



Council Chambers – 421 South Water Street and Zoom

Americans with Disabilities Act – *The City of Silverton intends to comply with the A.D.A. The meeting location is accessible to individuals needing special accommodations such as a sign language interpreter, headphones, or other special accommodations for the hearing impaired. To participate, please contact the City at 503-874-2216 at least 48 hours prior to the meeting.*

A copy of the full packet is available on the City's website at www.silverton.or.us/agendacenter. In accordance with House Bill 2560 and City Of Silverton Resolution 22-06, the meeting will be held in a hybrid format: in person, and electronically using the Zoom web conference platform. Please submit written comments to publiccomment@silverton.or.us by 3:00 p.m. on Monday, January 9, 2023. Comments received will be shared with City Council and included in the record. If you wish to participate through the Zoom web conference platform, see meeting information below.

Zoom meeting link:

<https://us02web.zoom.us/j/88541870369?pwd=OWNhNkYrLzRnZTJpZ0pseKxKbTZtQT09>

Passcode: 049875

Webinar ID: 885 4187 0369

Telephone: 253 215 8782

AGENDA

I. OPENING CEREMONIES - Call to Order, Pledge of Allegiance and Roll Call

II. APPROVAL OF MINUTES

Minutes from December 05, 2022 Regular Meeting – December 19, 2022 Special Meeting

III. DISCUSSION/ACTION

- 3.1 Ordinance 23-01 – An Ordinance of the Silverton City Council Replacing Municipal Code Chapters 10.08, 10.24 and 10.26 to Update the Parking Regulations in Silverton, Oregon- Police Chief, Jim Anglemier
- 3.2 Distribution of Funds from Mayors Ball - Deputy City Manager/Finance Director, Kathleen Zaragoza

IV. PRESENTATION AND COMMENTS FROM OUTGOING ELECTED OFFICIALS

V. RECESS/RECEPTION

VI. OATHS OF OFFICE/PUBLIC RECOGNITION

VII. PUBLIC COMMENT – This is a business meeting of the City Council. The City values and welcomes public input. Please address the Council as a whole and not individual Council Members. Do not address Staff or members of the audience. Council action on items brought up in Public Comment is limited by the Oregon Open Meeting Law. The Council may direct Staff to study the matter and reschedule for further consideration at a later date. Items on the agenda will not be heard or discussed during Public Comment, but will be accepted at that place on the Agenda. Individuals are limited to three (3) minutes.

VIII. SCHEDULED PRESENTATIONS

- 8.1 Silverton Chamber Monthly Report – Executive Director Stacy Palmer

IX. DISCUSSION/ACTION

- 9.1 Election of Council President- City Manager, Ron Chandler
- 9.2 Filling Council Vacancy- City Manager, Ron Chandler
- 9.3 Review Options for a Potential Fence Encroachment into the Right-of-Way at 401 South Third Street.- Community Development Director, Jason Gottgetreu
- 9.4 City Council Committee Assignments- City Manager, Ron Chandler

X. CONSENT

- 10.1 Resolution No. 23-01 Authorizing Signers on City Bank Accounts- Deputy City Manager/Finance Director, Kathleen Zaragoza

XI. CITY MANAGER UPDATE

XII. COUNCIL COMMUNICATIONS

XIII. ADJOURNMENT

CITY OF SILVERTON
CITY COUNCIL SPECIAL MEETING MINUTES

Silverton High School Library and Zoom Web Conference Platform

December 05, 2022 6:30pm

I. OPENING CEREMONIES – Call to Order, Pledge of Allegiance & Roll Call

Mayor Palmer called the meeting to order at 6:30 p.m. The City Council and staff were present both in person and through the virtual meeting platform Zoom. Mayor Palmer explained this meeting is being held in a hybrid format, pursuant to City of Silverton Resolution 22-06, adopted March 7, 2022.

Present	Absent	
<u> X </u>	<u> </u>	Mayor Kyle Palmer
<u> X </u>	<u> </u>	Council President Jason Freilinger
<u> X </u>	<u> </u>	Jim Sears
<u> 6:54 </u>	<u> </u>	Jess Miller
<u> X </u>	<u> </u>	Dana Smith
<u> X </u>	<u> </u>	Elvi Cuellar Sutton
<u> 6:46 </u>	<u> </u>	Crystal Neideigh

STAFF PRESENT:

City Manager, Ron Chandler, Community Development Director, Jason Gottgetreu, Police Chief, Jim Anglemier, Public Works Director, Travis Sperle, Deputy City Manager/Finance Director, Kathleen Zaragoza, Assistant to City Manager/City Clerk, Jamie Ward.

II. APPROVAL OF MINUTES

Councilor Freilinger moved to approve the October 17, 2022 Special Meeting, the November 07, 2022 Regular Session and the November 21, 2022 Special Meeting. Councilor Sutton seconded the motion. Motion passed, minutes approved. (6-0)

III. PUBLIC COMMENT

Wes Holman, 318 Drake St. Silverton, OR 97381. Mr. Holman brought to council two issues he is dealing with. The first is a nuisance issue that he has been having with his neighbor at 318 Drake St. since 2009. Mr. Holman believes that the property owner Ann Haviland, has been creating hazardous conditions on the sidewalk, city right of way and fence edge of her property by storing household trash alongside it. Holman also feels that her fence is not structurally sound. Mr. Holman submitted supporting photos to help council understand his frustration and concerns. Mr. Holman’s second concern has to do with the removal of a tree behind his house and the replacement of a fence. Mr. Holman stated that the tree in his backyard was severely damaged in the 2020 Ice Storm and although they tried to save it by pruning the damaged limbs off, it unfortunately it could not be saved. When the tree was being removed a concerned neighbor reached out to a city council member who called public works to investigate the tree removal and

make sure it was not a protected tree being removed. Upon arrival, it was observed that the fence being replaced was actually in the city's right-of-way and would need to be put in the correct location or it could result in it being taken down in the future if the city ever needs to access that right of way. Mr. Holman expressed his concern that if one resident is expected to follow the code then all residents should. He feels that Mrs. Havliand in not following many of the City of Silverton Municipal Codes, nor has she received any ramifications or code violations. Mr. Holman feels that if she has received them, they were only mild fines. He continued by saying he feels that it is only a short period of time after an offences that the debris start piling up again.

City Manager, Ron Chandler agreed that it is in fact two different issues, one is a code issue and one is development issue and they need to be handled separately. He assured council that City Staff will look into it and find suitable resolutions.

After extensive council discussion it was stated that this would be brought back to council as an agenda item for solution.

IV. **SCHEDULED PRESENTATIONS**

Stacy Palmer, Executive Director of the Silverton Chamber of Commerce provided their monthly report including visitor numbers. Mrs. Palmer thanked Silverton PD's for their presence during the "goblin walk" on Halloween in Silverton. Palmer added that even though it was rainy and cold they helped tremendously with safety in the flow of traffic. Additionally, Palmer stated that the Chamber typically gets flooded with calls following morning expressing concerns and this year they did not have one. Mrs. Palmer reminded council that the annual shop hop runs from November 25, 2022 through December 14, 2022. Residents can get their bingo cards at local restaurants and retail stores in Silverton and Mt. Angel. Mrs. Palmer read a letter for the outgoing Mayor and Council Members expressing their fondest appreciation for the partnership the Chamber has with Council.

V. **PUBLIC HEARINGS**

5.1- Resolution No. 22-06- A Resolution Adopting the Supplemental Budget for the Waste Water Treatment Plant aeration blower project and incentive from Energy Trust of Oregon.

Mayor Palmer read the procedures for the public hearing and called the public meeting open at 7:31pm. No member of City Council wished to abstain or declare a conflict of interest. No member of the audience wished to challenge the jurisdiction of the Council to hear the matter or any individual member of Council for bias or conflict of interest.

Deputy City Manager/Finance Director, Kathleen Zaragoza read her staff report stating The City of Silverton received bids for the Waste Water Treatment Plant aeration blower project and the lowest bid was \$496,735.00. The current budgeted amount for 2022-2023 was \$230,000.00. Energy Trust of Oregon is providing an incentive of \$250,000.00 to help complete the project and the remaining \$16,735.00 will need to come out of contingency.

Testimony in favor – None

Testimony in opposition- None

Neutral testimony- None

After council deliberation a motion was made by Councilor Freilinger to close the public hearing. Councilor Sutton seconded the motion. There was no discussion and the motion passed unanimously (6-0). Mayor Palmer closed the hearing at 7:39pm.

A motion was made by Councilor Freilinger to approve Resolution No. 22-35 adopting the Supplemental Budget for Waste Water Treatment Plant (WWTP) aeration blower project and incentive from Energy Trust of Oregon. No discussion. All in favor (6-0) Motion Passed.

VI. **DISCUSSION/ACTION ITEMS**

6.1 –Contract with R.L. Reimers Company

The City of Silverton opened bids for the sewer project in October for the replacement of three (3) existing blowers and the installation of new control instrumentation at the wastewater treatment plant. Of the 4 bids RL Reimers came in the lowest at \$496,675.00.

No council discussion.

A motion was made by Councilor Freilinger to Authorize City Manager to sign Contract with R.L. Reimers Company for WWTP Blower Replacement Project for \$496,735. Councilor Sutton seconded. Motion passed 6-0.

6.2- Ordinance 22-07- regulating Psilocybin Service Centers and declaring an emergency.

Community Development Director, Jason Gottgetreu read the staff report stating Ordinance 22-07 will add chapter 5.36 to Title Five of the Silverton Municipal Code. Ballot Measure 109 (M109) also known as the Oregon Psilocybin Service Act was voted into lay by Oregonians in November of 2020. It is codified in Oregon Revised Statutes ORS 475A. Gottgetreu further explained that M109 directs Oregon Health Authority (OHA) to license and regulate psilocybin products and the provision of psilocybin services. Although there are currently regulations given within the measure this Ordinance will allow the City to add additional requirements or regulations.

Councilor Freilinger found an error on page 47 of 144; section 5.36.30 (C) needs to be corrected to Psilocybin Service Center.

A motion was made by Councilor Miller to have the first reading of Ordinance 22-07, by title only. Councilor Sutton seconded. No discussion.

City Manager, Ron Chandler provided the first reading of Ordinance 22-07.

A motion was made by Councilor Miller to have the second reading of Ordinance 22-07, by title only. Councilor Sutton seconded. No discussion.)

City Manager, Ron Chandler provided the second reading of Ordinance 22-07.

A motion was made by Councilor Miller to pass Ordinance 22-07 on its first reading Councilor Sutton seconded. No discussion. Motion passed unanimously (6-0).

6.3- Oregon Correction Enterprises Agreement-

Community Development Director, Jason Gottgetreu read the staff report explaining that Oregon Corrections Enterprises is a semi-independent state agency which operates training programs for adults in custody housed within Oregon prisons. OCE would turn the old Sequoia and Douglas Fir trees that were originally on the Eugene Field site will be fabricated into the Silverton City Council Dais and Executive Furniture once the Civic Center is completed

Councilor Smith stated that there was significant issues with the audio so she couldn't hear much.

Mayor Palmer confirmed IT was working on getting the issues fixed.

Councilor Smith Thanked staff and council for allowing the trees to be salvaged and reused.

A motion was made by Councilor Sutton to Authorize the City Manager to enter into an agreement Oregon Corrections Enterprises to fabricate the City Council Dais and executive style furniture for the Silverton Civic Center in the amount not to exceed \$75,195. Councilor Freilinger seconded. Motion passed 6-0.

6.4- Republic Service Updated

City Manager, Ron Chandler asked council for permission to have the City hire an outside CPA to audit and help understand the numbers Republic Service's sent over. Republic Service is in agreement with this. Chandler believes that this audit would give the city a baseline to go from not only this year but in the future as well.

Kristi Lewis (KJ) of Republic Services read a statement apologizing for the error in the spreadsheet which contributed to the confusion, she also stated that Republic Service welcomes any questions the city has at any time and their desire is to have open communication. She assured council that they are trying to identify new quality control measures to ensure mistakes do not happen again. They appreciate the professionalism of City Staff has had thought the process and the main goal is to maintain committed to working with the city an any consultants to resolve the issue.

No council discussion.

A motion was made by Councilor Sutton to Authorize the City Manager to hire an outside CPA firm to review Republic's Cost of Service Analysis and not exceed his authority. Councilor Neideigh seconded. Motion passed 6-0.

Council took a recess from 8:09pm-8:14pm

6.5 James Street Crossing Project

Public Works Director, Travis Sperle read the details of his staff report explaining that City Council approved a construction expense of \$307,500.00 and a design expense for \$ 100,000.00 in the 2022-2023 budget. The costs in the budget were based on estimates from the Capital Improvement plan for the 2020 Transportation System Plan. Sperle indicated that staff has discussed this plan with different consultants multiple times and it was indicated that the Union Pacific Railroad (UPRR) will require the City to completely reconstruct the entire crossing. The city cannot just make pedestrian improvements. That requirement will significantly increase the project cost. Sperle asked council for direction with one of two recommendations on how to proceed. Recommendation A is to approve moving forward with the James St. Crossing Project or recommendation B for council to table the project for this fiscal year and review proceeding with it in fiscal year 2023-2024.

After lengthy council discussion Councilor Freilinger made a motion with changes to included tp review options and costs.

A motion was made by Councilor Freilinger to Approve tabling the project for this fiscal year and review proceeding with it in Fiscal Year 2023-24 to review options and costs. Councilor Sutton seconded. Motion passed 6-0.

6.6- Ziplly Fiber Ordinance 22-06

City Manager, Ron Chandler read his staff report indicating that at the November 07, 2022 Council Meeting, Council tabled Ordinance 22-06 and asked that staff work with Ziplly Fiber to add notification requirements when construction is to be performed and that the Franchisee work with the city about the location and size of cabinets that will be installed.

After brief council discussion.

A motion was made by Councilor Freilinger to have the first reading by title only.

Motion retracted

A motion was made by Councilor Freilinger to have the first reading of Ordinance 22-07 by title and with discussed modifications. Councilor Sutton seconded the motion. No discussion. Motion passes unanimously (6-0).

City Manager, Ron Chandler read the first reading of Ordinance 22-07 by title only with changes to include;

“Section 4. Pre-Construction Notice and Approval.”

Section 4(3) was added which reads “(3) Grantee shall notify residential addresses in writing not less than two working days in advance of any excavation or work in the public rights-of-way adjacent to such addresses.”

Section 4(4) was added which reads “(4) Pursuant to Section 12.40.310 of the Silverton Municipal Code, Grantee shall communicate and cooperate with the City concerning the location and size of any cabinets to be installed on or near the public rights-of-way.”

A motion was made by Councilor Freilinger to pass Ordinance 22-07 an Ordinance Granting a Non-Exclusive Telephone Franchise to Zply Fiber Northwest, LLC on its first reading. Councilor Sutton seconded. No discussion. Motion passes unanimously (6-0).

A motion was made by Councilor Freilinger to have the second reading of Ordinance 22-07 by title and with discussed modifications. Councilor Sutton seconded the motion. No discussion. Motion passes unanimously (6-0).

City Manager, Ron Chandler read the second reading of Ordinance 22-07 by title only including the agreed upon modifications;

City Manager, Ron Chandler read the first reading of Ordinance 22-07 by title only with changes to include;

“Section 4. Pre-Construction Notice and Approval.”

Section 4(3) was added which reads “(3) Grantee shall notify residential addresses in writing not less than two working days in advance of any excavation or work in the public rights-of-way adjacent to such addresses.”

Section 4(4) was added which reads “(4) Pursuant to Section 12.40.310 of the Silverton Municipal Code, Grantee shall communicate and cooperate with the City concerning the location and size of any cabinets to be installed on or near the public rights-of-way.”

A motion was made by Councilor Freilinger to pass Ordinance 22-07 Ordinance Granting a Non-Exclusive Telephone Franchise to Zply Fiber Northwest, LLC on its first reading. Councilor Sutton seconded. No discussion. Motion passes unanimously (6-0).

6.7- SACA Land Use Fee

City Manager, Chandler read a letter from the packet (pg. 77 of 114) asking that the city waive the application fee for the Conditional Use Permit (CUP) which can and has been done in the past for some non-profit organizations

Laura Walker, Facilities Chair for Silverton Community Aid conveyed her concerns regarding looking for a property that does not require a conditional use application. Walker stated that they

(SACA) have been looking for a property for some time and are having a hard time finding one that does not require that application. She (SACA) is asking Council to waive that fee so they can move forward in the application process.

Council had a brief discussion in agreement for this motion.

A motion was made by Councilor Sutton to Instruct the City Staff to initiate the conditional use permit (CUP) application on behalf of SACA. Councilor Freilinger seconded. No discussion. Motion passed 6-0.

6.8- Committee Appointments

Mayor Palmer reviewed his recommendations for each of the open positions.

A motion was made by Councilor Freilinger to reappoint Ken Hector and Darcy Ruff to the Oregon Garden Foundation for the term of three (3) years. Councilor Sutton seconded the motion. No discussion. Motion passed 6-0.

A motion was made by Councilor Freilinger and seconded by Councilor Sutton to appoint Heather Desmarteau-Fast to the Environmental Management Committee. No discussion. Motion passed 6-0.

A motion was made by Councilor Miller to reappoint Ciara Jung to the Budget Committee for the term of three (3) years. Councilor Sutton seconded the motion. No discussion. Motion passed 6-0.

A motion was made by Councilor Freilinger to reappoint Clayton Flowers, Peter Metzka and appoint Cara Kaser and Randell Walling to the Planning Commission for the term of four (4) years. Councilor Miller seconded the motion. No discussion. Motion passed 6-0.

VII. CONSENT

City Manager asked to pull consent agenda item 7.3 for further discussion.

A motion was made by Councilor Freilinger and Councilor Sutton seconded to approve Consist Agenda items 7.1, 7.2, 7.4, and 7.5. There was no discussion. Motion passed unanimously (6-0).

7.1- Transfer Funds to Increase Appropriations for Chemicals in Sewer Operations and Authorize the City Manager to sign a Purchase Order in the amount of \$100,000.00.

7.2- 2023-2024 Budget Calendar

7.4- Acceptance of System Development Charge (SDC) Annual Report for FY 2021-2022.

7.5- Rejection of bid for the Waste Water Treatment Plant (WWTP) Screw Press Project.

City Manager, Chandler went over agenda item 7.3 stating that the City had not received the election abstracts from Marion County at the time the agenda was published.

A motion was made by Councilor Sutton to move that the City of Silverton City Council accept the November 08, 2022 election results. Councilor Neideigh seconded. There was no discussion. Motion passed unanimously (6-0).

VIII. CITY MANAGER UPDATE

City Manager Chandler stated that Council had asked that City Staff look into when we would allow a waiver of fees for specific groups like nonprofits. This was associated with the lease agreement the city entered with Sheltering Silverton. Staff did review that data and while there is

some semblance of reason for it, staff found it is a bit irregular. What Chandler recommends is for staff to research and bring back a recommendation as to how those decisions are made from a more constructed policy.

City Manager reminded council that there would be an open orientation meeting during the next work session for outgoing and incoming council to discuss the current issues before council. Chandler also stated that the January 09th meeting will be held at the Community Center not the High School Library.

IX. COUNCIL COMMUNICATIONS

Councilor Miller was approached by a small business owner downtown stating his concern regarding the leaf pile up and how it can affect some of the storm drains and lead to water flowing on city sidewalks and even into some of the stores. Miller was also glad that council was able to certify a free and fair election held in our community.

Councilor Smith stated that she was approached by the Library Director, and the Library Board Director, regarding parking and they were asking if they could get some discussion time in the future in an attempt to utilize a portion of the parking at City Hall once it moves locations.

Councilor Neideigh would really like to see that the issues with Mr. Holman's property concerns and health hazards get addressed and resolved quickly.

Councilor Freilinger has had multiple people ask questions regarding the Civic center and when the general completion date would be. He stated that there are some residents who believe that construction is astronomically behind schedule.

Community Development Director, Gottgetreu replied that the original completion date was for substantial completion by July 23 with finite completion August, 2023. The revised estimate is substantial completion August 23, finite completion September 23, about a two month extension.

Councilor Freilinger asked where we were with the Noah Grant Award for the Abiqua intake dam removal.

City Engineer, Bart Stepp answered that decisions was supposed to be made in November but as of now there is nothing on the website in regards to results.

Freilinger also mentioned that in the Issues tracker for Republic Service true up, there is some information in one of the boxes he cannot read what it states.

City Manager Chandler stated that it was regarding what was to be dealt with tonight regarding the requesting of an Auditor.

Mayor Palmer reminded everyone that the State of the City is going to be held in the High School Library December 09, 2022 at 6:30pm. Palmer also wanted to remind council that the Silverton Rotary Angel of Hope ceremony is coming back this Sunday, December 11, 2022 at 7:00pm. Palmer stated that he was excited to see this very important event coming back to honor those that are no longer with us.

X. EXECUTIVE SESSION

Mayor Palmer reopened the regular meeting at 9:51pm

XI. **DESCUSSION/ACTION**

A motion was made by Councilor Freilinger seconded by Councilor Sutton to move forward with agreed upon personnel action. Motion passed 5-1 (Yay: Mayor Palmer and Councilors, Smith, Sutton, Freilinger, and Neideigh. Nay: Councilor Sears)

XII. **ADJOURNMENT**

A motion was made by Kyle Palmer to Adjourn, All council in favor. Meeting Adjourned at 9:54 pm

Respectfully submitted by:

Jamie Ward – Assistant to the City Manager/City Clerk

CITY OF SILVERTON
CITY COUNCIL SPECIAL MEETING MINUTES

Silverton High School Library and Zoom Web Conference Platform

December 19, 2022 6:33pm

I. OPENING CEREMONIES – Call to Order, Pledge of Allegiance & Roll Call

Mayor Palmer called the meeting to order at 6:33pm. The City Council and staff were present both in person and through the virtual meeting platform Zoom. Mayor Palmer explained this meeting is being held in a hybrid format, pursuant to City of Silverton Resolution 22-06, adopted March 7, 2022.

Present	Absent	
<u>X</u>	_____	Mayor Kyle Palmer
<u>X</u>	_____	Council President Jason Freilinger
<u>X</u>	_____	Jim Sears
<u>X</u>	_____	Jess Miller
<u>X</u>	_____	Dana Smith
<u>X</u>	_____	Elvi Cuellar Sutton
<u>X</u>	_____	Crystal Neideigh

COUNCIL ELECT PRESENT:

April Newton, Eric Hammond, Marie Traeger

STAFF PRESENT:

City Manager, Ron Chandler, Community Development Director, Jason Gottgetreu, Police Chief, Jim Anglemier, Public Works Director, Travis Sperle, Deputy City Manager/Finance Director, Kathleen Zaragoza, Assistant to City Manager/City Clerk, Jamie Ward.

II. DISCUSSION

2.1 –McKenzie Additional Services Contract Amendment

Community Development Director, Jason Gottgetreu read the staff report explaining a letter received from Mackenzie Design Firm in September 2022. That letter indicated situations resulting in additional efforts for the design team and that those efforts are beyond what Mackenzie had forecasted for Time and Materials (T&M). Gottgetreu stated that it was acknowledged then that in order to meet the same level of service for the remainder of the project the Time and Materials (T&M) amount forecasted for the CCA portion of the contract will need to be amended. Some of the issues listed in the letter include a schedule extension; additional submittal packages and rounds of review; substitution requests; furniture support services; artist coordination; envelope consultant review, discussion, and integration; proposal requests/owner requested changes; additional site visits and reports; and construction QAQC challenges. Gottgetreu introduced Jeff Humphreys, Principal in charge for Mackenzie Design Firm who explained in further detail the situations in each category mentioned in the letter. Humphreys asked Luis Mendoza of Compass Project Solutions to help elaborate on the conversation, Mendoza added additional information

regarding each issue addressed. Mendoza and Humphreys answered multiple questions from council regarding, explanations to why there was a need for the increased amount, security in safety and accuracy of the finished produced. Both Humphreys and Mendoza feel confident that it is an obtainable goal to average \$35,000.00 a month for the next 10 months when the project is scheduled to be completed. They are both in agreement that for the safety of staff and residence, corners should not be cut to meet the lower bid. Everyone is in agreement that the end goal is to produce a constructed product The City can guarantee safety with and something everyone can be proud of.

After additional council discussion.

A motion was made by Councilor Sutton to Authorize the City Manager to amend the agreement with Mackenzie to increase the not to exceed cost for Construction Contract Administration by \$350,000.00 to \$700,000.00. Councilor Smith seconded the motion. No further discussion.

All in favor, motion passes (6-0).

2.3 – Meeting with current and incoming City Council Members to discuss current issues

City Manager, Ron Chandler welcomed an open discussion forum where out-going and in-coming City Councilors could share updates on issues that will carry-over to the next administration. The discussion was led by outgoing Mayor, Kyle Palmer and Mayor-Elect Jason Freilinger.

One of the main topics for this agenda items is the Silverton Municipal Code Amendments. Police Chief, Jim Anglemier presented council with his staff report regarding Ordinance Amendments to Chapter 10.08, 10.24, and 12.26 of the Silverton municipal Code, pertaining to parking, abandoned vehicles and towing. Chief Anglemier has worked closely with Councilor Sears and the City Attorney to bring this Ordinance up to date. Anglemier stated that attention was focused on consistency, legal issues, definitions and language clarification. Councilor Sears went over suggested changes and answered any questions council had. Council held extensive discussion and went over the suggested changes line by line. Ordinance 23-01 will need to be reviewed again by the City Attorney to address any changes and will then be brought back before council at the January 09, 2023 meeting for review and adoption if agreed upon.

Council welcomed incoming Councilors to the dais to continue a more group focused and open conversation. Councilor Elect, Marie Traeger asked about how to handle situations where residents address her concerns with city staff? Recommendations were to bringing it directly to staff, council communications, and recommending that the Resident come and address it at public comments section of a City Council meeting. .

Out-going councilors would like to see continued focus on finding financing for potable water and getting the new water treatment plant in place, Abiqua creek intake, water storage on the west side of Silver Creek, condition of ODOT roads, Pickle Ball courts, an amphitheater at Coolidge McCaine park and a planning committee for the Eugene field project, completion of 2nd street, continue to explore improvements to the north side of Mill Town, Aquifer Storage and Recovery (ASR), Public Works Infrastructure, establishing a bike path plan, focusing on continued support with Sheltering Silverton and SACA, connectivity among our outlining neighborhoods and reevaluating Committees objectives and focus of realigning them.

III. CONSENT

3.1- Resolution No. 22-36 A Transfer Resolution to Increase Parks and Recreation Appropriation.

A motion was made by Councilor Miller and seconded by Councilor Neideigh to approve Consist Agenda items 3.1. There was no discussion. Motion passed unanimously (6-0).

IV. COUNCIL COMMUNICATIONS

Council President Freilinger stated that it was nice to have incoming and outgoing council be able to meet and share opinions of current issues.

Councilor Smith wanted to thank city staff for working during the Holidays.

Councilor Neideigh would like get an update on a public comment from the December 05, 2022 meeting.

City Manager, Chandler stated that staff is working with both residents to find solutions.


Mayor Palmer reminded residents that January 09, 2023 meeting will be held at the Community Center and we will be hosting a reception those leaving and joining council.

V. ADJOURNMENT

A motion was made by Councilor Smith to Adjourn, All council in favor. Meeting Adjourned at 9:24pm.

Respectfully submitted by:

Jamie Ward – Assistant to the City Manager/City Clerk

	Agenda Item No.:	Topic:
	3.1	Ordinance 23-01: An Ordinance of the Silverton City Council Replacing Municipal Code Chapters 10.08, 10.24 and 10.26 to update the parking regulations in Silverton, Oregon.
	Agenda Type:	
	Discussion/Action	
	Meeting Date:	
January 9, 2023		
Prepared by:	Reviewed by:	Approved by:
Jim Anglemier	Ronald F Chandler	Ronald F Chandler

Recommendation

Hold first reading of Ordinance 23-01 by title only. Hold second reading of Ordinance 23-01 by title only and approve Ordinance 23-01.

Background: During the City Council Special Meeting on June 20, 2022; Councilor Sears requested information regarding the City Parking Ordinance when dealing with vehicles and/or trailers parked longer than 72 hours in the same position on a city street. This information generated Council discussion and staff was asked to research revisions to SRC Sec. 10.08, 'Stopping, Standing and Parking', SRC Sec. 10.24, 'Abandoned and Stored Vehicles', and SRC Sec. 12.26 'Recreational Vehicles'. The focus was on consistent parking regulations and language clarification as the Ordinances had not been revised in a number of years.

Findings: A review of the City Parking Ordinances revealed the majority of parking issues within the city are addressed under SRC Sec. 10.08, 'Stopping, Standing and Parking', SRC Sec. 10.24, 'Abandoned and Stored Vehicles', and SRC Sec. 12.26 'Recreational Vehicles'.

With assistance of Councilor Sears and the City Attorney, each Ordinance was reviewed and revised to bring each up to date to address parking issues in the City. Attention was focused on consistency, legal issues, definitions and language clarification. The Ordinances are now consistent with one another and with State Law.

On December 22, 2023; the City Attorney completed a final review of the ordinances with language clarifications which were included.

Each of the City Ordinances has been revised and is attached for Council review and adoption if agreed upon.

Budget Impact	Fiscal Year	Funding Source
N/A	2022-2023	

Attachments:

1. Ordinance 23-01 – An Ordinance of the Silverton City Council Replacing Municipal Code Chapters 10.08, 10.24 and 10.26 to Update the Parking Regulations in Silverton, Oregon

CITY OF SILVERTON
ORDINANCE

23-01

**AN ORDINANCE OF THE SILVERTON CITY COUNCIL REPLACING MUNICIPAL
CODE CHAPTERS 10.08, 10.24 AND 10.26 TO UPDATE THE PARKING
REGULATIONS IN SILVERTON, OREGON.**

WHEREAS, the majority of parking regulations within the City are contained in the Silverton Municipal Code Sections 10.08 – Stopping, Standing and Parking; 10.24 – Abandoned and Stored Vehicles; and 10.26 – Recreational Vehicles.

WHEREAS, the Silverton City Council desires to update the parking regulations in the City; and,

WHEREAS, the Silverton City Council directed staff to review and prepare code updates that focus on consistent parking regulations and language clarification.

NOW, THEREFORE, THE CITY OF SILVERTON ORDAINS AS FOLLOWS:

Section 1: Chapter 10.08 of the Silverton Municipal Code is amended as set forth in the attached Exhibit A.

Section 2: Chapter 10.24 of the Silverton Municipal Code is amended as set forth in the attached Exhibit A.

Section 3: Chapter 10.26 of the Silverton Municipal Code is amended as set forth in the attached Exhibit A.

Section 2: This ordinance shall be effective upon and from 30 days of adoption.

Ordinance adopted by the City Council of the City of Silverton, this ____ day of _____, 2023.

Mayor, City of Silverton
Kyle Palmer

City Manager/Recorder, City of Silverton
Ronald F. Chandler

Chapter 10.08
STOPPING, STANDING AND PARKING

Sections:

- 10.08.010 Definitions.
- 10.08.020 Parking meter zones designated.
- 10.08.021 Parking – Methods authorized – Emergencies and fires.
- 10.08.022 Parking – Oversized vehicles.
- 10.08.023 Parking – Prohibited locations and activities.
- 10.08.024 Loading zone use and restrictions.
- 10.08.025 Bus – Operation restrictions.
- 10.08.026 Bus – Use of stands.
- 10.08.027 Lights on parked vehicles.
- 10.08.028 Governmental and public utility vehicles.
- 10.08.029 Meters – Deposit of coins.
- 10.08.030 Meters – Legal time limit.
- 10.08.031 Meters – Collection of money.
- 10.08.032 Meters – Effect of defects on violations.
- 10.08.033 Parking permits and meter hoods.
- 10.08.034 Parking violation – Impoundment and disposal conditions.
- 10.08.036 Meters – Installation.
- 10.08.040 Meters – Location and operation.
- 10.08.050 Meters – Parking space markings.
- 10.08.070 *Repealed.*
- 10.08.080 *Repealed.*
- 10.08.090 Bus parking exemptions.
- 10.08.100 Meters – Payments as fee for services.
- 10.08.110 Meters – Deposit collections.
- 10.08.120 Meters – Holidays and exempt days.
- 10.08.130 Meters – Recordkeeping of parking violations.
- 10.08.140 Meters – Unlawful coins.
- 10.08.150 Meters – Tampering and other prohibited acts.
- 10.08.160 Meters – Penalty for violation.
- 10.08.170 *Repealed.*
- 10.08.180 *Repealed.*
- 10.08.190 Logging trucks and other large vehicles.

10.08.210 Violation – Notice – Form and contents – Penalties.

10.08.220 Violation – Failure to pay fine – Penalty.

10.08.230 Chapter provisions not exclusive.

10.08.300 Street sweeping.

10.08.010 Definitions.

Whenever in this chapter the following terms are used, they shall have the meanings respectively ascribed to them in this section:

A. “Alley” means a public easement or right-of-way not more than 20 feet and not less than ten feet in width, which intersects a street.

B. “Block” means the properties abutting both sides of a street:

1. Between two cross streets;

2. Between the City limits and the nearest cross street; or

3. When there is only one cross street:

4. Between a cross street and the dead end of a street; or

5. Between a cross street and a link projected from the centerline of an intersecting street, such as a “T” intersection.

6. When a block is abutted by a street which, if extended through the block, would create a cross street, but when no street extends through the property, then the block shall be the area commencing at the curb line of the cross street with the next lowest consecutive numbering, and extending in units of 300 feet along the block.

C. “Curb Line” means the line defined by the raised edge forming the gutter of a vehicular roadway within the right-of-way, or where no raised edge exists, the edge of the pavement.

D. “Enforcement Authority” – every enforcement officer shall have the authority to enforce this chapter, and shall be considered an “issuing officer” for the purposes of ORS 221.333.

E. “Enforcement Officer” means a person designated by the City Manager or Chief of Police to enforce the provisions of this chapter, or any person who is defined as an enforcement officer under ORS 153.005.

F. “Immobilizer” means a device that is attached to a vehicle and is designed to restrict the normal movement of that vehicle.

G. “Landscape Strip” means that area between the curb line and the sidewalk line which has not been specifically dedicated, designated, or improved for parking.

H. “Loading Zone” means a designated parking area reserved for the exclusive use of vehicles during the loading or unloading of passengers or cargo for a period of time not to exceed 20 minutes.

I. “Parking Zone” means any space adjacent to the curb line where parking is not prohibited and which is designated by painted lines for parking of a vehicle or is large enough to accommodate the parking of one vehicle with no part of such vehicle occupying any prohibited area or encroaching into the travel lane.

J. “Designated Parking Area” means an area which is identified by signs, meters, markings, or other similar devices commonly used to indicate vehicle parking spaces.

K. “Parking meter zones” means portions of streets described and established by the city council as zones within which the parking of vehicles shall be controlled, regulated and inspected with the aid of timing devices or meters, referred to in this chapter as “parking meters” or “meters.”

L. “No Parking Zone” means areas posted with either ‘No Parking Signs’, yellow or red painted curbs.

M. “Recreational Vehicle” means any vehicle designed or used for temporary living or recreational purposes. This includes but is not limited to travel trailers, recreational vehicles (both on and off highway), motor homes, dune buggies, golf carts, mini-bikes, all terrain vehicles, motorcycles, jet skies, and boats.

N. “Roadway” means that portion of a street between the curb lines.

N. "Sidewalk" means that portion of a street between the curb lines and the adjacent property lines.

O. "Stand" means the halting of a vehicle, whether occupied or not, other than temporarily for the purpose of and while engaging in receiving or discharging passengers.

P. "Street" means any public way, road, alley, thoroughfare and place, including bridges, viaducts, and other structures within the corporate limits of the City of Silverton, open, used or intended for use by the general public for vehicles or vehicular traffic as a matter of right. As used in this chapter, "Street" does not include private streets.

Q. "Private Street" means highway, road, street, alley, or way within the corporate limits of the City that is privately-owned or maintained.

R. "Travel Lane" means the area of the roadway, marked or unmarked, used for the movement of vehicles, exclusive of bikelanes, shoulders, sidewalks and parking areas. With a minimum width of 10 feet on two-way roadways where the pavement is

34 feet or wider, measured from the centerline of a two-way roadway or a painted marked

traffic lane. When roadways are less than 34 feet wide the following widths should apply

Roadway configuration with street configuration and travel lane widths

Pavement	Parking Side A	Parking Side B	Travel Area	Travel Lane	Travel Lane Measured From	Parking Placement
>34	7	7	22	11	Center of Pavement or paint line	Both Sides of Roadway
34	7	7	20	10	Center of Pavement or paint line	Both Sides of Roadway
28	7	7	14	14	Centered on Center of Pavement	Both Sides of Roadway
23	7		16	16	From edge of Pavement	One Side of Roadway
20	0	0	20	20	Width of Pavement	No Parking

S. “Vehicle” means any device in, upon or by which any person or property is or may be transported or drawn, including recreational vehicles and those that are propelled or powered by any means. Ord. 18-09 § 1 (Exh. A), 2018; Ord. 99-120 § 3, 1999; Ord. 384 § 1, 1949)

10.08.020 Parking meter zones designated.

Sections of streets may be established as parking meter zones as determined by city council resolution. (Ord. 18-09 § 1 (Exh. A), 2018; Ord. 03-103 § 1, 2003; Ord. 90-206 § 1, 1990; Ord. 697 § 1, 1975; Ord. 674 § 1, 1974; Ord. 603 § 14, 1970; Ord. 388 § 1, 1949; Ord. 384 § 2, 1949)

10.08.021 Parking – Methods authorized – Emergencies and fires.

A. No person shall stand or park a vehicle in a street other than parallel with the curb line, headed in the direction of lawful traffic movement, and with the curbside wheels of the vehicle within 12 inches of the edge of the curb line, except where the street is marked or signed for angle parking, in which case motor vehicles shall be parked with the front pointed toward the curb line at the angle of and between painted stripes or other markings upon the pavement where such head-in parking is indicated.

B. Where parking space markings are placed on a roadway, no person shall stand or park a vehicle other than within a single marked space and with the front of vehicle pointed toward the direction of the adjacent travel lane.

C. An owner or driver of a vehicle, upon discovering that such vehicle is parked immediately in front of or close to a building to which an emergency vehicle has been summoned, shall immediately remove such vehicle from the area unless otherwise directed by police or fire personnel.

D. No person, whether in a vehicle or not, shall intrude upon a street or premises where a fire is in progress in such manner as to interfere with fire personnel in their efforts to extinguish a fire, and no person shall congregate in the vicinity of a fire in such a manner as to hinder or interfere with fire personnel in their efforts to extinguish a fire. (Ord. 18-09 § 1 (Exh. A), 2018; Ord. 99-120 § 4, 1999; Ord. 860 § 6, 1987)

10.08.022 Parking – Oversized vehicles.

Any vehicle due to its size or shape that cannot be parked as provided by SMC 10.08.021 may be parked outside the restricted or limited parking area designated by the city in a manner which will not impede or interfere with vehicular traffic. (Ord. 18-09 § 1 (Exh. A), 2018; Ord. 99-120 § 4, 1999; Ord. 860 § 7, 1987)

10.08.023 Parking – Prohibited locations and activities – Duration.

A. In addition to provisions of the Motor Vehicle Laws of Oregon, (ORS 811.550), prohibiting places for parking, standing and stopping, no person shall park, stand, stop or store a vehicle or a recreational vehicle:

1. Upon a bridge, viaduct or other elevated structure used as a street, unless otherwise indicated by lawfully installed signs;
2. In any alley, except to load or unload persons or materials, not to exceed 20 minutes;
3. Upon a street for the principal purpose of:
 - a. Displaying a vehicle for sale;
 - b. Washing, greasing or repairing the vehicle, except repairs necessitated by an emergency;
 - c. Displaying advertising from the vehicle;
 - d. Selling merchandise from the vehicle, except in an established market place, or when so authorized or licensed under the ordinances of the city;
4. Within 10 feet of any fire hydrant, even when not marked by traffic control devices.
5. In front of any portion of a handicap access ramp.
6. Within 10 feet of any United States Postal Service owned mailbox or receptacle between 8 A.M. and 6 P.M., except Sundays and official postal holidays.

7. On any portion of a street when it inhibits the necessary view or sight distance, as determined by the city engineer, of street traffic from intersections or driveways. This shall include personal property associated with the vehicle.

8. With its wheel/s on the landscape strip or sidewalk unless posted specifically allowing such parking.

B. The duration of parking, standing, or stopping of vehicles upon a street adjacent to an individual address or property, despite whether the vehicle was moved or removed for a short time or remained stationary, must not exceed:

1. Twenty-four hours in a five-day period for a vehicle that is located adjacent to property where the vehicle's owner or operator is not the legal resident, unless the owner or legal resident of that property does not object to the vehicle being placed at this location.

2. No limit for a vehicle, excluding a recreational vehicle, that is located adjacent to property in which the vehicle's owner or operator is the legal resident.

3. Seventy-two hours in a five-day period for a recreational vehicle that is located adjacent to property where the vehicle's owner or operator is the legal resident or is their guest.

10.08.024 Loading zone use and restrictions.

A. No person shall stop, stand or park a vehicle for any purpose or length of time other than for the continuous and expeditious unloading and delivery or pick up and loading of materials or freight in any place designated as a loading zone, during the hours when the provisions applicable to loading zones are in effect.

B. No person shall stop, stand or park a vehicle for any purpose or length of time other than for the continuous and expeditious loading or unloading of passengers in any place designated as a passenger loading zone, during the hours when the provisions applicable to passenger loading zones are in effect.

C. The penalty for violation of this section shall be set by resolution of the city council. (Ord. 18-09 § 1 (Exh. A), 2018; Ord. 99-120 § 4, 1999; Ord. 93-127 § 1, 1993; Ord. 93-110 § 1, 1993; Ord. 860 § 9, 1987)

10.08.025 Bus – Operation restrictions.

The driver of a bus shall not stand or park such vehicle upon any street in any business district at any place other than at a bus stand, except that this

provision shall not prevent the driver of any passenger vehicle from temporarily stopping for the purpose of and while actually engaged in the loading or unloading of passengers. (Ord. 18-09 § 1 (Exh. A), 2018; Ord. 99-120 § 4, 1999; Ord. 860 § 10, 1987)

10.08.026 Bus – Use of stands.

No person shall stop, stand or park a vehicle other than a bus in a bus stand, except that the driver of a passenger vehicle may temporarily stop therein for the purpose of and while actually engaged in the loading or unloading of passengers, when such stopping does not interfere with any bus about to enter or using such zone. (Ord. 18-09 § 1 (Exh. A), 2018; Ord. 99-120 § 4, 1999; Ord. 860 § 11, 1987)

10.08.027 Lights on parked vehicles.

No lights need be displayed upon any vehicle parking in accordance with this chapter, and upon a street where there is sufficient light to reveal any person or object upon such street within a distance of 500 feet. (Ord. 18-09 § 1 (Exh. A), 2018; Ord. 99-120 § 4, 1999; Ord. 860 § 13, 1987)

10.08.028 Governmental and public utility vehicles.

The provisions of this chapter regulating the parking or standing of vehicles shall not apply to any vehicle of a city department or public utility while in use for construction or repair work on the street, or any vehicle owned by the United States while in use for the collection, transportation or delivery of United States mail. (Ord. 18-09 § 1 (Exh. A), 2018; Ord. 99-120 § 4, 1999; Ord. 860 § 13, 1987)

10.08.029 Meters – Deposit of coins.

No person shall park a vehicle in any metered parking space, except as otherwise permitted by ordinance, without immediately depositing in the parking meter adjacent to such space such lawful coin or coins of the United States as are required by such meter and as designated by directions on the meter, and when required by the directions on the meter, unless the parking meter indicates at the time such vehicle is parked that an unexpired portion remains of the period for which a coin or coins had been previously deposited. (Ord. 18-09 § 1 (Exh. A), 2018; Ord. 99-120 § 4, 1999; Ord. 860 § 14, 1987)

10.08.030 Meters – Legal time limit.

A. Except as otherwise permitted by ordinance, no person shall park any vehicle and let it remain parked in any such parking metered space during any time when the parking meter adjacent to such space indicates that no portion remains of the period for which the last previous coin or coins had been deposited, or beyond the 120-minute time limit for parking in such space between the hours of 9:00 a.m. and 6:00 p.m. (Monday through Friday), Saturdays, Sundays and legal holidays excepted.

B. Continued parking beyond the 120-minute time limit for any meter parking space shall constitute a separate offense for each period or portion of a single time limit for any such meter parking space during which the vehicle remains so parked.

C. Notwithstanding the provisions of subsections (A) and (B) of this section, where a meter specifically authorizes parking for a period in excess of 120 minutes, a person may park a vehicle in such metered space for such time as is authorized by the meter adjacent to the space. (Ord. 18-09 § 1 (Exh. A), 2018; Ord. 03-103 § 1, 2003; Ord. 99- 120 § 4, 1999; Ord. 860 § 15, 1987; Ord. 391 § 1, 1949; Ord. 384 § 6, 1949)

10.08.031 Meters – Collection of money.

It shall be the duty of the chief of police to direct the collection of all money deposited in parking meters. (Ord. 18-09 § 1 (Exh. A), 2018; Ord. 99-120 § 4, 1999; Ord. 860 § 18, 1987)

10.08.032 Meters – Effect of defects on violations.

Any unintentional violation of any provisions of this chapter by reason of a mechanical failure of a parking meter is not an offense within the meaning of this chapter. (Ord. 18-09 § 1 (Exh. A), 2018; Ord. 99-120 § 4, 1999; Ord. 860 § 17, 1987)

10.08.033 Parking permits and meter hoods.

A. The city manager or their designee may issue up to two parking meter hood permits to either the general contractor or property owner engaged in the construction, reconstruction or repair of a building, or engaged in the installation or removal of equipment in a building, adjacent to a street where

parking meters are installed for a period of up to 10 days. In addition, the city manager or their designee may issue up to two parking meter hood permits to either the tenant or property owner engaged in a loading or maintenance activity adjacent to a street where parking meters are installed for a period of up to three days. All parking fees are set by resolution of the city council and shall be charged for each parking space where a parking meter hood is requested. Extensions of time may be requested prior to the expiration date of the permit if the construction activity has not been completed. Parking meter hoods may be used only for parking space(s) adjacent to the identified location under the granted permit. For construction activities, parking meter hoods shall be returned and all payments shall be received by the city prior to the issuance of a certificate of occupancy for the project.

B. Additionally, the city manager or their designee may issue parking meter hoods to a governmental agency or private, nonprofit agency engaging in an activity or event that has community-wide benefit where parking meters are installed. Parking meter hoods may be issued only for use during each particular activity or event and may not exceed a period of three days.

C. Parking meter hoods shall not be used for the construction, reconstruction or repair of a building, installation or removal of equipment, or loading or unloading or maintenance activities while community activities or events are taking place. At all times when meter hoods are used, vision clearance areas shall be maintained at street intersections. With the exception of debris containers, meter hoods shall be removed and vehicles and equipment shall not remain in parking spaces over the weekend unless expressly allowed by the city manager or his designee.

D. An initial deposit as established by resolution shall be paid for each parking meter hood issued. The city manager or his designee may waive the meter hood deposit for governmental and/or nonprofit agencies.

E. Upon termination of use, the parking meter hood(s) shall be returned to the city. If the hood is returned within five days of permit expiration and is in good condition, the deposit shall be refunded. If the hood is not returned within the allotted time period, then the hood shall be confiscated and the deposit forfeited. Lost or stolen hoods shall be reported immediately to the city manager

or their designee for the hood to be replaced and applicable fees shall be paid as per resolution. (Ord. 18-09 § 1 (Exh. A), 2018; Ord. 09-01 § 1, 2009; Ord. 07-07 § 1, 2007; Ord. 99-120 § 4, 1999; Ord. 860 § 19, 1987)

10.08.034 Parking violation – Impoundment and disposal conditions.

A. Whenever a traffic citation is issued for violation of any city parking regulation, the police department may impound the vehicle involved and consider it abandoned and will follow the provisions in SMC 10.24.

10.08.036 Meters – Installation.

The installation of parking meters is authorized in all parking meter zones established by this chapter or hereafter established by the city council for the purpose of and in such numbers and at such places as the city council in its judgment may deem necessary to regulate, control and inspect the parking of vehicles therein, including the regulation of loading zones for commercial vehicles. (Ord. 18-09 § 1 (Exh. A), 2018; Ord. 99-120 § 5, 1999; Ord. 384 § 3, 1949)

10.08.040 Meters – Location and operation.

Parking meters installed in parking meter zones shall be installed upon the curb immediately adjacent to the individual parking spaces described in SMC 10.08.050, and each parking meter shall be so constructed and adjusted as to show, when properly operated, a signal that the space adjacent to which it is installed is or is not legally in use. (Ord. 18-09 § 1 (Exh. A), 2018; Ord. 384 § 4, 1949)

10.08.050 Meters – Parking space markings.

A. The city shall have lines or markings painted upon the curb or street adjacent to each parking meter, designating the parking space for which the meter is to be used, and each vehicle parked adjacent to any parking meter shall park within such lines or markings.

B. It is unlawful to park any vehicle across any such line or marking, or to park a vehicle in such a position that it shall not be entirely within the space designated by such lines or markings. (Ord. 18-09 § 1 (Exh. A), 2018; Ord. 384 § 5, 1949)

10.08.070 Meters – Operation by coins.

Repealed by Ord. 03-103. (Ord. 384 § 7, 1949)

10.08.080 Loading and unloading – Meter parking permits.

Repealed by Ord. 18-09. (Ord. 99-120 § 6, 1999; Ord. 687 § 1, 1975; Ord. 384 § 18, 1949)

10.08.090 Bus parking exemptions.

A. Upon application being made and approved by the city council, showing a public need therefor, a public transportation company or a bus company may be exempted from the requirement of paying a fee.

B. The application called for in this section shall provide for a showing by the public transportation body that a genuine public need exists for their service and that the same is in the public interest.

C. Upon approval by the city council of the application, a permit shall be issued to the applicant indicating the particular area where the parking is available, and shall state thereon that the permit is revocable and give the license number or numbers of the vehicle or vehicles that may use such permit.

D. The application permit called for in this section shall be renewable annually or sooner, as the city council may direct. (Ord. 18-09 § 1 (Exh. A), 2018; Ord. 732 § 1, 1977; Ord. 384 § 19, 1949)

10.08.100 Meters – Payments as fee for services.

The amount of coins required to be deposited in parking meters as provided in this chapter is levied and assessed as a fee to provide for the proper regulation, control and inspection of traffic upon the public streets, and to cover the cost of supervising, regulating and inspecting the parking of vehicles in the parking meter zones provided for in this chapter and the cost of the purchase, supervision, protection, inspection, installation, operation, maintenance, control and use of the parking meters installed hereunder. (Ord. 18-09 § 1 (Exh. A), 2018; Ord. 99-120 § 6, 1999; Ord. 384 § 12, 1949)

10.08.110 Meters – Deposit collections.

It shall be the duty of the chief of police to designate some person or persons to make regular collections of the money deposited in the parking meters and

deliver the money to the bank or finance department, and it shall also be the duty of the finance department to assure the money is deposited at the bank and recorded in the appropriate fund. (Ord. 18-09 § 1 (Exh. A), 2018; Ord. 99-120 § 6, 1999; Ord. 384 § 13, 1949)

10.08.120 Meters – Holidays and exempt days.

A. Parking meter regulations will not be enforced on any Saturday, Sunday and any federally recognized holidays.

B. When the holidays fall on Saturday, the prior Friday is exempt from parking meter enforcement; when the holiday falls on a Sunday, the following Monday is exempt from parking meter enforcement. (Ord. 18-09 § 1 (Exh. A), 2018; Ord. 99-120 § 6, 1999; Ord. 843 § 1, 1986)

10.08.130 Meters – Recordkeeping of parking violations.

The police department shall maintain an official account of and report the number of each parking meter which indicates that the vehicle occupying the parking space adjacent to such meter is or has been parked in violation of any provision of this chapter, to show, in part, the date, the hour of the violation, the meter number, if appropriate, the make and state vehicle license number of the vehicle, and any other information considered necessary to establish a better understanding of circumstances surrounding such violation. (Ord. 18-09 § 1 (Exh. A), 2018; Ord. 384 § 10(B)(2), 1949)

10.08.140 Meters – Unlawful coins.

It is unlawful to deposit or cause to be deposited in any parking meter any slug, device or metallic substitute for a one-cent, five-cent, 10-cent or 25-cent coin of the United States. (Ord. 18-09 § 1 (Exh. A), 2018; Ord. 384 § 8, 1949)

10.08.150 Meters – Tampering and other prohibited acts.

It is unlawful for any unauthorized person to open, or for any person to deface, injure, tamper with or willfully break, destroy or impair the usefulness of, any parking meter installed pursuant to this chapter, or to hitch any animals thereto. (Ord. 18-09 § 1 (Exh. A), 2018; Ord. 384 § 9, 1949)

10.08.160 Meters – Penalty for violation.

Any person violating any provisions of SMC 10.08.140 and 10.08.150 shall be deemed guilty of an infraction, and upon conviction thereof shall be punishable by a fine set by resolution of the city council. (Ord. 18-09 § 1 (Exh. A), 2018; Ord. 99-120 § 6, 1999; Ord. 97-105 (3), 1997; Ord. 384 § 11, 1949)

10.08.170 East Main Street parking restrictions.

Repealed by Ord. 18-09. (Ord. 406 §§ 1 – 3, 1952)

10.08.180 Oak Street parking restrictions.

Repealed by Ord. 18-09. (Ord. 401 §§ 1 – 3, 1952; Ord. 390 §§ 1 – 3, 1949)

10.08.190 Logging trucks and other large vehicles.

A. Between the hour of sunset and the hour of sunrise, Pacific Standard Time, it is unlawful for any person or persons to park any of the vehicles described in this section upon any public street or roadway within the city, within an area of one block, or within a like area upon any street or roadway which is not designated in blocks, for a period of more than two hours.

B. The vehicles covered by the provisions of this section are as follows: logging trucks, logging truck trailers, logging trucks with trailer attached, any trucks with trailers or semi-trailers attached, truck trailers, semi-truck trailers, gravel trucks, and any vehicle of an overall length exceeding 20 feet and any vehicle of a width at its widest point exceeding 80 inches.

C. Anyone violating the terms of this section shall, upon conviction thereof, be subject to a fine set by resolution of the city council. (Ord. 18-09 § 1 (Exh. A), 2018; Ord. 97-105 (3), 1997; Ord. 392 §§ 1 – 3, 1950)

10.08.210 Violation – Notice – Form and contents – Penalties.

The police department shall attach to such vehicle an official notice stating that it has been parked in violation of this chapter, and instructing the owner or operator to report to the finance department at City Hall in regard to such violation. The penalty amounts for violations of this section and any collection costs shall be set by resolution of the city council. (Ord. 18-09 § 1 (Exh. A), 2018; Ord. 99-120 § 6, 1999; Ord. 93-110 § 2, 1992; Ord. 818 § 1, 1985; Ord. 709 § 3, 1976; Ord. 384 § 10(B)(3), 1949)

10.08.220 Violation – Failure to pay fine – Penalty.

The police department shall secure the attention of the subject violator who remains unresponsive to the official citation by impoundment and/or immobilization of the vehicle identified by state license number or by official registration information identifying the vehicle for which the citation was originally issued. Costs incurred by such impoundment action of the police department shall be assessed to the registered owner at the time the vehicle is reclaimed. In addition, such costs shall include an administrative fee set by resolution of the city council. The violator cannot claim his/her vehicle until payment of all outstanding fines and fees has been received. (Ord. 18-09 § 1 (Exh. A), 2018; Ord. 99-120 § 6, 1999; Ord. 89-103 § 4, 1989; Ord. 709 § 4, 1976; Ord. 384 § 10(B)(4), 1949)

10.08.230 Chapter provisions not exclusive.

This chapter shall be deemed to be in addition and supplementary to, and not in conflict with nor a repeal of, existing ordinances of the city, but shall be an additional provision for the regulation of traffic and parking in the parking meter zones provided for herein. (Ord. 18-09 § 1 (Exh. A), 2018; Ord. 384 § 14, 1949)

10.08.300 Street sweeping.

A. It shall be unlawful for any person, firm or corporation to park any motor vehicle, trailer, motorcycle or to store any personal property of any nature on a public street within designated downtown parking areas on Friday mornings between the hours of 2:00 a.m. and 6:30 a.m. The city staff shall schedule those times that sweeping shall occur and establish and maintain signs for that purpose.

**Chapter 10.24
ABANDONED AND STORED VEHICLES**

Sections:

- 10.24.010 Application of provisions.**
- 10.24.020 Definitions.**
- 10.24.025 Towing of vehicle constituting a hazard or obstruction.**
- 10.24.030 Investigation of vehicle – Impoundment notice.**
- 10.24.040 Unremoved vehicle – Nuisance – Removal by city.**
- 10.24.050 Impounded vehicle – Identification procedure.**
- 10.24.060 Impounded vehicle – Notice to owner.**
- 10.24.080 Impounded vehicle – Redemption.**
- 10.24.090 Sale of vehicle – Use of proceeds.**
- 10.24.100 Sale of vehicle – Certificate – Liability limitation.**
- 10.24.110 Delivery to purchaser.**
- 10.24.120 Fees and charges – Private garage services.**
- 10.24.130 Fees and charges – Designated.**

10.24.010 Application of provisions.

This chapter shall apply to all abandoned and stored vehicles now in the possession of the city, as well as to all such vehicles as may hereafter be impounded.

10.24.020 Definitions.

As used in this chapter, unless the context requires otherwise:

A. “Abandoned and/or Stored” means left unoccupied and unclaimed or in a damaged, inoperative or dismantled, partially dismantled condition or junked upon the streets or alleys of the city, and upon any area of public property.

B. “Chief of police” means and includes any other authorized law enforcement officer of the city.

C. “City” means the city of Silverton, Oregon.

D. “Costs” means the expense of removing, storing or selling an impounded vehicle.

E. “Designated Parking Area” means an area which is identified by signs, meters, markings, or other similar devices commonly used to indicate vehicle parking spaces.

F. “Enforcement Officer” means a person designated by the City Manager or Chief of Police to enforce the provisions of this chapter, or any person who is defined as an enforcement officer under ORS 153.005.

G. “Owner” means any individual, firm, corporation or unincorporated association with a claim, either individually or jointly, of ownership, or any interest, legal or equitable, in a vehicle.

H. “Storage” means the placing or leaving a vehicle at a location for a period of time in excess of 24 hours.

I. “Vehicle” means any device in, upon or by which any person or property is or may be transported or drawn, including recreational vehicles and those that are propelled or powered by any means.

10.24.025 Custody and towing of vehicle constituting hazard or obstruction.

A. When a vehicle is disabled, abandoned, parked or left standing unattended on a road or highway right-of-way and is in such a location as to constitute a hazard or obstruction to motor vehicle traffic using the road or highway, an Enforcement Officer shall order the owner or operator of the vehicle to remove it. If the vehicle is unattended, the Enforcement Officer may cause the vehicle to be towed at the owner’s expense. The owner shall be liable for the costs of towing and storing the vehicle.

B. As used in this section, a “hazard or obstruction” includes, but is not necessarily limited to:

1. Any vehicle that is parked so that any part of the vehicle extends within the paved portion of the travel lane.

2. Any vehicle that is parked so that any part of the vehicle extends within the highway shoulder or bicycle lane.

C. As used in this section, “hazard or obstruction” does not include parking in a designated parking area along any highway or, parking temporarily for a short period of time on the shoulder of the highway with the operation of the hazard lights of the vehicle, a raised hood of the vehicle, or advance warning with emergency flares or emergency signs.

D. The disposition of a vehicle towed under the authority of this section shall be in accordance with the provisions of the City relating to impoundment and disposition of vehicles that are deemed abandoned or stored as set forth in this Chapter 10.24.

10.24.030 Investigation of vehicle – Impoundment notice.

A. It shall be the duty of the police department, whenever a vehicle that does not constitute a hazard or obstruction is found abandoned or stored upon the streets or alleys, or any area of public property, in the same position or at the same location for a period of 72 consecutive hours over a 5 day period to:

1. Make a routine investigation to discover the owner and request removal of the vehicle; and

2. If the owner is not found, to place a notice upon the windshield, or some other part of the vehicle easily seen by the passing public.

B. Such notice shall state that the police department will remove and impound the vehicle under the provisions of this chapter within 24 hours of the day of the posting, unless:

1. The owner removes the vehicle; or

2. Good cause is shown, satisfactory to the chief of police, why such vehicle should not be removed by the owner, or removed and impounded by the city.

10.24.040 Unremoved vehicle – Nuisance – Removal by city.

A. An abandoned or stored vehicle that does not constitute a hazard or obstruction which remains in the same position for a period of 24 hours after a notice to remove has been posted upon such vehicle, and no person has appeared to show good cause why such vehicle should not be moved, shall constitute a nuisance.

B. It shall be the duty of the police department to remove and impound any vehicle which shall constitute a nuisance under the provisions of this chapter, and store such vehicle and any personal property found in the vehicle upon city property, or store the same in a private garage, pending investigation into the ownership of such vehicle.

C. Vehicles deemed a nuisance under this chapter shall be impounded and disposed following the procedures in ORS 819.100 – 819.215 and this chapter.

10.24.080 Impounded vehicle – Redemption.

A. An owner may redeem a vehicle impounded under the provisions of this chapter, before a sale has taken place, by applying to the police department, whereupon the owner shall:

1. Submit evidence of ownership or interest in the vehicle, satisfactory to the chief of police, that such claim is rightful; and
2. Pay the costs due and owing at the time the application to redeem is made.

10.24.090 Sale of vehicle – Use of proceeds.

A. If no claim shall have been made to redeem an impounded vehicle before the time set for the sale of such vehicle, the chief of police shall hold a sale at the time and place appointed, within the view of the vehicle to be sold.

B. The vehicle shall be sold to the highest and best bidder, providing that if no bids are entered, or those bids which are entered are less than the costs incurred by the city, the chief of police shall enter a bid on behalf of the city in an amount equal to such costs.

C. The proceeds of such sale shall be applied:

1. To the payment of costs incurred by the city; and
2. Then for such services as may be rendered by a private garage; and
3. The balance, if any, shall be transferred to the city treasurer, to be credited to the general fund. (Ord. 646 § 8, 1972)

10.24.100 Sale of vehicle – Certificate – Liability limitation.

A. At the time of payment of the purchase price, the chief of police shall execute a certificate of sale, in duplicate, the original of which shall be delivered to the purchaser, and the copy thereof filed with the city clerk.

B. The certificate of sale shall be substantially as follows:

CERTIFICATE OF SALE

This is to certify that under the provisions of Ordinance No. 646, entitled “An Ordinance for the Impounding and Disposition of Abandoned Vehicles” and pursuant to due notice of the time and place of sale, I did on the ____ day of _____, 20____, sell at public auction to _____ for the sum of \$_____ cash, he or she being the highest and best bidder, and that being the highest and best sum bid therefor, the following described personal property, to-wit:

(brief description of the property)

And in consideration of the payment of the said sum of \$_____, receipt whereof is hereby acknowledged, I have this day delivered to said purchaser the foregoing property.

Dated this ____ day of _____, 20____.

Note: the City of Silverton assumes no responsibility as to the condition of title of the above described property. In case this sale shall for any reason be invalid, the liability of the City is limited to the return of the purchase price.(Ord. 646 § 9, 1972)

10.24.110 Delivery to purchaser.

Upon such sale being consummated, the chief of police shall deliver the vehicle and the certificate of sale to the purchaser. Such sale and conveyance shall be without redemption. (Ord. 646 § 10, 1972)

10.24.120 Fees and charges – Private garage services.

Where the council selects a private garage, the council shall also establish reasonable fees for such services by resolution, with the following conditions:

A. The city shall not be liable for services rendered by a private garage from any source other than such amounts as may be collected from the owner on redemption, or from a purchaser upon sale, after the city shall have deducted its expenses, unless the city shall be the purchaser of the vehicle.

B. No lien shall be created by this chapter in favor of the private garage upon the vehicle for such services.

C. The vehicle shall not be released from the private garage except upon a receipt, signed by the chief of police, proffered by the purchaser

10.24.130 Fees and charges – Designated.

In the enforcement and execution of the provisions of this chapter, the chief of police shall charge and collect fees set by resolution.

Chapter 10.26 RECREATIONAL VEHICLES

Sections:

10.26.010 Recreational vehicle defined.

10.26.020 Parking on public street.

10.26.030 Residency or occupancy in public places prohibited.

10.26.040 Residence in vehicle on private property – Permit required.

10.26.050 Permits generally.

10.26.060 Permits – Time limit.

10.26.070 Permits – No cost.

10.26.010 Recreational vehicle defined.

As used in this chapter, “recreational vehicle” means any motor home, travel trailer, camper or other vehicle used for or equipped for sleeping and living purposes.

10.26.020 Parking on public street

It is unlawful to park a recreational vehicle on a public street in violation of SMC 10.08.023.

10.26.030 Residency or occupancy in public places prohibited.

It is unlawful to reside in, or occupy any recreational vehicle in any public place within the city.

10.26.040 Residence in vehicle on private property – Permit required.

It is unlawful to reside and live in a recreational vehicle on private property for more than 15 days in any particular 30-day period without having a permit issued by the city. To park and live in a recreational vehicle on private property for more than 15 days in any particular 30-day period, the applicant shall apply for and obtain a permit from the city which shall be good for an additional 15-day period.

10.26.050 Permits generally.


Permits shall be in the form as prescribed by the city manager and shall not be issued unless the applicant shows satisfactory proof to the city manager or his designee that the recreational vehicle is fully self contained with respect to water supply, garbage disposal and sanitation. The permit shall be temporary in nature and shall not be issued to the same vehicle more than twice in any particular six-month period.

10.26.060 Permits – Time limit.

Notwithstanding anything contained herein to the contrary, a permit shall be available for a period not to exceed 90 days for purposes of residing in a recreational vehicle on the same premises wherein a dwelling is being constructed and the applicant has a current building permit for said construction. In this respect, the applicant shall furnish proof to the city manager that the recreational vehicle is fully self contained and provides no health hazard to the community with respect to water, sewer and garbage. Said permit shall be renewable in the discretion of the city manager.

10.26.070 Permits – No cost.

All permits required and issued under this chapter shall be free of charge and the same shall be renewable at the discretion of the city manager. (Ord. 92-102, 1992)

	Agenda Item No.:	Topic:
	3.2	Authorize the City Manager to Distribute the Net Mayor's Ball Proceeds as listed.
	Agenda Type:	
	Discussion/Action	
	Meeting Date:	
January 9, 2023		
Prepared by:	Reviewed by:	Approved by:
Kathleen Zaragoza	Kathleen Zaragoza	Ron Chandler

Recommendation:

Authorize the City Manager to Distribute the Net Mayor's Ball Proceeds as listed.

Background:

The City of Silverton authorized the City in supporting a Mayor's Ball event. This event has always been well received and has provided funding for many non-profit agencies in Silverton. The Mayor's Ball was held October 22, 2022 and honored many prior Mayors' as well as the out-going Mayor, Kyle Palmer. The Ball was again a great success.

The Mayor's Ball Committee has submitted a list of entities they would like to disperse funds to and hope City Council will concur with their proposal. The proposed net amount to be dispersed is a total of \$32,500.


Budget Impact	Fiscal Year	Funding Source
\$32,500	2022-2023	General Fund

Attachments:

1. List of payees and amounts.

City of Silverton
Mayors Ball Distribution
for October 22, 2022 Ball

Silverton Chamber of Commerce - \$4,000
Silverton Cat Rescue - \$1,000
SACA - \$1,000
A.R.T. - At Risk Teens - \$1,000
ASAP (After School Activities Program) - \$1,000
Sheltering Silverton - \$1,000
Silverton Rotary Foundation - All-Abilities Park - \$10,000
Silverton Rotary Foundation - 2nd grade readers program - \$1,000
Silverton Chamber of Commerce - Paws in the Park - \$1,000
Silverton Chamber of Commerce - Silverton Community Christmas Tree - \$1,000
Silverton Hospital Foundation - \$2,500
Silverton Art Association - \$1,500
We All Dine in Silverton - \$1,000
Silverton Zenith - Tree of Giving - \$1,000
Silverton Kiwanis - Dolly Parton Imagination Library - \$1,000
Elizabeth Ashley Hoke Foundation - \$1,500
Oregon Garden Foundation - \$2,000

	Agenda Item No.:	Topic:
	9.1	Election of a Council President
	Agenda Type:	
	Discussion/Action	
	Meeting Date:	
January 9, 2023		
Prepared by:	Reviewed by:	Approved by:
Ron Chandler	Ron Chandler	Ron Chandler

Recommendation

Elect a Council President


Background:

Chapter 4, Section 18 of the Silverton Charter requires that the City Council elect a Council President at its first meeting of each odd-numbered year from its membership. In the mayor’s absence from a council meeting, the president shall preside. Whenever the council determines that the mayor is unable to perform the functions of the office, the president shall act as mayor. A president of the council shall cast only one (1) vote on an issue before the council.

Budget Impact	Calendar Year	Funding Source
None	2023 and 2024	N/A

Attachments:

1. None

	Agenda Item No.:	Topic:
	9.2	Filling a City Council Vacancy
	Agenda Type:	
	Discussion/Action	
	Meeting Date:	
January 9, 2022		
Prepared by:	Reviewed by:	Approved by:
Ron Chandler	Ron Chandler	Ron Chandler

Recommendation

Select a method for filling a City Council vacancy created by Jason Freilinger’s election as Mayor.

Background:

The Silverton City Charter states; “Vacant elective city offices shall be filled by appointment by a majority vote of the remaining members of the council. The appointee’s term of office begins immediately on appointment and continues throughout the unexpired term of the appointee’s predecessor.” The City Charter and Ordinances don’t define a method by which the City Council can identify and select an individual. The following are some suggestions for the City Council to entertain.

Identifying potential candidates.

1. The City Council members can nominate candidates.
2. The City Council can use candidates from the last election.
3. The City Council can accept applications.


Selection among potential candidates. Once potential candidates have been identified, the City Council can use the following method for filling a vacancy.

1. Discuss the individuals and vote on a candidate during a regularly scheduled Council meeting.
2. The full City Council interviews the candidates during a regularly scheduled Council meeting, then makes a motion to appoint one of the candidates.
3. Create a City Council subcommittee (3 members) to interview the candidates and make a recommendation to the City Council. The City Council then acts on the recommendation during a regularly scheduled City Council meeting.

Budget Impact	Fiscal Year	Funding Source
None		

Attachments:

None

	Agenda Item No.:	Topic:
	9.3	Review options for a potential fence encroachment into the Right-of-Way at 401 South Third Street.
	Agenda Type:	
	Discussion/Action	
	Meeting Date:	
	January 9, 2023	
Prepared by:	Reviewed by:	Approved by:
Jason Gottgetreu	Ron Chandler	Ron Chandler

Recommendation:

Review options for a potential fence encroachment into the Right-of-Way at 401 South Third Street and provide direction to Staff.

Background:

The property owner of 401 South Third Street provide public comment at the December 5th City Council meeting regarding the location of the fence on the property. The property owner was intending the replace the fence in the same location but was informed that previous fence was constructed outside the property lines of 401 South Third Street on City Right-of-Way (ROW). Council asked Staff to bring back options to address the situation.

Budget Impact	Fiscal Year	Funding Source
N/A	2022-2023	

Attachments:

1. Staff Memo dated December 28, 2022
2. Right-of-Way Encroachment Permit

**City of Silverton
Community Development Department**

306 South Water Street
Silverton, OR 97381
(503) 874-2212

Jgottgetreu@silverton.or.us



MEMO

DATE: December 28, 2022
FROM: Jason Gottgetreu, Community Development Director
TO: City Council
RE: Fence Encroachment Options

The property owner of 401 South Third Street provide public comment at the December 5th City Council meeting regarding the location of the fence on the property. The property owner was intending the replace the fence in the same location but was informed that previous fence was constructed outside the property lines of 401 South Third Street on City Right-of-Way (ROW). Council asked Staff to bring back options to address the situation.

The area in question is generally bounded by South Third Street, Drake Street and 4th Street, all roadways under Silverton jurisdiction. The area was platted as Drake's Addition to Silverton Oregon in February 1911, with 401 South Third Street being Lot 6 of Block 7. Third Street was platted as a 50' ROW, Drake Street as 60', with 4th Street north of Drake Street as 40' and 4th Street south of Drake Street as 60', as shown on the below exhibit.



The dwelling at 401 S Third Street was constructed in 1922. It is unknown exactly when the fence was constructed in the ROW. Aerial photography from 2012 clearly shows the fence in existence, as shown in the below exhibit. It should be stressed that the below property lines are not considered accurate with the aerial and are approximations. Aerial photography from 1994 appears to show the fence but its existence cannot be confirmed. The current property owner purchased the home in 2016.



The fence in the rear of the property has been removed. Even if the situation were considered a “Nonconforming Development”, which is a lawfully constructed development that predates the adoption of the Development Code that could not be built per the new standards that are allowed to remain of the site, any such status was lost when the fence were removed and it can only be reconstructed in conformity with the Development Code.

The City Council has a few options to address the fence situation where the property owner indicated a preference to construct the fence in its previous location.

Option 1 – Strict application of the Code. The Council could require the fence be built in accordance with all applicable standards, which would require the fence to be built on the property line of 401 South Third Street adjacent to the 4th Street ROW.

Option 2 – Allow the fence to be rebuilt in its previous location in the ROW with an encroachment permit. This would allow the previous condition to continue and would create a more formal arrangement for when the fence would have to be removed. 4th Street is currently an undeveloped Right-of-Way that is comprised of an approximate 11’ gravel drive that provides access to two dwellings. There is limited development capacity among the properties that could

potentially utilize 4th Street as an access, but future development of 4th Street, is not impossible. The City would not undertake such a project so development of 4th Street would be the responsibility of the adjacent property owners. Development of the street would be a situation where the fence would have to be removed. There may be other unforeseen instances where the fence would have to be removed as well, so any permit should be structured in a manner that would give the City broad latitude to have the fence removed at any time the removal would be in the public interest.

The standard Encroachment Permit is attached. In addition to the General Terms in the Encroachment Permit, the below terms are recommended to be added.

9. The permittee shall be liable to any person who is injured or otherwise suffers damage by reason of any encroachment allowed in accordance with the provisions of this section. Furthermore, the permittee shall be liable to the City of Silverton, its officers, agents and employees, for any judgment or expense incurred or paid by the City, its officers, agents or employees, by reason of the existence of an approved right-of-way/easement encroachment.
10. All right-of-way/easement encroachment permits shall be revocable by the City at any time such revocation would be in the public interest. No grant of any permit, expenditure of money in reliance thereon, or lapse of time shall give the permittee any right to the continued existence of an encroachment or to any damages or claims against the City arising from a revocation. Upon revocation, the permittee or any successor permittee, shall at the permittee's own cost remove the permitted encroachment within 30 days after written notice has been provided by the City unless a shorter period is specified in the notice of revocation. If the permittee does not remove the encroachment and return the right-of-way/easement area to a condition satisfactory to the City Manager or designee, the City shall do so and the permittee shall be personally liable to the City for any and all costs of returning the right-of-way to a satisfactory condition, including the removal of structures and reconstruction of streets and/or pathways which cost shall be imposed as a lien upon the property on the City Lien Docket.

Another potential term could include a condition of permit issuance to be the filing with the City Recorder of a policy of insurance and form of policy issued by an insurance company licensed to do business in the State of Oregon, where the policy would protect the City, its officers, agents, and employees, and the abutting property owners, lessees and tenants from any and all claims for injury or damage to persons or property that might result from the placing and/or maintenance of the permitted encroachment. The amount of the insurance policy would be at least the limits of public body liability under the Oregon Tort Claims Act. The policy would also contain a provision that the City recorder shall be notified at least 10 days prior to any cancellation of such insurance. The permittee would have to maintain the insurance for the term of the permit issued and that failure to maintain the insurance shall result in automatic revocation of the permit.

This option may create a situation where other property owners adjacent to streets that are not fully developed that consider or think the unimproved Right-of-Way is part of their property to similarly want to fence of a portion of the public Right-of-Way for their exclusive personal benefit and use. Staff often fields questions on where a property owner can build a fence and there are quite a few instances where the 'yard' the property owner wanted to enclose was

actually City Right-of-Way. Staff's typical answer is that they cannot build a fence in the Right-of-Way because at some point in the future the area would be needed to construct sidewalks or other frontage improvements. This often occurs in older parts of town that lack sidewalks and where property pins are difficult to find or nonexistent.

Option 3 – Vacate a portion of the 4th Street Right-of-Way. The 4th Street ROW is currently 60' in width and traverses up a hillside. If 4th Street were to be improved to City standards it would be developed as a Hillside Local Street, which has a smaller street cross section than a standard roadway in order to minimize impacts to hillsides. The standard Right-of-Way for a Hillside Street is 40'. In essence, there is 20 extra feet of ROW along 4th Street, which if vacated, would be added to the adjacent properties where the properties on the north side would be provided 10 additional feet along their frontage and the properties on the south side would be provided 10 additional feet along their frontage. However, this newly create property line would not encompass the fence in its previous location. Vacations can be done by Council initiation and would be reviewed by the Planning Commission who would make a recommendation to City Council who would take action via Ordinance on the matter. The timeline for a vacation would be about 4 months.



City of Silverton
 306 S. Water Street
 Silverton, OR 97381
 503-873-8679

Right-of-Way Encroachment Permit

Application & Permit to Occupy or Perform Operations in
 a Public Right-of-Way

APPLICANT INFORMATION

NAME:	DATE:
ADDRESS:	PHONE:
	FAX:
	E-MAIL:

Provide narrative of proposed encroachment (include site address, contractor information, proposed time frame, and proposed use of right-of way):

Check if separate narrative is attached.

Provide an illustration and/or plan layout of proposed encroachment as a separate attachment.

THIS RIGHT-OF-WAY PERMIT IS SUBJECT TO GENERAL TERMS AND CONDITIONS (see reverse side). By acceptance of this permit the applicant acknowledges receipt of the General Terms and Conditions, has had an opportunity to review them, agrees that they are part of this permit, and agrees to be bound by them. If the General Terms and Conditions are not on the reverse or attached to this permit, contact the City for a copy.

The applicant recognizes and accepts that the City of Silverton may cancel this permit in its sole discretion at any time and for any reason. The City shall provide not less than 30-days written notice of such cancellation, after which the applicant shall remove the encroachment and restore area to the original condition or better. You must call 503-873-8679 twenty-four (24) hours prior to commencing any work within City rights-of-way.

I have read and accept the General Terms and Conditions (on reverse side) and any Special Conditions (below).

_____	_____	_____
(Print Name)	(Signature)	(Date)

Do not write below this line – for City use ONLY

SPECIAL CONDITIONS

TERM OF ENCROACHMENT:

RETURN PRINTED APPLICATION TO:

TRAFFIC CONTROL PLAN REQUIRED: Yes No INSURANCE PROVIDED: Yes No


Application/Permit No.:	Date of Issue:	Fee:	Receipt No.:
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Approved by City Engineer: Yes No Date: _____

Comments:

RIGHT-OF-WAY ENCROACHMENT PERMIT
GENERAL TERMS AND CONDITIONS

1. City hereby grants applicant permission to use a portion of the right-of-way for the use described. Authorized use (the permit) is for the limited purpose described and shown in the attached plan/illustration.
2. If construction of facilities in rights-of-way is planned in conjunction with this encroachment permit, a separate right-of-way permit may be required for that work.
3. This permit is issued by the City of Silverton subject to the City's *Public Works Standards* (including ADA requirements), and the Terms and Conditions contained herein and/or attached hereto, and is accepted and approved by applicant subject to same. A minimum of five feet of clearance must be maintained on all pedestrian routes, unless otherwise approved.
4. The applicant is advised that other persons, companies, districts, and utilities occupy the public right-of-way. Before proceeding, the applicant shall immediately notify the City and the facility owner if conflicting facilities are encountered.
5. Permittee, as consideration for the permit, agrees to maintain the improvements, comply with the terms, conditions and covenants contained in this permit, and consents to the City securing any financial obligations associated with this permit through the placement of a lien on the permittee property.
6. Permittee understands that this permit is a nonexclusive revocable permit and that the City reserves all rights to use the right-of-way in any manner the City deems appropriate. Permittee understands that the public, for public purposes, and City personnel, for maintenance, may use the right-of-way. City reserves, on its behalf and the behalf of the public, the right to use, occupy, and enjoy the right-of-way for such purpose, in such manner, and at such time as it shall desire, the same as if this permit had not been executed by the City. The permit granted herein does not restrict City from improving the right-of-way, installing water lines, sewer lines, electrical lines, or other utility lines, or granting such rights to others. If any use by the City or public shall necessitate any change, repair, renewal, removal, or relocation of the improvements, or any part of the improvements, permittee shall perform such work at such time as City specifies. If permittee fails to undertake and complete the specified work, the work may be performed by City at the expense of permittee. City shall not be liable to permittee on account of any damages arising out of any use that City, or the public, may make of the right-of-way.
7. The applicant shall be responsible and liable for all accidents, environmental clean-up, damages or injuries to any person or property resulting from the construction, maintenance, repair, operation or use of a facility for which the applicant may be legally liable. The applicant shall indemnify and hold harmless City of Silverton, its City Councilors and all officers, employees or agents against any and all damages, claims, demands, actions, causes of action, costs and expenses of whatsoever nature which they or any of them may sustain by reasons of the acts, conduct or operation of the applicant, his agents or employees in connection with the construction, maintenance, repair, operation or use of said facility.
8. Upon completion of any work, the work site must be restored equivalent to original condition or better.

	Agenda Item No.:	Topic:
	9.4	City Council Committee Assignments
	Agenda Type:	
	Discussion/Action	
	Meeting Date:	
January 9, 2022		
Prepared by:	Reviewed by:	Approved by:
Ron Chandler	Ron Chandler	Ron Chandler

Recommendation

Appoint City Councilors to serve on various City Committees

Background:

The City has several committees and task forces that aid the City Council in their decision making process. A City Council representative is appointed to almost all of the committees and task forces. Attachment 1 shows the Committee membership and the Council representative.

The following is a description for the committees and task forces.

Affordable Housing Task Force: The Affordable Housing Task Force was created in 2019 by splitting the Homeless/Housing Task Force into two separate Ad/Hoc committees. The Task Force was created to provide the City Council with recommendations to address affordable housing. The task force is made up of 14 members. The Task Force meets monthly on the 3rd Tuesday.

Budget Committee: The Budget Committee consists of 14 members, seven citizen members and City Council. The committee meets annually to review and recommend the proposed City budget to the City Council. Appointed members serve three-year terms, must be 18 or older, and qualified to vote within the City's election districts.

Diversity, Equity and Inclusion (DEI) Task Force: This Task Force was created by the City Council on April 5, 2021. The DEI Task Force provides feedback to the City Council on equity and inclusion in public processes, programs, and decision making including, but not limited to, auditing current services and policies, exploring City events, and providing input on City spaces and additional phases of the Civic Center project. The Task Force is made up of nine (9) members who are appointed for two year terms.

Environmental Management Committee (EMC): This committee was established in 2015 and makes recommendations to the City Council on issues regarding recycling, solid waste management, environmental issues and other similar matters. The EMC consists of seven voting members and two ex-officio members. Appointed members serve three-year terms.

Historic Landmarks Commission: The Historic Landmarks Commission was created in 2006 to help oversee the preservation of the city's historic heritage. The Commission is made up of

five members who identify, evaluate, and designate historic resources as landmarks. They meet on an as needed basis.

Homeless and Housing Task Force: The Homeless and Housing Task Force was created in 2017 to provide the City Council with recommendations for addressing Homeless and Housing issues. The Homeless and Housing Task Force is made up of 11 members. The Committee meets monthly on the 4th Wednesday.

Planning Commission: The Planning Commission consists of seven members elected for four-year terms, who meet on a monthly basis. They recommend and make suggestions to the City Council and to all other public authorities concerning a multitude of issues which may include but are not limited to the layout, widening, extending, parking and locating of streets, sidewalks and boulevards, as well as the establishment of setback lines, zone designations and other Land Use issues. Five of the seven members must reside inside the City limits and two members may reside within the City's Urban Growth Boundary.

Tourism Promotion Committee: The Tourism Promotion Committee meets as needed, to review and provide recommendations to the City Council regarding grant applications promoting tourism in Silverton. One member of the City Council serves on the Committee, one member may be a citizen, and the other members must represent specific tourism industries and organizations. Appointed members serve for three-year terms.

Urban Tree Committee: The Urban Tree Committee was created in 2022 to provide the City Council with advice and feedback on programs, practices and decision-making involving all aspects of urban forestry. The Committee is made up of seven members. Membership includes a member of the City Council, a member of the Planning Commission and five citizen-members-at-large.

Urban Renewal Agency: The City Council serves as the Urban Renewal Agency Board.

Silverton Urban Renewal Agency Advisory Committee (SURAC): SURAC was established in 2015 to make recommendations to the Urban Renewal Agency. It is made up of nine members and includes one member of an affected taxing district, one City Councilor, one Silverton Chamber Board member, five members representing business and/or property owners within the Urban Renewal Area, and one at large member of the community. Members are appointed for three-year terms.

Budget Impact	Fiscal Year	Funding Source
N/A.		

Attachments:

Attachment 1 – Committee Assignments

CITY OF SILVERTON DIRECTORY OF OFFICIALS

Name

PLANNING COMMISSION: Appointed by City Council. Term - 4 yrs.
Clayton Flowers, Chairperson
Rich Piaskowski
Peter Matzka
Cara Kaser
Morry Jones
David Castle
Randell Walling

BUDGET COMMITTEE: Appointed by City Council. Term - 3 yrs.
All City Council members
Morry Jones
Chris Childs
Hilary Dumistrecu
Ciara Jung
April Newton
VACANT
VACANT

HISTORIC LANDMARKS COMMISSION: Appointed by City Council. Term - 3 yrs.
Myra Kochalka
Fred Parkinson
Sherry Hoefel
Vacant
Vacant

TOURISM PROMOTION COMMITTEE: Appointed by City Council. Term - 3 yrs.
Vacant, City Council Representative
Stacy Shaw, Member At-Large
Jane Jones, Silverton Chamber of Commerce
Cindy Jones, Homer Davenport Community Festival (Linda Chatfield), Silverton Arts Association -
Norm English, Silverton Mural Society
Sarah Walling, Member At-Large
Vacant, Hotel, B&B, Short-Term Rental Owner/Operator

SILVERTON URBAN RENEWAL ADVISORY COMMITTEE: Appointed by Urban Renewal Agency. Term
Jason Freiling - City Council Representative
Eric Hammond
Joyce Ryan Metz
Stacy Palmer
Steve Kay
Christy Davis

CITY OF SILVERTON DIRECTORY OF OFFICIALS

Name


VACANT
VACANT
VACANT
ENVIRONMENTAL MANAGEMENT COMMITTEE: Established by the City Council in 2016 - Term three
<i>Jess Miller Chair/City Council Representative</i>
Carl Krigbaum
Dodie Brockamp
Heather Desmarteau-Fast <i>High School Student</i>
Susan Carter
Elyce Hues
Travis Sperle <i>Ex-Officio- Public Works Director</i>
Travis Comfort <i>Ex-Officio</i>
VACANT
Tree Committee: Established by the City Council in 2022 - Term three (3) years - 7 members
<i>Vacant - City Council Representative</i>
<i>Vacant - Planning Commission Representative</i>
<i>Vacant</i>
<i>Vacant</i>
<i>Vacant</i>
<i>Vacant</i>
<i>Vacant</i>
DIVERSITY, EQUITY, AND INCLUSION TASK FORCE: Established by the City Council in 2021 - Term t
<i>Elvi Sutton, Chair/City Council Representative</i>
Brianna Wolterman
Orianna Farrell
Joel Autry
Paul Scoville
Abbie Hoke
VACANT
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AFFORDABLE HOUSING TASK FORCE: Created as an AD-HOC Committee 2019
<i>Jason Freilinger-Chair/City Council Representative</i>
<i>Vacant - City Council member (Dana Smith)</i>
Karyssa Dow
Laurie Chadwick
Sarah White

CITY OF SILVERTON DIRECTORY OF OFFICIALS

Name

Gene Oster
Mikee Smith-Hawley
Jason Gottgetreu
Kari Johnsen
Hilary Dumitrescu
Rebecca Delmar
Ray Teasley
Barbara Rivoli
VACANT
HOUSING AND HOMELESS TASK FORCE: Created as an Ad-HOC committee by the City Council 2017
Vacant - City Council Representative
Vacant - City Council Member (Dana Smith)
Patty Waters
Kayla Burdine-Rea
Joseph Schmaus
Helen Thomas
Sarah White
Jennifer Hannan
Karen Garst
Rachel-Anne Rapoza
Connie Yoder

**SILVERTON CITY COUNCIL STAFF REPORT
TO THE HONORABLE MAYOR AND CITY COUNCILORS**

	Agenda Item No.:	Topic:
	10.1	Resolution No. 23-01 – Authorizing signers on City bank accounts
	Agenda Type:	
	Consent	
	Meeting Date:	
January 9, 2023		
Prepared by:	Reviewed by:	Approved by:
Kathleen Zaragoza	Ron Chandler	Ron Chandler

Recommendation:

Adopt Resolution No. 23-01 authorizing signers on City bank accounts.

Background:

The City of Silverton is required to change bank signers as there is a new Mayor and Council President.

Once the resolution is adopted, the signers will also need to complete the required documents with Citizens Bank to finalize their approved to sign. This will provide continuation of ongoing City operations regarding banking transactions.

Budget Impact	Fiscal Year	Funding Source
None	2022-2023	N/A

Attachments:

1. Resolution No. 23-01

Attachment 1 to Agenda Item No. 23-01

CITY OF SILVERTON
RESOLUTION
23-01

A RESOLUTION OF THE SILVERTON CITY COUNCIL AUTHORIZING SIGNERS ON CITY BANK ACCOUNTS

WHEREAS, it is now necessary to change authorized signers on the City bank accounts with the following banks due to the change in the City Manager position; and

WHEREAS, Resolution No. 21-07. A resolution currently authorizing signatures on City bank accounts shall be repealed.

NOW THEREFORE, BE IT RESOLVED BY THE CITY OF SILVERTON, AS FOLLOWS:

Section 1: That the following persons are authorized signers and whose signatures appear above the respective authorized offices as follows:

CITIZENS BANK

Jason Freilinger, Mayor

, Council President

Ronald F. Chandler, City Manager

Jim Anglemier, Police Chief

Kathleen Zaragoza, Deputy City Manager/Finance Director

Sarah Crofts, Accounting Manager
(ACH TRANSACTIONS & INQUIRY ABILITY)

Sheena Lucht, Assistant Finance Director
(ACH TRANSACTIONS & INQUIRY ABILITY)

OREGON STATE TREASURY ACCOUNT:
Local Government Investment Pool

Ronald F. Chandler, City Manager

Kathleen Zaragoza, Deputy City Manager/Finance Director

Sarah Crofts, Account Manager
(ACH TRANSACTIONS & INQUIRY ABILITY)

Sheena Lucht, Assistant Finance Director
(ACH TRANSACTIONS & INQUIRY ABILITY)

XPRESS ECHECKING:

Ronald F. Chandler, City Manager

Kathleen Zaragoza, Deputy City Manager/Finance Director

Sarah Crofts, Account Manager
(ACH TRANSACTIONS & INQUIRY ABILITY)

Sheena Lucht, Assistant Finance Director
(ACH TRANSACTIONS & INQUIRY ABILITY)

Section 2: Resolution No. 21-07 is hereby repealed.

Section 3: That this resolution is and shall be effective beginning January 10, 2023.

Resolution adopted by the City Council of the City of Silverton, this 9th day of January, 2023.

ATTEST

Mayor, City of Silverton
Jason Freiling

City Manager/Recorder, City of Silverton
Ronald F. Chandler

City Council Issue Tracker

Recent updates are in red

Council Mtg. Date	Issue/Task	Synopsis	Person(s)	Update/ Completion Date
Ongoing	Development Code Revisions Planning Comm.	Planning Commission to review code for: - annexation language to match Zone change application - container homes - fencing standards on reverse frontage lots	Jason	<ul style="list-style-type: none"> -Work Session held in August to address zone change review criteria, affordable housing, and container homes. -Joint Work Session held September 18th. -In queue for next round of Development Code updates. * The Planning Commission met on 10/26/2021 and started the development review process by prioritizing the list of development code amendments. * The PC met 11/30/21 and discussed tree conservation revisions and water conservation revisions *The PC met 1/11/21 to continue the discussions *The PC met 2/21/22 to continue the discussions *The PC met 5/24/22 to continue the discussions *The PC met on 6/28/22 to continue * 10/27/22 PC met on October 25, 2022 and are scheduled to meet November 29th to continue. 1/3/2023 - The Planning Commission is scheduled to discuss this during their 1/24/2023 meeting.
12/16/19	Gateways	Staff encouraged to reach out to property owner at McClaine/C regarding gateway improvements opportunities	Jason	<ul style="list-style-type: none"> -Asked developer if he is interested in exploring a dialog with the City about a gateway improvement on the site. -Applicant has acknowledged the request and indicated they would respond back. -Applicant is interested in partnering but will need to know budgeting numbers for a project, what kind of project the city is interested, and how maintenance would be handled. -On hold pending further action from property owner. *Property owner has been recently inquiring about process for development, draft plans include some type of public element on the corner 9/27/2022 - Discussion was held with the City Council during the 9/19/2022 work session. 1/3/2023 - The developer is open to working with the City for a public art development. Project is on hold until Developer decides to develop the property.
6/7/21	Annual CCI adjustment for SDCs	On June 7, 2021 the City Council decided to hold off on adjusting the SDCs according to the Engineering News Record (ENR) Northwest (Seattle) Construction Cost Index (CCI). This was due because of the high rate of 6.6% and the work the Affordable Housing Task Force is doing related to the SDC methodology. Since the methodology might be updated in the near future the City Council decided to pass the 2021 Master Fee Schedule with the 2020 rates and wait for the updated methodology.	Jason/Bart/ Kathleen	<ul style="list-style-type: none"> -The 20 city average Construction Cost Index for ENR is 5.9%. City Council could choose to use this CCI in the updated methodology or amend the current methodology to reflect this CCI. The CPI could also be an option. * The Affordable Housing Task Force recommends the City Council direct staff to advertise an RFP to solicit services to update the City's SDC methodology for single family houses to be based on square footage and overall impact to the systems. This is on the City Council 10/4/2021 agenda. 10/11/2021 The City Council approved the Task Force's recommendations and are preparing an RFP. *The RFP was issued and one response was submitted and is being evaluated at the February 7 Council Meeting *Contract signed, Task 1 Kickoff is scheduled for 4-13-22 *Kickoff held, gathering further data *Data has been provided to the Consultant *Draft review scheduled for the September AHTF meeting *The Single Family Dwelling update was presented to the affordable housing task force on 9/27/2022. 10/27/22 The AHTF further reviewed at the Oct 24 meeting and voted on a recommendation that will be presented to Council 1/3/2023 - The single family dwelling SDC is scheduled for the 4/3/2023 City Council meeting.
8/12/21	Historic Plaques in Downtown	In 2018 the City Council considered a presentation about placing 8 historic plaques in the downtown area.	Travis	<p>Mayor Palmer contacted Jason and asked him to brief Ron about this project. From the September 17, 2018 minutes:</p> <p>2.3 Placement of historic plaques in the downtown core Public Works Director Petra Schuetz said that Victor Madge was not available to present to Council. Ms. Schuetz reviewed the locations of the proposed historic plaques. She indicated that the committee is going to be looking into changing the materials of the current plaques to make them easier to maintain. Councilor Sears asked what the long term goal/plan is and if they are planning on installing new plaques every year. He suggested placing the plaques on the actual building. Council is concerned about adding more obstacles on to already cluttered sidewalks downtown and would like to see a more detailed plan on how many historic plaques will be placed and the costs associated with them. Councilor Sears would also like to see the verbiage on the plaques in order to gauge the historic significance. Ms. Schuetz will relay the information and questions to Mr. Madge.</p> <p>Next step: Have the group submit the new locations to staff to then put on a regular Council meeting with the additional information requested per the minutes, for discussion and approval.</p> <ul style="list-style-type: none"> * The City staff has received the location recommendations and are waiting on requesting organization to find funding sources.

Council Mtg. Date	Issue/Task	Synopsis	Person(s)	Update/Completion Date
2/7/22	True Up	Republic will perform a true-up rate review	Ron	<ul style="list-style-type: none"> * Republic will give a presentation to the Environmental Management Committee (EMC) in March. * Nothing new to report * Ron C. is scheduled to meet with Republic on June 17th to receive an update. * Republic will present their report on September 12 2022. They will provide this report to the City Council during the week of August 15th. This will give Councilmembers the opportunity to send in questions in advance of the September Council meeting. * The committee has been reviewing this but aren't prepared to give the City Council a recommendation. Republic Services asked that this item be postponed until the committee is ready to make a recommendation. 11/2/2022 - Republic is expected to send their answers to City questions and requested information by November 9th. A discussion of this information will be on the November 21st City Council agenda. 11/30/2022 - This is on the City Council 12/5/2022 agenda 1/3/2023 - The City Council did not increase the rates as proposed and instead sent this financial information of Republic to be audited.
4/4/22	Memorial Bike Rack	Install a Memorial Bike Rack in honor of Charles Baldwin	Travis	<ul style="list-style-type: none"> * The suggestion was made to include this with the All Ability park feature in the Old Mill Park. We'll price out the cost and bring it back to the City Council for approval. * The staff is waiting for the All Ability Park to move forward before obtaining prices on the bike rack.
6/20/22	Parking Violations	Parking Violations in the North section of the City - Revisit the ordinance pertaining to how and how long parking can be used.	Jim	<ul style="list-style-type: none"> * Scheduled to be presented to the City Council on September 19, 2022. 10/31/22-Recreational Vehicle Ord sent to Legal for review. 11/30/22: revisions made, take to Council on 12/19/22 for discussion. 9/28/2022 - Report is included in the 10/3/2022 packet. 10/3/2022 - Council asked staff to revise the ordinance. 10/20/22: Revisions sent to Legal for review in preparation for Council. 11/2/2022 - Scheduled for the November work meeting. 11/30/2022 - The revisions are complete and have been reviewed by the City attorney. They will be discussed as part of the 12/15/2022 work meeting. 1/3/2023 - The ordinance revisions have been completed by staff and will be on the January 9, 2023 City Council agenda.
6/20/22	Rolling Coal	The Environmental Management Committee Chair agreed to look into the laws, regulations and violations of rolling coal in the City.	Travis	<ul style="list-style-type: none"> * The next EMC meeting is scheduled for July 19th at 5 pm. 11/2/2022 - The EMC hasn't discussed this yet. To be on their next schedule.
7/11/22	Landscaping at the Skate Park	Present ideas to the City Council for landscaping around the skate park. The landscaping should be light, budget friendly and not block the skate park visually.	Travis	<ul style="list-style-type: none"> * This is on the agenda for the 8/1/2022 City Council meeting. * Council approved the landscaping. Lighting is scheduled to be done in October. Landscaping will proceed after the lighting has been installed. 11/2/2022 - Meeting with the lighting contractor is scheduled for 11/4/2022 to go over schedule
9/12/22	Noise	Review of noise level in ordinances.	Jim	Under review. 10/31/22 updated staff report with options completed.
10/3/22	Traffic Safety - Westfield and West Main		Travis	
11/21/22	Street Tree Removal	Street tree removal as a part of development is an administrative function. When should it become a legislative decision?	Jason	<ul style="list-style-type: none"> 11/30/2022 - Staff is preparing options for changes to ordinance language that could trigger a review or establish new standards for review. 1/3/23 - Scheduled to be reviewed by the Planning Commission on 1/24/2023.

City Projects Tracker
Recent updates are in red

Start Date	Project	Synopsis	Department	Update
FY 2022	Screw Press Installation	Installation of a screw press at WWTP.	PW - Sewer	8/30/22 - 90% design has been submitted to DEQ for review. Design amendment for Keller will be on 9/12 Council Agenda for approval. 9/1/2022 - Unforeseen building and equipment are needed to complete the project. Approval from the City Council for extra design expense is on the 9/12/22 Council meeting agenda. 9/28/2022 - City Council approved the additional expense approved. Final stages of design are proceeding and expecting to be completed by the end of October. 11/2/2022 - City Council approved additional funds for design and construction. The project is out to bid. 11/30/2022 - On the 12/5/2022 City Council agenda 1/23/2023 - The bid exceeded the FY2022-23 budget so the project was placed on hold to be considered at a later date.
FY 2022	South Water Street Sidewalk Replacement	ODOT project to install sidewalk and storm drain from Johanna Lane to South Side Market.	PW	8/30/22 - Project sidewalk and paving will be complete this week. 11/2/2022 - Project complete
FY 2022	Silver Creek Raw Water Line	New raw water intake and pipeline for Silver Creek.	PW - Water	8/30/22 - PGE power line relocation has been completed. Construction on intake cofferdam has begun. When installing the pilings and sheeting, the contract hit class a soil (rock). Engineer and contractor are working on solution for removing or driving the rock. 9/28/2022 - The Contractor applied for and received an extension of the time to complete the dam. They have abandoned trying to pound the coffer dam into the rock. Instead they will install a port-a-dam. The port-a-dam installation is scheduled to be completed on September 29th. The contractor applied for and received an extension on the time in which this dam was to be constructed. 11/2/2022 - The intake at the creek has had its first concrete pour and the contractor is working on forming up the walls for the intake. Raw water line on Rock Street is under construction. The liner to be installed on the hill in approximately 2 weeks. 11/28/2022 - The water line portion of this project is installed and the pressure testing of the line will take place on 11/28/2022. The port-a-dam has been repaired. The water level is being kept down with three pumps - two pumps are hardwired to the pool building and one is fuel operated. The contractor's three week schedule includes pouring the concrete for the elevated deck. Once that deck is poured and the concrete is cured 28 days they can complete the rest of the work without the portadam in place. 1/3/2023 - Contractor is scheduled to pour the concrete on the back stem wall during we of January 3rd.
FY 2022	Water Treatment Plant (New)	Design and construction of new 4 MGD treatment plant.	PW - Water	8/30/22 - Project bids will be opened on 9/6/2022 for approval by City Council on 9/12/22 if bids are acceptable. 9/28/2022 - Bids were rejected by the City Council on 9/12/2022. This project will be rebid at a later date. Staff is continuing to work with the EDA on the loan to see if it can remain open until we rebid the project.
FY2022	Civic Center	New City Hall and Police Station.	Comm. Dev.	5/31/2022 - Under Construction now. As of May 26, the geo piers have been and footing forms set. Footings are expected to be poured the first week of June. Excavation of the southerly parking area is underway. A Construction Change Directive (CCD) Not to Exceed (NTE) \$5,000 was authorized due to additional, unforeseen concrete found in the southerly parking area. * the slab was poured. 9/28/22 - The City obtained landscaping rock from the hospital to use in landscaping. It's being stored on the City's A Street property. The cost for the rock was just the hauling cost. 11/2/2022 - The slab has been pored. The structural steel is being placed and the second floor steel is being installed. A committee of Dana Smith, Elvi Cullar Sutton, Ron Chandler and Jason Gottgetreu is working with the artisan team to redesign the lighting in the foyer/stairwell. 11/30/2022 - All of the structural steel has been erected. The exterior framing is underway and the roof has been installed. See Community Development Monthly Report for updates.
FY2022	Street Overlay	Grind and pave 4 blocks downtown, 11 ADA ramps.	PW - Streets	8/30/22 -Asphalt and sidewalk work completed. * Contractor still has a couple punchlist items to complete. 9/28/22 - Punch list is finished and project is complete
FY2022	Silver Creek Overlook	Improvements to make overlook area usable again.	PW - Parks	To be completed in-house by City Staff. 5/31/2022 - The trail behind the library has been cleared and the retaining wall has been built 9/1/2022 - Work will be done in-house and began again the fall. 9/26/2022 - The City staff has begun working on the overlook. The overlock area has been levelled. 11/2/2022 - Project is 90% complete. Some landscaping to be completed. 11/30/2022 - Planting to be done in the spring.
FY2022	Old Mill Park Fence Extension	Extension of the Fence.	PW - Parks	5/31/2022 - Work to be done by staff. Scheduled to begin August as the staff finishes other projects. 9/1/2022 - Fencing scheduled to be installed in September. 9/28/2022 - The fence will be installed in connection with the Silver Creek Overlook project. The work has begun on the overlook. 11/2/2022 - Project complete

FY2023	Pallet Shelter	Provide Semi-Permanent, transitional housing for qualified homeless members of the City. Project includes 1. Modular Building (FY2023) 2. Fencing (FY2023) 3. Utility construction to the modular building (FY2023) 4. Decant Facility (FY2024) 5. 8" water line upgrade (FY2024) 6. Removal of Structures (FY2023) 7. Pallet Shelters (FY2023) 8. Electric Extension (FY2023)	Admin	* The \$250,000 Marion County grant will be received in one-lump sum. The building has been torn down. Sheltering Silverton has identified one of two buildings for purchase. They are getting two other purchase proposals. * Ground lease agreement is on the September 12, 2022 agenda. 9/29/2022 - The ground lease agreement was pulled from the 9/12/2022 agenda and has been rescheduled for the 10/17/2022 meeting. Sheltering Silverton's revisions of the lease are being reviewed by the City's attorney. 11/2/2022 - The modular building has been installed on site. The water and sewer laterals have been extended. Staff is working with Sheltering Silverton on the interior design of the building and will bid the work in November. The lease was approved by the City Council. 11/30/2022 - Staff met with County representatives to discuss the donation of the building to Sheltering Silverton. It can be done when the building renovations are complete and doesn't have to wait until the project is complete. 1/3/2023 - The City is preparing an RFP for a general project manager. The work to be includes is interior work on the building, fencing around the building and utilities to the building.
FY2023	Web Site Upgrade		Admin	* Contract with Civic Plus has been signed. * Civic Plus has presented a main page update and are now working on the other pages. 9/28/2022 - the design for the web page has been approved and the information is being migrated from one site to the other. The staff will meet with Civic Plus during October review all of the rebuilt pages. The new webpage design is expected to launch during the first week of November. 11/2/2022 - The initial design is complete. The staff has sent information to Civic Plus to migrate the current information to the redesigned program.
FY2023	Citizen Police Academy	1 day academy	Police	*Planning for October for approximately 15 people. The first one will be open to City Council, DEI TF & SF Sch. Supt.first 11/2/2022 - The Citizen Academy has been delayed until after the first of the year due to some staffing changes and the election.
FY2023	Hire Associate Planner		Comm. Dev.	Job to be posed late July with interviews scheduled for August with an anticipated start date in September * Job was posted on July 21st. * Job posting closed, we have 5 candidates to interview. 9/26/2028 - Top candidate selected and approved. Job offer will be extended during the last week of September. 11/2/2022 - Complete
FY2023	Economic Opportunity Analysis	Conduct EOA to update the Economy element of the Comprehensive Plan	Comm. Dev.	11/30/2022 - Drafting the RFP. Expected to be advertised in December.
FY2023	Historic Survey	Hire a consultant to perform Historic Survey and the research required to add another structure to the National Register of Historic Places	Comm. Dev.	Yet to be started
FY2023	Trolley Marketing	Expand awareness of the Silver Trolley Service	Comm. Dev.	Yet to be started
FY2023	Trolley Service Expansion	Identify what additional transit services would be utilized in Silverton	Comm. Dev.	9/27/2022 - Currently drafting the RFP for service expansion. RFP expected to be published mid October. 11/30/2022 - RFP publication date has moved to sometime in December.
FY2023	50/50 Sidewalk Program	Street Fund - Street Maintenance - Budget = \$400,000	PW - Streets	* Has been discussed with the City Council. Direction for staff is to focus on the northeast part of Town. This is scheduled to present to the City Council during the August work meeting. * On the 9/12/2022 agenda. 9/28/2022 - The Council approved the project on 9/12/2022 which will include realigning the Mill Street/Whittier intersection, installing some sidewalk on Mill Street to create a continuous flow of sidewalk on Mill Street. Staff will continue to evaluate the speed on Whittier Street and Chester Street to determine if additional traffic control measures are needed. This project has been added to the Second Street upgrade. 11/2/2022 - 3 homeowners have applied for the 50/50 program in addition to the upgrades planned for the intersection of Whittier and Mill Street. 11/30/2022 - A four property owner has signed up for the 50/50 program. 1/3/2023 - Staff is reviewing another 50/50 program for sidewalk replacement.
FY2023	Second Street Upgrade	Road reconstruction through Milltown area.	PW - Streets	8/30/22 - Working on scope and fee with Firwood Design, selected consultant. Should have contract ready for approval at 9/12 council meeting. 9/28/2022 - Contract with Firwood Design was approved by the City Council on 9/12/2022. The Mill Street/Whittier Street project was added to the design contract. 11/2/2022 - Project is in preliminary design.

FY2023	James Street	Pedestrian access across railroad tracks.	PW - Streets	8/30/22 - Have contacted ODOT Rail, WVRR, and UPRR to determine who owns ROW and jurisdiction. 9/28/2022 - Council approved funds for the project on 9/12/22. It is anticipated that project coordination with Union Pacific will begin within one week to ten days. 11/2/2022 - Currently bidding the design work. 11/30/2022 - It is on the 12/5/2022 agenda. 1/3/2022 - The cost of the project accelerated beyond our budget. Project was cancelled.
FY2023	Rock Street	Extend stormwater pipe from Rock Street to 3rd.	PW - Stormwater	6/30/22 - Have obtained 3 of 5 necessary easements. Have contacted remaining owners a couple times now. 9/28/2022 - we have obtained all five easements. The project went out to bid but we didn't receive any bids back. Staff has reached out to contractors. A couple of contractors we contacted are interested. expecting to receive bids by the end of October. 1/3/2022 - Project Complete
FY2023	Pool Levy Election	The levy is a five-year levy, \$275,000 for each year. The City will need to place another levy on the ballot to continue this levy.	Admin	* Scheduled to be on the July 11th City Council meeting to initiate the election process. * The City Council approved the resolution placing this on the November election. * Staff is preparing a information pamphlet. 9/28/2022 - An information pamphlet was prepared. It will be included in the October edition of "Our Town." 11/30/2022 - The pool levy passed. Project complete
FY2023	Lights at Skate Park	4 new lights along path at skate park.	URA	8/30/22 - Have signed LECA with PGE. Project is out to bid with bid opening on 9/13. Price should allow City Manager to approve without going to City Council. 11/2/2022 - Meeting scheduled for 11/4/2022 to discuss the scope of work.
FY2023	All Ability Park Feature	All Ability Park in Old Mill Park. Total Cost = \$381,000. Split 3 ways (\$127,000 Urban Renewal Funds, \$127,000 Rotary Club fundraising and \$127,000 Parks and Recreation Improvement SDC funds.	PW - Parks & Rec	8/30/2022 - Jason and Travis are working on the footprint map with the builder. 9/28/2022 - The project will move forward when Rotary is ready. 11/2/2022 - Ratification of down payment for park is on the 11/7/2022 URA and City Council agenda.
FY2023	Pettit Park Trail	Project is a combination of grant funds (to be applied) and City Funds. City portion of budgeted costs Design, Engineering, Mobilization, Erosion control, Clear Grub = \$46,000 trail construction = \$150,000 Bridge Construction = \$80,000 Project contingency = \$24,000 Total project cost - City portion = \$300,000	PW - Parks & Rec	8/30/2022 - A grant has been submitted for funding. 9/28/2022 - Grant was not approved. Staff is assessing the work that can be done with budgeted funds.
FY2023	Drinking Fountain Replacements	Install new drinking fountains with bottle fillers at Coolidge McClaine Park, Silverton Marine Park, Old Mill Park, Pioneer Park and Lincon Street Park	PW - Parks & Rec	* The staff received the proposal for the drinking fountains and are in the process of ordering them. Construction is scheduled for the fall of 2022. 8/30/2022 - The fountains have been ordered, waiting for delivery 9/26/2022 - Drinking fountains have been purchased and delivered to the City. City staff will be installing these throughout the winter. All expected to be completed by the spring.
FY2023	High School Trail	Refurbish the 3/4 mile walking/jogging trail around the athletic fields at Silverton High School.	PW - Parks & Rec	* The Runner's Club has completed this project.
FY2023	Pickleball Courts	Consider design and locations for pickleball courts to be considered in future budgets	PW - Parks & Rec	9/1/2022 - A concept plan will be presented to the City Council during the October work meeting. 11/2/2022 - The City Council discussed using the westfield property as the for the pickleball courts. The concept has been prepared. 1/3/2023 - To be discussed as a future park project.
FY2023	Process Control Installation	Replace the Process Control Instruments at the WWTP. Budget = \$50,000.	PW - Sewer	8/30/22 - To be bid with aeration blowers project. 11/2/2022 - The City was awarded a grant for \$250,000 for this project. This revenue wasn't budgeted. The bids came in at \$266,735 over budget. This will be an agenda item on the 12/5/2022 City Council agenda. 1/3/2023 - Council approved expenditure. Contract has been signed.
FY2023	Oregon Garden VFDs	Replace three Variable Frequency Drives for the Oregon Garden Pumps. Budget = \$75,000.	PW - Sewer	9/1/30 - The pumps are on order. Work is expected to begin in September. 9/26/2022 - The pumps (VFD) did not come in as anticipated. The VFDs will be replaced with they are received. 11/2/2022 - The pumps have been received. Contractor is expected to be installed by end of November. 11/28/2022 - Working on it during last week of November. Northside Electric is doing the work.

FY2023	Lift Station Controls	Replace controls for Main St./Grant Street lift stations. Budget= \$65,000.	PW - Sewer	9/1/2022 - Budget amendment will be on the 9/12/2022 City Council meeting. 9/26/2022 - Resolution 22-25 was approved by the City Council. 11/2/2022 - Waiting for delivery of control panels. ETA - End of November. 11/28/2022 - The panels have yet to arrive - unknown ETA
FY2023	Valve Actuators	Replace Valve Actuators. Budget = \$50,000.	PW - Sewer	1/3/2023 - 2 actuators have been received and will be installed the week of 1/3/2023.
FY2023	Slip Line Construction	Budget \$500,000	PW - Sewer	8/30/22 - Project bids will be opened on 8/31/22. Approval of contract to be on 9/12 Council Agenda if bids ok. 9/26/2022 - Contract was approved by the City Council on 9/12/22 11/2/2022 - Project is expected to begin next week. Residents in affected areas will be notified prior to the contractor beginning work. The project will include Second Street, James Street, McClaine Street, Lewis Street and Jersey Street. 11/28/2022 - Project is underway and should be completed by the end of November 1/3/2023 - Project Complete
FY2023	Aeration Blowers	Replace the Aeration Blowers at the WWTP. Budget = \$180,000.	PW - Sewer	8/30/22 - Bids to go out in early September. 11/30/2022 - On the 12/5/2022 City Council meeting agenda 1/3/2023 - Council approved expenditure. Contract has been signed.
FY2023	ASR Grant Application	ASR grant application due November 2022. Application amount = \$450,000. 50% match, City budget = \$250,000.	PW - Water	9/1/2022 - On schedule to submit the grant before due date. 9/28/2022 - Approval for submitting grant application to Oregon Water Resources Department is on the 10/3/2022 agenda. 11/2/2022 - The grant application was submitted and waiting for response from the State.
FY2023	Abiqua Depth Gauge	Installation of a depth gauge (Budget = \$30,000) and backup power (Budget = \$15,000) at Abiqua dam	PW - Water	8/30/22 - West Consultants was awarded bid for contract. 9/28/2022 - Consultants are trying to reach the property owner where the gauge is to be located to receive permission. 11/2/2022 - The City received permission for the property owner. The City applied for an Oregon DSL permit for in-water work and we're waiting for this permit. 11/28/2022 - Installed, project complete
FY2023	Dam Stilling Basin	Work that needs to be completed to stilling basin at the bottom of the reservoir spillway. Budget = \$75,000.	PW - Water	8/30/22 - Stilling basin was drained and concrete was still intact so no repairs were completed. Project complete.
FY2024	Abiqua Dam & Intake	Dam removal and new pump intake.	PW - Water	8/30/22 - Have submitted grant to application for \$6.94 Million. Will find out if awarded the grant in November 2022. 11/28/2022 - have not heard from the Feds 1/3/2023 - The City did not receive the grant.
FY2023	Archway at Coolidge-McClaine Park	Restoration of the two archways.	PW - Parks & Rec	9/1/2022 - Repair and maintenance work on the arches is scheduled to begin in September. 9/26/2022 - The contractor has pushed the start date for the project until the 2nd week of October. 11/2/2022 - Work has begun and is weather dependent to finish. 11/28/2022 - Project Complete

COMMUNITY DEVELOPMENT DEPARTMENT MONTHLY REPORT

For The January 9, 2023 City Council Meeting

Planning Division

- The Affordable Housing Task Force met December 20th to discuss ways on how the facilitate a low income housing project in Silverton possibly on the Westfield site.
- The Civic Center is under construction. The steel frame is erected roof installed and the second floor is anticipated to be poured late January 9th. The exterior walls are framed and exterior sheathing is being installed. Staff is working with a local team of artists to design and fabricate a lighting feature for the Civic Center entryway.
- Staff approved a lot line adjustment application to transfer area from 191 Peach Street to the neighboring property at 1146 South Water Street.
- Staff approved a lot consolidation and lot line adjustment application for 110 and 118 Brown Street and 600 and 622 North Water Street, generally bounded by N Water Street, Brown Street, and Pine Street.
- Staff received a proposal from the Salem Area Trail Alliance to partner together to build trails on the Pettit Property. Staff is currently reviewing the proposal.
- The Planning Commission will meet on January 10th, 2023 to review a Condition Use application for the establishment of Silverton Area Community Aid (SACA), a community aid organization providing food, services, and access to community resources located in the General Commercial zoning district at 1069 N 2nd.
- Staff is working on a Development Code update the create a new Chapter title “Trees” to consolidate existing tree regulations in one place and create new tree protections as well a process to deviate from the strict application of code requirements if it would result in saving trees that are deemed in the public interest.
 - This is in part to address the issue of the Silver Maple trees that were removed as part of the development at 115 South James Street.
 - Regarding the removed trees at S James St, a citizen in the area request the City to explore ways to have trees larger than the minimum planted as replacement trees. However, when the City wants to see developers do something above the standard minimum, the City typically pays the difference in cost between the standard and the upgrade. This kind of process is typical for when the City needs a larger than standard public water or sewer pipe installed as part of development where the developer is responsible for the cost of the standard size and the City is responsible for the difference in cost for the larger pipe. Using this model for trees and committing funds isn’t something that can be approved on a staff level and would require City Council to review the matter.

SILVERTON POLICE ACTIVITY REPORT

Nov-22

CALLS FOR SERVICE	NOV	YTD	ARRESTS	NOV	YTD	CITATIONS	NOV YTD		
							NOV	YTD	
Arson	0	0	Arson	0	0	Traffic Crimes			
Assist Other Agency	28	299	Assault/Harassment	4	40	DUII	4	29	
Attempt to Locate	15	169	Burglary	0	9	DWS-Misd./Felony Level	2	33	
Auto Theft/Including Attempt	0	53	Drug	0	3	Traffic Violations			
Burglary	2	13	Forgery/Fraud/Counterfeit	0	11	All Other	51	1506	
Deaths/Natural	2	11	Juv-Curfew	0	0	Warnings	54	1448	
Emotionally Disturbed Person	1	62	Runaway	0	4	Violations			
Disturbance	3	75	Kidnap	1	2	MIP Alcohol	0	4	
Family Disturbance	7	94	Furnishing Liquor	0	0	MIP Marijuana	0	3	
Fraud/Forgery/Counterfeit	4	45	Menacing	0	6	PCS Schedule I-IV	0	2	
Harassment	8	59	Murder/Criminal Death	0	0	Civil Infractions			
Ordinance Violations	19	302	Rape	0	1	Dogs-Noise/Leash/Vicious	0	5	
Prowler/Trespass	9	78	Robbery	0	1				
Public Assist	39	404	Sex Crimes/Other	0	7	TOTAL CITATIONS ISSUED	112	3030	
Rape	1	1	Stalking	0	0				
Robbery/Including Attempts	0	1	Theft	0	39				
Runaway	0	17	Trespassing	1	4				
School Resource	21	225	UUMV	0	8	3 YEAR COMPARISON	2020	2021	2022
Sex Crimes	0	19	Vandalism	0	10	Arson	2	1	0
Shots Fired	0	2	Violation of Court Orders	14	181	Auto Theft/Include Attempts	28	35	53
Stalking	0	0	Weapons Violations	0	8	Burglary	20	15	13
Suicide/ Including Attempts	1	18	Misc./Other Crimes	19	220	School Resource	119	114	225
Suspicious	35	624				Sex Crimes	17	17	19
Theft/Including Attempts	11	155				Rape	1	1	1
Weapons	0	1	JUVENILE ARRESTS	1	43	Robbery	1	0	1
Vandalism	11	56	ADULT ARRESTS	38	472	Vandalism	63	54	56
Misc./Other	175	2105	TOTAL ARRESTS	39	485				
						CALLS FOR SERVICE	4740	4633	4848
TOTAL CALLS FOR SERVICE	392	4848				TOTAL ARRESTS	609	427	485
						TOTAL CITATIONS	1287	1290	3030

November 2022 Monthly Statistics

Calls For Service Misc./Other Breakdown

911 Investigation	2
Alarm – Burglary	11
Area Check	20
Assault – Simple	3
Civil Situation	2
Crash – Hit and Run	5
Crash – Injury	3
Crash – Non Injury	8
DHS Referral	1
DUII	2
Elude	1
Extra Patrol	30
Field Interview	10
Fireworks	1
Foot Patrol	9
Insecure Premise	8
Intoxicated Subject	1
Property Found/Lost	13
Reckless Driving	4
Traffic Assist	17
Warrant Service	11
Welfare Check	13

**City of Silverton
Public Works Department**



MEMO

DATE: December, 2022
FROM: Travis Sperle, Public Works Director
TO: Ron Chandler, City Manager; City Council Members
RE: **Public Works Department January 9, 2023 Council Meeting Update**

ENGINEERING | ADMINISTRATION DIVISION

Public Projects:

- Silver Creek Intake | Supply Line (EDA Grant): Intake structure walls have been poured. Raw water line along Rock and Reserve installed, tested, and passed. Liner downhill has also been installed and passed.
- ASR Study: Grant application for next phase of study has been submitted to OWRD.
- *Abiqua Dam Removal Project: \$6.94 Million grant application was submitted to NOAA on August 15. City was not awarded funding for the project.*
- ADA Transition Plan: On hold.
- Water Treatment Plant I Replacement: Bids were rejected due to high cost. City will need to obtain additional funding.
- WWTP Screw Press Project: City rejected bid due to cost. Will consider additional funding for this project during the budget process for 2023-24.
- Skate Park Phase II: K&E Excavating has completed the installation of bases, meter boxes, and conduit for lighting. Pole installation to be done by PGE, they have state the lights will not be in until March.
- Civic Center: Project under construction and being reviewed by City Staff.
- *Rock Street Storm: K&E Excavating completed this work on 12/2/2022.*
- 2nd Street Reconstruction: City has reviewed 30% design and provided comments to consultant.
- 2022 CIPP Project: Insituform Technologies has completed most of the lining. One section on 2nd Street remains to be done.
- *Abiqua Creek Stream Gage: New electronic real time gage has been installed and is in operation.*
- WWTP Blowers Project: Council awarded project on 12/5/22. Construction won't start until late spring or summer due to long lead time in procuring blowers.

Programs:

- Banner reservations calendar full for the entirety of December and January.
- Community Center gym reserved for the foreseeable future for sports and classes.
- Pickle ball is growing in demand, and YMCA has now booked a time slot for Pickle ball on Saturday evenings.
- Peaceful Heart Kirtan Meditation extended their schedule till the end of June 30, 2023.

Committees:

- Environmental Management Committee (EMC): The next EMC meeting has been scheduled for Tuesday, January 17, 2022 at 5:00pm

Private Projects:

Residential (# of lots)

- Pioneer Village Phase VI **(38)**: Paving of roads was completed on 12/13/22. Private utilities still being installed in easement.
- Westside Gateway **(30 PH 1, 34 PH 2)**: Public Works Improvements are complete for Phase I.
- 1101 E Reserve Partition **(2)**: Construction has begun on 2 lot partition.
- Habitat for Humanity Development **(18)**: Contractor beginning Pine Street work on 11/29/22.
- Paradise Village Subdivision **(39)**: Detention pond concrete wall has been installed. Contractor installing sewer lines within subdivision now.
- Pioneer Village Phase VII **(6)**: Engineering plans have been approved by City.
- Pine Brown Partition **(3)**: Engineering review has been completed.
- Garden Grove Estates **(21)**: First submittal of Engineering plans reviewed.
- 218 Brown Partition **(3)**: Engineering review has been completed.

Commercial

- Hobart Street Mini-Storage: Construction has been put on hold by owner.
- Silverton Hospital Expansion: ROW work ongoing.
- Silverton Storage Depot Project: Approved engineering design on 11/17/2021. New driveway on Westgate Drive, part of project, was constructed with the Westside Gateway subdivision.
- 601 N 1st Street Café: Paving for parking lot and alley completed.
- 115 S James Street **(apartments)**: Contractor installed new sewer lateral to building. Work includes ½ width improvements on James and new sidewalk on James and Silver Streets.

MAINTENANCE DIVISION

Street

- Monthly street sweeping.
- Due to communication company upgrades we are experiencing a high volume of locates.
- Responded to damaged street signs.
- Gravel road maintenance
- Pothole patching

Sewer

- Responded to customer sewer related calls.
- Worked with contractors on new sewer service installations.
- Due to communication company upgrades we are experiencing a high volume of locates.
- Sewer lateral repairs

Water

- Installed and changed out water meters for new construction and failed meters.
- Completed monthly water meter reading routes.

- Installed new water services for new construction.
- Due to communication company upgrades we are experiencing a high volume of locates.
- Started mainline flushing

Facilities

- Maintenance on buildings and grounds including equipment maintenance and vegetation management.
- Continued working with the Finance Director on damaged city-owned buildings for insurance purposes.

Parks

- Maintenance on buildings and grounds including mowing and vegetation management.
- Preparing for winter maintenance.
- Graffiti removal

WATER QUALITY DIVISION

Water Treatment Plant

- Community water usage has dropped to approximately 1.3 MGD. New chlorine feed pumps ordered and new Chlorine Online Analyzer for Drinking Water Requirements.
- **Wastewater Treatment**
- Treatment plant flows averaging 1.6 MGD up from 1.5 MGD last month. Peak flows of 3.5MGD. Oregon Garden New VFD Project is a work in process. Waiting on a few crucial parts to complete project.
- Continuing Equipment Maintenance and General Plant clean up.

Community Swimming Pool

- Construction of the new Silver Creek raw water intake is underway.