



City Council Meeting
April 21, 2025, 7:00 pm
City Hall Council Chambers
201 NW Douglas Blvd.
541.679.6739 info.

Agenda

- I. Call to Order**—*Christie Knutson, Mayor*
 - A. Pledge of Allegiance
 - B. Roll Call
 - C. Adjustments to the Agenda
- II. Public Hearing**
 - A. Proposed Resolution No. 25-1178 Sewer Rate Increase
 1. Public Hearing Process—*Mayor Knutson*
 2. Read Proposed Resolution by Title Only—*Cindy Sarti, City Recorder*
 3. Staff Report—*Thomas McIntosh, City Manager*
 4. Public Comments
 - a. In Opposition
 - b. In Favor
 - c. In General
 5. Close Hearing
 6. Council Discussion
- III. Consent Agenda**
 - A. Council Minutes for April 7, 2025
- IV. Comments from the Audience**—*anyone wishing to discuss items not covered on this agenda is welcome to address the City Council as a whole. Please state your name and address for the record. Each speaker will be given a maximum of 3 minutes. Speakers may not defame, intimidate, or use profanity or personal affronts. The Council reserves the right to delay action until they have full information on the issue.*
- V. Reports: Boards, Commissions, Committees, and Schools**
 - A. Economic Development—*Nicholas Wiggins, Liaison*
 - B. Park Board—*Dorie White, Liaison*
- VI. Department Reports**
 - A. Wastewater—*Christopher Sherlock, Superintendent*
 - B. Public Works—*Andy Howell, Superintendent*
 - C. Administration—*Thomas McIntosh, City Manager*
- VII. Old Business**
- VIII. New Business**
 - A. New Business Licenses
 1. Big Dreams—*Dakota Dodson*
 2. Mirium and Mason's Empiere—*Mason Amos*

- B. Council Workshop Dates, *if necessitated*
- C. Appointment to Budget Committee
 - 1. Scott Rutter
- D. Resolution 25-1178 Sewer Rate Increase
 - 1. Read by Title Only—*Cindy Sarti, City Recorder*
 - 2. Staff Report—*Thomas McIntosh, City Manager*
 - 3. Comments from the Audience (3 minutes each speaker)
 - 4. Council Action

IX. Non-Agenda Items from Council

X. Upcoming Agenda Items

- A. IGA ODOT Flock Cameras

XI. Good of the Order

- A. Check Copies
- B. Claims in Excess of \$500

XII. Announcements

- Traffic & Public Safety meeting April 28th at 7pm; Police Dept.
- City Council May 5th at 7pm; City Hall
- Park Board May 13th at 4; City Hall
- Economic Development May 14th at noon; City Hall
- Friends of the Winston Library May 14th at 11; Winston Library
- Planning Commission May 14th at 7pm; City Hall

XIII. Executive Session—*Pursuant to ORS 192.660 (2)(f) To consider information or records that are exempt by law from public inspection.* Duration: Approximately 15 minutes.

XIV. Adjournment

AMERICANS WITH DISABILITIES NOTICE

As part of public policy, the City of Winston will attempt to provide public accessibility to services, programs, and activities. If accommodation is needed to participate in this meeting, please contact Winston City Hall at 541-679-6739, at least 48 hours prior to the scheduled meeting time.



RESOLUTION NO. 25-1178

A RESOLUTION OF THE CITY OF WINSTON OREGON CITY COUNCIL, ADJUSTING THE FLAT-RATE SEWER USERS' CHARGES IN ACCORDANCE WITH TITLE V, CHAPTER 50, SECTION 50.069 OF THE WINSTON MUNICIPAL CODE.

WHEREAS the city of Winston operates and maintains a sewer conveyance system for the collection, treatment, and disposal of wastewater, and the sewer users pay a monthly charge for the service; and,

WHEREAS on December 19, 2005, the Winston City Council adopted Resolution No. 615 increasing, by 3% annually, the residential sewer base rate of \$32.00 per month and the commercial sewer base rate of \$32.00 per month for up to 7,000 gallons of water usage; and,

WHEREAS on March 2, 2015, the Winston City Council rescinded the annual increase on the sewer rate, by virtue of a vote, leaving it at a fixed rate of \$41.00 per month for the residential base rate and \$41.00 per month for the commercial base rate (7,000 gallons of water usage); and,

WHEREAS in February 2023 the city's engineer of record, Civil West Engineering INC concluded that the repair and replacement of the current aging and failing sewer infrastructure will require a budget of \$20 million for the conveyance system and an additional \$5 million for treatment plant improvements; and,

WHEREAS in 2024 Midea Development, LLC completed a wastewater rate study for and on behalf of the city of Winston which outlined projects of dire necessity, and the monetary requirement needed in order to complete those projects; and,

WHEREAS July 1, 2024, the city implemented the second of 4 anticipated increases in order to achieve a \$65 per month rate according to the rate study; and,

WHEREAS a legal notice of public hearing was published in the local newspaper on April 16, 2025.

NOW, THEREFORE BE IT RESOLVED THAT, THE CITY OF WINSTON OREGON CITY COUNCIL:

SECTION 1. The following sewer users' charges will be in effect and included on the July 1, 2025, monthly service billing statement:

New Residential	New Residential Senior Rate	New Commercial Rate
\$59.00 per month	\$44.25 per month	\$59.00 per month

SECTION 2. A discount of 3% (three percent) for a one-time annual payment by users off their overall sewer bill during a 12-month period will still be in effect.

SECTION 3. The City of Winston fee schedule is hereby amended to increase the flat-rate sewer users charges as outlined above in Section 1, and as explained in staff report 25-006, which is attached hereto, and incorporated by reference.

SECTION 4. This resolution shall be in effect upon the date of its adoption.

ADOPTED BY THE CITY OF WINSTON OREGON CITY COUNCIL ON THIS 21ST DAY OF APRIL 2025.

APPROVED BY THE MAYOR ON THIS 21ST DAY OF APRIL 2025.

Christie Knutson, Mayor

Attest:

Cindy M. Sarti, City Recorder



City Council Meeting
April 7, 2025, 7:00 pm
City Hall Council Chambers
201 NW Douglas Blvd.
541.679.6739 info.

Minutes

I. Call to Order—*Christie Knutson, Mayor*

- A. Pledge of Allegiance
- B. Roll Call
- C. Adjustments to the Agenda

The meeting was called to order at 7 o'clock by Mayor Christie Knutson. Councilors Dorie White, Dave Cunningham, Alan Hobson, and Nick Wiggins were also present. Staff members Thomas McIntosh, Cindy Sarti, Andy Howell, Landon Stevens, and Brandon Sarti. There were no adjustments to the agenda.

II. Consent Agenda

- A. Approval of Council Minutes for March 17, 2025

Motion to approve as presented by Hobson; second by Wiggins. Unanimous.

III. Comments from the Audience—*anyone wishing to discuss items not covered on this agenda is welcome to address the City Council as a whole. Please state your name and address for the record. Each speaker will be given a maximum of 3 minutes. Speakers may not defame, intimidate, or use profanity or personal affronts. The Council reserves the right to delay action until they have full information on the issue.*

There were no comments from the audience.

IV. Reports: Boards, Commissions, Committees and Schools

- A. Douglas High School Report

Gracie Byers and Cerenity Moreno each reported on events; a track meet with over 500 attendees; "Tangled in Memories" annual plant sale; FFA chapter participated at the state convention; several 2nd place awards for state competition, including Moreno.

- B. Friends of the Winston Library—*Paula Fetzer, Director*

Director Fetzer updated the council on library financials and other matters; a recent program made front page news.

V. Department Reports

- A. Police—*Brandon Sarti, Chief of Police*

Chief Sarti updated council on the radio and evidence room projects; held goal setting session among staff that went well.

- B. Public Works—*Andy Howell, Superintendent*

Updates on Tumlin project; Lookingglass Creek pump station having electrical issues and will function completely on bypass for the next couple of weeks.

- C. Administration—*Thomas McIntosh, City Manager*

OPRD grant was submitted successfully. McIntosh touched on other grant opportunities and “grant layering” as a means for funding the required 40% match.

VI. Old Business

- A. Ballot Measure; Permittance of Marijuana Retailers in Winston
 - 1. November 2025 (cost \$9,098.50)
 - 2. May 2026 (cost \$5,547.00)
 - 3. November 2026 (nominal cost)

A lengthy discussion among council and audience resulted in a motion to put the matter on the November 2025 ballot. Motion made by Wiggins; second by Hobson. Motion carried 4 - 1 with Cunningham voting nay. Individual opinions regarding the matter were as follows: Cunningham: Wait until November 2026 for better voter turnout. White: November 2025. Hobson: As soon as possible. Wiggins: Sooner rather than later.

VII. New Business

A. New Business Licenses

- 1. Kevin Traviss Construction—*Kevin Traviss, Owner*
- 2. Canyon Pipeline Construction—*Christian Brown, Pres.*
- 3. Workman’s Construction—*Ken Workman, Owner*

Motion to approve by Hobson; second by Cunningham. Unanimous.

B. Letter to the Mayor Regarding the Upcoming Sewer Rate Increase

Discussion on this letter opened up the possibility of (3) \$4 increases rather than (2) \$6 ones to reach the monthly amount required by DEQ for grant/loan assistance programs.

C. Adoption of Budget Calendar

Motion to adopt by Cunningham; second by White. Unanimous.

D. Resolution No. 25-1173 21st Extension IGA DC Adults in Custody

- 1. Read by Title Only—*Cindy Sarti, City Recorder*
- 2. Staff Report—*Chief Sarti*
- 3. Comments from the Audience (3 minutes each speaker)
- 4. Council Action

Motion to approve as presented by Hobson; second by White. Unanimous.

E. Resolution No. 25-1174 Drone Purchase

- 1. Read by Title Only—*Cindy Sarti*
- 2. Staff Report—*Chief Sarti*
- 3. Comments from the Audience (3 minutes each speaker)
- 4. Council Action

Motion to approve by White; second by Hobson. Unanimous.

F. Resolution No. 25-1175 Police Department Pickup Purchase

- 1. Read by Title Only—*Cindy Sarti*
- 2. Staff Report—*Chief Sarti*
- 3. Comments from the Audience (3 minutes each speaker)
- 4. Council Action

Motion to approve by Cunningham; second by Hobson. Unanimous.

G. Resolution No. 25-1176 IGA DC Communications Agreement

- 1. Read by Title Only—*Cindy Sarti*
- 2. Staff Report—*Chief Sarti*
- 3. Comments from the Audience (3 minutes each speaker)
- 4. Council Action

Motion to approve as presented by Hobson; second by Cunningham. Unanimous.

H. Resolution No. 25-1177 Public Works Awnings Installation

- 1. Read by Title Only—*Cindy Sarti*
- 2. Staff Report—*Andy Howell*
- 3. Comments from the Audience (3 minutes each speaker)

4. Council Action

Motion to approve by White; second by Wiggins. Unanimous.

VIII. Upcoming Agenda Items

A. Public Hearing; Resolution on Sewer Rate Increase (April 21st Council Meeting)

IX. Non-Agenda Items from Council

Mayor Knutson shared a newsletter from the mayor of the City of Sutherlin and would like to do something similar. Steven Johnson, Economic Development member and Planning Commissioner, reminded her that she had those resources at her fingertips, as he and others are willing to assist.

X. Good of the Order

- A. Check Copies
- B. Claims in Excess of \$500

XI. Announcements

- Park Board, April 8th at 4pm; Public Works Shop
- Friends of the Winston Library, April 9th at 11am; Winston Library

There will be no meeting until May.

- Economic Development, April 9th at noon; City Hall
- Planning Commission Meeting, April 9th at 7pm; City Hall
- Urban Renewal, April 17th at 5:30pm; City Hall
- City Council Meeting April 21st at 7pm; City Hall

XII. Executive Session—Pursuant to ORS 192.660 (2)(h) To consult with counsel concerning the legal rights and duties of a public body with regard to current litigation or litigation likely to be filed. Approximate duration 10 minutes.

Break for executive session at 9 o'clock.

Reconvene after executive session at 9:13 and meeting adjourned.

XIII. Adjournment

There being no further business, the meeting was adjourned. 9:13. Respectfully submitted by Cindy Sarti, City Recorder.

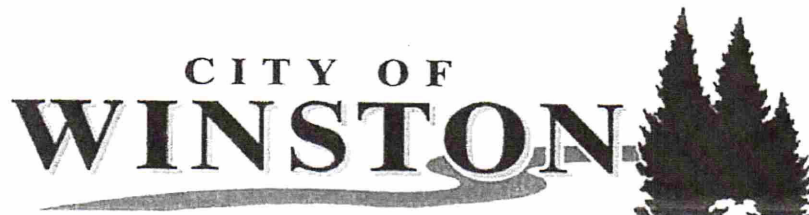
Christie Knutson, Mayor

Attest:

Cindy M. Sarti, City Recorder

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Park Board 2025

Agenda
Park Board Meeting
April 8th, 2025, 4:00 pm
Winston City Hall

Call to Order:

Roll Call

Acceptance of minutes

Comments from the Audience- anyone wishing to discuss items not covered on this agenda are welcome to address the Park Board as a whole. Please state your name and address for the record. The Park board reserves the right to delay action until they have full information on the issue.

Guest:

Business:

Old-

Grant Funding Progress-

*Grant submitted and received by ORPD

New-

Public Works-

-Specs and Preliminary Estimate for Winston Community Park Project

Other-

Clay Caldwell reported a man metal detecting and digging up the grass area in front of and beside stage, plus in the ballfields. This has been reported to PD.

Next Meeting Date / Location: 5/13/25, City Hall, 4PM



Park Board 2025

Park Board Meeting Minutes

April 8 at 4:00 pm

City of Winston Public Works Conference Room

1. **Call to Order** The meeting was called to order at 4:10 pm

A. Roll Call

Jack Holland, President	Melissa Tristany
Raeann Rutledge, Secretary	Jason Ness
Ernest Bramucci.	Andy Howell
Debi DeMasters.	Thomas McIntosh

2. Minutes

The minutes have been read by all present. Minutes corrected to show Melissa Tristany present at 3/11/25 meeting. Melissa made a motion to approve the amended minutes. Ernest seconded the motion. All in favor. Motion passed.

3. Guests:

Edie Young.

Mrs. Young made the Park Board aware of the intent to build a memorial bench at Civic Wayside Park, in honor of Patricia Turner, which she expressed that she would be willing to pay for. There was much discussion on how this could be accomplished. If a bench were to be placed on the City's side of the park, it would need to be submitted and considered as a park project. If placed on the privately owned side, she could contact a private contractor and have it placed. She has already obtained permission from the owner. Raeann put forward a motion to make it a Park Project and Melissa seconded. After a brief point made by Andy, it was voted on, and did not pass. Mrs. Young will be looking into having it done privately as of now.

4. Old Business

A. Grant Funding Progress

1. Community Park Restroom Project: Thomas_McIntosh shared with the Board that it was decided to apply for an OPRD grant that had a deadline of April 1, 2025. This application will be reviewed in April/May, the City of Winston will make a presentation in June, the main OPRD Board will review recommendations in Sept, and we should have an answer in October. We are also looking into other grants and funding as a contingency plan. Andy expressed his acclaim for the team that worked hard and gathered momentum for fast tracking the grant application process and meeting a short deadline.

5. New Business

None

6. Discussion

A. The Board discussed and agreed to keep board meetings at City Hall.

Next Meeting Date; May 13, 2025, 4:00pm. **Location: Winston City Hall**

Meeting Adjourned 4:55pm

Raeann Rutledge

To the Winston Park Board
From Edie Young

I want to install a memorial park bench in Civic Wayside Park to honor a former resident, Patricia M. Turner. At this time I'm envisioning a wooden bench on a metal frame with a plaque attached to the back with the words In Memoriam, followed by her name on one line, and her birthdate-passing date on the next line, but the first line might be something similar to In loving memory.

I'd prefer that the bench be next to her husband's memorial tree, on the Darren Dickerhoof side* of the park, but if the city does not want it on Mr. Dickerhoof's land, any place in Civic Wayside Park would be fine. However, the metal frame of the bench must include arms, so that skateboarders do not use it for doing tricks.

I'm aware that the bench would have to be imbedded in concrete or pavement to keep it from being stolen, and I'm willing to pay for the bench and the base at a reasonable cost, if the park department will build the base and install the bench, as I'm no longer strong enough to do this. However I need to know what the total cost of the project would be before offering to pay for all of it. Further, I'd like to know if the city would entertain such a gift.

If this project is successful, I'm hoping to encourage other people to donate a memorial bench or piece of equipment to the Winston Parks, and make this a regular giving to the Parks Department.

*Mr. Dickerhoof gave me permission to put a bench on his property shortly after Pat Turner died.



Edie Young
356 Lockwood Rd.
Roseburg, OR 97471
541-580-2108

Winston Park Board (3 Year Term) Meets 2nd Tuesday of the Month 4 pm; City Hall	4/15/2025	Contact Information
Public Works Staff	[Signature]	publicworks@cityofwinston.org
Jack Holland Chair: 541-637-8268 (1-31-2027)	[Signature]	jack.holland59@gmail.com
Melissa Tristany 542-671-7451 (1-31-2027)	[Signature]	melissa.tristany.i@gmail.com
Carole Myers: 541-679-8809 (1-31-2026)	[Signature]	carolemyers@charter.net
Resignation 10-9-24		
Ernest Bramucci: 951-452-0057 (1-31-2025)	[Signature]	ernestbramucci@gmail.com
Onikka Driscoll: 541-430-7298 (1-31-2026)	Unexcused	onik.kanielsen@gmail.com
Jason Neiss: 541-733-2973 (1-31-2026)	JCN	jneiss933@outlook.com
Raeann Rutledge: (719-321-2074) (1-31-2025)	[Signature]	went_red@yahoo.com
Dorie White: Park Board Liason (541-510-2338)	absent	dorie.white@cityofwinston.org
Eddie Young		
↓ Guest / Visitors	Phone	Email

FLOW ALLOCATION CHART

MONTH	WINSTON	GREEN	GREEN Calculated	LANDERS LN.	LEACHATE (Ingram)	TOTAL	RAINFALL
	MG	MG	MG	MG	MG	MG	
Jan.25	37.47	31.60	31.92	0.891	0.567	69.39	2.98
Feb.25	33.23	29.76	29.49	0.789	1.062	62.72	3.99
Mar.25	47.88	37.97	37.77	1.089	1.293	85.65	8.36
Apr.24	23.71	20.61	21.17	0.560		44.88	1.91
May.24	24.43	22.27	22.62	0.352		47.05	2.02
June.24	15.59	17.17	17.50	0.334		33.09	0.50
July.24	15.43	15.43	15.77	0.339		31.20	0.15
Aug.24	14.86	16.96	17.35	0.392		32.21	1.59
Sept.24	13.39	15.48	15.95	0.469		29.34	0.43
Oct.24	15.49	17.66	18.19	0.531		33.68	1.86
Nov.24	28.71	31.80	32.40	0.595		61.11	8.54
Dec.24	39.53	40.32	40.91	0.595		80.44	9.14
TOTAL	309.72	297.02	301.04	6.937		610.76	41.47
GREEN Flow Calculated		301.04					
APPORTIONMENT	50.71%	49.29%					
				100%			

Winston- Green WWTF Monthly Numbers

March 2025

General

1.) Plant Flow (MG)	<u>2025</u>	<u>2024</u>
<i>Winston</i>	47.88 56%	49.48 58%
<i>Green</i>	37.97 44%	36.02 42%
<i>Rainfall</i>	8.36	5.43
2.) Leachate		
WWTF:	434,500	2,018,500
Ingram:	1,292,500	
Total:	1,727,000	2,018,500
3.) Bio-Solids		
*Storing solids		
*Biosolids being stored in Secondary # 2 became contaminated during the floods and will need to be Digested again during the summer		

Monthly Notes

- Mixing Pump # 1 Check valve failure
 - The shaft that the swing check rotates on has split into 2. Staff are looking into getting replacement parts ordered
- Influent Pump # 2 Pump base has broken free from its holds. This has now allowed the pump to rock back and forth causing severe vibrations in the pump itself.
 - Staff has secured the pump base using heavy duty brackets attached with epoxied lag bolts
- Return Activated Sludge Pump (RAS) # 3 motor bearing failure
 - Motor removed and taken to HPS in Roseburg to be rebuilt
 - Pump is now back in service
- RAS Pump # 2 Human Interface Module (HIM) failure causing lose of communication and a call out to staff after hours. A new HIM has been ordered and will hopefully be covered by warranty.
- Water Recirculation pump on Boiler 1 had a bearing failure and destroying the motor. A entire replacement pump (Motor, Bearing Housing, Pump) were ordered and installed.
- Bateson Onsite installing Blower # 4. Currenting the blower is in place and plumbed into the system. The electrical conduit have been ran and wire pulled. The electricians are waiting for a new breaker to arrive and then staff will get with TAG to have the new blower hooked up to the PLC and programming done. We still have

several months before this unit will be running due to scheduling issues with a startup date with Aerzen the blower manufacture.

- The Plant was put in “Self Preservation Mode” on 3-15-25 in preparation for the rain. During the rain event the plant saw a peak flow of approximately 12.5 mgd. Normal winter flows are 2.2 ish mgd. Unfortunately, the facility did have a spill of an estimated 72,000 gallons inside the facility itself. This spill happened at the plants headworks and was caused by the high flows. Staff is going to address this low spot in the headworks structure this summer to hopefully prevent this as an overflow point.
- PLC Replacement
 - This massive project started on 3-24-25 and for the most part finished up on 3-29-25.
 - During this time there was zero automation to the facility and staff manned in 24:7.
 - I am happy to report that there were no process upsets during this period



RECEIVED

MAR 21 REC'D

CITY OF WINSTON

CK#

CASH

AMT.

BY:

Current/Upcoming Projects

07-25

Contractors & Mobile Vendors Application for Business License

Business Name Big DREAMS ICE CREAM

Owner/Agent

Phone 541-643-9144 Email Dakota.Dodson22@gmail.com

Business Street Mailing (same or) 71 NW Brantley Dr

City Winston State OR Zip 97496

Business Type ICE CREAM TRUCK

Complete the following where applicable. Items marked with (*) are required unless otherwise noted.

CCB# N/A DC Health Dept Other

*Date of Birth: Driver's License/ID# State

*Applicant Signature: Date 3-21-25

*****OFFICE USE ONLY*****

Recommendation: Grant Deny 2nd Hand Dealer Y N

Police Chief Date

City Recorder Date

Planning Director Date

Fee \$50 Receipt # 91452 License # 07-25 Est. Business Y N

Letter/Label Entered/Mailed

Comments

For information on operating a business in the City of Winston, refer to Winston Municipal Code, Title XI; Chapter 110; Sections 110.01 - 110.99, and Chapter 112; Sections 112.01 - 112.99. View it 24/7 at www.WinstonCity.org under the Government tab, or in person at City Hall weekdays, 201 NW Douglas Blvd. (541) 679-6739 for info.

Paid - Receipt # 91452 \$50 cash

*****STAFF USE ONLY*****

LICENSE # 07-25

Business Location Mobile Zoning N/A

Change of Occupancy N Sign Permit Required N 2nd Hand Property Dealer N

Planning Official London Stevens Date 3/28/25

Comments: Classic ice cream truck operation - Father and Son business. Ice cream truck (reary a van) will drive around and sell to clientele during mostly summer months.

Police Chief [Signature] Date 032525

Recommendation: Grant Deny

Comments:

City Manager Thomas McIntosh Date 4-17-25

Billing Clerk Jacey Conril See Attached Date 4/17/2025

City Recorder [Signature] Date 4/17/25

Fee \$50 Receipt # 91452 cc 4/21 Letter/Label Entered/Mailed

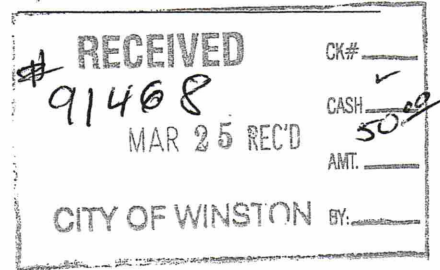
Additional Remarks:



Application for Business License

09-25

Mason Amos



Tell us about you:

Applicant ~~Mason Amos~~ Mason Amos

Date of Birth [REDACTED] Driver's License/ID [REDACTED] State [REDACTED]

Mailing Address 1782 Coos Bay Wagon Road

City Roseburg State OR Zip 97471

Phone (541) - 671 - 9201 Email m.w.w.a@outlook.com

Tell us about your business:

Business Name Miriam and Mason's Empiere

Street Address 1782 Coos Bay Wagon Road

Mailing 1782 Coos Bay Wagon Road PO Box # _____

City Roseburg State OR Zip 97471

Business Type Food service Sale of goods Baked Secondhand Property Dealer? no

Phone (541) - 671 - 9201 Email m.w.w.a@outlook.com

Property Owner (if other than applicant) N/A

Sq. Ft. of Building for Business: N/A No. of Parking Spaces N/A

Applicant Signature: Mason Amos Date 3/25/25

Property Owner Signature: N/A Date _____

(If different from applicant)

Sale of baked goods @ Civic Wayside Park

Important Notice Regarding Signs: Any new signs, or alterations of existing signs may need a separate sign permit.

Refer to the Winston Municipal Code, Title XI; Chapter 110; Sections 110.01 - 110.99, and Chapter 112; Sections 112.01 - 112.99. View it 24/7 at www.WinstonCity.org under the Government tab, or in person at City Hall weekdays, 201 NW Douglas Blvd. (541) 679-6739 for info.

*****STAFF USE ONLY*****

LICENSE # 09-25

Business Location Currently, Selling baked goods at Civilwayside Park, Zoning PR

Change of Occupancy **Y** **N** ^{N/A} Sign Permit Required **Y** **N** 2nd Hand Property Dealer **Y** **N**

Planning Official _____ Date _____

Comments:

Police Chief [Signature] Lt. #3 Date 4-4-25

Recommendation: Grant Deny

Comments:

City Manager Thomas McIntosh Date 4-17-25

Billing Clerk N/A Date _____

City Recorder [Signature] Date _____

Fee \$50 Receipt # 91468 CC 417 Letter/Label Entered/Mailed

Additional Remarks:



**CITY OF WINSTON
CITIZEN INVOLVEMENT
APPLICATION FOR
APPOINTMENT**

I AM INTERESTED IN:

CITY COUNCIL

PLANNING COMMISSION

PARKS BOARD

BUDGET COMMITTEE

URBAN RENEWAL ADVISORY

ECONOMIC DEVELOPMENT

TRAFFIC & PUBLIC SAFETY

LIBRARY, (FOWL)

VISITOR'S INFO. CENTER

Name Scott Rutter

Residence Address 227 NE MAIN Mailing P.O. Box 2203

City Winston State OR Zip Code 97496

How Long? 22 Yrs Age Group 18-25 26-35 36-50 51-60 61+

Phone 541-643-5946 Email Address DSRutter25996@yahoo.com

Occupation RETIRED Hobbies/Interests _____

Previous community involvement experience? City Council & Mayor

I understand most correspondence is done by email. I have, or will obtain, an email address and check it regularly. Resumes are encouraged, not required. Feel free to attach whatever you feel is relevant to being appointed to the board, commission, or committee you wish to serve.

I can commit 2-3 daytime hours, and/or I can commit 4-6 evening hours per month.

Applicant Signature: [Signature] Date 3-29-2025

Feel free to use the space below to add relevant information you feel would have an impact on your appointment.



RESOLUTION NO. 25-1178

A RESOLUTION OF THE CITY OF WINSTON OREGON CITY COUNCIL, ADJUSTING THE FLAT-RATE SEWER USERS' CHARGES IN ACCORDANCE WITH TITLE V, CHAPTER 50, SECTION 50.069 OF THE WINSTON MUNICIPAL CODE.

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WHEREAS in February 2023 the city's engineer of record, Civil West Engineering INC concluded that the repair and replacement of the current aging and failing sewer infrastructure will require a budget of \$20 million for the conveyance system and an additional \$5 million for treatment plant improvements; and,

WHEREAS in 2024 Midea Development, LLC completed a wastewater rate study for and on behalf of the city of Winston which outlined projects of dire necessity, and the monetary requirement needed in order to complete those projects; and,

WHEREAS July 1, 2024, the city implemented the second of 4 anticipated increases in order to achieve a \$65 per month rate according to the rate study; and,

WHEREAS a legal notice of public hearing was published in the local newspaper on April 16, 2025.

NOW, THEREFORE BE IT RESOLVED THAT, THE CITY OF WINSTON OREGON CITY COUNCIL:

SECTION 1. The following sewer users' charges will be in effect and included on the July 1, 2025, monthly service billing statement:

New Residential	New Residential Senior Rate	New Commercial Rate
\$59.00 per month	\$44.25 per month	\$59.00 per month

SECTION 2. A discount of 3% (three percent) for a one-time annual payment by users off their overall sewer bill during a 12-month period will still be in effect.

SECTION 3. The City of Winston fee schedule is hereby amended to increase the flat-rate sewer users charges as outlined above in Section 1, and as explained in staff report 25-006, which is attached hereto, and incorporated by reference.

SECTION 4. This resolution shall be in effect upon the date of its adoption.

ADOPTED BY THE CITY OF WINSTON OREGON CITY COUNCIL ON THIS 21ST DAY OF APRIL 2025.

APPROVED BY THE MAYOR ON THIS 21ST DAY OF APRIL 2025.

Christie Knutson, Mayor

Attest:

Cindy M. Sarti, City Recorder



Staff Report

Admin 25-006

Subject: Sewer Rate Increase
Date: April 18, 2025
Prepared by: Thomas McIntosh, City Manager
Title: Resolution No. 25-1178

Background:

- The city purchased a closed-circuit camera system (CCTV) in order to evaluate and inspect existing wastewater mainlines throughout the city. During the course of inspections city staff have discovered a significant amount of deteriorated concrete and asbestos concrete lines that reside in all portions of the city.
- A wastewater system development charge study was completed by Civil West Engineering LLC that determined the city existing sewer conveyance system would require at least 20 million to address the replacement of old pipes that have aged out, and at least 5 million for improvements at the wastewater plant to ensure capacity is maintained while growth continues to take place in the city.
- In December of 2005 the Winston City Council passed a vote to increase the sewer rate three percent annually for both residential and commercial users. The sewer rate at that time was \$32.00 per month. In March of 2015 the Council voted to rescind the annual increase and keep it at its current amount which was \$41.00 per month and the city has maintained that rate.
- In 2024 Midea Development, Sean Moran developed a sewer rate study with the goal of determining how the rate needed to be adjusted in order to complete projects within the sewer conveyance system that are considered to be high priority. The study concluded the rate needed to be adjusted to \$65 and in conjunction with that conclusion the city increased its rate by \$5.00 in November of 2023 and again in July of 2024 by \$7.00 which now totals \$53.00 per month.
- Each one dollar increment gives the city an additional \$36,500 in revenue.

\$4.00 increase will add \$144,000 in revenue

\$6.00 increase will add \$219,000 in revenue

Analysis:

The city of Winston maintains just over 26 miles of wastewater piping that discharge into the wastewater plant. The attached map illustrates, in red, the priority lines that are in need of replacement which appears to constitute more than half of the entire conveyance system.

When evaluating how to proceed with the increase amount on the sewer rate it's important to take stock of how the projects will be affected in the future. The city's most recent street and sewer project cost an estimated \$1,068,744. The cost of labor and materials go up every year on average of 3% (industry standard). This means if the city stalled the project for three years, it would cost an additional \$96,000 to complete than it would today. This amount of money constitutes another \$3.00 increase in the sewer fee. Achieving the sewer increase sooner means more imperative projects are completed at a cheaper cost.

Recommendation:

Approve Resolution No. 25-1178

Financial Impact:

The city will receive approximately an additional \$219,000 in new revenue in the sewer in conjunction with the sewer rate study.