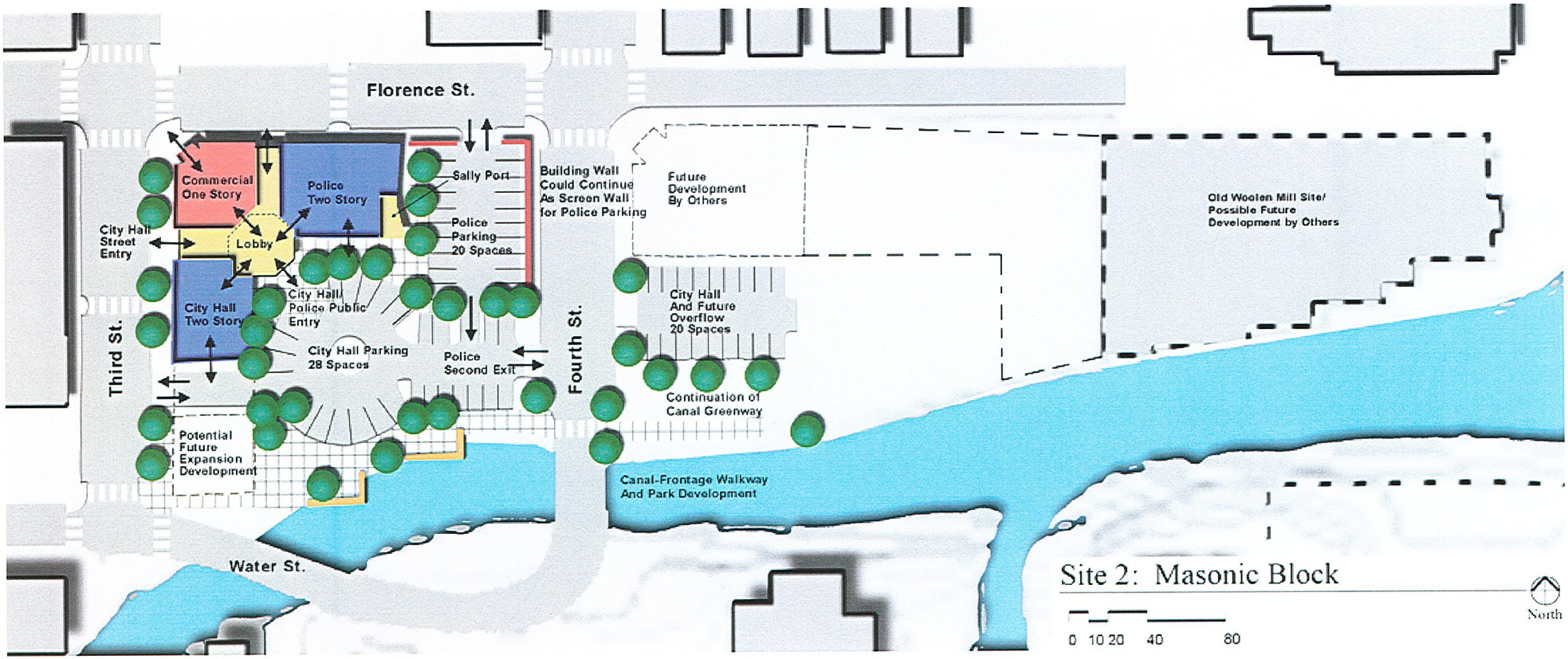
Florence St.
Fourth St.
Lobby
Police
Two Story
Sally Port
Police
Parking
20 Spaces
City Hall/
Police Public
Entry
City Hall
Two Story
Possible Expansion
Or Future
Development
By Others
City Hall Parking
28 Spaces
City Hall
Street
Entry
Police
Second Exit
Continuation of
Canal Greenway
Site 1B: Community Garden
North
0 10 20 40 80

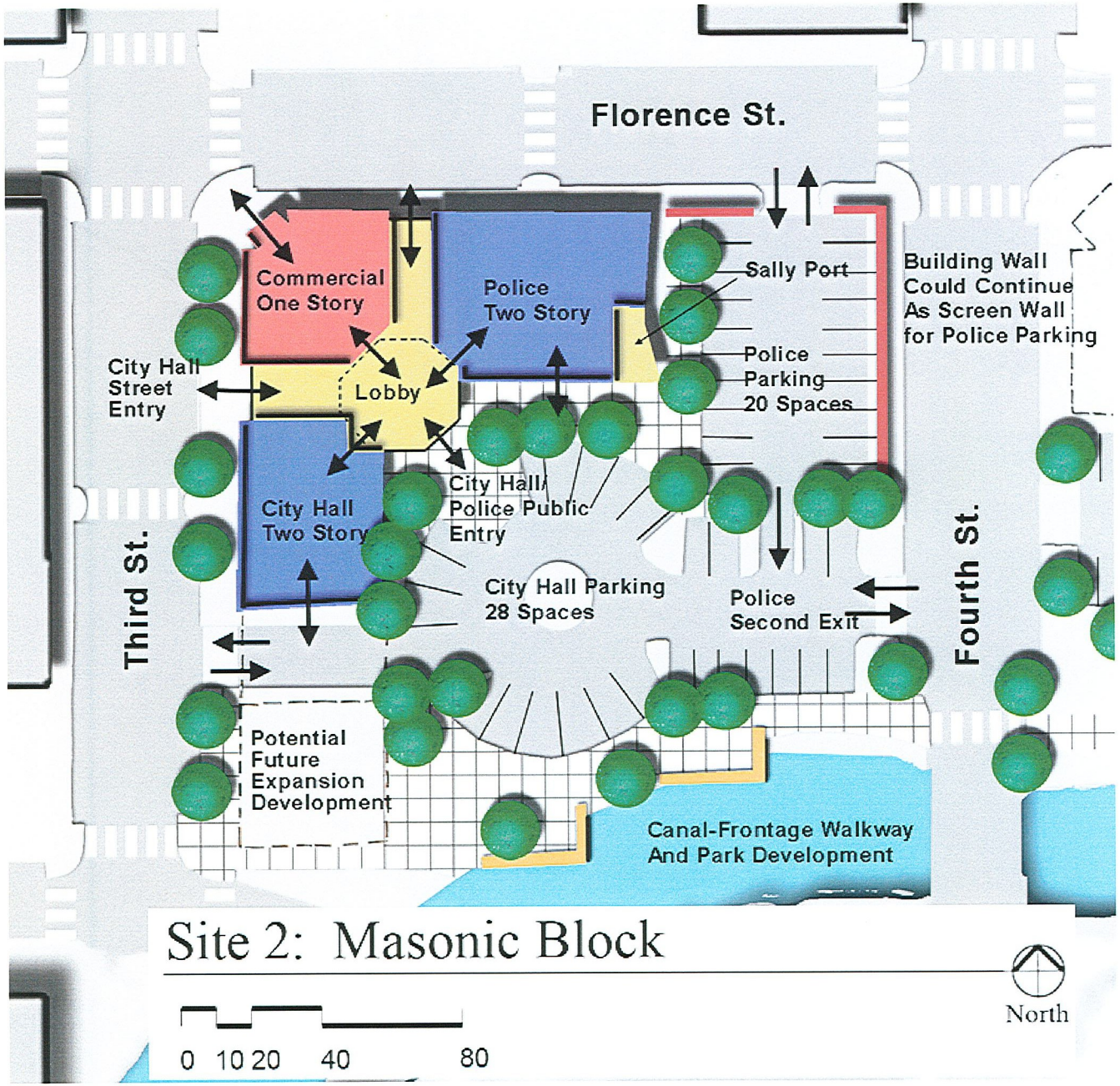

Florence St.
Fourth St.
Police
Two Story
Open To
Below
City Hall
Two Story
Possible
Deck
Community Garden - Second Floor
0
10
20
40
North

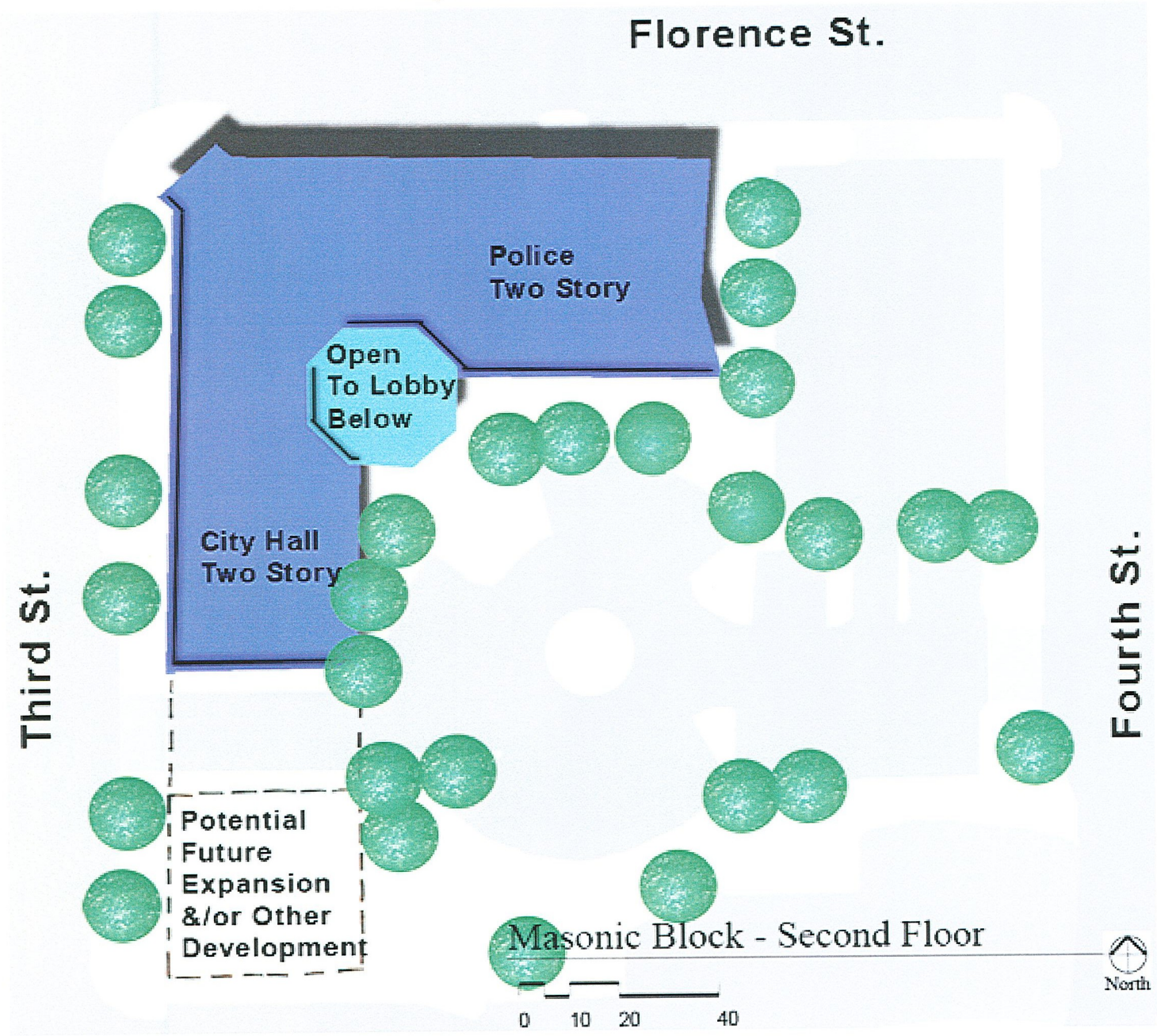
Site 1B: Community Garden

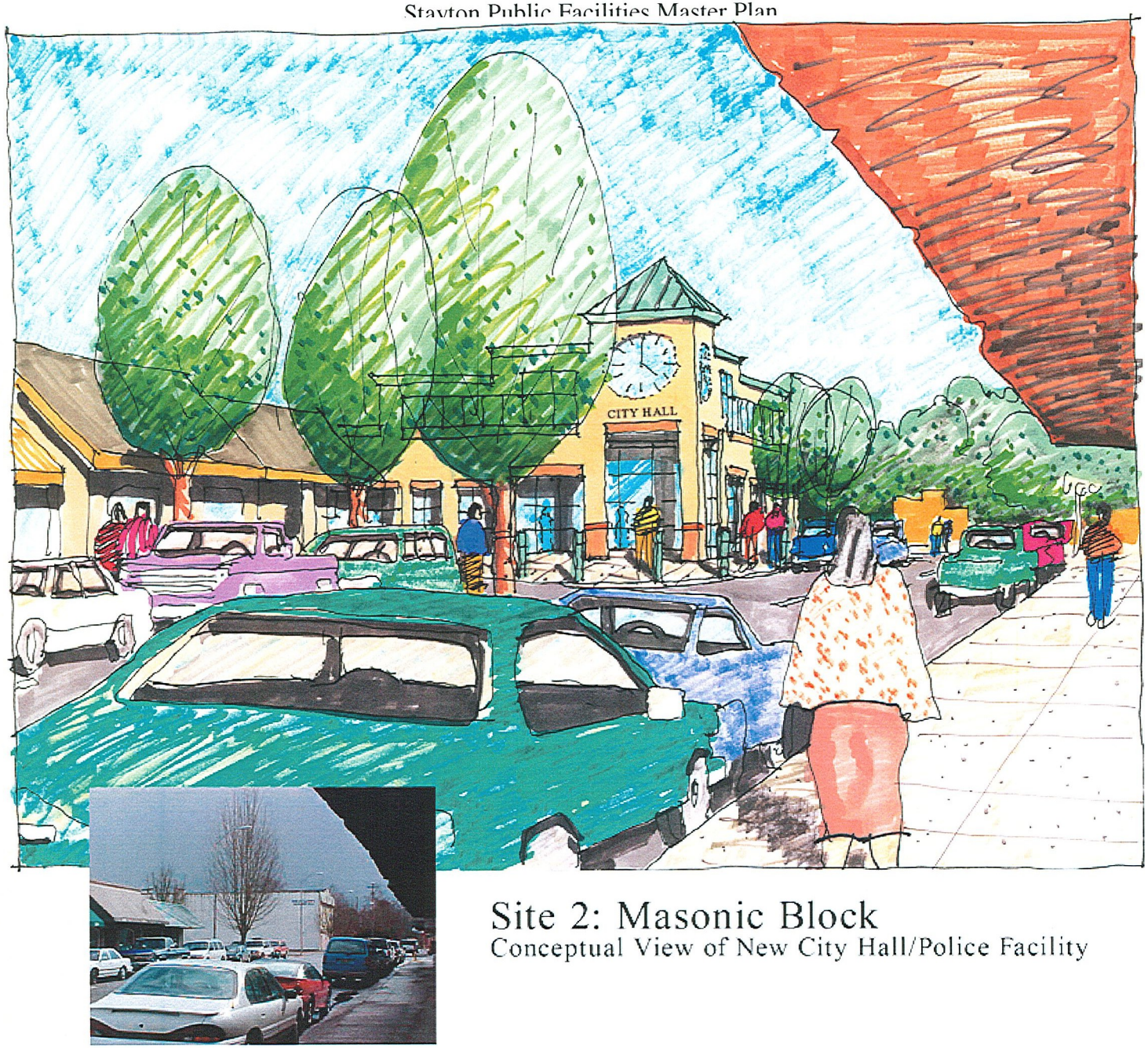
Conceptual View From Florence Street

Site 2: The Masonic Building Block: This site, fronting on Third Street, was deemed to have tremendous development potential, with several very different alternative schemes explored. The potential to compactly fit a New City Hall/Police Station and to both strengthen the downtown core and take advantage of the canal as an amenity were strong positive features of Site 2. Site 2 also has the advantage of leaving contiguous sites 1B and 1A open and available for consolidated development. Coupled with Site 2, these three sites have tremendous potential for realization of downtown enhancing redevelopment. These three can also take full advantage of the continuous canal frontage.



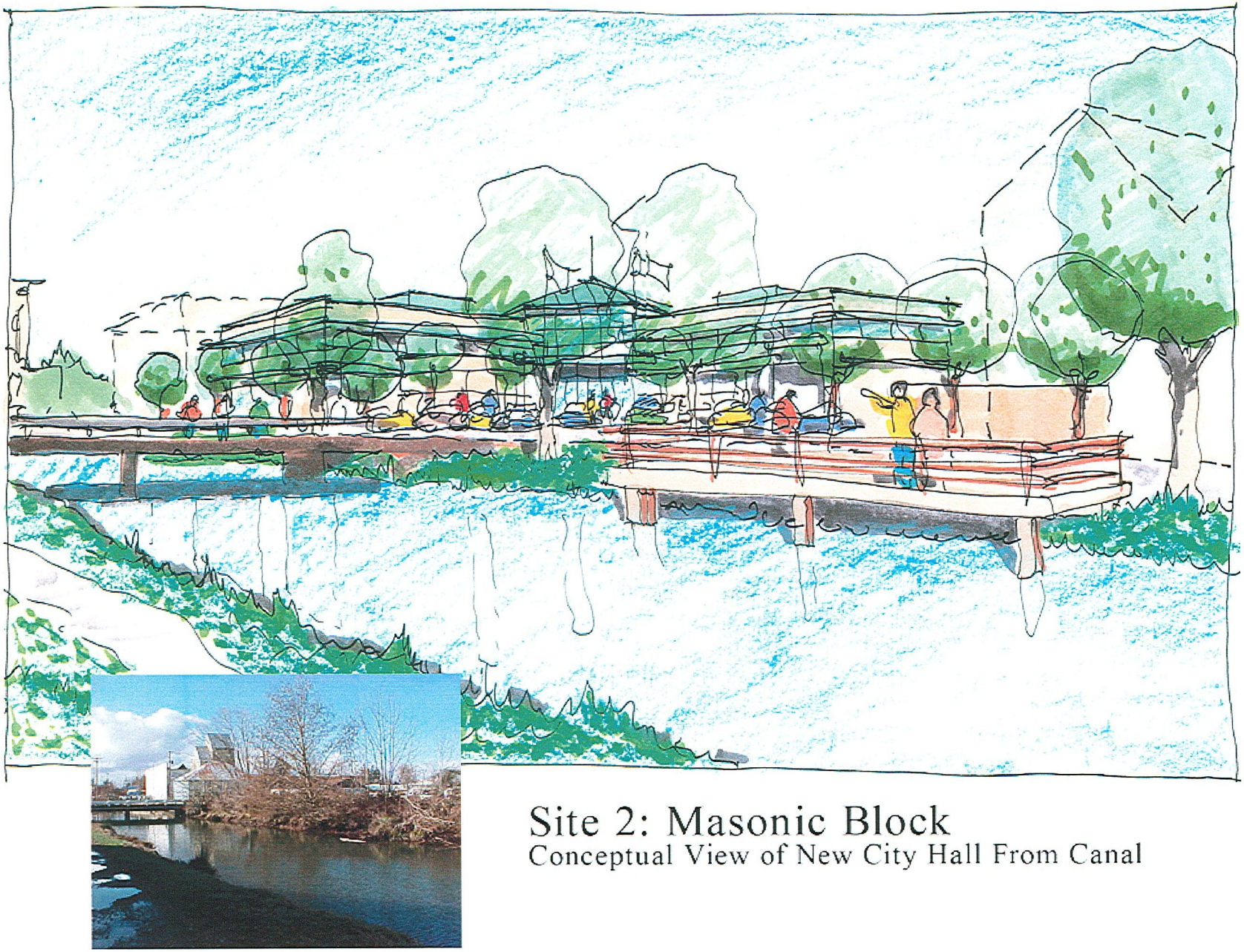

Florence St.
Commercial One Story
Police Two Story
Sally Port
Building Wall Could Continue As Screen Wall for Police Parking
City Hall Street Entry
Lobby
Police Parking 20 Spaces
City Hall Two Story
City Hall/ Police Public Entry
Third St.
Fourth St.
City Hall Parking 28 Spaces
Police Second Exit
Potential Future Expansion Development
Canal-Frontage Walkway And Park Development
Site 2: Masonic Block
North
0 10 20 40 80


Florence St.
Police
Two Story
Open
To Lobby
Below
City Hall
Two Story
Third St.
Fourth St.
Potential
Future
Expansion
&/or Other
Development
Masonic Block - Second Floor
North
0
10
20
40



Site 2: Masonic Block

Conceptual View of New City Hall/Police Facility



Site 2: Masonic Block

Conceptual View of New City Hall From Canal

Finalist Sites Analysis

Site 1B: The Community Garden

- Advantages
  - Connection to the Canal Frontage Greenway Trails
  - Located close to the downtown core
  - No current development on site
  - Allows for complementary development on neighboring sites 1A and 2
- Disadvantages
  - Not on Third Street

Site 2: The Masonic Building Block

- Advantages
  - Connection to the Canal Greenway Trails
  - Located in the downtown core
  - Located on Third Street, a major commercial element to downtown Stayton
  - Viable commercial ground floor space possible within the facility
  - Allows for complementary development on neighboring sites 1A and 1B
- Disadvantages
  - Existing structures must be demolished

Site Conclusions

The development of **Site 2: The Masonic Building Block** would require the removal of the existing buildings on that site. The Masonic Building is presently the largest and seemingly most valuable building on the site, but due to both the age of the facility and the obviously major work previously done, it is not considered salvageable at this time.

The development of Site 2: The Masonic Building Block was also felt to have the potential to encourage development for another use of **Sites 1A: The Old Woolen Mill** and **1B: The Community Garden**, perhaps as housing or mixed use. A new City Hall/ Police Station facility fronting Third Street and strengthening the corner of Third and Florence had the additional possibility of creating prime leasable first floor commercial space on that corner, in a two-story facility. Locating City Hall at this site would strengthen the primary commercial street of the traditional downtown core of the City of Stayton.

SECTION 3

IMPLEMENTATION

IMPLEMENTATION

Project Conceptual Costs for the New Facilities Options

Estimates of probable cost were prepared for concepts generated on Site 1B: The Community Garden, and Site 2: The Masonic Building Block, these two sites were deemed to be most desirable in meeting the City's goals. Estimates of probable cost were also made for the Public Works Shop, Memorial Pool, and Community Center Facilities. These estimates were conceptual in nature and included hard construction costs, land acquisition costs, and project indirect costs (A&E fees, permits, testing, etc.) Included in the costs are the associated public way improvements in the City streets and sidewalks bordering each site. For a more comprehensive breakdown of project costs see Table A.3 and Table A.4 in the Appendix.

Table 3.1

City Hall/Police Facility Option Cost Comparisons

	Site 1B: The Community Garden	Site 2A: The Masonic Building Block	
Demolition	0.00	49,155.00	
Construction			
- Site Development	449,053.00	429,649.00	
- Street Improvements	122,324.00	99,251.00	
- New Construction**	2,943,519.00	2,943,519.00	
- Optional Lease Retail Space	----	281,589.00	
System Dev. Charges	206,686.00	564,942.00	
Land Acquisition	$60,000	$630,593.00	RMV*
Indirect Costs	741,763.00	772,724.00	
Total**	**$4,523,345**	**$5,771,422**	

Other Public Facility Improvement Cost Estimates

Public Works Shop	$961,360.00
Community Center	$1,099,737.00
Memorial Pool	$579,673.00

* RMV = Real Market Value

** Does not include potential commercial space

Funding Options for Recommended Projects

There are many funding options for the projects indicated in this Master Plan. These include:

- **General Obligation Bonds**: The voters of Stayton could be asked to fund certain or perhaps, all Public Facilities projects through bond measure placement and passage. The marketing of the value of public facilities improvements to the citizens of Stayton, coupled with the timing of bond measures, would be critical to the success of this method of financing.

- **Urban Renewal:** The City has previously considered the formation of an urban renewal or other taxing district to achieve downtown enhancements and value, and has consulted with an urban renewal consultant in this regard. A New City Hall/ Police Facility in downtown Stayton could easily be shown to fulfill the downtown enhancement goals of an urban renewal district and thus could be a project such a district could help finance. It would be a number of years to both form a legal urban renewal district and then accrue the funding through that district to significantly contribute to the financing of a New City Hall/ Police Facility.

- **Community Development Block Grants:** These could apply to public way/street and streetscape improvements adjacent to new facilities, particularly in the traditional core of downtown Stayton. These grants would only apply if Stayton is below the low to moderate income threshold.

- **Systems Rate Increases:** These could be applied toward the construction and renovation of City Facilities. Water and sewer rates could be raised to help generate project revenues, where the facilities demonstrate a direct benefit and correlation to those two utility functions. It is estimated that Public Works may occupy approximately 30% of a New City Hall/Police Facility, and of course, 100% of a New Public Works Shop Facility. Through the above systems charges, Public Works could justify contributing these percentages of the cost of these projects.

- **Various energy and Green/Smart Building Programs:** The design of a New City Hall/ Police Facility and even of a new Public Works Shop Facility could incorporate the above programs, thus potentially qualifying for certain grants, rebates and other monies. These programs are rapidly expanding to become viable and important partial funding options.

- **Diversion of Rent**: The city could divert rent that is now paid to others.

- **Seed Money**: The city could raise money through the sale of existing facilities

- **Partnering:** The City could consider a public/private partnership to develop a New City Hall/Police Facility, thus reducing the city's initial capital outlay, in exchange presumably for leasing or leasing at below-market value, the City space in the built facility. This may have particular viability if the new facility contained leasable retail/commercial space or other leasable space. The final preferred option for Site 2: The Masonic Block Site indicated such leasable prime commercial space on the ground floor. There are many options and possibilities that could be considered in regard to a public/private partnership creating a mixed-use downtown facility that is in part, City offices.

- **Other Grants:** There may be other grant monies that can contribute somewhat to the cost of new City Facilities, particularly a new City Hall/ Police Facility in downtown. Below is a list of possible Grants that could be pursued for the Stayton Public Facilities Master Plan.

  - Ford Family Foundation
  - Fred Meyer Memorial Trust
  - Oregon Community Foundation
  - Rural Development Initiative
  - ODOT Grants (Streets, Sidewalks, Etc.)
  - U.S. Forest Service

Property Value

The City of Stayton has the option to sell the currently occupied and owned land and buildings upon completion of the projects. Selling of these properties and buildings can be used as a means to fund the project. The Real Market Values of these are as follows:

❑ Tax Lot 4400 – City Hall	$218,550
❑ Tax Lot 4500 – Police Department	$342,870
❑ Tax Lot 4800 – Parking Lot behind City Hall & PD	$15,400
Total	**$577,400**

The Public Works/Planning Buildings are not owned by the city and hence could not generate revenue from the city through sale of the properties. The existing City Public Works Shop Facility Site is owned by the City of Stayton. However, the property carries a reversionary clause returning the property to the original owner upon vacation by the City.

SECTION 4

SUMMARY

SUMMARY

Conclusions of the **Stayton Public Facilities Master Plan** were:

- The City Hall, Police Station, and Public Works office are all operating in inadequate spaces. The current sizes of these buildings are all at least 1,000 square feet too small for their respective current needs. The current size of the City Hall and Police Station, as analyzed by the Technical Advisory Committee and the Architect, are half the size they currently need to be (See Table 2.1). Many departments are working in inefficient spaces that need more physical area, better adjacencies, and organization, to perform their functions and adequately serve the public.

- The needs of Stayton Public Facilities will only increase with the growth of the city. In twenty years the population of the City of Stayton is expected to reach 13,827 citizens. This population growth will put more strain on the existing facilities than already exists. The immediate need of the Public Facilities should be addressed in a fashion that answers also to the projected growth of the city. A 10-year and 20-year analysis of the growth of Stayton with an extrapolation of data from other similar sized cities and their facilities, as well as discussion with the TAC, led to conclusions for building and site requirements.

- These projected requirements were then used to help determine sites best suited for relocation of existing facilities. There appears to be an excellent opportunity to combine the City Hall and Police Station into a joint facility located at one of the studied sites. This opportunity rests in the logic behind creating an environment that is convenient for a joint City Hall/Police Station facility. Combining the two programs into one building is cost efficient, convenient, and functional for both programs. A total of five sites were studied for a joint City Hall/Police Station Facility. Of these five possible sites the scope was narrowed down to two sites that are the best fit for the needs of Stayton, that support the downtown core, and that meet the constraints defined by the building requirements.

- Of the two potential sites for the **New City Public Works Shop Facility**, the final site selected was Site 1, because it rebuilds the new shops adjacent to the existing sewage treatment plant while buffering the plant from future development to the west and north.

The examined sites, **Site 1B: The Community Garden** and **Site 2: The Masonic Building Block** were selected as the best fit for a New **City Hall/Police Facility**.

- **Site 1B: The Community Garden** had the advantages of downtown proximity, no current development, and canal frontage allowing connection to the canal greenway trail system. Furthermore Site 1B: The Community Garden allows the possibility of complementary development on neighboring sites. The projected conceptual cost for implementing this plan is $4.5 million.

- **Site 2: The Masonic Building Block**, like Site 1B, had the advantage of canal frontage and continuation of the canal greenway trail system. Located in the heart of the downtown core, this site has tremendous development possibilities that work with and complements a proposed City Hall/Police Facility. The projected conceptual cost for a new facility is $5.8 million.

- Anticipated construction costs for the two final options for a New City Hall/Police Facility in downtown Stayton are comparatively close. These costs are close enough that the selection of most preferred site option should be made perhaps, on the basis of other criteria. The ability of the New City Hall/Police Facility to strengthen the downtown is both an important feature for the facility, and the core of downtown Stayton. Another significant criteria for selection is the availability of one site verses the other site.