



City Council Meeting
April 20, 2026, 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. Consent Agenda**
 - A. Approval of Council Minutes
 1. April 6, 2026, Regular Meeting
 2. April 20, 2026, Workshop
- 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.*
- IV. Reports: Boards, Commissions, Committees, and Schools**
 - A. Economic Development—*Dave Cunningham, Council Liaison*
 - B. Park Board—*Dorie White, Liaison*
 - C. Friends of the Winston Library—*Paula Fetzer, Director*
- V. Department Reports**
 - A. Wastewater—*Christopher Sherlock, Superintendent*
 - B. Police—*Brandon Sarti, Chief*
 - C. Public Works—*Andy Howell, Superintendent*
 - D. Administration—*Thomas McIntosh, City Manager*
- VI. Old Business**
 - A. Park Board Restructuring
- VII. New Business**
 - A. New Business Licenses
 1. True North Restoration
 - B. Resolution No. 26-1223 Transportation Fee Increase
 1. Read by Title Only—*Cindy Sarti*
 2. Staff Report—*Thomas McIntosh*
 3. Comments from the Audience (3 minutes each speaker)
 4. Council Action
 - C. Resolution No. 26-1224 Storm Drainage Fee Increase
 1. Read by Title Only—*Cindy Sarti*

2. Staff Report—*Thomas McIntosh*
 3. Comments from the Audience (3 minutes each speaker)
 4. Council Action
- D. Ordinance No. 26-722 PacifiCorp Franchise Agreement
1. Read by Title Only, 2nd Reading—*Cindy Sarti*
 2. Staff Report—*Thomas McIntosh*
 3. Comments from the Audience (3 minutes each speaker)
 4. Council Action
- VIII. Non-Agenda Items from Council**
- IX. Upcoming Agenda Items**
- X. Good of the Order**
- A. Check Copies
 - B. Claims in Excess of \$500
- XI. Announcements**
- First Budget Committee Meeting, May 4th at 6; City Hall
 - City Council Meeting May 4th at 7; City Hall
 - Second Budget Committee Meeting, May 11th at 4; Community Center
- XII. Executives 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.**
- A. Resolution No. 26-1222 Winston Area Community Partnership (WACP) Teen Center Agreement
 1. Read by Title Only—*Cindy Sarti*
 2. Staff Report—*Thomas McIntosh*
 3. Comments from the Audience (3 minutes each speaker)
 4. Council Action
- XIII. 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.



City Council Meeting
April 6, 2026, 7:00 pm
City Hall Council Chambers
201 NW Douglas Blvd.
541.679.6739 info.

Minutes

The meeting was called to order at 7 o'clock by Mayor Christie Knutson. Councilors Dorie White, Dave Cunningham, Allen Hobson, and Nick Wiggins were also present. Staff members in attendance were city manager Thomas McIntosh, public works superintendent Andy Howell, police chief Brandon Sarti, and city recorder Cindy Sarti. Add item IV(A) Douglas High School report with Gracie Byers, student representative. Add announcement Traffic & Public Safety meeting at the police department on April 7th at 7; and correct announcement for Urban Renewal Agency to April 16th.

Approval of Council Minutes for March 16, 2026
Motion to approve by Hobson; second by White. Unanimous.

Comments from the Audience

Bill Warmack, 500 SE Parkway Drive, said council did not honor the citizens' choice to not have a marijuana dispensary in Winston. Also, the big, parked truck he complained about previously has not moved.

Brooke Bustrum of the DHS Booster Club brought in an updated flyer for the Trojan Luau event on May 30th at Wildlife Safari.

Reports: Boards, Commissions, Committees and Schools

Douglas High School—*Gracie Byers, Student Representative*

The FFA is proud of seven members who achieved the highest degree of membership. The ASB's Easter egg hunt was a success. Prom is May 2nd at Rich Wine Vineyards with a Las Vegas style theme. Byers read a letter from FFA thanking the council for their support. Current sports are track, softball, baseball, and golf.

Department Reports

Police—*Chief Sarti*

Chief Sarti toured the new Redbarn facility and its security systems. There are 25 tasks left to complete the Accreditation designation. The Cow Creek tribal agency is receiving training from Winston's records clerk while they are transitioning into new management. Taser guns have been upgraded, and a virtual reality headset and scenario-based training software have been purchased to meet use of force training requirements.

Public Works—*Andy Howell, Superintendent*

We are collecting water samples around the siphon location. Since there is a well involved, we are going above and beyond to be sure the citizen's well water does not become contaminated. We received a call to have a Circus, without animals, at Riverbend Park.

Administration—*Thomas McIntosh, City Manager*

McIntosh thanked council for their hard work during the process for the dispensary. Staff is working to get the best possible budget figures. Statements of economic interest are due.

New Business Licenses

1. GS Properties LLC—*Gary Shamblin*
2. M. S. Construction and Foundation Specialist—*John Morris*
3. Otterly Elite Movers—*Aris Schreiber*
4. Dandelion Dreams—*Starla Peavler*
5. Sunbreak Energy Advisors—*Randall Feldhaus*
6. Complete Solar Inc.—*Shannon Whittaker*

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

Set Council Workshop

Park Board Restructure April 13, 2026, at 6pm was confirmed.

Request for Appointment to Economic Development Committee, Craig Wilson

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

All Weather Flags Purchase

Motion to approve the purchase of 40 all-weather flags at \$38 - \$42 each by White; second by Cunningham. Unanimous.

Appointment of Budget Officer and Approval of Budget Calendar

Motion to appoint Ann Munson as budget officer and to adopt the budget calendar by Hobson; second by Cunningham. Unanimous.

Resolution No. 26-1222 WACP Teen Center Agreement

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

Motion to table until more information has been gathered by Hobson; second by White. Unanimous.

Ordinance No. 26-722 Franchise Agreement PacifiCorp

1. Read by Title Only, First Reading—*Cindy Sarti*
2. Staff Report—*Thomas McIntosh*
3. Comments from the Audience (3 minutes each speaker)
4. Council Action

Motion to move to second reading by Hobson; second by Wiggins. Unanimous.

Announcements

CORRECTION Urban Renewal Agency April 19th 16th at 5:30; City Hall
Traffic & Public Safety April 13th at 7; Police Department

There being no further business, the meeting adjourned at 7:56. Respectfully submitted by Cindy Sarti, City Recorder.

Christie Knutson, Mayor

Attest:

Cindy Sarti, City Recorder



City Council Workshop
April 13, 2026, 6:00 pm
City Hall Council Chambers
201 NW Douglas Blvd.
541.679.6739 Info.

The workshop was called to order at 6 o'clock by Mayor Christie Knutson. Councilors Dorie White, Dave Cunningham, Allen Hobson were also present. Nick Wiggins was excused. Staff members in attendance were city manager Thomas McIntosh, public works superintendent Andy Howell, public works foreman Megan Hamilton, street and utility operator Shiloh Joers, park utility worker Corey Breeding, and city recorder Cindy Sarti.

Park Board Restructuring

McIntosh began with a presentation including photographs of current condition the playground equipment is in. Other photos included rotten wood beams at the Riverbend Park Pavilion, and a dangerous power service, also at Riverbend Park. McIntosh emphasized the need to address these issues and correct them immediately.

The current Park Board platform consists of an all-volunteer panel of 7 citizens. There is no requirement that members reside within the city limits.

McIntosh suggested creating a new platform consisting of a combination of 2 staff members, one city councilor, and 2 members of the community who reside in the city limits and consolidating all decision making regarding parks to the City Council level.

Park Board chair Jack Holland stated that the previous city manager basically "handcuffed" the board, limiting their duties to listening to the needs of citizens and making recommendations to council and that they could not fundraise.

Councilor Cunningham asked about the progress of Parks Master Plan. McIntosh stated it was a Park Board task and that no progress had been made. Cunningham also asked if URA funding could be utilized for parks infrastructure. McIntosh stated the projects needed to lie within the Urban Renewal District.

Councilor Cunningham would like to know if anything could be extracted from the 2016 Master Plan.

McIntosh asked if the “handcuffs” were removed, what steps would the board take to address park deficiencies?

Cunningham would like to update the job descriptions created by the previous city manager.

Andy Howell, Public Works superintendent, said if it isn’t working, it needs to be fixed.

Jack Holland would like for the current board to be given another chance to fix it.

There will be dedication of the Community Park Pavilion to Lloyd Stutzman on May 2nd at 2pm.

The workshop adjourned at 7:12. Respectfully submitted by Cindy Sarti, City Recorder.

Christie Knutson, Mayor

Attest:

Cindy Sarti, City Recorder

FLOW ALLOCATION CHART

MONTH	WINSTON MG	GREEN MG	GREEN Calculated MG	LANDERS LN. MG	LEACHATE (Ingram) MG	TOTAL MG	RAINFALL
Jan.26	32.08	28.83	28.55	0.891	1.166	60.63	2.45
Feb.26	38.35	33.73	33.45	0.789	1.067	71.80	6.04
Mar.26	36.73	29.78	29.20	0.486	1.062	65.93	1.99
Apr.25	26.89	34.25	33.76	0.560	1.051	60.65	0.81
May.25	17.41	21.16	20.97	0.352	0.539	38.38	0.57
June.25	14.22	18.66	18.55	0.334	0.435	32.78	0.18
July.25	14.03	17.51	17.45	0.339	0.396	31.48	0.10
Aug.25	13.49	16.49	16.49	0.392	0.385	29.98	0.14
Sept.25	13.17	17.00	17.16	0.469	0.308	30.33	1.02
Oct.25	15.67	20.60	20.55	0.531	0.583	36.22	3.19
Nov.25	15.23	20.40	20.27	0.595	0.732	35.50	2.85
Dec.25	27.75	29.83	29.45	0.595	0.974	57.20	6.16
TOTAL	265.02	288.23	285.86	6.334		550.88	25.50
GREEN Flow Calculated		285.86					
APPORTIONMENT	48.11%	51.89%					
				100%			

Winston- Green WWTF Monthly Numbers

March 2026

General

1.) Plant Flow (MG)	<u>2026</u>		<u>2025</u>	
<i>Winston</i>	36.73	55%	47.88	56%
<i>Green</i>	29.78	45%	37.97	44%
<i>Rainfall</i>	1.99		8.36	

2.) Leachate

WWTF:	0	434,500
Ingram:	1,061,500	1,292,500
Total:	1,061,500	1,727,000

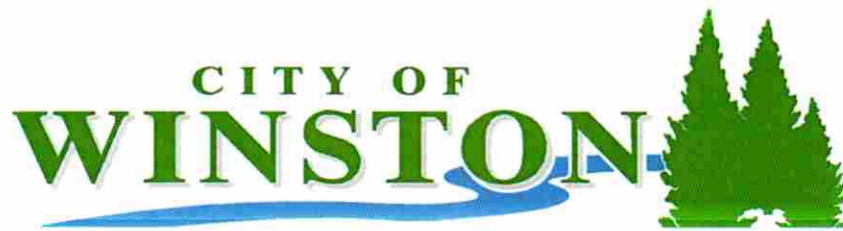
3.) Bio-Solids

*Storing solids

Monthly Notes

- Took salt storage tank offline in order to clean. This was something that has never been done to that tank. It is approximately 22 years old
 - Staff Also repaired a split on the fiberglass tank
 - Plant ran on totes of chlorine during this time
- Annual PM's on vehicles and equipment
- Grounds maintenance. Mowing, Spraying, Weed Eating
- Repaired air line on Aeration Basin
- The treatment plant has officially switched over to MaintainX for our facility maintenance program. This has been a huge endeavor that has taken the last 6 months to get everything entered into the new software. We still have years of data entry and refinement, but the initial process is complete
- Ran into issues getting a shipment of Calcium Thiosulfate (Dechlor). In order to fit a full tanker into our storage tank we have to be down to approximately 2 weeks let of chemical. Unfortunately our delivery kept getting postponed due to various reasons and this resulted in us having to purchase a tote of chemical in order to get us through until our delivery arrived.
- Maintenance performed on Microchlor chlorine generation system while salt tank was offline
 - Leaks on piping
 - Cell Replacement

- RBC's offline for the year. This was due to a variety of issues which were flows being low, sludge storage needs, and failures on both the RBC side and the RBC blower side.
- Plant has been put in a nitrification setup in anticipation for our summer permit. As on 4-8-26 we are currently meeting our summer permit requirements.



Park Board 2021

Park Board Meeting Minutes
October 12nd, 2021 at 5:00 pm
City Hall

1. **Call to order:** The meeting was called to order at 5:05 pm

A. Roll Call

a) Members Present:

- Andy Howell (Public Works)
- Edie Young (Chair)
- Melissa Tristany
- Carole Myers
- Nael Goowin
- Jack Holland

b) Members Absent:

- Terry Middleton
- Teresa DeWald (Council Liaison)

c) Guests Present:

- Clay Caldwell – Winston Festival Association

B. Minutes had been read by all present. Motion by Jack Holland to approve Minutes as written, second by Carole Myers.

2. **Guest Clay Caldwell** - Informed the parks board that at the mayor's request he was seeking some sort of agreement between the Festival Association and the city to continue to use the kitchen at River Bend Park. This agreement would need to include proof of insurance with the City labelled as additional insured. Jack suggested for Clay to meet with the mayor and collaboratively write the agreement. Jack also suggested including a list of the inspections that are performed such as fire suppression system annual checks and Health Department food safety inspections. Once this agreement is written it can be presented to the parks board and we can make a recommendation for the city to accept it.

3. **Old Business:**

A. Pavilion at Community Park

The OPRD LWCF (Land & Water Conservation Fund) grant was brought up for discussion. Information was gathered about requirements to apply for the grant. With the new information and the quickly approaching deadline the board decided to not pursue the LWCF and wait for LGGP grant which will open for applications on January 1st, 2022. Andy presented his idea to utilize the pre-existing cement pad to cut down on ground prep costs. Andy offered to speak to a friend of his to get an up-to-date estimate to build a 24' x 18' wood pavilion on the pre-existing site. Jack made a motion to authorize Andy to speak to his friend about the project. Carole second. Motion passed unanimously. Once the board has a true estimate that they agree on, a formal request will need to be written to the City of Winston for approval to move forward.

B. Park Rental Fees

The City of Winston Fee Schedule for the Parks and the Community Center was presented to the board for review. Each line item was discussed, and adjustment requests were made. Jack made a motion to increase deposits for all park rentals from \$75.00 to \$150. Carole Second. Jack made a motion to approve recommended fees for the Community Center. Carole Second. Motion passed unanimously. See fee revisions attached.

Jack moved to make an official request to the city to no longer waive park and Community Center fees completely effective immediately. The parks board would like to establish a reduced fee amount that can be requested from park renters who meet certain criteria. Once this is established the park board will make another request.

4. New Business

A. Park Board Projects

Edie made a request for public works to come up with a list of repairs or larger maintenance items for the parks that they are already aware of so that the park board can start fund raising to help. In this discussion it was brought up that grass areas of Riverbend Park have been damaged from vehicles driving on the grass and tearing it up. There are many postings at the park indicating to the public not to drive on the grass, but the park rules are not being enforced. This is a concern and there was discussion on whether it needed to be taken to the local authorities to find a solution. Andy mentioned possibly putting up more of a barrier such as large boulders.

Jack brought up the missing flagpole at Riverbend Park making a request that the board works on getting a new pole put up. There was discussion on location in the park and when it would be utilized. It was decided with discussion that having a flag flown year-round would be very difficult to maintain so the flagpole would be used only during events.

Items at the Community Center were listed as needing repairs or replacement:

- Building roof
- Carpeting
- Phone System
- Computer System

B. New Applicant

The board has a new applicant to fill the remaining seat. Sabrina Allgood would like to help contribute to the community by serving on a local board. She lives in Winston but outside city limits. The position has been open for over 90 days, so it is open to those outside city limits. Jack made a motion to approve Sabrina's application. Carole second. Motion passed unanimously. Welcoming Sabrina to the Parks Department Board.

C. Master Plan

Edie made a request to the board to move forward with updating the Park Master Plan. Having an updated master plan will help secure more grant funds in the future. Jack suggested we go over a section of the master plan at each meeting for review and updating. Edie will add it to the agenda for the next meeting.

5. Next Meeting Date / Location: November 9th, 2021 at City Hall

6. Adjournment: Meeting adjourned at 6:20 pm



Parks Project

Date: _____

Permit No: _____

I _____ hereby make application for permit

(Firm Name / Applicant's Name -Please Print)

For park project located at _____ Park.

In strict conformity to the attached exhibits. Subject to all terms and conditions contained in the application and permit, and applicable state and local laws, ordinances, rules and regulations regarding city of Winston parks.

Description of work to be performed: _____

(Site Plan is required for application review)

Work will be performed by: Applicant: _____ Contractor: _____ other: _____

Authorized Signature

Mailing Address

Contact Number

City

State

Zip

Office Use Only

Special provisions:

City Manager: _____ Date _____

Public Works: _____ Date _____

Park Board: _____ Date _____

City Council: _____ Date _____

CITY OF
WINSTON
PUBLIC WORKS



201 NW Douglas Blvd
Winston, OR 97496

Phone: 541-679-6114
Fax: 541-679-0496

City of Winston Park Requirements for Proposed Projects

Winston Park Board, in conjunction with the Public Works Dept., will determine if project will be presented to City Council for approval only after these listed requirements are met:

- *Well defined outline of the project in writing, including start and completion dates of project.*
- *Total cost of the project.*
- *What, if anything, will be requested from the City? Please provide details of cost and time. Will this project affect the City's insurance?*
- *What will be the maintenance requirements?*
- *Will the proposed placement affect other rentals for park activities?*
- *Provide contact information on who will be in charge of the project.*
- *All work shall be approved by an authorized representative of the Public Works Department. Any damaged areas shall be restored to original condition.*
- *Permittee warrants that all work will be free from defects for a period of two years from the date of completion. Permittee, at Permittee's expense, shall correct defects that become apparent within the warranty period. If the Permittee fails to correct the defects, the city may do so and charge the cost to the Permittee.*
- *Have safety plan in place including, but not limited to, fencing, barricades, warning signs and fall protection.*
- *Provide updates so information can be passed on to the Park Board, City Manager and City Council.*

I have read and understand these terms & conditions.

DATE _____

SIGNATURE _____

PHONE _____

PRINTED NAME _____

CITY OF
WINSTON
PUBLIC WORKS



201 NW Douglas Blvd
Winston, OR 97496

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- *Will the proposed placement affect other rentals for park activities?*
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- *Permittee warrants that all work will be free from defects for a period of two years from the date of completion. Permittee, at Permittee's expense, shall correct defects that become apparent within the warranty period. If the Permittee fails to correct the defects, the city may do so and charge the cost to the Permittee.*
- *Have safety plan in place including, but not limited to, fencing, barricades, warning signs and fall protection.*
- *Provide updates so information can be passed on to the Park Board, City Manager and City Council.*

I have read and understand these terms & conditions.

DATE 11/15/18

SIGNATURE Bob W. Reavler

PHONE 541 671 3161

PRINTED NAME Bob W. Reavler

City of Winston Park Projects

City of Winston Public Works Department Application for Park Projects

Date: 11/15/18

Permit No: _____

I Bob Reavler hereby make application for permit

(Firm Name / Applicant's Name -Please Print)

For park project located at Winston Community Park.

In strict conformity to the attached exhibits. Subject to all terms and conditions contained in the application and permit, and applicable state and local laws, ordinances, rules and regulations regarding city of Winston parks.

Description of work to be performed: Paint lines for Pickleball Courts

(Site Plan is required for application review)

Work will be performed by; Applicant: Contractor: _____ Other: _____

Bob Reavler

1141 Mark Ct

Authorized Signature

Mailing Address

541 671 3161

Winston

Contact Number

City

OR 97496

State

Zip

Office Use Only

Special provisions: P.W ok 8-1-18 motion passed Park board

City Manager: AUGUST Date 8-6-18

Public Works: _____ Date 8-6-18

Park Board Chair: _____ Date 8-1-18

City Council: _____ Date 8-6-18 "meeting"



Park Board

21-01

Subject: City Parks / Community Center Fees
Date: November 1 ,2021
Prepared by: Melissa Tristany Park Board Secretary
Title: Park Board Recommendation

The Winston Park Board would like to recommend that renters no longer be able to request a full waiver of fees for rentals of the Winston Community Center / Winston Parks.

Instead, we propose that renters be able to make a request for reduced fees, reduced fees would cover the cost of set-up, maintenance, and repairs of said rentals. This fee would come directly from Public Works and be determined on actual cost incurred per rental.

Winston Park Board

City of Winston

Mailing - 245 SE Thompson Ave
Winston, OR 97496

Phone # (541) 679-6114
E-mail publicworks@cityofwinston.org

Rental Agreement

Date	Invoice #
3/25/2026	917

Renter:
Cinda Tyler /Cassie Rose Executive Director Care of Community Volunteer Network Douglas County SHIBA Program 1 W Main St St 303 Medford OR 97501 541-857-7784

On-Site Contact
541-784-7880 541-857-7784

The above mentioned person(s) is (are) to be the responsible point of contact for the following.
For the consideration of rents herein specified, the City of Winston does hereby lease unto Customer the use of the Winston Community Center, located at 440 SE Grape (corner of SE Grape & SE Thompson) for:

Event Date	Start/End Time	Set-UP	Event		
3/25/2026	8:30AM-3:30PM		Medicare Counseling		
Room/Items Rented			Quantity	Price	Total
Wooley Conference Room (D) rental - Seated 8 1/2 day = 8:30 am-2:30 pm OR 3pm-10pm Twice Monthly/Wednesdays -2nd and 4th Will not affect rental of the Grand Room/rooms Willing to move days/dates if there is a potential renter Providing free Medicare counseling to Medicare recipients Quantity N/A Thomas approved to move forward to City Council for possible waiver of fees (4/6/26)				-55.00	-55.00
Will there be alcohol at this event? <input checked="" type="checkbox"/> No <input type="checkbox"/> CR Initial _____ Yes _____ Initial <input type="checkbox"/> Yes Insurance on File I have read, understand & received a copy of the WCC Usage Policies _____ Yes _____ Initial			Total		\$55.00

Payments/Credits	\$0.00
Balance Due	+\$55.00

APPROVED
By Cassie Rose at 2:33 pm, Apr 13, 2026

\$0.00 - see above per request - cr

* True North Restoration *
SW Oregon



Application for Business License

RECEIVED	CHK# 4779
APR 07 REC'D	CASH
	AMT 50-
CITY OF WINSTON	BY DD

receipt # 92958

Tell us about you:

Applicant: NOAH WITT

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

Mailing Address: 1580 GREEN SIDING ROAD

City: ROSEBURG State: OR Zip: 97471

Phone: 541-670-3524 Email: NWITT@GOTRUE NORTH.COM

Scope of Business (select one):

- Permanent (Business addressed and/or located within city limits - **Complete Section A**)
- Contractor/Mobile Vendor (Business established outside city limits but conducting work within city limits - **Complete Section B**)

Section A:

Business Name: _____

Street Address: _____

Mailing Address: _____ PO Box: _____

City: _____ State: _____ Zip: _____

Business Type: _____ Secondhand Property Dealer? _____

Description of business to include hours of operation and expected number of employees: _____

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 the City Website under the Government tab, or in person at City Hall weekdays, 201 NW Douglas Blvd. (541) 679-6739 for info.

Application # 15-26

* True North Restoration SW Oregon * 2


Phone: _____ Email: _____
Property Owner (if other than applicant): _____
Sq. Ft. of Building for Business: _____ No. of Parking Spaces: _____
Applicant Signature: _____ Date: _____
Property Owner Signature: _____ Date: _____
(If different from applicant)

Section B:

Business Name: TRUE NORTH RESTORATION SW OREGON
Business Type: PROPERTY RESTORATION
Owner/Agent: NOAH WITT
Street Address: 1580 GREEN SIDING ROAD
Mailing Address: 1580 GREEN SIDING ROAD PO Box: -
City: ROSEBURG State: OR Zip: 97471
Email: NWITT@GOTRUENORTH.COM Phone: 541-673-1333

Complete the following where applicable, and sign below:

CCB#: 220479 DC Health Dept: _____ Other: _____
Current/Upcoming Projects (Input N/A if none): _____

Applicant Signature:  Date: 4/3/2026

Development Notice:

The issuance of a Winston Business License does not authorize construction outright. Specific projects including, but not limited to, property development, signage, building projects, home construction, solar projects, and fencing require case specific reviews conducted by the City of Winston.

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 the City Website under the Government tab, or in person at City Hall weekdays, 201 NW Douglas Blvd. (541) 679-6739 for info.

Application # 15 - 26

*** STAFF USE ONLY ***

LICENSE # 15-26

Business Location NA Zoning NA

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

Planning Official THOMAS McINTOSH Date 4-10-26

Comments: NO LAND USE REQUIRED.

Police Chief [Signature] Date 04.08.26

Recommendation: Grant Deny

City Manager See Planning official Date _____

Billing Clerk X/A Date _____

City Recorder [Signature] Date 4/17/26

Fee \$50 Receipt # 92958 CC 4/20/26 Letter/Label Entered/Mailed

Additional Remarks:

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 the City Website under the Government tab, or in person at City Hall weekdays, 201 NW Douglas Blvd. (541) 679-6739 for info.



RESOLUTION NO. 26-1223

A RESOLUTION OF THE CITY OF WINSTON OREGON CITY COUNCIL UPDATING AND ADJUSTING THE TRANSPORTATION FEE BASED ON A NEWLY COMPLETED RATE STUDY ANALYSIS ON THE COSTS TO PROPERLY MAINTAIN THE WINSTON ROAD NETWORK.

WHEREAS Winston City Council is authorized to adopt fees for services provided by the City according to Winston Municipal Code 35.002; and,

WHEREAS the City is the road authority for all roads within its city limits and has responsibility to maintain such streets located in its jurisdictional boundaries; and,

WHEREAS the city may from time to time, by resolution, change the fees based upon revised estimates of the cost of properly maintaining local streets; and,

WHEREAS the newly completed transportation rate study outlines the updated pavement condition assessments total estimated cost for maintenance and rehabilitation at \$7.28 million.

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

SECTION 1. The transportation utility fee is hereby adjusted from \$1.00 to \$3.00 per equivalent dwelling unit. Engineers rate study, supplemental documents and staff report admin 26-04 attached hereto and incorporated by reference.

SECTION 2. This resolution shall be in effect upon the date of its adoption.

ADOPTED BY THE CITY OF WINSTON OREGON CITY COUNCIL ON THIS 20TH DAY OF APRIL 2026.

APPROVED BY THE MAYOR ON THIS 20TH DAY OF APRIL 2026.

Christie Knutson, Mayor

Attest:

Cindy Sarti, City Recorder