

City of Carlton Community Updates

February 24, 2023



*"THE GREATNESS OF A COMMUNITY
IS MOST ACCURATELY MEASURED BY THE
COMPASSIONATE ACTIONS OF ITS MEMBERS"*

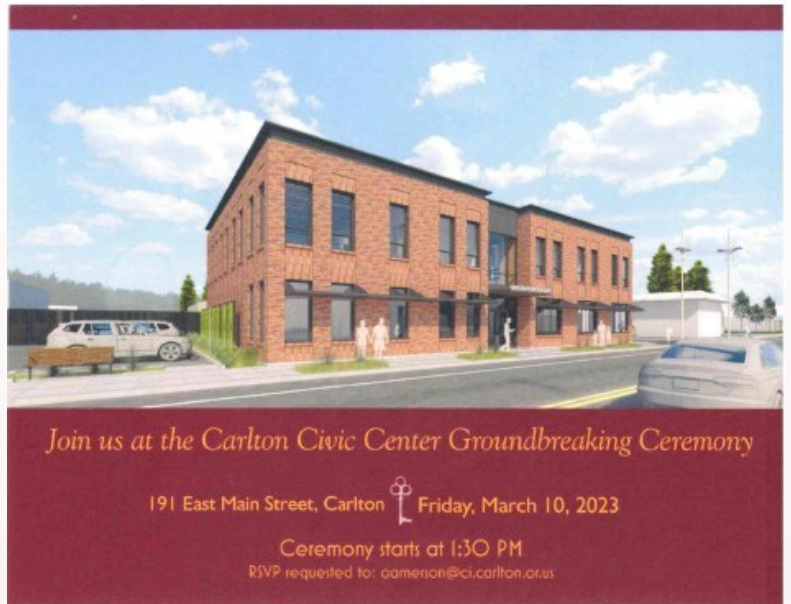
~Coretta Scott King



News & Events

KEEPING YOU IN-THE-KNOW ABOUT WHAT IS HAPPENING IN OUR COMMUNITY

Please join us on March 10th for a Groundbreaking Ceremony!



Upcoming Events

- March 1st Park Shelter Reservations are open!
- March 14th City Council Meeting 6pm
- March 17th CBA St. Patrick's Day Crawl starting at 11:00a
- March 20th Planning Commission Meeting at 6pm
- April 5th Comprehensive Plan Committee Meeting 6pm

To see a full list of meetings, closures, and events, you can visit the [City of Carlton Calendar](#) on our website.

City Hall has Moved!

Carlton City Hall Office is now located down at Lower City Park in the Public Works building! Follow the signs all the way down the hill and turn right through the gates into Public Works and come visit us!

We are open Monday through Friday from 8am-4pm

After hours payments can be dropped off at the Administration Office in the Modular building, which is located just before the Public Works entrance.

Payments can be made using the door slot **AFTER HOURS ONLY**



Planning & Admin Department

Manager: Aimee Amerson

aamerson@ci.carlton.or.us

503-852-7575

Weekly Report

Planning

- No new applications

Park and Rec

- Parks are open with the snow, just be aware of safety issues such as ice, slippery play equipment and tree branches that are laden with snow
- Pool Manager position open! See website for details: <https://www.ci.carlton.or.us/parksrec/page/job-opening-city-pool-manager>
- Want to be a Lifeguard? We want to talk to you! The City of Carlton is offering to cover the Lifeguard certification costs with at least one year of service at the Carlton Pool. Please call or email Administrative Manager Aimee Amerson by March 1st, 2023 at 503.852.7575 or aamerson@ci.carlton.or.us
- Park shelter rental reservations open March 1st at City Hall. Application and fee must be received by city staff to hold your reservation.

Job opening/Vacancies

- City Pool Manager position available (see details above)
- 3 Budget Committee positions vacant: <https://www.ci.carlton.or.us/bc-budget/page/budget-committee-vacancies>

Jurisdictional Survey

Yamhill County Transit recently began updating its coordinated transportation plan (CTP). A CTP identifies the need for transportation services for seniors and persons with disabilities, determines the gaps between these needs and available services, and sets a course of action for closing the gaps.

To meet the needs across the entire county, YCT wants to hear from you about the greatest transportation needs for residents in your city. A survey link is here: <https://www.surveymonkey.com/r/9CCL3CT>



Public Works Department

Public Works Director

Bryan Burnham

bburnham@ci.carlton.or.us

After Hours Urgent Matters:

503-434-6500

Weekly Report

Water

- Working to get plant ready to start March 1st

Sewer

- Sewer back up repair on W. Monroe St
- Hawn Creek Pump Station Project is approaching completion

Streets

- The Public Works crew are working on clearing the parking areas uptown that did not get cleared prior to the freeze

Construction

- Hazardous materials were removed and the buildings taken down to build a safe, community-friendly Civic Building. Click the link below to see a clip of the demolition in progress

[February 2023 City Hall demolition - YouTube](#)

- JR2 Houses are being built
- Community Homebuilders are getting ready to install electrical conduit to the houses

While the park is not closed during the snowy weather, we do ask that you take caution while down there. There have been quite a few children sledding and playing in the snow, occasionally near the roadways.

Please also be aware of potential safety issues such as ice, slippery playground equipment, and tree branches that are laden with snow.



Code Enforcement

Code Compliance Team
codecompliance@ci.carlton.or.us
503-852-7575

Code Corner

The Code Compliance Team works with local citizens and businesses to maintain compliance with Carlton's Municipal Code for the health, safety, and beauty of its community.

Through a process based on communication and prioritization of community health and safety, the code compliance department works to notify citizens when violations are occurring. The team has great success working through code compliance issues with property owners without first going to citations. The City's Code Enforcement Team strives to quickly and equitably address code issues with an emphasis on mitigating code violations affecting public health and safety, for example; right of way obstruction, debris and junk accumulation, and clear vision obstruction.

Citizens can notify the City of code violations at any time using our [online form](#).

FILING A COMPLAINT: To file a complaint, start by filling out the [online form](#). The address or name of the property owner with the violation is required. You can also email Code Enforcement at codecompliance@ci.carlton.or.us. If you are unable to complete the online form or email the information, you can also mail a handwritten letter to City Hall, *ATTN: Code Enforcement*, 191 East Main Street, Carlton, OR 97111.

INVESTIGATING A COMPLAINT: Once a complaint is received, Code Enforcement staff will make a site visit to determine if a violation exists. If there is a violation, Code Enforcement will determine who the responsible party/property owner is. Once that is established, the appropriate parties will be notified of the violation(s).

NOTIFICATIONS: Once it has been determined who the responsible party is, Code Compliance staff will notify them of the violation(s). This notification contact will be by letter. All warnings contain a compliance date. If compliance is not met by the compliance date, staff may issue a second notice. In certain situations, such as health, safety matters or repeat violations, there may be no notification before a citation may be issued.

CITATION: If a code violation is not remedied during the notification process, the responsible party/property owner may be issued an Oregon Uniform Citation and Complaint from the Carlton Police Department. Once this citation is issued, the person receiving the citation must appear in court on the date given on the citation. If a defendant is found to be guilty of violating the municipal code after judicial proceedings, the judge may impose a civil penalty, similar to a fine.

ABATEMENT: If the situation is not corrected after citation, the City may post the property with Notice to Abate. At the end of the ten (10) day period, the City may enter the property, with judicial approval, to remove or abate the violations. Once the abatement is completed, the property owner will be billed for the associated costs. If, after 30 days of billing, the abatement costs are not paid, the City may place a lien on the property to recover the abatement cost.



Police Department

Chief of Police

Kevin J. Martinez

kmartinez@ci.carlton.or.us

503-852-3805

Carlton Police Department Mission Statement

The mission of the Carlton Police Department is to provide a safe community through the professional delivery of police services and by working in partnership with the citizens of Carlton. To this end, we will provide the highest quality of law enforcement services within our ability. We will hold ourselves accountable to the community and the professional standards of Oregon Law Enforcement. We recognize that our most valuable resource is our officers and will strive to create a positive working atmosphere where creativity and participation abound. We will continually serve the people of the community, striving for excellence in all that we do.

Weekly Report



On Tuesday, February 21, 2023, Officer Micah Steeves was invited to help the Yamhill Carlton Soccer Club coaches for the first day of the Spring soccer season. Officer Steeves was thrilled to be able to help out with their “race car” dribbling drills, where athletes had to dribble the soccer ball while watching Officer Steeves as he held up a green, yellow, or red flag (like the red light/green light game).

Continue to the next page for this week’s Police Statistics





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kmartinez@ci.carlton.or.us

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Weekly Report

Total Officer Dedicated Patrol Assignment Activity (CAD Calls) Jan 1, 2023 – Feb 23, 2023: **321**

Total Officer Dedicated Patrol Assignment Activity (CAD Calls) Jan 1, 2023 – Jan 31, 2023: **191**

Total Officer Dedicated Patrol Assignment Activity (CAD Calls) Feb 17, 2023 – Feb 23, 2023: **34**

Total Written Case Investigation Reports Jan 1, 2023 – Feb 23, 2023: **19**

Total Written Case Investigation Reports Jan 1, 2023 – Jan 31, 2023: **10**

Total Written Case Investigation Reports Feb 17, 2023 – Feb 23, 2023: **13**

Total Traffic Stops Jan 1, 2023 – Feb 23, 2023: **57**

Total Traffic Stops Jan 1, 2023 – Jan 31, 2023: **40**

Total Traffic Stops Feb 17, 2023 – Feb 23, 2023: **6**

Carlton Police Activity Jan. 1, 2023, to Feb. 23, 2023 (Not all calls were available at time of submission)	
Follow up/Info/Detail/Messages	40
Traffic Stops	57
Extra Patrol	100
Civil	22
Area Check	20
Suspicious	13
Alarm Response	5
Ordinance	3
Domestic	1
Fraud	2
Theft	3
Assist Outside Agency	5
Harassment	2
Trespass	0
Disorderly Conduct	0
Criminal Mischief	2
DUI	1
Mental Health Response	1
Disturbance	0





Community Health & Safety

“For a community to be whole and healthy, it must be based on people’s love and concern for each other.”

- Millard Fuller

Prepare for power outages
Keep a stock of supplies you may need in case of a bad snow storm or power outage. Food, water, batteries and blankets are key! (Make sure you keep these in your car too)

Prevent frozen pipes
Wrap your pipes in insulation sleeves and use faucet covers on outdoor faucets and spigots. Trickle water through the pipes overnight to prevent them from freezing. Consider draining the pipes if you'll be away from home an extended period of time.

Prevent fires
Keep furniture away from fireplaces and heat sources. Never use a grill or gas powered heater inside the home. Have heating equipment and chimneys cleaned and inspected. Remember to turn off portable heaters when leaving the room or going to bed. Test carbon monoxide and smoke alarms and change the batteries annually.

Winter Driving Tips
Check the weather—don't venture out unless its necessary. Remove all ice and snow from windows and mirrors before driving. Slow down, be alert and anticipate hazards.

Check on your neighbors
Check in with your neighbors, especially the elderly and those with special care needs. If you are unable to reach out, the Carlton Police Department can be proactive and check on potentially vulnerable citizens within city limits. Please contact Chief Martinez by phone or email — 503-852-3805 or kmartinez@ci.carlton.or.us

Community Links & Resources

[Community Health and Safety | City of Carlton Oregon](#)

[Plan Ahead for Disasters | Ready.gov](#)

[Emergency Links | City of Carlton Oregon](#)