

**AGENDA
DAYTON CITY COUNCIL
REGULAR/EXECUTIVE SESSION**



DATE: TUESDAY, SEPTEMBER 6, 2022
TIME: 6:30 PM
PLACE: DAYTON CITY HALL ANNEX – 408 FERRY STREET, DAYTON, OREGON
VIRTUAL: ZOOM MEETING – ORS 192.670/HB 2560

You may join the Council Meeting online via Zoom Meeting at: <https://us06web.zoom.us/j/87875294140>

or you can call in and listen via Zoom: 1 346 248-7799 or 1 720 707-2699

Dayton – Rich in History . . . Envisioning Our Future

<u>ITEM</u>	<u>DESCRIPTION</u>	<u>PAGE #</u>
A.	CALL TO ORDER & PLEDGE OF ALLEGIANCE	
B.	ROLL CALL	
C.	APPEARANCE OF INTERESTED CITIZENS	
	The public is strongly encouraged to relay concerns and comments to the Council in one of the following ways:	
	<ul style="list-style-type: none">• Email - at any time up to 5 pm the day of the meeting to pringnalda@ci.dayton.or.us. The mayor will read the comments emailed to the City Recorder.• Appear in person – If you would like to speak during public comment please sign-up on the sign-in sheet located on the table when you enter the Council Chambers.• Appear by Telephone only – please sign up prior to the meeting by emailing the City Recorder at pringnalda@ci.dayton.or.us the chat function is not available when calling by phone into Zoom• Appear via Zoom, Virtually – once in the meeting send a chat directly to the City Recorder, Patty Ringnalda, use the raise hand feature in Zoom to request to speak during public comment, you must give the City Recorder your First and Last Name, Address and Contact Information (email or phone number) before you are allowed to speak.	
	When it is your turn the Mayor will announce your name and unmute your mic.	
D.	CONSENT AGENDA	
	1. Work/Special Session Meeting Minutes –July 18, 2022	1-4
	2. Regular Session Meeting Minutes – August 1, 2022	5-8
E.	ACTION ITEMS	
	1. Dayton VFW National Service Award Sign Presentation-Michael Billings	
	2. 2022/2023 Small City Allotment Grant Update	9-12
	3. City’s Building/Planning Intake Process Update	13
	4. Initiation of Dayton Land Use Code Amendment Update for Buffers	15
	5. Park Improvements Discussion	17-30

F. EXECUTIVE SESSION

The Dayton City Council will meet in Executive Session pursuant to ORS 192.660(2)(f) to consider information or records that are exempt by law from public inspection.

G. CITY COUNCIL COMMENTS/CONCERNS

H. INFORMATION REPORTS

1. City Manager's Report

31-70

I. ADJOURN

Posted: September 2, 2022

By: Patty Ringnalda, City Recorder

NEXT MEETING DATES

City Council Regular Session, Monday, October 3, 2022

City Council Work Session, Monday, October 17, 2022

City Council Regular Session, Monday, November 7, 2022

Virtually via Zoom and in Person; City Hall Annex, 408 Ferry Street, Dayton, Oregon

MINUTES
DAYTON CITY COUNCIL
WORK/SPECIAL SESSION
July 18, 2022

PRESENT: Mayor Elizabeth Wytoski
Council President Daniel Holbrook
Councilor Annette Frank
Councilor Kitty Mackin
Councilor Jim Maguire
Councilor Trini Marquez

ABSENT: Councilor Rosalba Sandoval-Perez

STAFF: Rochelle Roaden, City Manager
Patty Ringnalda, City Recorder
Steve Sagmiller, Public Works Director

A. CALL TO ORDER & PLEDGE OF ALLEGIANCE

Mayor Wytoski called the meeting to order at 6:30 pm and those present gave the Pledge of Allegiance.

B. ROLL CALL

Mayor Wytoski noted there was a quorum with Councilors Holbrook, Maguire and Marquez present in person and Councilors Frank, Mackin and Mayor Wytoski present virtually. Mayor Wytoski noted the absence of Councilor Sandoval-Perez.

Also present virtually were Public Works Director, Steve Sagmiller and Sergeant Bob Eubanks from the Yamhill County Sheriff's Office.

C. APPEARANCE OF INTERESTED CITIZENS

Judy Gerrard, of 305 Main Street, Dayton, Oregon, presented a letter to the Council that was emailed to all Council Members earlier in the day. Those Councilors present were given a hard copy of Ms. Gerrard's letter. Ms. Gerrard went through each point in her letter, which were her concerns regarding allowing exceptions to the noise ordinance.

Rochelle Roaden, City Manager read a letter that was submitted by Ann Marie Anderson of 309 Main Street, Dayton Oregon, into the record. Ms. Anderson also stated her concerns regarding allowing exceptions to the noise ordinance.

D. CONSENT AGENDA

Work/Special Session Meeting Minutes – June 21, 2022

DANIEL HOLBROOK MOVED TO APPROVE THE CITY COUNCIL MEETING MINUTES OF THE WORK/SPECIAL SESSION MEETING OF JUNE 21, 2022 AS WRITTEN. SECONDED BY TRINI MARQUEZ. Motion carried with Frank, Holbrook, Mackin, Maguire, Marquez and Wytoski voting aye. Sandoval-Perez absent.

E. ACTION ITEMS

1. Approval of Resolution 2022/23-01 Surplus Equipment

Rochelle Roaden reviewed the need to surplus an older public works vehicle due the purchase of a new pick-up truck, explaining that the vehicle was used as a trade in on the new vehicle.

KITTY MACKIN MOVED TO APPROVE RESOLUTION 22/23-01 A RESOLUTION DECLARING CERTAIN PROPERTY AS SURPLUS AND AUTHORIZING ITS TRANSFER, SALE, OR OTHER DISPOSITION. SECONDED BY ANNETTE FRANK. Motion carried with Frank, Holbrook, Mackin, Maguire, Marquez and Wytoski voting aye. Sandoval-Perez absent.

2. Cost of Living Adjustment (COLA) Discussion

City Manager, Rochelle Roaden presented her report to the Council, stating that her recommendation was based on five months of the 2022 Consumer Price Index (CPI-W) average and recommending that the Council approve a 9.22% COLA.

Mayor Wytoski shared that most community members will not be getting a large COLA increase and therefore would not be agreeable to City employees getting a large increase. However, she also understands that City employees are often poached from city to city and that she is very happy with Dayton's employees and does not want to lose any of them, due to low wage increases.

Councilor Holbrook encouraged the Council to use a 12 month average instead of a five month average and stated that he would support an increase of 5% to 7.2%, and that he would prefer if the employees step increases were not taken off of the table.

Councilor Maguire stated that in his profession there are no COLA increases. Councilor Maguire advised that he would support continuance of step increases for FY 2022/23, but does not support a 10% COLA increase. Councilor Maguire agreed with Mayor Wytoski regarding members of the community not receiving COLA increases.

After continued discussion Council was in agreement to offer staff a 8.2% COLA increase which would include their yearly 3% step increase. This gives employees their step increase at the beginning of the fiscal year instead of on their anniversary date.

DANIEL HOLBROOK MOVED TO APPROVE A 8.2% COST OF LIVING ADJUSTMENT INCREASE EFFECTIVE JULY 1, 2022 FOR CITY STAFF AND SUSPENDING ALL STEP INCREASES FOR FY 2022/23. SECONDED BY TRINI MARQUEZ. Motion carried with Frank, Holbrook, Mackin, Maguire, Marquez and Wytoski voting aye. Sandoval-Perez absent.

3. Special Event Permit/Noise Amplification Discussion

Mayor Wytoski stated that this proposal originated from a business owner who asked if it would be possible to have special events that may exceed City noise ordinance limits.

Rochelle Roaden reviewed her report with the Council which included research of noise ordinances from other cities in Yamhill County.

Sergeant Eubanks from Yamhill County Sheriff's Office reviewed noise/sound decibels with the Council, explaining how they work and gave examples of different noises and their decibel ratings.

Discussion continued regarding sound decibels, number and length of events to be allowed, and the possibilities and types of penalties for violators. Some Councilors were in favor of allowing variances to the noise code while others were not and wanted stricter Code written. All were in agreement that new Code should be written with very specific criteria with consequences for those who violate the code. It was agreed that the City Manager and the Mayor would work together to present potential new code for the Council to review.

4. 2023 League of Oregon Cities (LOC) Legislative Priorities Ballot Discussion

Mayor Wytoski explained that this is a list of items Council would like the LOC to work on for the City of Dayton. Councilor Holbrook read through each of the category groups from the 2023 Legislative Priority Ballot provided by the League of Oregon Cities.

Mayor Wytoski asked each Councilor to review the list of priorities and write down each of their top five priorities.

The Council's top five priorities were: Infrastructure for Housing, Economic Development Incentives, Lodging Tax Flexibility, Renewable Energy and Cyber Security.

City Manager, Rochelle Roaden will submit the Cities ballot choices to the League of Oregon Cities.

F. CITY COUNCIL COMMENTS AND CONCERNS

Mayor Wytoski stated that because she is in a run off for the County Commissioners seat so will not be running for Mayor and that there are three Council seats that will expire on December 31, 2022. The Mayor encouraged Councilors to declare if they will be running for their Council seat again.

Councilor Holbrook noted that while cycling around town he has noticed that some storm drains grates are in need of replacement. Councilor Holbrook stated that although his time is limited he would consider running for Council again if there are no other interested community members.

Councilor Mackin asked if the van that has been living on Ferry Street is gone? Rochelle Roaden advised she is working with the vehicle owner, as of 4:30 pm the van was still there. Rochelle Roaden advised she will check again after the Council meeting, further stating that the van is the van owner's home, if she has his home towed where would he live? The City has been working with the vehicle owner to try and resolve the situation. However, by the end of the day tomorrow, she will make sure that the van will no longer be there.

Councilor Mackin stated that the van owner has blocked wheel chair access to the sidewalk on more than one occasion and it has been like that for more than a month and a half. Councilor Mackin stated that this is putting one life above another, a bunch of others. Councilor Mackin advised that she does not feel safe to be down there and that is right where she needs to get on the sidewalk. When she comes downtown she needs to be in the street a little bit farther. She really hopes something like this does not happen again, it's hard enough.

Councilor Marquez announced that she has decided to run for mayor!

Councilor Maguire announced that he has decided to re-run for his Council seat in November. Councilor Maguire stated that there are two trees along Ash Street that are too low for him to walk under and he feels it is a safety issue. The City Manager reminded Council that there is a complaint form on the City's website and she encouraged them to report code violations via the website.

G. INFORMATION REPORTS

City Manager's Report

The 9th to Flower Lane Project, the week of July 18th excavation sidewalks, forming of sidewalks, installation of underground piping and area drains, saw cut bulb-outs at 9th and Ferry Streets and excavation of bulb-outs.

The 6th street overlay project ADA ramps have been completed and paving will begin next Thursday.

From August 1st to September 12th the library will be closed on Mondays due to staff shortages.

Filing dead line for the November Election is August 30th.

The Pancake Breakfast is Saturday, July 30 so please let the City Manager know if you want to volunteer for the event.

National Night Out is Tuesday, August 2nd and we are asking for help from the Council. Rochelle Roaden stated that there was a huge turn out last year. Mayor Wytoski offered to volunteer.

G. ADJOURN

There being no further business, the meeting adjourned at 8:33 pm.

Respectfully submitted:

APPROVED BY COUNCIL on July 18, 2022

By: Patty Ringnalda
City Recorder

As Written As Amended

Elizabeth Wytoski, Mayor

MINUTES
DAYTON CITY COUNCIL
REGULAR SESSION
August 1, 2022

PRESENT: Mayor Elizabeth Wytoski
Council President Daniel Holbrook
Councilor Annette Frank
Councilor Kitty Mackin
Councilor Jim Maguire
Councilor Trini Marquez

ABSENT: Councilor Rosalba Sandoval-Perez

STAFF: Rochelle Roaden, City Manager
Patty Ringnalda, City Recorder
Steve Sagmiller, Public Works Director
Sergeant Bob Eubanks, Yamhill County Sheriff's Office

A. CALL TO ORDER & PLEDGE OF ALLEGIANCE

Mayor Wytoski called the meeting to order at 6:32 pm and those present gave the pledge of allegiance.

B. ROLL CALL

Mayor Wytoski noted there was a quorum with Councilors Frank, Mackin, Maguire, Marquez attending the meeting in person and Holbrook via Zoom. Mayor Wytoski noted the absence of Councilor Sandoval-Perez.

C. APPEARANCE OF INTERESTED CITIZENS

There was no one in attendance in person or virtually.

D. ACTION ITEMS

1. Presentation of Yamhill County Sheriff's Office (YCSO) Annual Report for Dayton – Sergeant Eubanks

Sergeant Eubanks reviewed the YCSO FY 2021-2022 contract for services annual report; explaining the service call types and answering questions.

Mayor Wytoski asked if the stats for Ash Street were better because there are less speeders or because more time has been focused on Ferry Street. Sergeant Eubanks advised that it is a little of both.

2. Approval of Emergency Pump Purchase and Approval to Purchase New Back-Up Pump

Rochelle Roaden, City Manager reviewed the emergency purchase of a new sewer pump and explained the need to also purchase a back-up pump. Finances were discussed and the budget line item was noted as to where the funds will come from within the budget. Purchasing a new pump verses purchasing a refurbished pump was discussed.

Steve Sagmiller, Public Works Director stated that he would prefer to purchase a new pump rather than refurbish the old pump and explained his reasons.

JIM MAGUIRE MOVED TO APPROVE THE SOLE SOURCE EMERGENCY PURCHASE OF A REPLACEMENT PUMP FOR THE 9TH STREET LIFT STATION FROM XYLEM WATER SOLUTIONS FOR \$13,055. SECONDED BY ANNETTE FRANK. *Motion carried with Frank, Holbrook, Mackin, Maguire, Marquez and Wytoski voting aye. Sandoval-Perez absent.*

JIM MAGUIRE MOVED TO APPROVE THE SOLE SOURCE PURCHASE OF A BACK-UP PUMP FOR THE 9TH STREET LIFT STATION FROM XYLEM WATER SOLUTIONS FOR \$13,055. SECONDED BY ANNETTE FRANK. *Motion carried with Frank, Holbrook, Mackin, Maguire, Marquez and Wytoski voting aye. Sandoval-Perez absent.*

3. Approval of Retirement/Return to Work Program for Dayton Employees

Rochelle Roaden, reviewed the proposed Return to Work Program with the Council, explaining there are currently two employees who would like to take advantage of the program. It was noted that the City would no longer be responsible for the IAP portion of PERS for those employees who take advantage of the proposed program.

Councilor Maguire asked if the employees would need to be in good standing in order to be rehired back with the City. Clarifications were made regarding sick leave accrual.

KITTY MACKIN MOVED TO APPROVE THE RETIREMENT-RETURN TO WORK PROGRAM FOR THE CITY OF DAYTON EMPLOYEES. SECONDED BY ANNETTE FRANK. *Motion carried with Frank, Holbrook, Mackin, Maguire, Marquez and Wytoski voting aye. Sandoval-Perez absent.*

4. Psilocybin (Mushroom) Discussion

Mayor Wytoski reviewed Ballot Measure 109, the Oregon Psilocybin (Mushroom) Service Act explaining that the City is required to adopt policy by December 31, 2022. Aspects of the regulations were explained and compared to the Marijuana policy that was incorporated by the Council.

Mayor Wytoski explained that the Council can choose to create a policy and present that policy to the public in the next election on November 8, 2022 or treat mushrooms the same as the current marijuana code and add it to the Code regulating the time, place and manner in which it can be distributed. The Mayor advised that some small cities are choosing to create a moratorium due to the short period of time they have been given to create new policy. Discussion continued with Council in agreement to regulate psilocybin (mushrooms) with time, place and manner similar to the marijuana code.

Rochelle Roaden advised that the Code change will need to go to the Planning Commission first and then will come back to the Council as a Municipal Code Update.

E. CITY COUNCIL COMMENTS/CONCERNS

Councilor Mackin strongly recommend that next year's Old Timer's Parade be moved to Saturday, after the Pancake Breakfast, stating that it is too hot at 6 pm. Mayor Wytoski explained the reasons the parade is held on Friday night, stating that it overlaps with other local summer events if it is moved to another day and time. Discussion continued.

Councilor Marquez inquired about the 6th Street Overlay, wanting to know what other streets will also receive overlay within the City. Rochelle Roaden advised that she, Steve Sagmiller, Public Works Director, and Denny Muchmore, City Engineer will be meeting to review those streets that need to be answered next. Starting with Main Street and working outward. Discussion continued.

Mayor Wytoski stated that Old Timers Weekend was a success this year other than the heat. The Senior Court Coronation was well received, Juan Palacios and Vera Sullivan were crowned King and Queen for 2022. The parade Grand Marshall was a 92 year old honored war veteran. Dayton Friday Nights and the DCDA recorded approximately 800 people attended the events in the park after the parade. Bingo sponsored by the VFW and held in the Community Event Center was well received as was the Fire Districts Chicken BBQ, which ran out of chicken. There were 6 or 7 reunion groups in the park on Saturday. Mayor Wytoski encouraged Councilors to attend National Night Out which will be held on Tuesday, August 2, 2022 at the Community Event Center.

Councilor Marquez reported that an unknown man with a cane has been walking late at night along Foster and Fletcher Roads, she cautioned those driving in that area that he will walk almost in the middle of the road. Rochelle Roaden advised that she will speak with Deputy Broyles and have him watch for this person.

F. INFORMATION REPORTS

1. City Manager's Report

City Manager Rochelle Roaden advised that on Thursday, August 18, 2022 the City of Dayton will host the City County Dinner in the Experience Center at Stoller Winery. Those Councilors wishing to attend the dinner, should email Rochelle Roaden or Dawn Beveridge.

The 9th to Flower Street sidewalks have been poured and construction will start this week on the crosswalks.

City Engineer, Denny Muchmore is working on the design for the 7th Street crosswalk project.

The 6th Street overlay project finished on Friday. Laying gravel for the parking/planting strip area along 6th Street will be done next.

Rochelle Roaden advised that she met with Utility Bridge Engineers and has been informed that the cost of the construction materials have gone from \$2.5 million to \$5.5 million. Finding additional funding will be her main project for the next week. Rochelle Roaden stated that the Bridge was not eligible for Federal funds because it is not on the National Registry.

Oregon Department of Transportation (ODOT) has been in contact with Rochelle Roaden and has advised that Portland General Electric (PGE) will no longer allow ODOT to use PGE poles for ODOT purposes. ODOT has changed their standards, therefore all the directional street signs will need to come down within the City. Rochelle Roaden and Steve Sagmiller met with PGE to discuss the ODOT change to pole usage requirements.

Rochelle Roaden stated that according to Abisha Stone from Sedcore the City of Dayton is eligible for a sidewalk project through Work Force Oregon, which works with local area youths, teaching them a trade by learning how to install sidewalks within the City. The program is in its development stages and is currently being tested in the City of Carlton. The contractor for the Carlton project is from Dayton and is very interested in doing the same project in Dayton and has agreed to donate their time.

The Pancake Breakfast which was held on Saturday, July 30, 2022 was very successful with approximately 120 breakfasts served to community members. City Staff and Councilors were thanked for their help at the event.

Praise was given to City Staff that worked on the Old Times Weekend Pirates of the Caribbean float. Mayor Wytoski especially recognized Public Works for all of their very creative work.

G. ADJOURN

There being no further business, the meeting adjourned at 8:07 pm.

Respectfully submitted:

By: Patty Ringnalda
City Recorder

APPROVED BY COUNCIL on September 6, 2022.

As Written **As Amended**

Elizabeth Wytoski, Mayor

To: Honorable Mayor and City Councilors
From: Rochelle Roaden, City Manager
Issue: Small City Allotment Application for 2022-2023
Date: September 6, 2022

History/Background

Oregon Department of Transportation's (ODOT) Small City Allotment Grant Program offers cities with less than 5,000 the opportunity to apply for a grant to improve streets. This program has been at a \$100,000 max grant and the City has completed overlays of many streets in town. In the last four year, I have overseen the overlay of Main Street from 3rd to 5th, 5th Street from Ferry to Ash Street, and 6th Street from Ferry to Ash this summer.

The grant program increased its max grant from \$100,000 to \$250,000 this year which will greatly benefit the city as the three projects noted above all came in over \$100,000 and the City paid the additional cost. For the next grant cycle, 7th Street from Ferry to Ash would be the next project, then 8th, then 9th. However, when looking at these three streets and the availability of the additional \$150,000, our engineer advised/suggested that we should complete 7th Street and part of 9th street this coming year and then 8th Street in 2023-2024. The 8th Street overly will be much more extensive and require most if not all of the \$250,000. I have attached an email from Denny Muchmore to further explain our approach.

The City has applied for 7th and 9th Street overlays as the grant application deadline was due August 31, 2022.

From: [Denny Muchmore](#)
To: [Rochelle Roaden](#)
Cc: [Steve Sagmiller](#); [Josh Bilodeau](#)
Subject: RE: 7th and 9th street overlay rational
Date: Thursday, September 01, 2022 11:50:15 AM
Attachments: [image001.png](#)

Rochelle,

There are several primary reasons we recommended that 8th Street be addressed with a future more comprehensive street project rather than with an overlay during this coming year in conjunction with the 7th Street overlay.

1. The pavement condition of 9th Street & Church Streets (*which are local streets*) is getting to the point where we feel that an overlay will avoid the need to have to reconstruct the streets for many years into the future, and to avoid street deterioration getting to the point where reconstruction of the street may become critically necessary.
2. 8th Street is a collector street, which has much higher levels of traffic and much heavier traffic loads (*including trucks traveling between Ferry Street & Fletcher Road*) than the other local streets being considered for overlay next year.
3. Finally, during the design for the High School Gym a number of years ago, core samples were drilled along 8th Street, which revealed that the existing street was originally constructed with very little base rock and several subsequent overlays over the past century.
 - a. The pavement core reports showed that the original street and each subsequent overlay ended up failing due to the poor subgrade and baserock conditions
 - i. For reference, contrary to some misconceptions, the majority of the strength in an asphalt paved street is provided by the underlying subgrade soils and the street baserock layer, and not by the actual AC pavement itself, since AC pavement is classified as a flexible paving surface and will move under wheel loads if the underlying baserock & subgrade is inadequate, which results in the classic alligator cracking patterns in the pavement).
 - b. For the HS gym project, the school district was required to reconstruct the portion of 8th Street fronting their project, because the existing pavement, rock & subgrade did not meet City standards for allowing an overlay as a permanent street improvement method.
 - c. Our recommendation is that the City consider a more comprehensive street improvement project for 8th Street during one of the subsequent years (*the entire \$250,000 SCA grant will most likely be required to complete the suggested 8th Street project, along with necessary storm drainage improvements*).

We feel that the City can get the most bang for the buck in the long run by continuing to concentrate on overlays of local streets in order to bring them up to acceptable operating conditions, which will minimize the cost for pothole & repair requirements by Public Works on currently marginal streets, and minimize the number of streets that will need to be completely reconstructed in the foreseeable future (*as well as avoiding spending money to overlay streets which are recommended for most extensive reconstruction in the relatively near future*).

We hope this information helps and answers the questions you and the Council may have.

Denny Muchmore, PE (OR, WA)

Westech Engineering, Inc., 3841 Fairview Industrial Drive SE, Suite 100, Salem, OR 97302

503-585-2474 ph 503-585-3986 fax 503-931-8708 cell

dmuchmore@westech-eng.com *Celebrating 54 Years of Service 1968 - 2022*



Building, Planning, and Land Use

Planning Questions?

We would like to provide you the most accurate information possible, so please provide a narrative description of your project, including as much detail as possible. Thank you.

What planning information are you interested in?

- Annexation
- Property Line Adjustment
- Conditional Use Permit
- Historic Building Alteration
- Partition (Major or Minor)
- Pre-Application Meeting
- Sign Permit
- Manufactured Home Park
- Subdivision
- Site Plan/Design Review
- Variance (Major or Minor)
- Other

Your name

Email:

Property address

or approximate location

Map and Tax Lot Number

if known

Zoning of Property

if known

I'm not a robot



Building Questions?

Please provide as much information as possible about your project. Thank you.

What building information are you interested in?

- Type A Construction Permit
- Manufactured Home Placement
- Fence Permit
- Accessory Structure Permit
- Accessory Dwelling Unit
- Backflow Permit
- Structural/Mechanical/Plumbing Permits
- System Development Charges
- Other

Your name

Email:

Confirm Email:

Property address

I'm not a robot



From: [Kiel Jenkins](#)
To: [Rochelle Roaden](#)
Subject: City Council initiation of amendment
Date: Tuesday, August 30, 2022 10:17:43 AM
Attachments: [image001.png](#)

Hi Rochelle,

As I mentioned a few weeks back, we will need the City Council to initiate the buffer code amendment process at the next Council meeting. They can do so by simply making a motion as follows:

"I move to initiate a development code amendment to add buffer requirements between land within the Dayton Urban Growth Boundary and land zone Exclusive Farm Use as provided in the urbanization element of the City of Dayton Comprehensive Plan."

Thanks,

Kiel Jenkins
Associate Planner
MWVCOG
100 High Street, Suite 200
Salem OR 97302
503-540-1616
Kjenkins@MWVCOG.org



CAUTION: This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

To: Honorable Mayor and City Councilors
From: Rochelle Roaden, City Manager
Issue: Park Improvements Discussion
Date: September 6, 2022

History/Background

The City of Dayton hired a consultant in 2004 to complete a Parks Master Plan. The Executive Summary is attached for your review and the full Master Plan can be accessed from our website at: <https://www.ci.dayton.or.us/page/open/2940/0/Parks%20Recreation%20Master%20Plan>

The 2022/2023 Budget Committee approved moving the 30% of our Transient Lodging Tax non-tourism allocated revenue to the Parks Capital Budget to provide funding for Park Improvements. (Per ORS 320.300, 70% of TLT revenue must be used for tourism.) These funds have been accruing in the Transient Lodging Tax Fund since 2015 and the balance of the 30% equaled \$136,806. The Budget Committee approved the transfer of these funds to the Park Capital Fund for the FY2022-23 Budget Year.

Please note that the TLT tax revenue is usually \$68,000- \$77,000 each year. This means that annually approximately \$20,000 to \$23,000 will be transferred to the Parks Capital Budget to help fund and provide maintenance for park improvements.

In addition, this year's Budget Committee approved Alderman Park Improvements including the completion of the fence around the dog park and the addition of the water feature for \$30,000. This project is currently in process. Fencing will be completed the week of 9/5/22 and the water feature will be installed shortly after (once we receive it).

I would like to start a discussion with the Council to provide staff direction on how to spend the \$100,000 that has been allocated to Park Projects for the upcoming year. Prior discussions have included installing a splashpad at the 11th Street Park or doing a skate park. But direction is needed on what projects the Council would like to move forward with.

One thing to note – for most if not all funding and grant agencies, grants must be tied to projects that are listed in the Parks Master Plan. With the current Master Plan completed in 2004, we may need to update the plan going forward and will need to budget for that accordingly if the Council has improvement projects that will need financing or grant funding.

CITY OF
DAYTON

**PARKS AND
RECREATION
MASTER PLAN**



**PREPARED BY
PUBLIC AFFAIRS
RESEARCH
CONSULTANTS
(PARC)**

**P.O. BOX 249
INDEPENDENCE, OR 97351
800-758-6812**

CITY OF DAYTON
IN THE HEART OF OREGON'S GARDEN SPOT



Historic Fort Yamhill

PARKS AND RECREATION MASTER PLAN

PREPARED BY

PUBLIC AFFAIRS RESEARCH CONSULTANTS (PARC)

P.O. BOX 249
INDEPENDENCE, OR 97351

STAN FOSTER, PRESIDENT
RICH FOSTER, CEO
BOB IRVINE, MANAGING CONSULTANT
CORBY STONEBRAKER-SOLES, SENIOR ASSOCIATE
SUSAN SCHOMUS, ACCOUNT EXECUTIVE
CATHY JONES-FOSTER, CONTINUITY MANAGER

IN ASSOCIATION WITH

PETER E. BAER, PINNACLE ARCHITECTURE, INC.
JANE A. B. HONBECK, ARCHITECT'S ATELIER
DAVID PINYERD, HISTORIC PRESERVATION NORTHWEST
BOTANICAL SPECIALISTS, PERENNIAL OBSESSIONS

DECEMBER 2004

EXECUTIVE SUMMARY

Introduction

The City of Dayton is a rural community located near the banks of the Yamhill River in the western Willamette Valley. Since the 1980's, Dayton has experienced significant growth and change. Today, Dayton's population is approximately 2,230.

The residents of Dayton are interested in maintaining a small-town atmosphere that values and encourages community participation and healthy recreation that supports families, children, and education. Residents look to the City of Dayton (the City) to provide community and neighborhood parks, open green space, and recreational opportunities to meet the evolving needs of the growing community.

With an eye toward the future, the City, working with the Parks Advisory Committee and concerned citizens, has created Dayton's first Parks and Recreation Master Plan. The Parks and Recreation Master Plan is organized into three sections that reflect the processes utilized in developing the plan:

- Section 1 provides a "Situational Analysis" of the community and the existing parks and recreational environment.
- Section 2 provides the "Vision for the Future" complete with priorities and recommendations.
- Section 3 provides the "Operational and Maintenance Plans" that will allow Dayton to achieve its parks and recreation goals.

Methodology

The City of Dayton hired Public Affairs Research Consultants (PARC) to assist in developing the Parks and Recreation Master Plan. The Parks Advisory Committee was the principle organization in charge of managing and directing the planning process. The entire process was completed over an eight-month period, which began in the spring and concluded in the autumn of 2004. Principle processes utilized to develop this plan included:

- Community workshops
- Stakeholder meetings
- Site visits and assessments
- Research and analysis
- Development of proposals
- Parks Advisory Committee meetings

Upon completion of the process, the Parks Advisory Committee voted to recommend to the Dayton City Council that the City officially adopt the plan. On Monday, December 6, 2004, the Dayton City Council voted to adopt the Dayton Parks and Recreation Master Plan. The vote consisted of six in favor, none opposed, and one abstention.

SECTION 1: SITUATIONAL ANALYSIS

Community Profile

In that the Parks and Recreation Master Plan's purpose is to guide future community investment and energies, it is critical that the nature of the community be taken into consideration. Further, an exploration of community and regional trends can be used to help forecast the likely demands and needs for parks and recreational opportunities in Dayton. Some key characteristics of Dayton and regional trends were identified as follows:

Community Characteristics

- Dayton's current 2003 population is estimated at 2,230.
- Dayton has become a younger and more diverse community in the past decade.
 - Residents under age 18 comprise 36.7% of Dayton's population base.
 - Senior citizens are 7.6% of Dayton's population base.
- Dayton has a significant Hispanic population.
- Dayton has a larger average household size than Yamhill County and state averages.
- Dayton has a lower per-capita income and median family income than the rest of Yamhill County and the state.
- Employment is primarily based in lower paying agricultural, manufacturing, and service industries.

Regional Trends

- At a 1.5% growth rate, Dayton's population is projected to be 2,577 in 2013 and 2,978 in 2023.
- Many residents will likely continue to commute outside of Dayton for work.
- Agri-tourism and heritage tourism are likely to have an ever-increasing impact on Dayton's economic picture.
- Changes to the regional transportation system (including but not limited to the Dundee bypass) may have a significant impact on the community.

Resource Inventory and Assessment

Residents of Dayton do not generally distinguish between city-owned property and other property when assessing their parks and recreational opportunities. Therefore, the Parks Master Plan provided a complete assessment on parks and recreational venues available to the citizens of Dayton. These venues included the following:

City-Owned Parks

- Courthouse Square Park
- Alderman Park
- 11th Street Park
- Legion Field

Non City-Owned Recreation Areas in Dayton

- Palmer Creek Trail
- Dayton School District properties
- Dayton Landing

Nearby Parks and Recreation Facilities Located Outside of Dayton

- Lafayette Locks Park
- Amity City Park
- City of McMinnville Parks
- Sherwood YMCA
- Chehalem Parks and Recreation District properties

Additional Recreation Venues of Note

- Chehalem Skate Park
- Newberg BMX Track

Recreational Opportunities

Dayton does not have a community center. Nor does Dayton have a parks and recreation program to develop and coordinate recreation and sports programs. The majority of local sports programs are held at school locations and are hosted and sponsored by the Dayton School District or by independent organizations. The existing recreational programs available in Dayton include the following:

- Dayton Little Guy Football
- Jr. Basketball Program
- Soccer Program
- Dayton Little League
- Girls Softball Program
- Adult Slow Pitch Softball
- Youth Fast Pitch
- Youth Baseball

As part of the planning process, the Parks Advisory Committee reviewed written standards to help determine the quantity and mix of recreational facilities that should be available in Dayton. These standards included the Statewide Comprehensive Outdoor Recreation Plan (SCORP) and the National Recreation and Parks Association. Using these as a “starting point,” the Parks Advisory Committee identified the target number of facilities that should be available in Dayton. These recommendations include:

- Adding one additional indoor basketball court.
- Adding two additional outdoor basketball courts.
- Adding one additional soccer field.
- Adding one additional baseball field.
- Adding one additional playground area.
- Adding one additional developed picnic area.

- Adding a volleyball court.
- Adding a tennis court.
- Adding a skate park.
- Adding horseshoe pits.
- Adding a community garden.

Management and Operations

The Dayton parks system is managed by the City, primarily under the direction of the Dayton Department of Public Works and the Public Works Director. The Public Works Department has three full-time employees. Dayton's city parks are supported by the city system development charges of \$100 per Dayton household.

Considering the limited resources the Public Works Department does a fair to good job maintaining the Dayton area parks. However, some areas for improvement include the following:

- Improve and better maintain the park lawns.
- Replace dying trees.
- Improve park irrigation systems.
- Create a regular maintenance program for park structures including but not limited to the Fort Yamhill Blockhouse, the fountain, and the pavilion.
- Add and maintain landscaping to ensure colorful blooms in all seasons.
- Devise a plan to deal with animal waste in the parks.
- Develop a lighting plan.
- Add long life, low maintenance, vandal discouraging equipment and facilities.

SECTION 2: VISION FOR THE FUTURE

Community Process

To encourage citizen involvement in the development of the Parks and Recreation Master Plan, residents were provided with opportunities to express ideas, obtain information, and share their visions for Dayton area parks. These opportunities included two open community workshops, one held on a Thursday evening and one held on a Saturday morning. In addition, one-on-one interviews were conducted with a number of community stakeholders. Overall, approximately forty residents participated directly in the Parks and Recreation Master Plan development process.

During the community workshops and personal interviews, residents were asked to indicate what improvements and new developments needed to be made to Dayton parks. They were then asked to prioritize their list of recommended improvements. In general, residents felt strongly about providing healthy and safe access to Dayton parks for children, families, seniors, and the greater Dayton community. The community process identified a number of goals concerning Dayton's

parklands and recreational facilities. Some of the most common recommendations are listed below:

- Develop Alderman Park.
- Develop the Dayton Landing.
- Update playground equipment in all parks.
- Build a community center/senior center.
- Build an outdoor skate park.
- Build new and improved restrooms in all parks.
- Develop the 11th Street Park.
- Improve the historic fountain in Courthouse Square Park.
- Improve Palmer Creek Trail.
- Create and maintain a landscaping strategy for the parks.
- Improve current basketball courts and add new courts.
- Improve picnic facilities at all parks.
- Add a new water feature at Courthouse Square Park.
- Develop new sports and recreation programs.
- Develop walking trails/encourage inner city walking.
- Develop partnership with the Dayton School District and others.

Visioning and Priorities

Community and neighborhood parks enhance the quality of life for Dayton residents. Well-maintained parks and green spaces encourage healthy, active communities and promote city pride and citizen involvement. In review of the research submitted, input from the community, and a review of the City's and the community's resources, the Parks Advisory Committee recommended the Parks Master Plan focus primarily on the following goals:

- Goal #1: Maintain and improve existing parks.
- Goal #2: Develop Alderman Park.
- Goal #3: Research and develop a skate park.
- Goal #4: Research and develop a community center.
- Goal #5: Develop collaborative efforts with other groups.

Courthouse Square Park

As the most dominant symbol of Dayton, Courthouse Square Park has special significance to the community. The Parks Advisory Committee identified a number of recommendations for improving this community treasure. These recommendations are listed below:

Repairs

- Perform repair and preservation work on the blockhouse.
- Repair and improve the pavilion as recommended.
- Consider replacing or repairing the existing fountain.

Aesthetics

- Develop a maintenance and landscaping plan.
- Use landscaping features to provide barriers between the street and playground.
- Implement a lighting plan that is cohesive in design and includes technology to minimize light trespass and encourage energy efficiency.
- Create continuity by utilizing only one style of picnic tables, garbage cans, etc.
- Widen sidewalks around the park.

Improvements

- Purchase new playground equipment.
- Design and build ADA-accessible restrooms that compliment the existing architecture.
- Replace covered picnic structure with a structure that compliments the existing architecture.
- Make improvements and repairs to the basketball court.
- Include an interior path through the park.

New Features

- Add a drinking fountain.
- Create new memorial opportunities.
- Include handicap parking spots adjacent to the park.

Other

- Remove the bell, cannon, and pump.
- Preserve open green space.

Alderman Park

Alderman Park is currently undeveloped. Its prime location, next to the Yamhill River and within walking distances of the downtown area and the Dayton Landing, make this property truly unique. The development of Alderman Park could make it into a destination for families and organized sports activities. The recommendations made by the Parks Advisory Committee for Alderman Park are listed below:

Repairs

- Repair or replace the picnic tables and benches.

Aesthetics

- Develop a maintenance and landscaping plan.
- Create a lighting plan.

Improvements

- Grade and turf the area.
- Develop the shelf by the river into a small picnic area.

New Features

- Add potable water.
- Add restrooms.
- Build a covered picnic shelter.
- Add grill(s).
- Add picnic benches.
- Add horseshoe pits.
- Add low-maintenance play structure.
- Develop a soccer field or practice area.
- Consider the possibility of adding tennis courts.

11th Street Park

The 11th Street Park is Dayton's only true neighborhood park. Its small playground and basketball court offer recreational opportunities for the residents of the area. The Parks Advisory Committee recommended a few improvements to this park. They include the following:

- Repair the basketball court as needed.
- Develop a maintenance and landscaping plan.
- Develop a lighting plan.
- Replace the existing playground equipment.
- Add additional picnic benches.
- Build restrooms.
- Add a drinking fountain.

Legion Field

Legion Field is currently co-owned by the Dayton School District and the City. The Dayton School District has recently discussed the possibility of selling the portion of the park they own. Due to its tenuous and somewhat unpredictable future, the Parks Advisory Committee elected to not address improvements for Legion Field.

New Parks and Recreational Development

While the current focus of the parks and recreation effort by the City is to "maintain and improve existing parks," the Parks Advisory Committee wanted to ensure that future opportunities for new development are not lost. Chief among the potential new facilities are a skate park and a community center/senior center. While a location for these two venues have yet to be identified, a number of possibilities have been documented. Many members of the Parks Advisory Committee and the community at-large felt that these two projects may be developed concurrently and in one location.

Collaborative Efforts

In a city the size of Dayton, success comes from everyone working together. In as much, the success of the parks and recreational opportunities for Dayton residents must also arise from this spirit of cooperation. The City of Dayton recognized and incorporated into the Parks and Recreation Master Plan a desire to continue to pursue and develop collaborative efforts with other organizations and entities who are providing open space and recreational opportunities to the Dayton community.

SECTION 3: OPERATIONS AND MAINTENANCE PLANS

The Parks and Recreation Master Plan does not simply focus on the goals and visions of the community. It equally addresses strategies and plans for reaching these goals. Section 3 of the Parks and Recreation Master Plan focuses on the plans that will help ensure the goals are met, the responsibilities are understood, and the parks are maintained in a sustainable fashion.

Management Plan

Historically, the City has undertaken basic maintenance of its parks on an as needed basis. Dayton's continued growth places new pressures on parks and suggests that the City be a more active manager of facilities and more fully involve the public and other potential partners in this task. Recommendations made by the Parks Advisory Committee include the following:

- Develop a maintenance plan and landscaping plan for each park.
- Adopt a Preservation and Development Plan for Courthouse Square Park.
- Develop community volunteer participation in the upkeep of parks.
- Prioritize park improvements.
- Take advantage of available grant programs and partnerships.

Maintenance Plan

Dayton residents and the Parks Advisory Committee urged the creation of a maintenance plan for each park. If the City is going to invest in park repairs, new facilities, and equipment, residents rightly expect that improvements and additions be maintained to ensure maximum public benefit. Recommendations include the following:

- Create landscape design, maintenance, and improvement schedule.
- Improve parks irrigation system.
- Add more staff to maintain parks.
- Draft a plan to replace current restrooms and new restrooms.
- Create a blockhouse maintenance plan and schedule.
- Improve and replace playground equipment.
- Involve volunteers in maintenance and improvements.
- Solicit public comments.

Funding Plan

The City of Dayton has a wide range of options and approaches from which to choose when it comes to considering how to fund the recommendations in the Parks and Recreation Master Plan. The summarized options include the following:

- Build partnerships and collaborations.
- Pursue self or City funding.
- Seek outside support.
- Promote local fund-raising efforts.
- Research governmental grants.
- Apply to private foundations and trusts when appropriate.

Lighting Plan

A lighting plan assists the City to make incremental decisions in a comprehensive manner. The lighting plan addresses functions that outdoor lighting should serve, the standards for meeting those functions, and a plan for implementing standards. Recommendations in the lighting plan include the following:

- Utilize techniques to reduce light trespass.
- Utilize equipment to increase energy efficiency.
- Utilize timed dimming processes to “announce” the closing time of the parks.
- Utilize interior lighting in parks to improve safety and discourage vandalism.
- Implement the Courthouse Square Park lighting plan in conjunction with a downtown lighting improvement project.

Landscape Design

The landscape plan is essential for accomplishing both aesthetic and practical purposes. Historically, the lack of water availability in Dayton has reduced the ability to utilize landscape design techniques. However, with the new wells and upgrading of the Dayton water system, new possibilities have presented themselves to the community. Specific recommendations concerning the use of landscaping in Dayton parks include the following:

- Use of strategically placed flowering trees to improve the beauty of the parks.
- Use of low shrubs and hedges to create barriers between zones within the parks.
- Natural softscape surfaces used for internal park pathways.
- Flowerbeds and hanging baskets could be used to add color to the parks.
- Regular irrigation and mowing schedules should be implemented to ensure the grass areas of the park are green and lush throughout the year.
- Involve local garden clubs or plant groups to “adopt” sections of the parks and provide for the maintenance of the plants.

Playground Equipment

The Parks Advisory Committee has recommended new playground equipment be added to all of the parks in Dayton. While specific equipment has been recommended for each park, there are a number of standard recommendations made that control the selection of all equipment and the design of the playground areas. These recommendations include the following:

- Surfaces beneath the equipment should be appropriate to provide for adequate shock absorption.
- Playground equipment should be installed in a way that ensures adequate safe zones between all equipment.
- Separate equipment should be available for toddlers and older children in each park.
- The equipment should be separated through the use of low shrubs, hedges, or other natural inhibitors.
- Selection of equipment should meet ADA standards.
- If there are no liability issues, volunteers from the community should be used to prep the playground area and install the equipment.
- Regular maintenance schedules should be implemented with all equipment.

CONCLUSION

The citizens of Dayton recognize the importance of parks and recreational opportunities in enhancing the livability of the community. The Dayton Parks and Recreation Master Plan provides vision, goals, priorities, and strategies for optimizing the community's parks and recreational offerings. As part of the community visioning and goal setting, a number of ideas were presented. The Parks Advisory Committee could have incorporated all ideas into an aggressive and potentially unobtainable plan. Instead, the Parks Advisory Committee felt it was the wisest strategy to focus on improving the existing amenities and building a track record of success. It is the belief of the Parks Advisory Committee that a series of small successes and accomplishments will provide the community momentum needed to sustain the long-term vision. This conservative but effective approach is a reflection on the City's desire to make the Parks and Recreation Master Plan a dynamic road map to success and not simply another plan.



Oregon

Kate Brown, Governor

Department of Land Conservation and Development

635 Capitol Street NE, Suite 150

Salem, Oregon 97301-2540

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Fax: 503-378-5518

www.oregon.gov/LCD

August 19, 2022

Beth Wytoski, Mayor
City of Dayton
PO Box 339
Dayton, OR 97114

Lindsay Berschauer, Chair
Yamhill County Board of Commissioners
535 NE Fifth Street
McMinnville, OR 97128



Sent via e-mail

RE: Approval of Dayton Urban Growth Boundary Amendment (Order #001930)

Dear Mayor Wytoski and Chair Berschauer,

The Department of Land Conservation and Development (DLCD) received a submittal from the City of Dayton and Yamhill County on July 6, 2022, regarding an amendment of the Dayton urban growth boundary that removed 176.83 acres from the urban growth boundary (UGB), and added 106.34 acres to the UGB. DLCD appreciates your use of the UGB adjustment process outlined in OAR 660-024-0070 to remove lands that are unlikely for urbanization and to replace them with lands that will be more readily urbanizable, allowing for the more efficient use of lands within the City of Dayton's UGB over time.

I am pleased to inform you that I have approved the amendment as provided in OAR 660-025-0150(1). This letter constitutes the department's order approving the amendment as provided in OAR 660-025-0175.

DLCD received no objections in response to the local government notice. Therefore, this order approving the amendment is final and cannot be appealed.

Please feel free to contact DLCD Senior Urban Planner Kevin Young at 503-602-0238 or at kevin.young@dlcd.oregon.gov if you have any questions or need further assistance.

Sincerely,

Brenda Bateman, Ph.D.
Director, Department of Land Conservation and Development

cc: Rochelle Roaden, Dayton City Manager
Ken Friday, Yamhill County Planning Director
Kiel Jenkins, Associate Planner, Mid-Willamette Valley Council of Governments
DLCD (Howard, Williamson, Young, Marvin)



Ethics Matters

In this issue >>> Gifts

- Legislative & Administrative Interest
- Travel Gift Exception
- Is it a Gift? Flowchart
- Requesting Advice
- Commission Updates

Commission Members

- Dave M. Fiskum, Chair
- Amber A. Hollister, Vice-Chair
- Dan Mason
- Karly Edwards
- Shawn Lindsay
- Alicia A. McAuley
- Jonathan Thompson
- Vacancy (1)
- Vacancy (2)

Staff

- Ronald A. Bersin, Executive Director
- Susan Myers, Compliance & Education Coord.
- Becky Maison, Operations & Policy Analyst 2
- Hillary Murrieta, Investigator
- Monica Walker, Investigator
- Stephanie Heffner, Trainer
- Vacancy, Trainer
- Kathy Baier, Administrative Staff
- David Hunter, Administrative Staff

Oregon Government Ethics Commission

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What is a Legislative or Administrative Interest?

During a calendar year, a public official, or their relative or household member, may not solicit or receive any gift(s) valued in excess of \$50 from a source that could reasonably be known to have a legislative or administrative interest. [ORS 244.025(1)]

To know if you can accept a gift or offer, you will need to determine whether the source of the gift could have a legislative or administrative interest in your decisions or votes as a public official.

A legislative or administrative interest is an economic interest, distinct from that of the general public, in any matter subject to the public official's decisions or votes. [ORS 244.020(10)]. So if a public official is in a position to take action or make a decision that could have an economic effect on the source of the gift, and if that economic effect is distinct from the effect on the general public, then the source of the gift has a legislative or administrative interest in the public official's decisions or votes.

An economic interest distinct from that of the general public is when an action affects the source of the gift in a different way or to a greater degree than it affects the general public. For example, a tuition increase will affect all registered students; however, a decision to award a scholarship to Becky has an economic effect on her that is distinct from the effect on the general public.

Continued on page 2

What Is a Legislative or Administrative Interest? (Continued)

Remember:

- If the source of a gift or offer *could have* a legislative or administrative interest in your decisions or votes as a public official, you cannot accept the gift/offer if it exceeds \$50 from that source in a calendar year.
- If the source of a gift or offer *could not have* a legislative or administrative interest in your decisions or votes as a public official, you can accept the gift/offer, regardless of value.



Looking For A Speaker For An Event, Staff Training, Or Board Workshop?

OGEC's skilled trainers offer free customized one - two hour trainings on:

- Oregon Government Ethics law
- Executive Session provisions of Public Meetings law
- Lobby Registration law

Participants will hear real world examples, be able to ask questions, and walk away with resources that will help them comply with the law.

More information can be found online at oregon.gov/ogec/training or contact us at training@ogec.oregon.gov.

Examples of Legislative & Administrative Interests

There are many examples of legislative or administrative interests. Here are just a few:

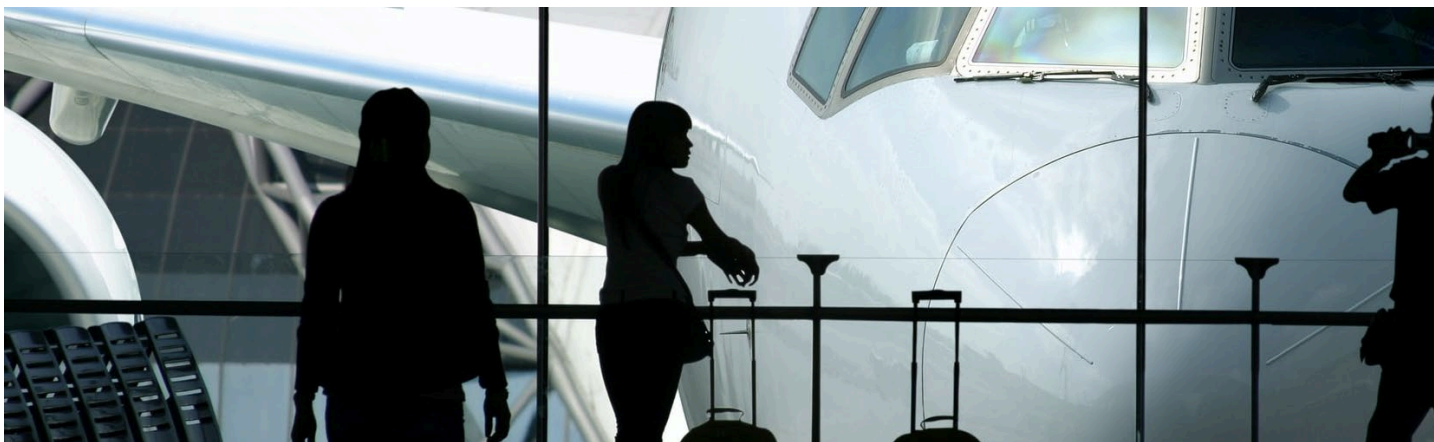
- A cell phone provider has a legislative or administrative interest in a District Board Member who can vote to award a contract to that provider.
- A resort owner has a legislative or administrative interest in an agency administrator who can authorize travel plans for their employees.
- A property owner has a legislative or administrative interest in a city councilor or planning commissioner who can approve their development application.
- A public employee has a legislative or administrative interest in their boss, who can promote them or give them a raise.

How Are We Doing?

OGEC is conducting our annual customer satisfaction survey. Your comments help us determine what we are doing right and what we can improve upon.

[2022 Customer Satisfaction Survey](#)

We appreciate you taking a few minutes to share your thoughts and participate in the survey by August 31, 2022.



Invited To An Event?

With the excitement of being able to meet in person again, invitations to events are everywhere. Sometimes these invitations come with an offer to pay for your expenses. There are two exceptions to the definition of gift in ORS 244.020(7) which may allow public officials to accept such offers. Let's take a closer look at one of these provisions: ORS 244.020(7)(b)(F).

Public officials may accept payment of reasonable expenses paid by specific entities for attending conventions, fact-finding missions or trips, conferences, or other meetings. To qualify for this exception, the public official must be representing their government body, delivering a speech, making a presentation, or participating in a panel discussion at the event.

For this exception, what specific entities can pay for the expenses?

- Government entities: units of federal, state or local government
- Native American tribes that are federally recognized or formally acknowledged by a state
- Membership organizations to which a public body pays membership dues
- 501(c)3 nonprofit corporations

If you receive an offer to pay your expenses to attend an event or tour, remember Commission staff are always available by phone or email to provide guidance on whether you can accept the offer.

What Is A Fact-Finding Mission?

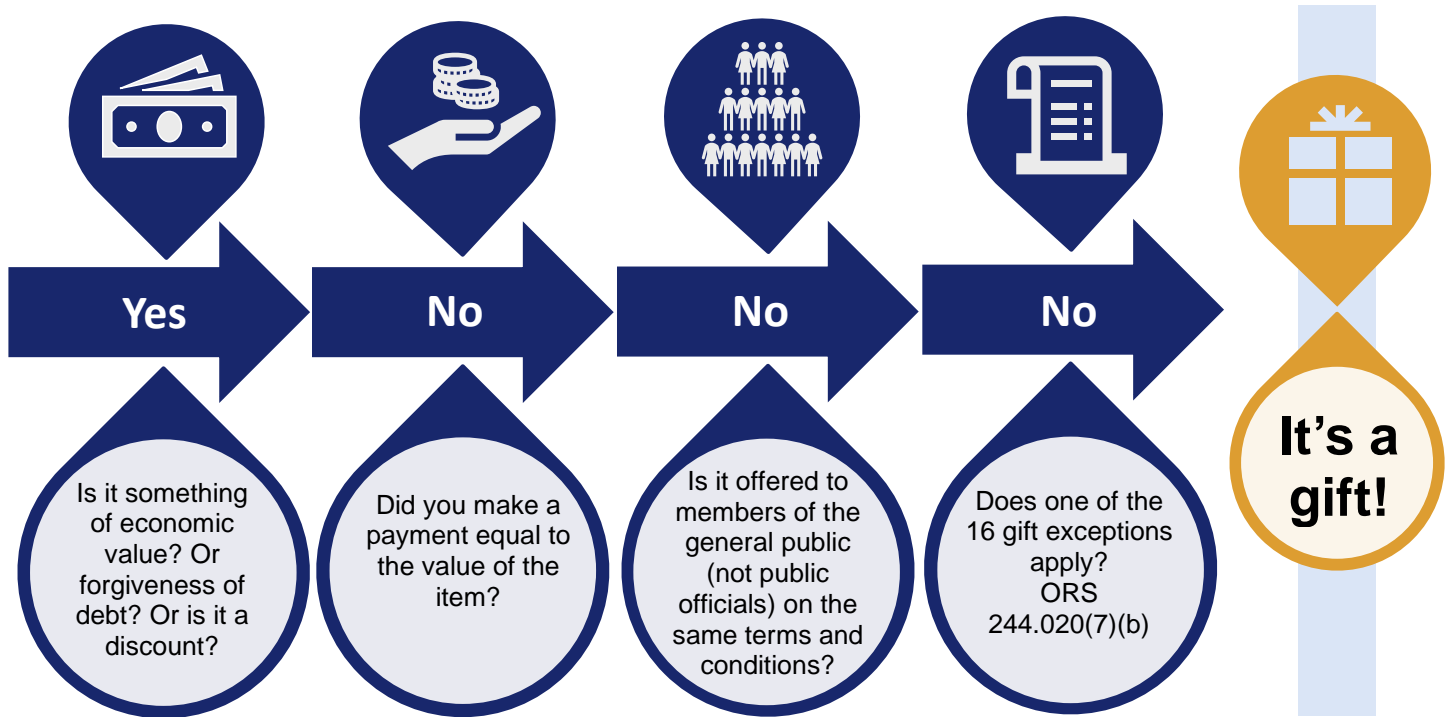
Activities directly related to the public official's duties that:

- have a cultural or educational purpose
- provide intergovernmental assistance, such as for the purpose of international aid or sharing best practices
- develop intergovernmental relationships

The sponsor of a fact finding mission should be directly and immediately associated with the event or location being visited.

Step 1: Is it a gift?

The restrictions in ORS 244.025 limit gifts that can be accepted by a public official, candidate, or a relative, or member of the household of a public official or candidate.



Step 2: Legislative or Administrative Interest?

Who is the source of the gift?

The source is the ultimate payer of the expense.
OAR 199-005-0030

Does the source have a legislative or administrative interest?

Are you in a position where you could take official action that could have an economic impact on the source of the gift that is distinct from that of the general public? ORS 244.020(10)

What is the value of the gift?

What is the fair market value of the item. OAR 199-005-0005
You must keep track of the value of all gifts from the same source during the calendar year.

Step 3: Can you accept the gift?



Advice Requests

One of OGEc's core functions is to provide advice on the laws within its jurisdiction. OGEc staff may only provide advice on future or hypothetical scenarios, not events that have already occurred. OGEc staff provide informal advice, by phone or email, as well as written staff advice and advisory opinions.

Staff Advice

If a complaint is filed and a violation found, the Commission will consider a public official's good faith reliance on staff advice before imposing a penalty. [ORS 244.284]

Staff Advisory Opinion

If a complaint is filed and a violation found, the Commission may only issue a letter of reprimand or education to a public official who acted in good faith reliance on a staff advisory opinion. [ORS 244.282]

Commission Advisory Opinion

If a complaint is filed and a violation found, the Commission may not impose a penalty on a public official for any good faith action taken in reliance on a commission advisory opinion. [ORS 244.280]

Request Advice



OGEc Office
503-378-5105



E-mail
mail@ogec.oregon.gov

Finding Issued Advice

Advice issued by the Commission is available to view online. Advice in the OGEc database is searchable and available at anytime.

To search and view advice visit the OGEc database
oregon.gov/OGEC/CMS/Advice

Welcome Hillary Murrieta



In March, Hillary joined OGEc as an Investigator. We asked Hillary a few questions to get to know her.

Tell us about your background?

I graduated from the University of Oregon with a political science degree. After college, I spent six months as an au pair in Cartagena, Spain. When I returned, I found a job with Metropolitan Public Defender in Washington County, first as a legal assistant and then as an investigator. I spent over three years doing misdemeanor, minor and major felony, dependency, and delinquency cases. I then spent about eight months with the Parent Child Advocacy Division of the Multnomah County Office.

What inspired you to apply for OGEc?

I knew I wanted to continue being an investigator and was incredibly lucky to stumble across the position with OGEc; it piqued my interest immediately. I've always wanted to learn more about local governments across Oregon, so the ability to combine that with doing investigative work was a win-win for me.

Any hobbies or passions?

I am in a book club called "Women Who Read and Drink." I enjoy needlepointing, hiking/walking with my dog Buffy, watching trashy reality tv, playing Dungeons and Dragons, and anything The Witcher (tv, books, video game).

Commission Updates



It is always difficult saying “Goodbye” to Commissioners. Commissioner Robert Johnson joined OGEC in November of 2021 and we were excited to have him as part of the Commission. In May, Commissioner Johnson was elected judge and on June 7th, 2022, he was appointed to Oregon 16th Judicial District Circuit Court.

What inspired you to apply to be a member of the Oregon Government Ethics Commission?

Ethics is a central part of my personal and professional life. I thought that my personal perspectives and professional experience would serve Oregonians perfectly on OGEC.

Unfortunately, my stay was short, but I am confident that OGEC is in good hands as I transition on to the circuit court bench.

What aspect of the Commission did you enjoy or appreciate the most?

I appreciated the collaborative nature of the commission. The other commissioners were extremely helpful and professional, and it really made my service an enjoyable experience.

What are some key takeaways that you would care to share with current and/or future Commissioners?

I feel like serving on the commission is about moving things in the right direction. Of course, accountability is a part of that, but I really respect how OGEC is committed to education and making sure that Oregonians are protected by addressing issues creatively and compassionately.

We wish Judge Johnson all the best in his new role.

OGEC Commissioners are allowed to serve on multiple boards or agencies, but they cannot be a part of both the Judicial and Executive branches of government at the same time. Commissioner Johnson had to step down from the Commission once sworn in as a circuit court judge because the circuit court is part of the Judicial branch and OGEC is part of the Executive branch.

Join OGEC!

Have you considered representing your fellow Oregonians by serving as an OGEC Commission member? Commission members are vital participants in statewide decision-making.

The Oregon Government Ethics Commission meets on Fridays, every six weeks to decide on alleged violations of the Government Ethics law, Lobby Regulations, and executive session provisions of Public Meetings law. Commissioners can join the meeting in-person or virtually.

Apply through [Workday!](#)

Upcoming Commission Meetings



- August 19, 2022
- September 23, 2022

Find out more under the OGEC meeting section at oregon.gov/ogec

Oregon Government Ethics Commission

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LOC News

LOC Board Approves 2023 Legislative Priorities

At a special meeting today in Independence, the LOC Board of Directors unanimously adopted eight legislative priorities for cities for the 2023 and 2024 sessions. During the spring, seven policy committees met and selected a list of **28 legislative priorities** for the LOC's membership to rank. Cities submitted their ballots over the past 3 months, and the LOC Intergovernmental Relations team then developed a list of the top eight priorities where their efforts will be focused over the next two years. These priorities were based on the overall votes received, with 135 cities responding to the ballot ranking process and more than 80% of the registered votes coming from cities with less than a population of 20,000.

Please note - the remaining priorities will still be part of the LOC's core advocacy work for over the next two sessions and will remain key issues for the LOC lobby team.

The following are the LOC's top eight legislative priorities for 2023 and 2024:

1) **Infrastructure Financing and Resilience**

The LOC will advocate for an increase in the state's investment in key infrastructure funding sources, including, but not limited to, the Special Public Works Fund (SPWF), Brownfield Redevelopment Fund, Regionally Significant Industrial Site program, and set asides through the SPWF for seismic resilience planning and related infrastructure improvements to make Oregon water and wastewater systems more resilient. In addition, the LOC will advocate for funding resources of critical infrastructure that provides incentives for needed housing so there are more affordable housing options available.

2) **Local Funding to Address Homelessness**

The LOC will seek funding to support coordinated, local responses to addressing homelessness. The LOC recognizes that to end homelessness, a statewide and community-based coordination approach to delivering services, housing, and programs is needed. Addressing homelessness will look different and involve different service provider partners from one city to the next, but one thing is consistent, addressing the crisis requires significant financial resources.

3) **Address Measure 110 Shortcomings**

The LOC will support restoration of criminal justice incentives for seeking treatment for addiction, while ensuring a path for expungement for successfully completing a treatment program.

4) **Economic Development Incentives**

The LOC will support legislation to preserve and strengthen discretionary local economic development incentives including the Enterprise Zone (EZ), Long Term Rural Enterprise Zone (LTREZ) and Strategic Investment Program (SIP).

5) **Community Resiliency and Wildfire Planning**

The LOC will support investments for climate and wildfire resiliency planning, as well as infrastructure upgrades, to fill existing gaps and assist cities in planning for extreme weather events and wildfire.

6) **Transportation Safety Enhancement**

The LOC supports legislation that improves the overall safety of the transportation network in communities. The LOC will achieve this outcome by expanding authority for establishing fixed photo radar to all cities, increasing flexibility for local speed setting authority, and increased investment in the "safe routes to schools" and expansion of the "great streets" programs.

7) **Full Funding and Alignment for State Land Use Initiatives**

The LOC will support legislation to streamline and fully fund local implementation of any recently adopted or proposed state land use planning requirements, including administrative rulemaking.

8) **Lodging Tax Flexibility**

The LOC will advocate for legislation to enhance flexibility in how cities may use transient lodging tax revenues. The goal is to help cities better serve visitors and improve local conditions that support the tourism industry.

Organizational Priorities

Oregon's cities are concerned by the state's growing reliance on local governments to implement new state policy with little or no resources to support the changes at the local level. Cities have been challenged by new state requirements for expanded service delivery of homeless services, extensive and unfunded land use planning updates, changes in public safety policy, and land use updates for wildfire risk reduction. Cities will play a critical role in implementing changes in policy, but the state needs to recognize the limitations of local resources and support cities in these efforts.

In addition to the legislative priorities listed above, the LOC Board adopted a set of organizational priorities, including the addition of property tax reform, which was second in the overall membership rankings. By adding property tax reform to the priority list, the board has effectively elevated the significance of the issue. The following are the adopted organizational priorities:

Reform Oregon's Property Tax System. *The current system based on Measures 5 and 50 that were adopted by voters in the 1990s is inequitable to property owners and jurisdictions alike, is often inadequate to allow jurisdictions to provide critical services, removes meaningful local choice, and is incomprehensible to most taxpayers. Reform has been a longstanding priority for cities and the LOC will continue to advocate for constitutional and statutory reforms to enhance local choice, equity, fairness, and adequacy.*

Avoid Unfunded Mandates. *During recent legislative sessions, our cities have been inundated with mandates that require them to take on additional work and shift priorities away from locally identified priorities to those that the state deems to be of greater importance.*

Preserve Local Decision-Making and Problem-Solving Authority. *While local communities often face similar challenges, the solutions and tools necessary to address those challenges are rarely the same for each local community. What works in one city, may not work in another.*

Preserve Local Revenue Streams. *Local governments only have a few tools in their toolbox when it comes to sources that fund essential city services. With federal pandemic aid coming to an end and inflation at historic levels cities will start to rely more on the finite revenues from state shared revenues, franchise/ROW fees, lodging taxes, and property taxes. Therefore, these revenue streams should be preserved at all costs.*

Support Policies that Provide Local Tools and Resources. *We recognize that the state budget is severely constrained, and we are committed to recognizing this reality as we pursue legislative and programmatic investments. We ask that the state similarly recognize the budget realities of local governments and work to identify opportunities for targeted investments and tools to address needs at the local level.*

Avoiding Shifting of Additional Costs onto Local Government Partners. *We are concerned that decreased general fund revenues could result in further shifting of state programmatic costs on local governments. This includes program funding that includes a split of general fund and fees that may be paid by local governments. Any increase in fees to support state programs should be accompanied by an equitable increase in general fund investment. Increased costs to local governments mean increased costs for our residents, or further cuts to the services they rely on.*

Survey results from the Priority Ballot can be accessed [here](#).

Contact: Jim McCauley, Legislative Director - jmccauley@orcities.org

Last Updated 8/26/22

League of Oregon Cities 2022-2027 Organizational Strategic Plan



<p>VISION</p> <p>That all Oregonians live in thriving communities that are equitable, healthy, and safe.</p>	<p>MISSION</p> <p>The LOC is the essential and trusted partner for local, state, federal, and community leaders in developing policy and legislation to empower Oregon's cities through collaboration, advocacy, training, and sharing best practices.</p>	<p>VALUES</p> <ul style="list-style-type: none"> • Healthy Relationships. The LOC Board and staff know every interaction is an opportunity to demonstrate that someone is heard and respected, their issues matter, and they are valued, even when there is disagreement. • Teamwork. Together through collaboration, we are able to go further, nurture trust, bring more people along, and better demonstrate our helpfulness. • Calm, Consistent Follow-Through. Our ability to be nimble and support each other and Oregon's cities provides reassurance in a changing world. • High Bar. We show up whole-heartedly for each other and the service we provide throughout the state. We go the extra mile to ensure a job well-done and efficiently accomplished. • The Power of Knowledge. We provide accurate and accessible information to decision-makers.
<p>IMPERATIVES</p> <p>Enhance advocacy and education services to meet the evolving needs of members and communities</p>	<p>OBJECTIVES</p> <ul style="list-style-type: none"> • Increase in the LOC's core services effectiveness ratings based on the 2022 baseline. • Increase attendance at LOC events and trainings by 5% annually. • Year-over-year increase in the participation of members from underrepresented communities on LOC policy and conference committees. 	<p>INITIATIVES</p> <ul style="list-style-type: none"> • Evaluate effectiveness of core services to meet the evolving needs of members • Evaluate the appropriateness and effectiveness of the Oregon Municipal Policy • Review and evaluate the effectiveness of the current legislative priority adoption process • Enhance training accessibility • Provide training on self-advocacy and lobbying
<p>Optimize the LOC's reputation and impact through improved communication and storytelling</p>	<p>Increase member sentiment and satisfaction based on 2022 baseline.</p> <p>Year-over-year increase in LOC owned media and communication channel engagement.</p>	<ul style="list-style-type: none"> • Create an LOC ambassador program • Develop member-focused communication strategy • Develop other-government communications and engagement strategy
<p>Refine service delivery to address systemic gaps</p>	<p>Increase in member awareness and satisfaction of the LOC services and resources based on 2022 baseline</p> <p>Increase in member engagement based on 2022 baseline</p> <p>Increase in sentiment and engagement scores from women and BIPOC city leaders based on 2022 baseline</p>	<ul style="list-style-type: none"> • Develop a welcome packet and onboarding program for newly elected officials • Investigate a fee-for-service program to better meet the needs of rural and small communities • Utilize caucuses to provide greater voice and partnership for diverse leaders
<p>Implement new organizational practices and processes to enhance internal culture and improve alignment between board and staff</p>	<p>Increase staff and board Net Promoter Score based on 2022 baseline</p> <p>Improve employee satisfaction as measured by the Gallup Q12 Employee Engage Survey; target an average annual score of 4 or higher (out of 5) for all facets of employee engagement</p>	<ul style="list-style-type: none"> • Develop internal communication plan • Host an annual Board/staff retreat • Implement a Board member training program • Develop and implement a DEI training program

League of Oregon Cities

2022-2027 ORGANIZATIONAL STRATEGIC PLAN



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ABOUT THIS PLAN

This Strategic Plan provides a north star for the League of Oregon Cities (LOC) as it carries out its mission over the next five years. It was informed by:

- The May 2022 Insight Report, which included quantitative and qualitative findings resulting from a staff and stakeholder survey, one-on-one Board member interviews, and four staff and stakeholder focus groups;
- A series of work sessions with a core Planning Team comprised of a subset of the Board and staff; and
- Additional ad hoc work sessions with staff to more deeply investigate components of this Plan.

Four Imperatives—those big ideas that must be accomplished if the Plan is to be successful—are at the center of the Plan. Each Imperative is supported by a set of Initiatives—actions designed to achieve Plan goals—and Objectives that will help the organization measure progress.

Over the course of the next five years, the LOC will take on these Initiatives, annually prioritizing the workload. The Initiatives are not meant to be an inflexible to-do list. Rather, they serve as a roadmap and should be reviewed regularly to ensure the work specified continues to meet the Objectives tied to each Imperative.

To ensure progress towards the Imperatives and Initiatives of the Plan, the LOC will routinely review the status of the Plan. The LOC staff are responsible for tracking progress on Initiatives and communicating the status of the Plan to the Board of Directors during each regularly scheduled Board meeting in a calendar year, of which there are traditionally five.

On a regular basis, the Board will review the Imperatives and Initiatives of the Plan and determine if updates need to be made.

This Plan describes work that is in addition to the core work of the LOC such as ongoing lobbying and advocacy, implementation of its DEI Lens, and its regular membership conferences and trainings, etc. Successful execution of this Plan will require an annual review of existing work and prioritizing specific tasks accordingly.

Overview



The LOC embarked upon a five-year organizational Strategic Plan to ensure it is best positioned to carry out the vision, mission, and priorities of the organization. The LOC engaged Coraggio Group to support the creation of this work.

The first steps in the process of developing the Plan included gaining feedback from stakeholders on priorities, challenges, and opportunities.

- A survey was made available in March 2022 to every mayor and chief executive officer of a member city. Additionally, a link to the survey was circulated via a Bulletin article, with said article being published on two separate occasions. The survey had 165 respondents made up of mayors, council presidents, city administrators (which includes both city managers and city recorders), and the LOC staff.
- Four focus groups were held: the Local Government People of Color Caucus, the Women's Caucus, the LOC management team, and the LOC staff in April 2022 to garner additional qualitative input.
- 23 one-on-one interviews were held with LOC Board members.

Feedback from these engagement efforts, as well as access to available data sources, were synthesized into a comprehensive Insight Report that provided strategic context for a series of planning sessions to create the Plan.

The Planning Team guided the development of the Plan. The Planning Team was comprised of a subset of the Board and staff. Composition of the Planning Team is described later in the Acknowledgement section of this document. The Planning Team met over multiple sessions through Spring 2022 to create this Strategic Plan. In addition, input was sought from staff on the work as it was underway. The elements of the Strategic Plan include:

Strategic Clarity



VISION

What is the ideal future state we are striving to create?



VALUES

What are the fundamental beliefs that shape how we work together and serve our mission?



MISSION

What is our primary focus as an organization? What do we do each day that helps us realize our vision?

Strategic Focus & Action



IMPERATIVES

What must be accomplished over the planning horizon? What are our overarching areas of focus?



INITIATIVES

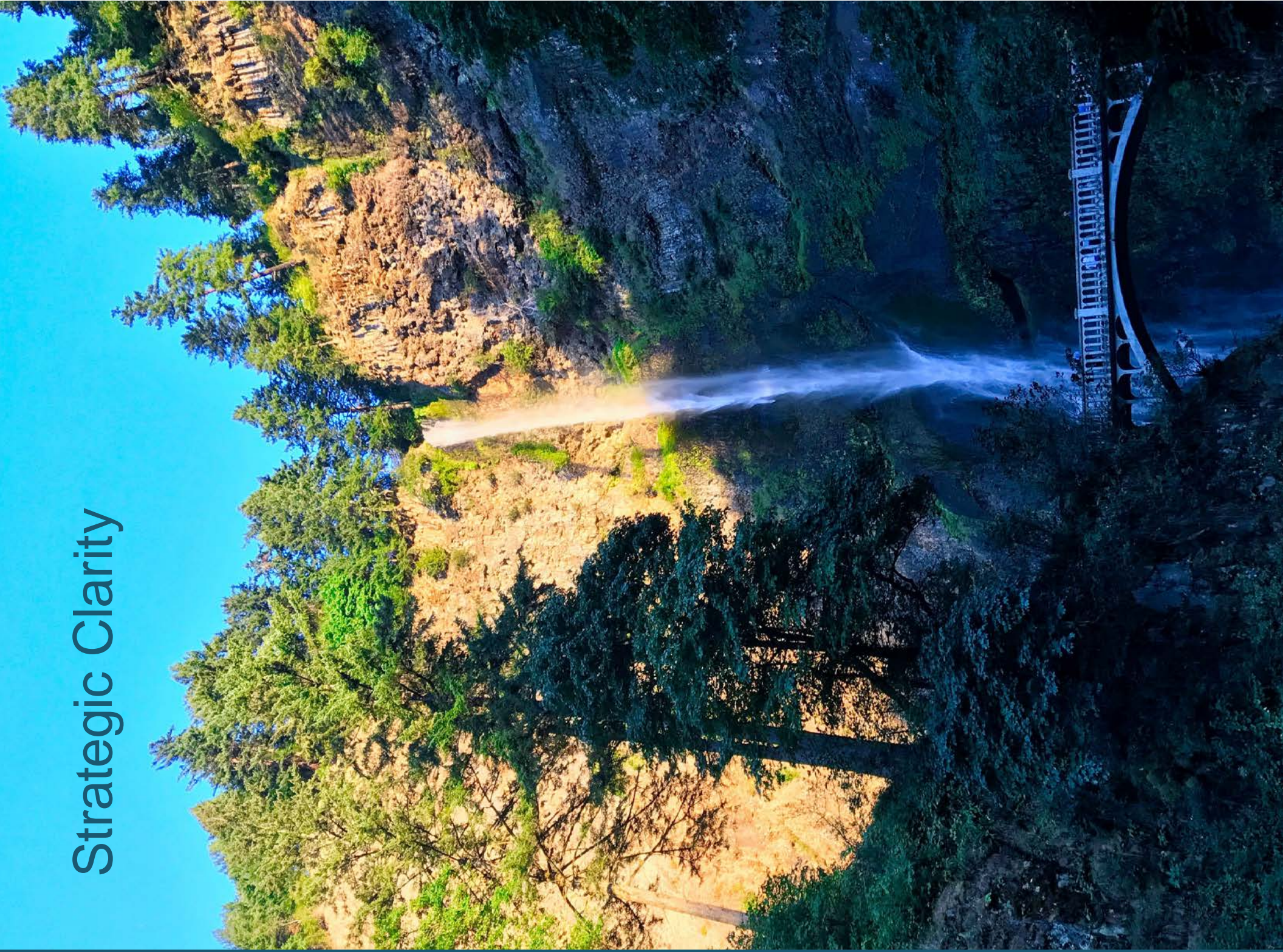
What finite-duration, discretionary projects or programs, outside of our organizations's day-to-day operational activities, will we take on?



OBJECTIVES

How will we know when we are successful? What will be our measure?

Strategic Clarity



VISION

That all Oregonians live in thriving communities that are equitable, healthy, and safe.



MISSION

The LOC is the essential and trusted partner for local, state, federal, and community leaders in developing policy and legislation to empower Oregon's cities through collaboration, advocacy, training, and sharing best practices.



VALUES

Healthy Relationships. The LOC Board and staff know every interaction is an opportunity to demonstrate that someone is heard and respected, their issues matter, and they are valued, even when there is disagreement.

Teamwork. Together through collaboration, we are able to go further, nurture trust, bring more people along, and better demonstrate our helpfulness.

Calm, Consistent Follow-Through. Our ability to be nimble and support each other and Oregon's cities provides reassurance in a changing world.

High Bar. We show up whole-heartedly for each other and the service we provide throughout the state. We go the extra mile to ensure a job well-done and efficiently accomplished.

The Power of Knowledge. We provide accurate and accessible information to decision-makers.



IMPERATIVE

Enhance advocacy and education services to meet the evolving needs of members and communities.



OBJECTIVES¹

- Increase in the LOC's core services effectiveness ratings based on the 2022 baseline.
- Increase attendance at LOC events and trainings by 5% annually.
- Year-over-year increase in the participation of members from underrepresented communities on LOC policy and conference committees.



INITIATIVES

Evaluate effectiveness of core services to meet the evolving needs of members. The LOC will launch a regular inquiry process to seek input on what types of service offerings are most needed by members, with particular attention given to differences between the state's urban, rural, and smaller cities. While the Insight Report has initial data on the importance and effectiveness of certain services, the LOC will dig deeper and at a more granular level to better understand areas for enhancement. This evaluation process will ask for demographic information so that responses can be understood and considered based upon factors such as city size, gender, race, or other distinction to ensure ongoing equity in addressing needs.

Evaluate the appropriateness and effectiveness of the Oregon Municipal Policy. The Oregon Municipal Policy is the overarching Board directive that guides the LOC's policy priority adoption setting process. This Policy has not been updated since 2008 and fails to consider critical policy topics, such as houselessness. The LOC will review the Oregon Municipal Policy and recommend changes to enhance and improve the policy identification and adoption process.

Review and evaluate the effectiveness of the current legislative priority adoption process. A primary service the LOC offers is lobbying on behalf of issues important to cities. The methodology to identify priorities takes in numerous inputs, and benefits from regular review and adjustment to ensure it remains current. To that end, the LOC will comprehensively review and—if necessary—update its legislative priority adoption process to ensure the process remains relevant and responsive to evolving needs of different sizes and type of communities.

Enhance training accessibility. The LOC is renowned for its training, and city leaders across the state voice appreciation for these sessions. However, the Insight Report highlighted that increased access to training was a priority for survey respondents who identified as female or as a person of color. Enhancing the accessibility of training would increase the efficacy of the organization as it leans into its mission and Equity Lens.

The LOC will explore what barriers exist to accessing training, the mode of training delivery—in person, on-line, and asynchronous offerings; consider how and what written, or video training materials are made available; and explore how to ensure training is accessible by offering scholarships for members to participate.

Provide training on self-advocacy and lobbying. While the LOC provides lobbying on key issues on behalf of cities, empowering cities to lobby for their own interests is just as important. To this end, the LOC will develop tools, best-practices, and training curriculum to ensure cities have the resources and capacity to effectively advocate for their own interests and the interests of the LOC.



¹Where applicable, data will be disaggregated by demographics, geography, and city size

**IMPERATIVE**

Optimize the LOC's reputation and impact through improved communication and storytelling.

**OBJECTIVES²**

- Increase member sentiment and satisfaction based on 2022 baseline.
- Year-over-year increase in LOC owned media and communication channel engagement.

**INITIATIVES**

Create an LOC ambassador program. Develop a program for leaders throughout the state to act as ambassadors for the LOC. This program will provide participants with effective ways to talk about the LOC with others and share what the LOC offers to its members. The LOC will seek opportunities and avenues for members to participate in the Ambassador program and to regularly participate in the LOC's offerings to continue to grow their knowledge of the organization (note: the Equity Lens will be useful here as different members may have barriers to meeting this request).

Develop member-focused communication strategy. The LOC will investigate and identify strategies that enhance awareness of the LOC services by members, likely utilizing a professional firm to support this effort. The communication strategy will identify opportunities for the LOC and its members to tell the story of the LOC's impact on Oregon cities, and identify actions to help the organization better share and communicate information directly with members.

Develop other-government communications and engagement strategy. Part of the LOC's mission includes partnership with other government entities, such as counties, councils of governments, state agencies, special districts, or federal agencies. To ensure ongoing effective relationships of the LOC with these partners, it will develop strategies to ensure meaningful and impactful communications and engagement opportunities.

**IMPERATIVE**

Refine service delivery to address systemic gaps.

**OBJECTIVES³**

- Increase in member awareness and satisfaction of the LOC services and resources based on 2022 baseline.
- Increase in member engagement based on 2022 baseline.
- Increase in sentiment and engagement scores from women and BIPOC city leaders based on 2022 baseline.

**INITIATIVES**

Develop a welcome packet and onboarding program for newly elected officials. The insight Report highlighted that many newly elected officials do not have a clear understanding of the LOC's role and available services. To address this gap, the LOC will develop a welcome packet and broader onboarding resources for newly elected officials. This could include a list of contacts, on-line / asynchronous trainings, program summaries, overviews of recent policy positions, links to template resources, a directory of the LOC committees and caucuses, etc.

Utilize caucuses to provide greater voice and partnership for diverse leaders. To better engage with the growing body of diverse leaders in Oregon, the Board, the Local Government People of Color Caucus, and the Women's Caucus will jointly develop a Plan to build stronger partnerships with diverse leaders across the state. The purpose of this effort will be to help amplify the voice of diverse leaders and provide them a safe conduit to share their needs and concerns as they lead their respective communities. In the process of creating this Plan, it is likely that additional ways to leverage the caucuses will emerge to be considered in the Plan.

Investigate a fee-for-service program to better meet the needs of rural and small communities.

While the LOC has a core set of services it provides throughout the state, there are other, more tailored services or resources the LOC could offer its members, particularly those from under-resourced cities or communities. The LOC will explore offering new or enhanced services to members for a fee. To do so, it will first explore what services members may pay for, an appropriate rate, and the risks involved. The LOC will identify a time frame for keeping pilot programs in place before determining if they have a sufficient return on investment to continue as a regular offering.

² Where applicable, data will be disaggregated by demographics, geography, and city size

³ Where applicable, data will be disaggregated by demographics, geography, and city size



IMPERATIVE

Implement new organizational practices and processes to enhance internal culture and improve alignment between board and staff.



OBJECTIVES⁴

- Increase staff and Board Net Promoter Score based on 2022 baseline.
- Improve employee satisfaction as measured by the Gallup Q12 Employee Engage Survey; target an average annual score of 4 or higher (out of 5) for all facets of employee engagement.



INITIATIVES

Develop Internal Communication Plan. The LOC leadership will take the results of the Gallup Q12 Employee Engagement Survey and the Whole Systems Analysis—both of which are a part of the Insight Report—and craft an Internal Communications Plan to address areas of concern. For example, leadership may consider methods to boost recognition of employee contributions, check in on their professional development, or other methods to invest in employee retention. Additionally, leadership may explore ways to enhance the effectiveness of processes/procedures and to communicate more effectively and efficiently.

Host an annual Board/staff retreat. Prior to the new Board member meeting every year, the LOC will host a retreat for Board and staff to cultivate relationships and understanding. This event is intended to be a less formal environment in which individuals can get to know each other, explore the work performed, understand roles and responsibilities, clarify decision making, and hold space for creatively thinking about evolving challenges.

Implement a Board member training program. To ensure the Board is in the best position possible to support the LOC, a training program will be developed. Components of the program may be offered at the annual Board retreat, via on-line live sessions, via asynchronous on-line sessions, and at other live venues. Content will vary and evolve over time, but would likely touch upon what the LOC does, DEI, and other content.

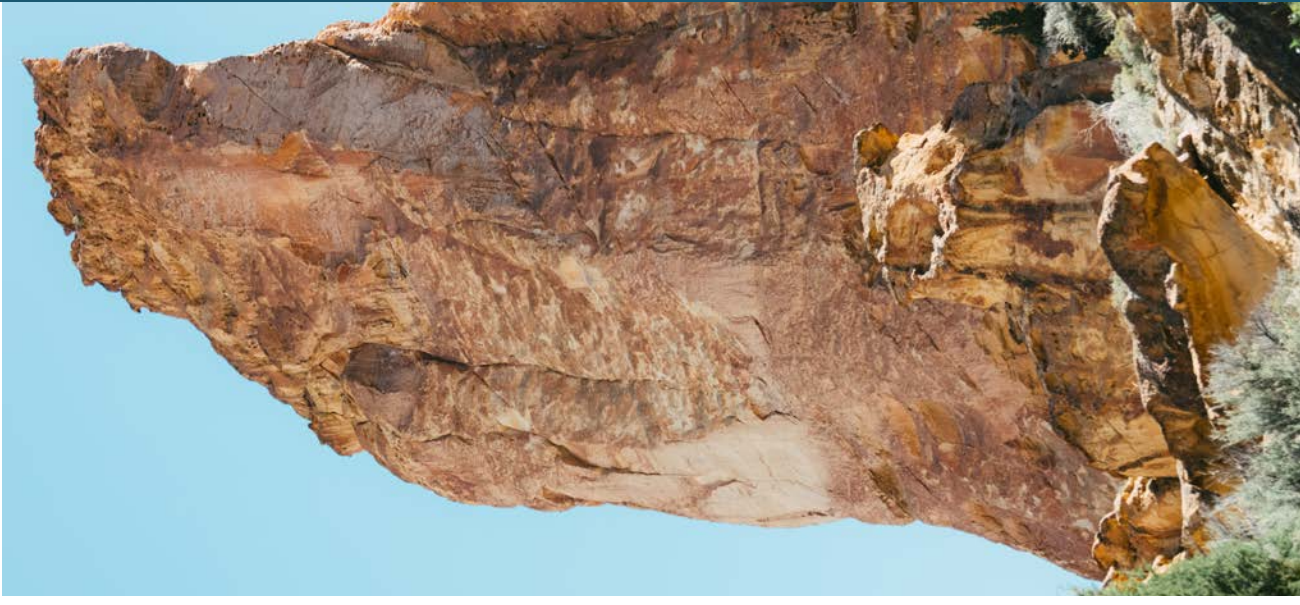
Develop and implement a DEI training program. While the LOC has crafted a DEI Lens, it is clear that a common understanding and application of it has not yet been achieved. To address this, the LOC will develop and implement a DEI training program for staff and the Board so they grow their awareness and ability to apply the DEI lens when making decisions for the organization.



⁴Where applicable, data will be disaggregated by demographics, geography, and city size

Core Planning Team Members

- Tanea Browning, President, Councilor, Central Point
- Steve Callaway, Vice President, Mayor, Hillsboro
- Dave Drotzmann, Treasurer, Mayor, Hermiston
- John McArdle, Past President, Mayor, Independence
- Jessica Engelke, Director, Mayor, North Bend
- Arlene Burns, Director, Mayor, Mosier
- John Walsh, Director, City Administrator, St. Helens
- Roland Herrera, Director, Councilor, Keizer
- Patty Mulvihill, Interim Executive Director
- Jim McCauley, Legislative Director



City of Dayton
Budget vs Actual for FY 2021-22
as of June 30, 2022

	07/21-06/22 Cur YTD Actual	07/21-06/22 Cur Year Budget	YTD % of Budget	2020-21 Pri Year Actual
GENERAL FUND				
Revenue	1,081,213	885,342	122.1%	1,225,230
Admin				
Personnel Services				
Salaries	71,346	72,242	98.8%	60,457
Benefits	38,415	44,377	86.6%	31,411
Material and Services	74,328	77,560	95.8%	133,762
Capital Outlay	32,549	42,000	77.5%	-2,228
Total Administration	216,639	236,179	91.7%	223,401
Parks				
Personnel Services				
Salaries	76,173	78,525	97.0%	68,677
Benefits	43,303	48,238	89.8%	36,613
Material and Services	47,420	57,575	82.4%	49,367
Capital Outlay	18,448	24,000	76.9%	2,091
Total Parks	185,343	208,338	89.0%	156,749
Library				
Personnel Services				
Salaries	55,060	54,284	101.4%	41,043
Benefits	27,566	33,347	82.7%	21,530
Material and Services	20,629	37,025	55.7%	23,159
Capital Outlay	1,232	2,000	61.6%	-335
Total Library	104,487	126,656	82.5%	85,397
Planning				
Personnel Services				
Salaries	24,417	24,749	98.7%	22,786
Benefits	14,426	15,203	94.9%	12,106
Material and Services	52,078	62,235	83.7%	43,632
Capital Outlay	443	1,000	44.3%	-507
Total Planning	91,364	103,187	88.5%	78,017
Building				
Personnel Services				
Salaries	20,514	21,714	94.5%	18,349
Benefits	12,448	13,338	93.3%	10,339
Material and Services	69,623	83,012	83.9%	103,350
Capital Outlay	343	1,250	27.4%	-507
Total Building	102,927	119,314	86.3%	131,531
Transfers	25,000	25,000	100.0%	25,000
Contingency	0	66,668	0.0%	0
Unappropriated Ending Fund Balance	0	0	0.0%	0
Total Fund 100 Revenue	1,081,213	885,342	122.1%	1,225,230
Total Fund 100 Expenses	725,761	885,342	82.0%	700,095
General Fund Balance	355,452			525,135

City of Dayton
Budget vs Actual for FY 2021-22
as of June 30, 2022

	07/21-06/22 Cur YTD Actual	07/21-06/22 Cur Year Budget	YTD % of Budget	2020-21 Pri Year Actual
LOCAL OPTION TAX				
Revenue	388,645	326,840	118.9%	405,533
Personnel Services				
Salaries	38,801	41,784	92.9%	34,978
Benefits	23,077	25,668	89.9%	19,533
Material and Services	239,817	254,900	94.1%	235,560
Capital Outlay	617	2,000	30.8%	-1,058
Total	302,311	324,352	93.2%	289,012
Contingency	0	2,488	0.0%	0
Total Fund 101 Revenue	388,645	326,840	118.9%	405,533
Total Fund 101 Expenses	302,311	326,840	92.5%	289,012
Local Option Tax Fund Balance	86,334			116,521
Transient Lodging Fund				
Revenue	393,772	361,247	109.0%	313,403
Material and Services	2,083	2,810	74.1%	1,456
Capital Outlay	0	0	0.0%	0
Total	2,083	2,810	74.1%	1,456
Transfers	0	0	0.0%	0
Contingency	0	258,437	0.0%	0
Unappropriated Ending Fund Balance	0	100,000	0.0%	0
Total Fund 105 Revenue	393,772	361,247	109.0%	313,403
Total Fund 105 Expenses	2,083	361,247	0.6%	1,456
Transient Lodging Fund Balance	391,689			311,946
American Rescue Plan Fund				
Revenue	304,570	560,000	54.4%	0
Capital Outlay	0	0	0.0%	0
Total	0	0	0.0%	0
Transfers	120,250	120,250	0.0%	0
Contingency	0	439,750	0.0%	0
Unappropriated Ending Fund Balance	0	0	0.0%	0
Total Fund 106 Revenue	304,570	560,000	54.4%	0
Total Fund 106 Expenses	120,250	560,000	21.5%	0
American Rescue Plan Fund	184,320			0
Street Fund				
Revenue	436,778	342,673	127.5%	361,539
Personnel Services				
Salaries	36,995	38,395	96.4%	32,205
Benefits	20,391	23,586	86.5%	17,865
Material and Services	57,970	87,937	65.9%	50,959
Capital Outlay	8,104	21,500	37.7%	1,863
Total	123,459	171,418	72.0%	102,892
Transfers	101,000	106,000	95.3%	40,000
Contingency	0	65,255	0.0%	0
Total Fund 200 Revenue	436,778	342,673	127.5%	361,539
Total Fund 200 Expenses	224,459	342,673	65.5%	142,892
Street Fund Balance	212,319			218,647

City of Dayton
Budget vs Actual for FY 2021-22
as of June 30, 2022

	07/21-06/22 Cur YTD Actual	07/21-06/22 Cur Year Budget	YTD % of Budget	2020-21 Pri Year Actual
Water Fund				
Revenue	1,772,501	1,330,293	133.2%	1,621,482
Personnel Services				
Salaries	139,262	149,774	93.0%	140,569
Benefits	87,949	92,006	95.6%	78,397
Material and Services	185,970	313,475	59.3%	140,128
Capital Outlay	2,357	15,000	15.7%	-763
Total	415,538	570,255	72.9%	358,331
Water Treatment Facility				
Personnel Services				
Salaries	50,733	52,129	97.3%	43,081
Benefits	29,835	32,023	93.2%	26,045
Material and Services	65,452	115,775	56.5%	81,671
Capital Outlay	136	15,000	0.9%	-17
Total	146,157	214,927	68.0%	150,781
Transfers	430,000	430,000	100.0%	425,000
Contingency	0	40,111	0.0%	0
Unappropriated Ending Fund Balance	0	75,000	0.0%	0
Total Fund 300 Revenue	1,772,501	1,330,293	133.2%	1,621,482
Total Fund 300 Expenses	991,694	1,330,293	74.5%	934,111
Water Fund Balance	780,807			687,371
Sewer Fund				
Revenue	989,119	821,551	120.4%	918,046
Personnel Services				
Salaries	135,031	141,776	95.2%	132,775
Benefits	82,682	87,093	94.9%	73,358
Material and Services	148,276	243,325	60.9%	121,832
Capital Outlay	38,259	94,000	40.7%	50,627
Total	404,248	566,194	71.4%	378,592
Transfers	121,000	121,000	100.0%	116,000
Contingency	0	34,357	0.0%	0
Unappropriated Ending Fund Balance	0	100,000	0.0%	0
Total Fund 400 Revenue	989,119	821,551	120.4%	918,046
Total Fund 400 Expenses	525,248	821,551	63.9%	494,592
Sewer Fund Balance	463,871			423,453
State Revenue Sharing				
Revenue	81,251	61,340	132.5%	67,677
Material and Services	34,205	54,940	62.3%	28,662
Capital Outlay	1,224	6,400	19.1%	465
Total	35,429	61,340	57.8%	29,127
Total Fund 500 Revenue	81,251	61,340	132.5%	67,677
Total Fund 500 Expenses	35,429	61,340	57.8%	29,127
State Revenue Sharing Fund Balance	45,822			38,550

City of Dayton
Budget vs Actual for FY 2021-22
as of June 30, 2022

	07/21-06/22 Cur YTD Actual	07/21-06/22 Cur Year Budget	YTD % of Budget	2020-21 Pri Year Actual
Water Utility Capital				
Revenue	902,283	780,494	115.6%	493,779
Material and Services	0	0	0.0%	0
Capital Outlay	145,490	369,000	39.4%	265,693
Contingency	0	11,494	0.0%	0
Total	145,490	380,494	38.2%	265,693
Total Fund 600 Revenue	902,283	780,494	115.6%	493,779
Total Fund 600 Expenses	145,490	380,494	38.2%	265,693
Water Utility Capital Fund Balance	756,793			228,086
Sewer Utility Capital				
Revenue	1,468,890	2,519,051	58.3%	403,839
Material and Services	0	0	0.0%	0
Capital Outlay	470,215	1,276,000	36.9%	95,417
Contingency	0	43,051	0.0%	0
Unappropriated	0	100,000	0.0%	0
Total	470,215	1,419,051	33.1%	95,417
Total Fund 700 Revenue	1,468,890	2,519,051	58.3%	403,839
Total Fund 700 Expenses	470,215	1,419,051	33.1%	95,417
Sewer Utility Capital Fund Balance	998,674			308,422
Equipment Replacement Reserve Fund				
Revenue	119,085	125,868	94.6%	97,376
Capital Outlay	97,909	105,000	93.2%	64,597
Contingency	0	20,868	0.0%	0
Total	97,909	125,868	77.8%	64,597
Total Fund 750 Revenue	119,085	125,868	94.6%	97,376
Total Fund 750 Expenses	97,909	125,868	77.8%	64,597
Equipment Utility Capital Fund Balance	21,175			32,780
Building Reserve Fund				
Revenue	228,991	223,275	102.6%	200,746
Capital Outlay	22,013	40,000	55.0%	2,704
Contingency	0	83,275	0.0%	0
Unappropriated	0	100,000	0.0%	0
Total	22,013	223,275	0.0%	2,704
Total Fund 760 Revenue	228,991	223,275	102.6%	200,746
Total Fund 760 Expenses	22,013	223,275	0.0%	2,704
Building Reserve Capital Fund Balance	206,978			198,042
Streets Capital Projects Fund				
Revenue	364,446	975,760	37.3%	480,310
Material and Services	0	0	0.0%	0
Capital Outlay	110,898	925,000	12.0%	323,049
Contingency	0	50,760	0.0%	0
Total	110,898	975,760	11.4%	323,049
Total Fund 770 Revenue	364,446	975,760	37.3%	480,310
Total Fund 770 Expenses	110,898	975,760	11.4%	323,049
Street Capital Fund Balance	253,548			157,262

City of Dayton
Budget vs Actual for FY 2021-22
as of June 30, 2022

	07/21-06/22 Cur YTD Actual	07/21-06/22 Cur Year Budget	YTD % of Budget	2020-21 Pri Year Actual
Park Capital Projects				
Revenue	66,915	56,743	117.9%	67,163
Material and Services	0	0	0.0%	0
Capital Outlay	0	45,000	0.0%	7,242
Contingency	0	11,743	0.0%	0
Total	0	56,743	0.0%	7,242
Total Fund 780 Revenue	66,915	56,743	117.9%	67,163
Total Fund 780 Expenses	0	56,743	0.0%	7,242
Park Capital Fund Balance	66,915			59,921

Debt Service				
Revenue	570,534	569,340	100.2%	552,783
Material and Services	243,211	243,211	100.0%	243,211
Reserve for Lafayette Loan Payoff	0	23,625	0.0%	0
Reserve for USDA loan	0	82,248	0.0%	0
Total	243,211	349,084	69.7%	243,211
Unappropriated Ending Fund Balance	0	220,256	0.0%	0
Total Fund 850 Revenue	570,534	569,340	100.2%	552,783
Total Fund 850 Expenses	243,211	569,340	42.7%	243,211
Debt Service Capital Fund Balance	327,322			309,572

Total Balance for the year

Note: 100% of the fiscal year has elapsed.

Report Criteria:
Report type: Summary

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Invoice Number	Invoice Sequence	Invoice GL Account	Discount Taken	Check Amount
07/22	07/13/2022	700	256	Oregon Dept of Revenue	2022 Q2	2	100.000.214.00	.00	259.55
07/22	07/05/2022	27874	1902	Ashley Kunze	DEPOSIT RE	3	001.000.175.00	.00	163.80
07/22	07/05/2022	27875	261	AUCA Western First Aid & Safety	PDX4-00168	10	400.400.601.00	.00	322.52
07/22	07/05/2022	27876	127	Baker & Taylor	Multiple	1	100.104.715.00	.00	16.32
07/22	07/05/2022	27877	1786	Bend Mailing Services	77961	10	400.400.705.00	.00	3,516.33
07/22	07/05/2022	27878	456	Bureau of Labor & Industries	PUBLIC WO	1	770.770.910.80	.00	250.00
07/22	07/05/2022	27879	255	Cascade Columbia	840280	1	300.301.616.00	.00	1,235.00
07/22	07/05/2022	27880	222	Caselle, Inc	117803	10	400.400.705.30	.00	10,568.00
07/22	07/05/2022	27881	105	City of Dayton	Multiple	1	300.301.707.00	.00	1,137.41
07/22	07/05/2022	27882	519	Comcast Cable - internet	8778105130	11	400.400.705.30	.00	143.35
07/22	07/29/2022	27883	1806	Crossfire Lasertag, LLC	922	1	500.500.752.60	.00	.00 V
07/22	07/05/2022	27884	1512	Cyndi Park	06.22.2022	1	100.104.611.00	.00	23.40
07/22	07/05/2022	27885	1841	CyntrX	INV143743	5	400.400.614.00	.00	45.00
07/22	07/05/2022	27886	235	DEQ	WQ23WSC-0	1	400.400.706.00	.00	100.00
07/22	07/05/2022	27887	789	Edge Analytical	Multiple	1	300.300.751.00	.00	127.00
07/22	07/05/2022	27888	1247	ezTask.com, Inc.	07911400	10	400.400.705.30	.00	2,247.75
07/22	07/05/2022	27889	1693	Fishbone Construction	DEPOSIT RE	2	400.400.750.00	.00	64.81
07/22	07/05/2022	27890	134	Iron Mountain Records Mgmt	GRWT193A	10	400.400.601.00	.00	163.74
07/22	07/05/2022	27891	1712	LCOG	FY23 LOCAL	12	500.500.706.00	.00	633.00
07/22	07/05/2022	27892	107	League of Oregon Cities	2022-200222	12	105.105.706.00	.00	2,536.12
07/22	07/05/2022	27893	1905	Lum's	2022 GMC C	1	750.750.903.10	.00	29,747.10
07/22	07/05/2022	27894	1904	Mariah & Dalton Young	DEPOSIT RE	2	400.400.750.00	.00	.00 V
07/22	07/05/2022	27895	1572	McMinnville Commercial Cleaners	Multiple	1	100.100.707.30	.00	1,250.00
07/22	07/05/2022	27896	121	McMinnville Water & Light	67508 722	1	300.300.600.00	.00	127.69
07/22	07/05/2022	27897	1514	MidAmerica Books	552839	1	100.104.715.00	.00	207.50
07/22	07/05/2022	27898	1863	Nereida Guerra	DEPOSIT RE	1	100.100.750.20	.00	350.00
07/22	07/05/2022	27899	758	OHA - Cashier	ANNUAL WA	1	300.300.706.00	.00	1,500.00
07/22	07/05/2022	27900	173	One Call Concepts, Inc.	2060359	2	400.400.799.00	.00	41.16
07/22	07/05/2022	27901	224	Orchard & Vineyard Supply	Multiple	1	300.301.616.00	.00	415.17
07/22	07/05/2022	27902	103	PGE	8721021000	1	300.300.600.00	.00	85.24
07/22	07/05/2022	27903	213	Pitney Bowes Purchase Power	POSTAGE 0	10	400.400.601.10	.00	1,210.50
07/22	07/05/2022	27904	621	Portland Engineering, Inc	11167	3	400.400.705.10	.00	90.00
07/22	07/05/2022	27905	240	Print NW	Multiple	10	400.400.601.00	.00	964.00
07/22	07/05/2022	27906	1607	Roxanne Wilson	DEPOSIT RE	1	100.100.750.20	.00	350.00
07/22	07/05/2022	27907	1820	SAIF Corporation	ANNUAL PR	10	400.400.592.00	.00	9,484.98
07/22	07/05/2022	27908	119	Sprint	414585229-2	10	400.400.602.00	.00	538.36
07/22	07/05/2022	27909	937	United Site Services	Multiple	1	100.103.619.00	.00	733.20
07/22	07/05/2022	27910	1903	Vera Construction LLC	DEPOSIT RE	2	400.400.750.00	.00	84.63
07/22	07/05/2022	27911	1785	Western Systems	Multiple	5	400.400.614.00	.00	466.70
07/22	07/05/2022	27912	865	Xylem Water Solutions USA	3556C29937	1	400.400.614.00	.00	1,092.00
07/22	07/05/2022	27913	114	Yamhill County Sheriff	JULY 2022	1	101.101.705.10	.00	15,324.12
07/22	07/05/2022	27914	117	YCOM	FY23-01-DA	1	101.101.770.00	.00	2,296.67
07/22	07/06/2022	27915	957	Haworth, Inc	PAY ESTIMA	1	770.770.910.70	.00	69,817.40
07/22	07/06/2022	27916	1904	Mariah & Dalton Young	DEPOSIT RE	2	400.400.750.00	.00	79.05
07/22	07/20/2022	27917	1813	ArchiveSocial	23142	10	300.300.705.00	.00	2,988.00
07/22	07/20/2022	27918	151	Beery, Elsner & Hammond	Multiple	11	500.500.700.00	.00	470.00
07/22	07/20/2022	27919	1064	Botten's Equipment Rental	1-624510	1	200.200.616.20	.00	257.00
07/22	07/20/2022	27920	1878	Brightside Electric & Lighting	Multiple	11	300.301.707.00	.00	452.00
07/22	07/20/2022	27921	125	Canon Solutions America	28857568	10	400.400.601.00	.00	767.89
07/22	07/20/2022	27922	362	City of Newberg	JUNE 2022	4	100.106.716.00	.00	4,938.14
07/22	07/20/2022	27923	423	Comcast Cable	8778105190	1	300.301.705.30	.00	104.85
07/22	07/20/2022	27924	111	DCBS Fiscal Services	JUNE 2022	1	100.106.700.35	.00	464.10
07/22	07/20/2022	27925	1574	Deluxe	0205188976	10	400.400.601.00	.00	605.69

M = Manual Check, V = Void Check

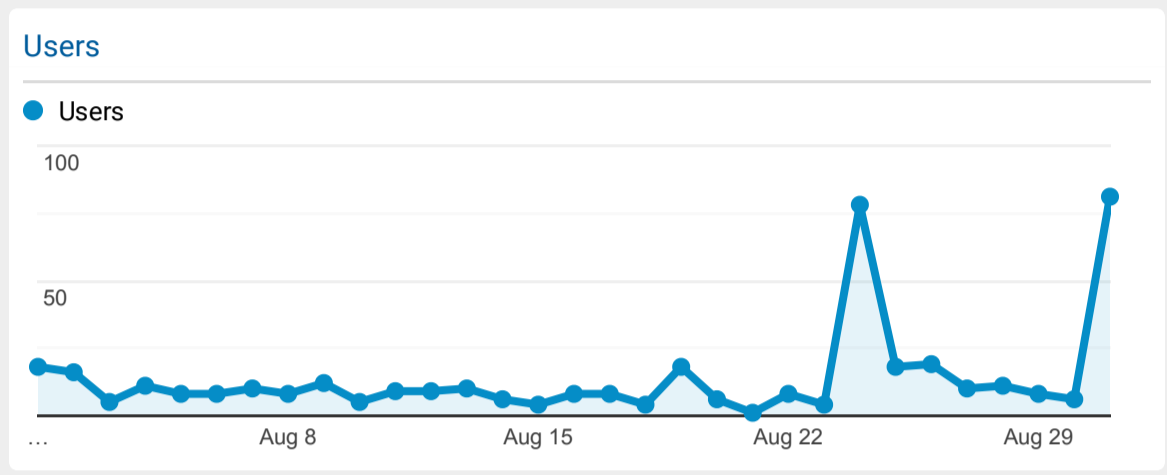
GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Invoice Number	Invoice Sequence	Invoice GL Account	Discount Taken	Check Amount
07/22	07/20/2022	27926	235	DEQ	REEXAM FE	1	400.400.706.00	.00	240.00
07/22	07/20/2022	27927	231	DOWL	2860.80185.	1	700.700.910.41	.00	74,651.12
07/22	07/20/2022	27928	789	Edge Analytical	Multiple	1	400.400.751.00	.00	164.00
07/22	07/20/2022	27929	1810	Elizabeth Sagmiller	07.14.2022	1	400.400.705.80	.00	1,352.00
07/22	07/20/2022	27930	513	Elizabeth Wytoski	JULY 2022 E	3	500.500.752.60	.00	527.54
07/22	07/20/2022	27931	694	GPEC Electrical Contractors	Multiple	1	300.300.614.40	.00	660.00
07/22	07/20/2022	27932	139	Lowe's	Multiple	1	400.400.616.00	.00	1,736.28
07/22	07/20/2022	27933	124	Mid-Willamette Valley COG	Multiple	1	100.105.705.20	.00	5,313.50
07/22	07/20/2022	27934	214	OAWU	33236	1	300.300.611.00	.00	335.00
07/22	07/20/2022	27935	871	ODP Business Solutions, LLC	2524146410	10	400.400.601.00	.00	68.94
07/22	07/20/2022	27936	224	Orchard & Vineyard Supply	INV:RSC150	1	300.301.616.00	.00	16.67
07/22	07/20/2022	27937	1509	Pamplin Media Group	405672	11	400.400.700.10	.00	332.40
07/22	07/20/2022	27938	103	PGE	Multiple	1	300.301.600.00	.00	7,273.12
07/22	07/20/2022	27939	240	Print NW	22153	1	101.101.700.51	.00	887.00
07/22	07/20/2022	27940	1895	Probable Cause	OLD TIMERS	1	500.500.752.60	.00	1,500.00
07/22	07/20/2022	27941	106	Recology Western Oregon	Multiple	1	101.101.700.51	.00	1,254.92
07/22	07/20/2022	27942	316	Statesman Journal	Multiple	5	400.400.705.00	.00	513.16
07/22	07/20/2022	27943	1763	Terrence D. Mahr	22-006	1	101.101.705.40	.00	250.00
07/22	07/20/2022	27944	228	The Home Depot Pro	695409706	10	400.400.601.00	.00	518.70
07/22	07/20/2022	27945	1906	Todd & Sarah Steele	DEPOSIT RE	1	100.100.750.20	.00	650.00
07/22	07/20/2022	27946	937	United Site Services	114-1322750	1	100.103.619.00	.00	433.93
07/22	07/20/2022	27947	1006	US Bank	Multiple	3	200.200.616.20	.00	11,271.66
07/22	07/20/2022	27948	1001	Utility Service Co., Inc	Multiple	1	600.600.930.60	.00	50,883.44
07/22	07/20/2022	27949	1907	Valley View Fence & Deck LLC	69	1	780.780.920.31	.00	14,672.00
07/22	07/20/2022	27950	1470	Vicki Durand	PR 0720202	5	400.400.537.00	.00	1,425.00
07/22	07/20/2022	27951	154	Westech Engineering, Inc	Multiple	1	600.600.920.10	.00	10,545.01
07/22	07/20/2022	27952	112	Wilco	Multiple	7	400.400.614.10	.00	3,758.83
07/22	07/20/2022	27953	865	Xylem Water Solutions USA	3556C30200	1	700.700.910.00	.00	13,054.80
07/22	07/20/2022	27954	614	Ziplyfiber	Multiple	1	300.300.602.00	.00	323.89
Grand Totals:								.00	375,469.15

Web Traffic Dashboard

Aug 1, 2022 - Aug 31, 2022

All Users
100.00% Sessions

Total Users
222
% of Total: 100.00% (222)



Top Pageviews

Page	Pageviews
There is no data for this view.	

by Browser

Browser	Users
Safari (in-app)	136
Android Runtime	86

by Device Category

Device Category	Users
mobile	212
tablet	10

by Operating System

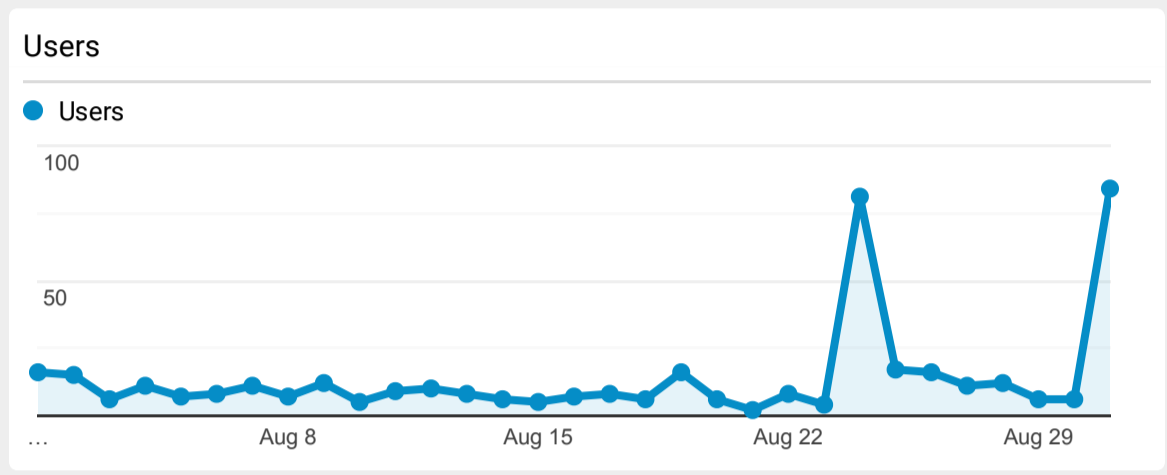
Operating System	Users
iOS	136
Android	86

Mobile Dashboard

Aug 1, 2022 - Aug 31, 2022

All Users
100.00% Sessions

Total Users
221
% of Total: 100.00% (221)



by Device

Operating System	Users
iOS	135
Android	86

Total Screen Views

Screen Name	Screen Views
Home	451
Notifications	151
News	58
City Council	24
Agendas & Minutes	13
Our Staff	10
Who do I Contact?	9
Contact Us	8
Useful Links	6
FAQ's	5



**Yamhill County Sheriff's Office
Crime Summary for DAYTON
From 8/1/2022 to 8/31/2022**

City	UCR Description	8/1/2021 to 8/31/2021	8/1/2022 to 8/31/2022	Percentage Change	YTD	Prior Year
DAYTON						
Part 1						
	Aggravated Assault	1	0			6
	Arson	0	0			2
	Burglary-Business	0	0			2
	Burglary-Non-Residence	1	1		4	10
	Burglary-Residence	1	0			3
	Larceny	7	2	-71.43 %	26	51
	Motor Vehicle Theft-Auto	2	0		8	8
	Rape	0	0			2
	Robbery	0	0			1
	Part 1 Total	12	3	-75.00 %	38	85
Part 2						
	All Other	1	1		7	16
	Animal Problems	0	0			1
	Disorderly Conduct	0	0		2	6
	Drug Laws	0	1		7	9
	DUII	1	0		14	13
	Forgery	0	0			2
	Fraud	1	0		3	6
	Liquor Laws	0	0		1	
	Runaway	0	1		1	
	Sex Offenses	1	0		2	8
	Simple Assault	2	1	-50.00 %	15	28
	Stolen Property	3	0		4	11
	Trespass/Prowler	9	0		6	29
	Vandalism	1	0		17	26
	Weapons	1	0		5	4
	Part 2 Total	20	4	-80.00 %	84	159
	Total For DAYTON	43	25	-41.86 %	252	427

Report run date: 9/1/2022



**Yamhill County Sheriff's Office
Crime Summary for DAYTON
From 8/1/2022 to 8/31/2022**

City	UCR Description	8/1/2021 to 8/31/2021	8/1/2022 to 8/31/2022	Percentage Change	YTD	Prior Year
DAYTON						
Part 3						
	All Other	3	10	233.33 %	56	64
	Non-Reportable Offenses	8	8		74	119
	Part 3 Total	11	18	63.64 %	130	183
	Total For DAYTON	43	25	-41.86 %	252	427



**Yamhill County Sheriff's Office
Crime Summary for DAYTON
From 7/1/2022 to 7/31/2022**

City	UCR Description	7/1/2021 to 7/31/2021	7/1/2022 to 7/31/2022	Percentage Change	YTD	Prior Year
DAYTON						
Part 1						
	Aggravated Assault	0	0			6
	Arson	0	0			2
	Burglary-Business	0	0			2
	Burglary-Non-Residence	2	0		3	10
	Burglary-Residence	0	0			3
	Larceny	7	2	-71.43 %	23	50
	Motor Vehicle Theft-Auto	0	2		8	8
	Rape	0	0			2
	Robbery	0	0			1
	Part 1 Total	9	4	-55.56 %	34	84
Part 2						
	All Other	2	1	-50.00 %	6	16
	Animal Problems	0	0			1
	Disorderly Conduct	1	0		2	6
	Drug Laws	1	1		5	9
	DUII	0	3		14	13
	Forgery	0	0			2
	Fraud	0	1		3	6
	Liquor Laws	0	0		1	
	Sex Offenses	0	0		2	8
	Simple Assault	3	2	-33.33 %	14	28
	Stolen Property	0	1		4	11
	Trespass/Prowler	3	1	-66.67 %	5	29
	Vandalism	4	3	-25.00 %	17	26
	Weapons	1	1		4	4
	Part 2 Total	15	14	-6.67 %	77	159
Part 3						
	All Other	8	10	25.00 %	46	64
	Total For DAYTON	43	31	-27.91 %	223	425

Report run date: 8/1/2022



**Yamhill County Sheriff's Office
 Crime Summary for DAYTON
 From 7/1/2022 to 7/31/2022**

City	UCR Description	7/1/2021 to 7/31/2021	7/1/2022 to 7/31/2022	Percentage Change	YTD	Prior Year
DAYTON						
	Non-Reportable Offenses	11	3	-72.73 %	66	118
	Part 3 Total	19	13	-31.58 %	112	182
	Total For DAYTON	43	31	-27.91 %	223	425

TO: Honorable Mayor and City Councilors
 Through: Rochelle Roaden, City Manager
 From: Patty Ringnalda, City Recorder
 Subject: Code Enforcement Activities Report
 Date: September 1, 2022

2022												
Category	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
Animals	2	2	10				2	2				
Building			4					1				
Junk – Private Property												
Noise							1					
Noxious veg		1					2	1				
Parking – Right of Way	30	5	8				5	17				
Storing Junk - ROW	27	22	16					5				
Attractive Nuisance												
Posting - Signs		3	3					2				
Camping	8	3	5									
Sidewalks												
Vehicle Code/YCSO							2	1				
Other		1										
TOTAL	67	37	46				12	29				

Please Note: The monthly statistics are calculated from the Dayton City App, phone calls, emails, written Notes, in person and code compliance officer observations.

Wellfield Production and Distribution 2022

	Well 1	Well 2	Well 3	Well 4	Well 5	Total	Treatment Plant Inflow	Backwash	Lafayette Distribution	Dayton Distribution	Lafayette Percentage	Dayton Percentage	L + D	Diff Between Well Total and Distribution
Jan	899,000	0	1,338,000	971,000	1,085,000	4,293,000	4,969,000	166,000	1,579,000	2,909,000	35%	65%	4,488,000	-195,000
Feb	1,353,000	0	2,564,000	2,206,000	2,096,000	8,219,000	9,024,000	291,000	5,580,000	1,999,000	74%	26%	7,579,000	640,000
Mar	442,000	0	831,000	758,000	677,000	2,708,000	3,351,000	114,000	1,414,000	1,504,000	48%	52%	2,918,000	-210,000
Apr	696,000	517,000	1,318,000	1,200,000	1,118,000	4,849,000	4,802,000	175,000	2,205,000	1,478,000	55%	45%	3,989,000	860,000
May	119,000	616,000	653,000	714,000	639,000	2,741,000	2,678,000	92,000	757,000	1,478,000	34%	66%	2,235,000	506,000
Jun	667,000	849,000	1,076,000	952,000	887,000	4,431,000	4,370,000	161,000	1,636,000	1,926,000	46%	54%	3,562,000	869,000
Jul	1,137,000	1,074,000	1,416,000	1,271,000	1,170,000	6,068,000	6,068,000	194,000	1,214,000	4,048,000	23%	77%	5,262,000	806,000
Aug														
Sep														
Oct														
Nov														
Dec														
Total	5,313,000	3,056,000	9,196,000	8,072,000	7,672,000	33,309,000	35,262,000	1,193,000	14,385,000	15,648,000	48%	52%	30,033,000	3,276,000

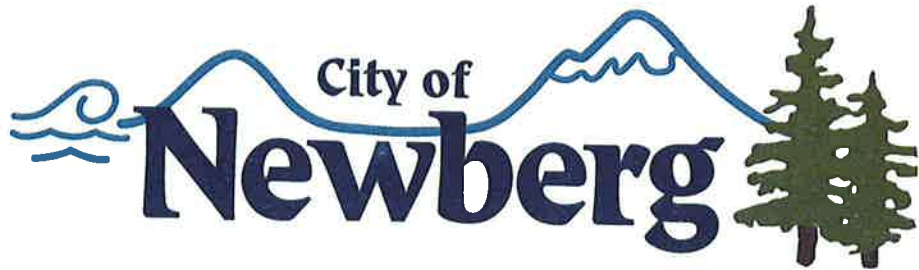
Wellfield Production and Distribution 2021

	Well 1	Well 2	Well 3	Well 4	Well 5	Total	Treatment Plant Inflow	Backwash	Lafayette Distribution	Dayton Distribution	Lafayette Percentage	Dayton Percentage	L + D	Diff Between Well Total and Distribution
Jan	1,072,000	698,000	806,000	946,000	911,000	4,433,000	4,857,000	180,000	2,090,000	2,740,000	43%	57%	4,830,000	-397,000
Feb	1,326,000	758,000	1,242,000	1,336,000	1,394,000	6,056,000	6,413,000	210,000	2,682,000	3,277,000	54%	46%	5,009,000	1,047,000
Mar	1,756,000	892,000	1,755,000	1,755,000	1,855,000	8,013,000	8,229,000	277,000	5,298,000	1,984,000	73%	27%	7,282,000	731,000
Apr	2,001,000	805,000	1,885,000	2,025,000	1,663,000	8,379,000	9,269,000	294,000	5,813,000	2,171,000	73%	27%	7,984,000	395,000
May	1,541,000	260,000	1,753,000	2,043,000	1,672,000	7,269,000	7,849,000	254,000	3,986,000	2,879,000	58%	42%	6,865,000	404,000
Jun	1,860,000	0	2,587,000	2,586,000	2,538,000	9,571,000	10,422,000	353,000	4,330,000	4,714,000	48%	52%	9,044,000	527,000
Jul	1,974,000	15,000	2,952,000	2,893,000	2,862,000	10,696,000	11,522,000	374,000	3,806,000	6,560,000	37%	63%	10,366,000	330,000
Aug	1,499,000	350,000	2,522,000	2,189,000	2,227,000	8,787,000	10,322,000	331,000	3,785,000	5,089,000	43%	57%	8,874,000	-87,000
Sep	995,000	309,000	1,911,000	1,249,000	1,357,000	5,821,000	7,058,000	238,000	2,192,000	3,853,000	36%	64%	6,045,000	-224,000
Oct	853,000	85,000	552,000	984,000	971,000	3,447,000	5,509,000	255,000	2,223,000	2,472,000	47%	53%	4,695,000	-1,248,000
Nov	1,020,000	1,000	1,386,000	1,309,000	1,046,000	4,962,000	5,879,000	205,000	2,717,000	2,414,000	53%	47%	5,131,000	-169,000
Dec	691,000	0	1,036,000	875,000	703,000	3,305,000	5,011,000	164,000	1,763,000	2,417,000	42%	58%	4,180,000	-875,000
Total	16,590,000	4,173,000	20,587,000	20,190,000	19,199,000	80,739,000	92,340,000	3,135,000	40,685,000	39,620,000	51%	49%	80,305,000	434,000

Corrected Distribution Numbers

Wellfield Production and Distribution 2020

	Well 1	Well 2	Well 3	Well 4	Well 5	Total	Treatment Plant Inflow	Backwash	Lafayette Distribution	Dayton Distribution	Lafayette Percentage	Dayton Percentage	L + D	Diff Between Well Total and Distribution
Jan	2,212,000	1,352,000	2,504,000	2,571,000	1,781,000	10,420,000	10,777,000	307,000	6,480,000	3,390,000	66%	34%	9,870,000	550,000
Feb	2,605,000	1,392,000	2,727,000	2,727,000	1,795,000	11,246,000	11,503,000	321,000	6,968,000	3,606,000	66%	34%	10,574,000	672,000
Mar	1,869,000	1,346,000	2,856,000	2,858,000	2,736,000	11,665,000	11,087,000	324,000	7,290,000	3,922,000	65%	35%	11,212,000	453,000
Apr	2,105,000	1,542,000	4,197,000	2,229,000	2,424,000	12,497,000	13,705,000	404,000	7,856,000	3,826,000	67%	33%	11,682,000	815,000
May	2,125,000	1,251,000	3,702,000	2,196,000	2,196,000	11,470,000	13,866,000	424,000	8,919,000	2,678,000	77%	23%	11,597,000	-127,000
Jun	1,427,000	1,413,000	1,426,000	1,427,000	1,465,000	7,158,000	9,782,000	315,000	5,093,000	3,859,000	57%	43%	8,952,000	-1,794,000
Jul	1,754,000	1,593,000	1,771,000	1,773,000	1,823,000	8,714,000	11,720,000	344,000	5,027,000	5,155,000	49%	51%	10,182,000	-1,468,000
Aug	1,638,000	892,000	1,902,000	1,902,000	1,945,000	8,279,000	11,106,000	283,000	4,835,000	5,501,000	47%	53%	10,336,000	-2,057,000
Sep	1,109,000	1,177,000	1,359,000	1,359,000	1,387,000	6,391,000	7,421,000	257,000	3,383,000	4,089,000	45%	55%	7,472,000	-1,081,000
Oct	931,000	1,096,000	1,287,000	1,289,000	1,314,000	5,917,000	6,809,000	211,000	3,764,000	2,825,000	57%	43%	6,589,000	-672,000
Nov	1,293,000	1,661,000	2,001,000	1,705,000	1,433,000	8,393,000	9,077,000	304,000	5,943,000	3,071,000	66%	34%	9,014,000	-621,000
Dec	1,127,000	1,462,000	1,711,000	1,437,000	1,437,000	7,170,000	7,184,000	251,000	3,258,000	3,349,000	49%	51%	6,607,000	-563,000
Total	20,195,000	16,177,000	27,443,000	23,473,000	22,032,000	109,320,000	124,037,000	3,745,000	68,816,000	45,271,000	60%	40%	114,087,000	-4,767,000



TO ALL OF OUR FRIENDS IN DAYTON:

THANK YOU SO MUCH FOR
HOSTING THE RECENT
COUNTY DINNER, AS
MENTIONED, YOU SET A
VERY HIGH BAR, GREAT
TO SEE YOU ALL. THANK
YOU AGAIN.
RICK + LISA