

AGENDA
CITY OF DAYTON
CITY COUNCIL MEETING

DATE: MONDAY, NOVEMBER 3, 2025
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 YouTube: <https://youtube.com/live/hZ6hLxIB0kk?feature=share>

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	
D.	CONSENT AGENDA	
	1. September 2025 Financials	1-63
E.	ACTION ITEMS	
	1. Intent to Award Fisher Farms Permitting, Water Quality Testing, and Groundwater Strategy Project	65-145
	2. Approval of Resolution 2025/26-08 Authorizing a Loan From the Water Fund by Entering into a Financing Contract With the Oregon Infrastructure Finance Authority	147-168
	3. Approval of Resolution 2025/26-09 Accepting the City of Dayton Parks and Recreation Master Plan as Complete and Directing Its Inclusion in the Comprehensive Plan Adoption Process	169-314
	4. Approval of Resolution 2025/26-10 Authorizing Interfund Operating Loans Pursuant to ORS 294.468	315-318
	5. First Reading of Ordinance 667 An Ordinance of the City Council of the City of Dayton Authorizing the Establishment of a Public Safety Fee, Enacting Section 20 to Municipal Code Chapter 1.	319-327
	6. Approval Memorandum of Understanding between City of Dayton and City of Lafayette	329-339
	7. Local Government Grant Program Opportunity for Alderman Park	341

8. Proposed Ordinance and Amendments to Chapter 5 of the Dayton Municipal Code "Door to Door Solicitation or Material Distribution"	343-348
9. Dayton CODE 1 Distribution of Funds	349
10. Local Option Levy Update	351
11. Open Burning Ordinance Discussion, Sponsor: Mayor Frank	353-354
12. Tree Lighting Event Planning, Sponsor: Councilor Pederson	355-357

F. CITY COUNCIL COMMENTS AND CONCERNS

G. INFORMATION REPORTS

1. Public Works
2. Finance

H. CITY MANAGER'S REPORT

359-368

I. ADJOURN

Posted: October 31, 2025

By: Rocio Vargas, City Recorder

NEXT MEETING

December 1, 2025, Regular Session Meeting

January 5, 2026, Regular Session Meeting

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

The public is encouraged to relay concerns and/or comments to the City Council in one of the following methods:

- a **Email - any time up to 5:00 p.m.** the day of the meeting to rvargas@daytonoregon.gov. The Mayor will read the comments emailed to the City Recorder.
- b **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.
- c **Appear by Telephone only** - please sign up prior to the meeting by emailing the City Recorder at rvargas@daytonoregon.gov. (The chat function is not available when calling by phone into Zoom.)
- d **Appear virtually via Zoom** - send an email directly to the City Recorder, Rocio Vargas, prior to 5:00pm to request to speak during public comment. **The City Recorder will need your first and last name, address, and contact information** (email, phone number), **and topic name** you will receive the Zoom Meeting link or information. When it is your turn, the Mayor will announce your name, and your microphone will be unmuted.

CITY OF DAYTON
COMBINED CASH INVESTMENT
SEPTEMBER 30, 2025

COMBINED CASH ACCOUNTS

001.000.102.000	CASH IN US BANK	154,701.94
001.000.102.100	PETTY CASH	200.00
001.000.102.200	CASH DRAWER	150.00
001.000.103.000	CKG - SEWER IMPROVEMENT PROJEC	251.06
001.000.106.000	CASH LGIP INVESTMENTS	2,522,394.15
	TOTAL COMBINED CASH	2,677,697.15
001.000.180.000	WRIGHT GRAPHIC POSTAGE DEPOSI	588.30
001.000.101.000	CASH ALLOCATED TO OTHER FUNDS	(2,678,285.45)
TOTAL UNALLOCATED CASH		.00

CASH ALLOCATION RECONCILIATION

100	ALLOCATION TO GENERAL FUND	(7,076.62)
101	ALLOCATION TO LOCAL OPTION LEVY FUND	(87,042.57)
105	ALLOCATION TO TRANSIENT LODGING TAX FUND	167,142.36
106	ALLOCATION TO ARPA FUND	(42.03)
200	ALLOCATION TO STREET FUND	215,406.21
300	ALLOCATION TO WATER FUND	595,947.30
400	ALLOCATION TO SEWER FUND	166,172.89
500	ALLOCATION TO STATE REVENUE SHARING FUND	(2,810.57)
600	ALLOCATION TO WATER SYS CAPITAL PROJ FUND	144,710.95
700	ALLOCATION TO SEWER RESERVE FUND	419,245.82
750	ALLOCATION TO EQUIP REPLACEMENT RESERVE FUND	4,010.67
760	ALLOCATION TO BUILDING RESERVE FUND	358,996.67
770	ALLOCATION TO STREET RESERVE FUND	183,369.08
780	ALLOCATION TO PARKS RESERVE FUND	20,743.21
850	ALLOCATION TO DEBT SERVICE FUND	499,512.08
	TOTAL ALLOCATIONS TO OTHER FUNDS	2,678,285.45
	ALLOCATION FROM COMBINED CASH FUND - 001-000-101-000	(2,678,285.45)
ZERO PROOF IF ALLOCATIONS BALANCE		.00

CITY OF DAYTON
BALANCE SHEET
SEPTEMBER 30, 2025

GENERAL FUND

ASSETS

100.000.101.000	CASH ALLOCATED TO GENERAL FUND	(	7,076.62)	
	TOTAL ASSETS		(	7,076.62)

LIABILITIES AND EQUITY

LIABILITIES

100.000.200.000	ACCOUNTS PAYABLE		5,090.00	
100.000.212.000	STATE W/H TAXES PAYABLE		5,330.75	
100.000.214.000	WORKERS COMP PAYABLE		115.36	
100.000.215.000	STATE SST W/H TAX PAYABLE		199.63	
100.000.218.000	UNEMPLOYMENT INS. PAYABLE	(	401.91)	
100.000.219.000	PFML PAYABLE		1,199.43	
100.000.220.000	MED/DENTAL & LIFE INS		2,958.85	
100.000.222.000	MISCELLANEOUS DEDUCTIONS		100.00	
100.000.270.000	COMMUNITY CENTER DEPOSITS		1,300.00	
	TOTAL LIABILITIES			15,892.11

FUND EQUITY

100.000.288.000	FUND EQUITY		130,006.12	
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	REVENUE OVER EXPENDITURES - YTD	(	152,974.85)	
	BALANCE - CURRENT DATE	(	152,974.85)	
	TOTAL FUND EQUITY		(	22,968.73)
	TOTAL LIABILITIES AND EQUITY		(	7,076.62)

CITY OF DAYTON
REVENUES WITH COMPARISON TO BUDGET
FOR THE 3 MONTHS ENDING SEPTEMBER 30, 2025

GENERAL FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
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REVENUE

WORKING CAPITAL

100.000.400.000 WORKING CAPITAL	.00	.00	15,932.00	15,932.00	.0
TOTAL WORKING CAPITAL	.00	.00	15,932.00	15,932.00	.0

LEVIED TAXES (PRIOR YEARS)

100.000.402.000 LEVIED TAXES (PRIOR YEARS)	1,182.19	3,175.20	4,000.00	824.80	79.4
TOTAL LEVIED TAXES (PRIOR YEARS)	1,182.19	3,175.20	4,000.00	824.80	79.4

INTEREST

100.000.404.000 INTEREST	20.20	335.93	3,300.00	2,964.07	10.2
TOTAL INTEREST	20.20	335.93	3,300.00	2,964.07	10.2

BUSINESS/AMUSEMENT LICENSE

100.000.410.000 BUS/AMUSEMENT LICENSE	145.00	345.00	2,500.00	2,155.00	13.8
TOTAL BUSINESS/AMUSEMENT LICENSE	145.00	345.00	2,500.00	2,155.00	13.8

FRANCHISE

100.000.412.000 FRANCHISE-CABLE TV	.00	4,970.27	15,000.00	10,029.73	33.1
100.000.412.100 FRANCHISE-SOLID WASTE	.00	814.90	12,000.00	11,185.10	6.8
100.000.412.200 FRANCHISE-ELECTRIC SERVICE	.00	.00	99,000.00	99,000.00	.0
100.000.412.300 FRANCHISE-TELECOMMUNICATIONS	.00	621.26	2,900.00	2,278.74	21.4
TOTAL FRANCHISE	.00	6,406.43	128,900.00	122,493.57	5.0

PERMIT & CONSTRUCTION FEES

100.000.416.000 BUILDING PERMITS	1,467.11	4,495.21	14,000.00	9,504.79	32.1
100.000.416.010 PLAN CHECK FEES	.00	113.10	6,000.00	5,886.90	1.9
100.000.416.020 TYPE A PERMIT FEES	.00	.00	2,500.00	2,500.00	.0
100.000.416.030 TYPE B PERMIT FEES	.00	9,215.00	50,000.00	40,785.00	18.4
100.000.416.100 PLANNING FEES	19,296.25	19,296.25	107,379.00	88,082.75	18.0
100.000.416.200 CONSTRUCTION EXCISE TAX	.00	.00	500.00	500.00	.0
TOTAL PERMIT & CONSTRUCTION FEES	20,763.36	33,119.56	180,379.00	147,259.44	18.4

CITY OF DAYTON
REVENUES WITH COMPARISON TO BUDGET
FOR THE 3 MONTHS ENDING SEPTEMBER 30, 2025

GENERAL FUND

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
	<u>COURT</u>					
100.000.418.000	CITATIONS & BAIL	50.00	50.00	.00	(50.00)	.0
	TOTAL COURT	50.00	50.00	.00	(50.00)	.0
	<u>STATE ALCOHOL TAXES</u>					
100.000.426.000	STATE ALCOHOL TAXES	3,584.20	11,287.87	50,000.00	38,712.13	22.6
	TOTAL STATE ALCOHOL TAXES	3,584.20	11,287.87	50,000.00	38,712.13	22.6
	<u>STATE SMOKING TAXES</u>					
100.000.428.000	STATE CIGARETTE TAXES	265.96	390.30	1,700.00	1,309.70	23.0
100.000.428.100	STATE MARIJUANA TAX	.00	.00	5,000.00	5,000.00	.0
	TOTAL STATE SMOKING TAXES	265.96	390.30	6,700.00	6,309.70	5.8
	<u>LIBRARY</u>					
100.000.430.000	CCRLS USE BASED REIMBURSEMENT	2,342.25	2,342.25	12,000.00	9,657.75	19.5
	TOTAL LIBRARY	2,342.25	2,342.25	12,000.00	9,657.75	19.5
	<u>FIRE DEPARTMENT</u>					
100.000.432.000	DAYTON RURAL FD SHARED COSTS	.00	3,074.70	9,000.00	5,925.30	34.2
	TOTAL FIRE DEPARTMENT	.00	3,074.70	9,000.00	5,925.30	34.2
	<u>GRANTS</u>					
100.000.436.000	READY TO READ GRANT	.00	.00	1,000.00	1,000.00	.0
	TOTAL GRANTS	.00	.00	1,000.00	1,000.00	.0
	<u>CLG GRANT</u>					
100.000.444.000	CLG GRANT	.00	.00	10,000.00	10,000.00	.0
	TOTAL CLG GRANT	.00	.00	10,000.00	10,000.00	.0

CITY OF DAYTON
REVENUES WITH COMPARISON TO BUDGET
FOR THE 3 MONTHS ENDING SEPTEMBER 30, 2025

GENERAL FUND

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
	<u>MISCELLANEOUS REVENUE</u>					
100.000.480.000	MISCELLANEOUS REVENUE	.00	204.58	15,000.00	14,795.42	1.4
100.000.480.300	COMMUNITY CENTER RENTAL FEES	200.00	(450.00)	3,700.00	4,150.00	(12.2)
	TOTAL MISCELLANEOUS REVENUE	200.00	(245.42)	18,700.00	18,945.42	(1.3)
	<u>FIREWORKS DONATION REVENUE</u>					
100.000.495.000	FIREWORKS DONATIONS REVENUE	112.00	740.00	.00	(740.00)	.0
	TOTAL FIREWORKS DONATION REVENUE	112.00	740.00	.00	(740.00)	.0
	<u>MISC FEES & TRANSFERS IN</u>					
100.000.499.300	TAXES COLLECTED	.00	2,799.30	264,882.00	262,082.70	1.1
100.000.499.500	NEWSLETTER ADVERTISING SALES	.00	.00	150.00	150.00	.0
100.000.499.510	PARK RESERVATION FEES	55.00	150.00	100.00	(50.00)	150.0
100.000.499.700	TRANSFER FROM TLT FUND	.00	.00	56,744.00	56,744.00	.0
	TOTAL MISC FEES & TRANSFERS IN	55.00	2,949.30	321,876.00	318,926.70	.9
	TOTAL FUND REVENUE	28,720.16	63,971.12	764,287.00	700,315.88	8.4

CITY OF DAYTON
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 3 MONTHS ENDING SEPTEMBER 30, 2025

GENERAL FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
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ADMINISTRATION

PERSONNEL

100.100.526.000 CITY MANAGER	1,351.25	4,053.75	16,216.00	12,162.25	25.0
100.100.526.100 CITY RECORDER	1,404.58	4,213.76	16,856.00	12,642.24	25.0
100.100.526.200 ACCOUNTANT	1,345.83	1,501.12	13,301.00	11,799.88	11.3
100.100.526.300 TOURISM/ECON DEVEL DIRECTOR	1,244.62	3,733.86	10,787.00	7,053.14	34.6
100.100.528.100 PUBLIC WORKS SUPERVISOR	276.37	833.44	3,317.00	2,483.56	25.1
100.100.536.000 LIBRARY DIRECTOR	1,404.44	4,213.30	13,485.00	9,271.70	31.2
100.100.537.000 OFFICE SPECIALIST II	415.37	1,213.18	4,871.00	3,657.82	24.9
100.100.590.000 SOCIAL SECURITY	562.26	1,567.49	6,034.00	4,466.51	26.0
100.100.592.000 WORKERS COMPENSATION	2.02	1,004.67	1,538.00	533.33	65.3
100.100.594.000 HEALTH INSURANCE	1,329.76	3,988.84	18,412.00	14,423.16	21.7
100.100.596.000 PERS RETIREMENT	1,676.65	5,014.91	23,187.00	18,172.09	21.6
100.100.598.000 DISABILITY INSURANCE	10.51	31.53	129.00	97.47	24.4
100.100.599.000 UNEMPLOYMENT	5.39	16.84	712.00	695.16	2.4
TOTAL PERSONNEL	11,029.05	31,386.69	128,845.00	97,458.31	24.4

MATERIALS & SERVICES

100.100.600.000 ELECTRICITY	288.32	831.52	2,848.00	2,016.48	29.2
100.100.600.001 ELECTRICITY - COMMUNITY CENTER	238.25	782.89	6,600.00	5,817.11	11.9
100.100.600.100 PROPANE	.00	116.03	1,619.00	1,502.97	7.2
100.100.601.000 OFFICE EXPENSE	376.54	1,180.46	3,920.00	2,739.54	30.1
100.100.601.100 POSTAGE	27.93	73.65	512.00	438.35	14.4
100.100.602.000 TELEPHONE & RELATED	52.17	200.68	958.00	757.32	21.0
100.100.604.000 INSURANCE	.00	2,420.86	1,990.00 (	430.86)	121.7
100.100.608.000 AUDIT	.00	423.00	3,384.00	2,961.00	12.5
100.100.611.000 TRAVEL & MEETINGS	.00	.00	1,207.00	1,207.00	.0
100.100.614.000 EQUIPMENT REPAIR & MAINTENANCE	5.49	48.21	500.00	451.79	9.6
100.100.614.100 FUEL	26.47	287.40	1,000.00	712.60	28.7
100.100.616.100 SAFETY/UNIFORMS	4.24	22.88	500.00	477.12	4.6
100.100.617.000 SMALL TOOLS/SHOP SUPPLIES	.00	9.12	125.00	115.88	7.3
100.100.700.000 LEGAL SERVICES	54.01	1,602.41	2,561.00	958.59	62.6
100.100.700.100 MISC LEGAL (NON ATTORNEY)	.00	134.52	500.00	365.48	26.9
100.100.705.000 PROFESSIONAL SERVICES	451.87	1,881.79	3,318.00	1,436.21	56.7
100.100.705.300 DATA PROCESSING	256.77	3,096.77	5,112.00	2,015.23	60.6
100.100.706.000 DUES & CERTIFICATIONS	.00	623.59	812.00	188.41	76.8
100.100.707.000 CITY HALL MAINTENANCE	330.36	1,036.93	5,000.00	3,963.07	20.7
100.100.707.200 CITY HALL ANNEX MAINTENANCE	.00	.00	300.00	300.00	.0
100.100.707.300 COMMUNITY CENTER MAINTENANCE	1,924.65	6,733.97	8,000.00	1,266.03	84.2
100.100.708.100 TOOL & EQUIPMENT RENTAL	.00	195.11	100.00 (	95.11)	195.1
TOTAL MATERIALS & SERVICES	4,037.07	21,701.79	50,866.00	29,164.21	42.7

CITY OF DAYTON
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 3 MONTHS ENDING SEPTEMBER 30, 2025

GENERAL FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
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CAPITAL OUTLAY & TRANSFERS

100.100.750.200 COMMUNITY CENTER RENTAL REFUND	.00	650.00	.00	(650.00)	.0
100.100.752.000 DAYTON HARVEST FESTIVAL	.00	.00	15,000.00	15,000.00	.0
100.100.830.300 TRANSFER TO SEWER UTILITY FUND	.00	.00	15,000.00	15,000.00	.0
100.100.903.000 EQUIPMENT	791.84	791.84	434.00	(357.84)	182.5
100.100.904.000 CITY HALL IMPROVEMENTS	.00	.00	500.00	500.00	.0
100.100.904.400 CH ANNEX/COMM CENTER IMPROVE	.00	.00	500.00	500.00	.0

TOTAL CAPITAL OUTLAY & TRANSFERS	791.84	1,441.84	31,434.00	29,992.16	4.6
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TOTAL ADMINISTRATION	15,857.96	54,530.32	211,145.00	156,614.68	25.8
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PUBLIC SAFETY

MATERIALS & SERVICES

100.101.700.500 CODE ENFORCEMENT/ABATEMENT	.00	.70	.00	(.70)	.0
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TOTAL MATERIALS & SERVICES	.00	.70	.00	(.70)	.0
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TOTAL PUBLIC SAFETY	.00	.70	.00	(.70)	.0
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PARKS

PERSONNEL

100.103.526.000 CITY MANAGER	180.17	540.51	2,163.00	1,622.49	25.0
100.103.526.300 TOURISM/ECON DEVEL DIRECTOR	138.29	414.87	1,660.00	1,245.13	25.0
100.103.528.100 PUBLIC WORKS SUPERVISOR	276.37	833.44	3,317.00	2,483.56	25.1
100.103.530.000 MAINTENANCE OPERATOR 2	639.01	1,893.80	7,378.00	5,484.20	25.7
100.103.530.100 MAINTENANCE OPERATOR 1	247.51	734.61	22,041.00	21,306.39	3.3
100.103.534.000 PWKS LABORER/JANITOR	3,028.11	9,172.49	2,338.00	(6,834.49)	392.3
100.103.590.000 SOCIAL SECURITY	317.06	883.91	2,979.00	2,095.09	29.7
100.103.592.000 WORKERS COMPENSATION	1.14	566.54	867.00	300.46	65.3
100.103.594.000 HEALTH INSURANCE	749.85	2,249.55	13,823.00	11,573.45	16.3
100.103.596.000 PERS RETIREMENT	2,181.61	6,525.24	11,442.00	4,916.76	57.0
100.103.598.000 DISABILITY INSURANCE	5.93	17.79	61.00	43.21	29.2
100.103.599.000 UNEMPLOYMENT	3.04	9.50	405.00	395.50	2.4

TOTAL PERSONNEL	7,768.09	23,842.25	68,474.00	44,631.75	34.8
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CITY OF DAYTON
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 3 MONTHS ENDING SEPTEMBER 30, 2025

GENERAL FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
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MATERIALS & SERVICES

100.103.600.000 ELECTRICITY	439.99	1,175.34	4,740.00	3,564.66	24.8
100.103.600.100 PROPANE	.00	34.77	500.00	465.23	7.0
100.103.601.000 OFFICE EXPENSE	55.79	232.07	1,080.00	847.93	21.5
100.103.601.100 POSTAGE	8.74	23.05	159.00	135.95	14.5
100.103.602.000 TELEPHONE & RELATED	24.23	91.77	538.00	446.23	17.1
100.103.603.000 GARBAGE/SANITATION	223.30	660.70	2,978.00	2,317.30	22.2
100.103.604.000 INSURANCE	.00	8,091.53	6,650.00	(1,441.53)	121.7
100.103.608.000 AUDIT	.00	157.50	1,260.00	1,102.50	12.5
100.103.611.000 TRAVEL & MEETINGS	.00	.00	135.00	135.00	.0
100.103.614.000 EQUIPMENT REPAIR & MAINTENANCE	16.44	517.73	2,500.00	1,982.27	20.7
100.103.614.100 FUEL	95.37	1,035.48	3,500.00	2,464.52	29.6
100.103.616.100 SAFETY/UNIFORMS	86.33	459.67	2,000.00	1,540.33	23.0
100.103.617.000 SMALL TOOLS/SHOP SUPPLIES	.00	244.58	1,000.00	755.42	24.5
100.103.619.000 PARK MAINTENANCE	1,295.64	5,040.43	15,000.00	9,959.57	33.6
100.103.700.000 LEGAL SERVICES	6.37	178.42	618.00	439.58	28.9
100.103.700.100 MISC LEGAL (NON ATTORNEY)	.00	58.81	200.00	141.19	29.4
100.103.705.000 PROFESSIONAL SERVICES	1,216.80	5,565.12	8,054.00	2,488.88	69.1
100.103.705.300 DATA PROCESSING	170.35	713.02	2,018.00	1,304.98	35.3
100.103.706.000 DUES & CERTIFICATIONS	.00	70.93	116.00	45.07	61.2
100.103.707.000 CITY HALL MAINTENANCE	98.99	311.07	500.00	188.93	62.2
100.103.707.200 CITY HALL ANNEX MAINTENANCE	.00	.00	500.00	500.00	.0
100.103.708.100 TOOL & EQUIPMENT RENTAL	.00	.00	200.00	200.00	.0

TOTAL MATERIALS & SERVICES	3,738.34	24,661.99	54,246.00	29,584.01	45.5
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CAPITAL OUTLAY & TRANSFERS

100.103.715.000 FIREWORKS CELEBRATION SHOW	.00	7,500.00	.00	(7,500.00)	.0
100.103.799.000 MISCELLANEOUS EXPENSE	.00	.00	500.00	500.00	.0
100.103.903.000 EQUIPMENT	171.82	171.82	.00	(171.82)	.0
100.103.904.000 CITY HALL IMPROVEMENTS	.00	.00	500.00	500.00	.0
100.103.904.200 CITY YARDS/ SHOP IMPROVEMENTS	.00	.00	500.00	500.00	.0
100.103.910.100 ALDERMAN PARK IMPROVEMENTS	.00	.00	500.00	500.00	.0
100.103.913.000 SIGNS	.00	.00	500.00	500.00	.0
100.103.915.000 CHRISTMAS TREE & BANDSTAND LTG	.00	.00	500.00	500.00	.0

TOTAL CAPITAL OUTLAY & TRANSFERS	171.82	7,671.82	3,000.00	(4,671.82)	255.7
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TOTAL PARKS	11,678.25	56,176.06	125,720.00	69,543.94	44.7
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LIBRARY

CITY OF DAYTON
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 3 MONTHS ENDING SEPTEMBER 30, 2025

GENERAL FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
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PERSONNEL

100.104.526.000 CITY MANAGER	180.17	540.51	2,163.00	1,622.49	25.0
100.104.536.000 LIBRARY DIRECTOR	1,404.43	4,213.26	13,485.00	9,271.74	31.2
100.104.536.100 LIBRARY ASSISTANT	1,320.56	4,165.59	15,153.00	10,987.41	27.5
100.104.590.000 SOCIAL SECURITY	223.81	623.94	2,358.00	1,734.06	26.5
100.104.592.000 WORKERS COMPENSATION	.80	399.91	612.00	212.09	65.3
100.104.594.000 HEALTH INSURANCE	529.31	1,587.93	2,550.00	962.07	62.3
100.104.596.000 PERS RETIREMENT	1,282.84	3,837.01	9,059.00	5,221.99	42.4
100.104.598.000 LIFE/DISABILITY INSURANCE	4.18	12.54	45.00	32.46	27.9
100.104.599.000 UNEMPLOYMENT	2.15	6.71	286.00	279.29	2.4
TOTAL PERSONNEL	4,948.25	15,387.40	45,711.00	30,323.60	33.7

MATERIALS & SERVICES

100.104.600.000 UTILITIES - ELECTRICITY	86.03	250.07	853.00	602.93	29.3
100.104.600.100 UTILITIES - PROPANE	.00	46.41	1,141.00	1,094.59	4.1
100.104.601.000 LIBRARY & OFFICE EXPENSE	328.24	878.88	4,000.00	3,121.12	22.0
100.104.601.100 POSTAGE	24.38	64.28	442.00	377.72	14.5
100.104.602.000 TELEPHONE & RELATED	24.23	91.77	445.00	353.23	20.6
100.104.604.000 INSURANCE	.00	2,128.85	1,750.00 (	378.85)	121.7
100.104.608.000 AUDIT	.00	236.00	1,888.00	1,652.00	12.5
100.104.611.000 TRAVEL & MEETINGS	.00	.00	135.00	135.00	.0
100.104.616.100 SAFETY/UNIFORMS	.00	.00	100.00	100.00	.0
100.104.700.000 LEGAL SERVICES	2.56	71.74	252.00	180.26	28.5
100.104.700.100 MISC LEGAL (NON ATTORNEY)	.00	44.07	150.00	105.93	29.4
100.104.705.000 PROFESSIONAL SERVICES	173.09	634.29	995.00	360.71	63.8
100.104.705.300 DATA PROCESSING	170.35	713.02	2,020.00	1,306.98	35.3
100.104.706.000 DUES & CERTIFICATIONS	481.00	551.93	575.00	23.07	96.0
100.104.706.100 SUBSCRIPTIONS	4.99	83.97	575.00	491.03	14.6
100.104.707.000 LIBRARY MAINTENANCE	132.14	414.76	500.00	85.24	83.0
TOTAL MATERIALS & SERVICES	1,427.01	6,210.04	15,821.00	9,610.96	39.3

CAPITAL OUTLAY & TRANSFERS

100.104.710.000 CCRLS EXPENSE	.00	.00	500.00	500.00	.0
100.104.715.000 BOOKS/AUDIO VISUAL	230.86	362.85	4,000.00	3,637.15	9.1
100.104.730.000 SUMMER READING PROGRAM	.00	.00	2,000.00	2,000.00	.0
100.104.730.100 READY TO READ PROGRAM	.00	.00	2,500.00	2,500.00	.0
100.104.730.200 LIBRARY PROGRAMMING	.00	.00	500.00	500.00	.0
100.104.799.000 MISCELLANEOUS EXPENSE	.00	.00	1,000.00	1,000.00	.0
100.104.903.000 EQUIPMENT	535.44	535.44	.00 (	535.44)	.0
100.104.906.000 LIBRARY IMPROVEMENTS	.00	.00	500.00	500.00	.0
TOTAL CAPITAL OUTLAY & TRANSFERS	766.30	898.29	11,000.00	10,101.71	8.2
TOTAL LIBRARY	7,141.56	22,495.73	72,532.00	50,036.27	31.0

CITY OF DAYTON
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 3 MONTHS ENDING SEPTEMBER 30, 2025

GENERAL FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>PLANNING & DEVELOPMENT</u>					
<u>PERSONNEL</u>					
100.105.526.000 CITY MANAGER	360.33	1,080.99	4,325.00	3,244.01	25.0
100.105.526.100 CITY RECORDER	561.83	1,685.49	10,114.00	8,428.51	16.7
100.105.528.100 PUBLIC WORKS SUPERVISOR	138.19	416.73	1,659.00	1,242.27	25.1
100.105.536.000 LIBRARY DIRECTOR	280.89	842.67	6,743.00	5,900.33	12.5
100.105.537.000 OFFICE SPECIALIST II	122.94	363.36	1,421.00	1,057.64	25.6
100.105.590.000 SOCIAL SECURITY	110.81	308.92	1,857.00	1,548.08	16.6
100.105.592.000 WORKERS COMPENSATION	.40	197.99	303.00	105.01	65.3
100.105.594.000 HEALTH INSURANCE	262.06	786.18	5,725.00	4,938.82	13.7
100.105.596.000 PERS RETIREMENT	721.36	2,157.59	7,136.00	4,978.41	30.2
100.105.598.000 DISABILITY INSURANCE	2.07	6.21	28.00	21.79	22.2
100.105.599.000 UNEMPLOYMENT	1.06	3.32	142.00	138.68	2.3
TOTAL PERSONNEL	2,561.94	7,849.45	39,453.00	31,603.55	19.9
<u>MATERIALS & SERVICES</u>					
100.105.600.000 UTILITIES - ELECTRICITY	62.22	177.83	533.00	355.17	33.4
100.105.600.100 UTILITIES - PROPANE	.00	16.23	188.00	171.77	8.6
100.105.601.000 OFFICE EXPENSE	107.15	363.72	1,960.00	1,596.28	18.6
100.105.601.100 POSTAGE	5.96	77.54	147.00	69.46	52.8
100.105.602.000 TELEPHONE & RELATED	28.29	107.18	550.00	442.82	19.5
100.105.604.000 INSURANCE	.00	2,128.85	1,750.00	(378.85)	121.7
100.105.608.000 AUDIT	.00	403.00	3,224.00	2,821.00	12.5
100.105.611.000 TRAVELS & MEETING	.00	.00	135.00	135.00	.0
100.105.612.000 TRAINING	.00	.00	275.00	275.00	.0
100.105.700.000 LEGAL SERVICES	38.25	1,070.52	1,709.00	638.48	62.6
100.105.700.100 MISC LEGAL (NON- ATTORNEY)	.00	147.33	200.00	52.67	73.7
100.105.705.000 PROFESSIONAL SERVICES	203.46	880.27	785.00	(95.27)	112.1
100.105.705.100 ENGINEERING SERVICES	5,665.96	6,042.81	19,035.00	12,992.19	31.8
100.105.705.200 PLANNING SERVICES	4,272.64	25,903.88	45,000.00	19,096.12	57.6
100.105.705.300 DATA PROCESSING	234.22	1,928.40	3,724.00	1,795.60	51.8
100.105.706.000 DUES & CERTIFICATIONS	.00	101.24	166.00	64.76	61.0
100.105.707.000 CITY HALL MAINTENANCE	46.20	145.02	500.00	354.98	29.0
100.105.707.200 CITY HALL ANNEX MAINTENANCE	.00	.00	500.00	500.00	.0
TOTAL MATERIALS & SERVICES	10,664.35	39,493.82	80,381.00	40,887.18	49.1
<u>CAPITAL OUTLAY & TRANSFERS</u>					
100.105.752.000 PLANNING COMMISSION EXPENSE	.00	.00	500.00	500.00	.0
100.105.799.000 MISCELLANEOUS EXPENSE	.00	.00	500.00	500.00	.0
100.105.903.000 EQUIPMENT	321.00	321.00	176.00	(145.00)	182.4
100.105.904.000 CITY HALL IMPROVEMENTS	.00	.00	500.00	500.00	.0
TOTAL CAPITAL OUTLAY & TRANSFERS	321.00	321.00	1,676.00	1,355.00	19.2

CITY OF DAYTON
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 3 MONTHS ENDING SEPTEMBER 30, 2025

GENERAL FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
TOTAL PLANNING & DEVELOPMENT	13,547.29	47,664.27	121,510.00	73,845.73	39.2
<u>BUILDING PROGRAM</u>					
<u>PERSONNEL</u>					
100.106.526.000 CITY MANAGER	360.33	1,080.99	4,325.00	3,244.01	25.0
100.106.528.100 PUBLIC WORKS SUPERVISOR	414.56	1,250.18	4,975.00	3,724.82	25.1
100.106.530.000 MAINTENANCE OPERATOR 2	319.50	946.90	3,689.00	2,742.10	25.7
100.106.536.000 LIBRARIAN	280.89	842.67	6,743.00	5,900.33	12.5
100.106.537.000 OFFICE SPECIALIST II	1,721.16	5,086.98	19,886.00	14,799.02	25.6
100.106.590.000 SOCIAL SECURITY	221.06	616.30	3,033.00	2,416.70	20.3
100.106.592.000 WORKERS COMPENSATION	.79	395.00	605.00	210.00	65.3
100.106.594.000 HEALTH INSURANCE	522.82	1,568.46	11,114.00	9,545.54	14.1
100.106.596.000 PERS RETIREMENT	616.07	1,842.69	11,653.00	9,810.31	15.8
100.106.598.000 LIFE/DISABILITY INSURANCE	4.13	12.39	60.00	47.61	20.7
100.106.599.000 UNEMPLOYMENT	2.12	6.62	283.00	276.38	2.3
TOTAL PERSONNEL	4,463.43	13,649.18	66,366.00	52,716.82	20.6
<u>MATERIALS & SERVICES</u>					
100.106.600.000 UTILITIES - ELECTRICITY	21.44	62.31	213.00	150.69	29.3
100.106.600.100 UTILITIES - PROPANE	.00	11.56	135.00	123.44	8.6
100.106.601.000 OFFICE EXPENSE	104.37	360.94	1,508.00	1,147.06	23.9
100.106.601.100 POSTAGE	17.41	45.91	316.00	270.09	14.5
100.106.602.000 TELEPHONE & RELATED	24.23	91.77	359.00	267.23	25.6
100.106.604.000 INSURANCE	.00	2,797.65	2,299.00	(498.65)	121.7
100.106.608.000 AUDIT	.00	297.50	2,380.00	2,082.50	12.5
100.106.611.000 TRAVEL & MEETINGS	.00	.00	336.00	336.00	.0
100.106.700.000 LEGAL SERVICES	6.37	178.42	527.00	348.58	33.9
100.106.700.100 MISC LEGAL (NON-ATTORNEY)	.00	44.07	200.00	155.93	22.0
100.106.700.350 LOCAL GOVERNMENT SURCHARGE FEE	.00	.00	1,700.00	1,700.00	.0
100.106.705.000 PROFESSIONAL SERVICES	152.44	578.02	1,208.00	629.98	47.9
100.106.705.100 ENGINEERING SERVICES	23.10	34.76	2,991.00	2,956.24	1.2
100.106.705.300 DATA PROCESSING	170.35	10,193.02	11,508.00	1,314.98	88.6
100.106.706.000 DUES & CERTIFICATIONS	.00	237.44	265.00	27.56	89.6
100.106.707.000 CITY HALL MAINTENANCE	32.92	103.34	500.00	396.66	20.7
TOTAL MATERIALS & SERVICES	552.63	15,036.71	26,445.00	11,408.29	56.9

CITY OF DAYTON
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 3 MONTHS ENDING SEPTEMBER 30, 2025

GENERAL FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>CAPITAL OUTLAY & TRANSFERS</u>					
100.106.716.000 BUILDING INSPECTION SERVICES	.00	.00	14,000.00	14,000.00	.0
100.106.716.100 PLAN CHECK SERVICES	.00	.00	6,000.00	6,000.00	.0
100.106.716.300 TYPE B PERMIT INSPECTIONS	.00	882.00	50,000.00	49,118.00	1.8
100.106.717.000 CLG FACADE IMPROVEMENTS	5,090.00	6,190.00	10,000.00	3,810.00	61.9
100.106.799.000 MISCELLANEOUS EXPENSE	.00	.00	500.00	500.00	.0
100.106.903.000 EQUIPMENT	321.00	321.00	176.00	(145.00)	182.4
100.106.904.000 CITY HALL IMPROVEMENTS	.00	.00	500.00	500.00	.0
TOTAL CAPITAL OUTLAY & TRANSFERS	5,411.00	7,393.00	81,176.00	73,783.00	9.1
TOTAL BUILDING PROGRAM	10,427.06	36,078.89	173,987.00	137,908.11	20.7
<u>GENERAL FUND CONTINGENCY</u>					
<u>CAPITAL OUTLAY & TRANSFERS</u>					
100.107.880.000 CONTINGENCY	.00	.00	59,393.00	59,393.00	.0
TOTAL CAPITAL OUTLAY & TRANSFERS	.00	.00	59,393.00	59,393.00	.0
TOTAL GENERAL FUND CONTINGENCY	.00	.00	59,393.00	59,393.00	.0
TOTAL FUND EXPENDITURES	58,652.12	216,945.97	764,287.00	547,341.03	28.4
NET REVENUE OVER EXPENDITURES	(29,931.96)	(152,974.85)	.00	152,974.85	.0

CITY OF DAYTON
BALANCE SHEET
SEPTEMBER 30, 2025

LOCAL OPTION LEVY FUND

ASSETS

101.000.101.000	CASH ALLOC TO LOCAL OPTION LVY	(	87,042.57)	
	TOTAL ASSETS			(87,042.57)

LIABILITIES AND EQUITY

FUND EQUITY

101.000.288.000	FUND EQUITY		4,296.95	
	REVENUE OVER EXPENDITURES - YTD	(	91,339.52)	
	BALANCE - CURRENT DATE	(	91,339.52)	
	TOTAL FUND EQUITY			(87,042.57)
	TOTAL LIABILITIES AND EQUITY			(87,042.57)

CITY OF DAYTON
REVENUES WITH COMPARISON TO BUDGET
FOR THE 3 MONTHS ENDING SEPTEMBER 30, 2025

LOCAL OPTION LEVY FUND

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
	<u>REVENUE</u>					
	<u>WORKING CAPITAL</u>					
101.000.400.000	WORKING CAPITAL	.00	.00	575.00	575.00	.0
	TOTAL WORKING CAPITAL	.00	.00	575.00	575.00	.0
	<u>LEVIED TAXES (PRIOR YEARS)</u>					
101.000.402.000	LEVIED TAXES (PRIOR YEARS)	1,230.44	3,304.79	3,500.00	195.21	94.4
	TOTAL LEVIED TAXES (PRIOR YEARS)	1,230.44	3,304.79	3,500.00	195.21	94.4
	<u>INTEREST</u>					
101.000.404.000	INTEREST	.00	.00	1,400.00	1,400.00	.0
	TOTAL INTEREST	.00	.00	1,400.00	1,400.00	.0
	<u>COURT FEES</u>					
101.000.418.000	CITATIONS & BAIL	360.00	2,575.00	16,000.00	13,425.00	16.1
101.000.418.100	COURT REVENUE SHARING	.00	.00	600.00	600.00	.0
101.000.418.110	FIX-IT-TICKET FEES	.00	.00	500.00	500.00	.0
101.000.418.200	TRAFFIC SCHOOL FEES	.00	.00	500.00	500.00	.0
101.000.418.400	PUBLIC SAFETY FEE	.00	.00	67,641.00	67,641.00	.0
	TOTAL COURT FEES	360.00	2,575.00	85,241.00	82,666.00	3.0
	<u>TAXES COLLECTED</u>					
101.000.499.300	TAXES COLLECTED	.00	2,913.55	287,290.00	284,376.45	1.0
	TOTAL TAXES COLLECTED	.00	2,913.55	287,290.00	284,376.45	1.0
	TOTAL FUND REVENUE	1,590.44	8,793.34	378,006.00	369,212.66	2.3

CITY OF DAYTON
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 3 MONTHS ENDING SEPTEMBER 30, 2025

LOCAL OPTION LEVY FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>EXPENDITURES</u>					
<u>PERSONNEL</u>					
101.101.526.000 CITY MANAGER	270.25	810.75	3,244.00	2,433.25	25.0
101.101.526.100 CITY RECORDER	842.75	2,528.25	6,743.00	4,214.75	37.5
101.101.526.200 ACCOUNTANT	395.83	441.50	3,913.00	3,471.50	11.3
101.101.536.000 LIBRARIAN	.00	.00	6,743.00	6,743.00	.0
101.101.537.000 OFFICE SPECIALIST II	2,751.23	8,116.94	31,859.00	23,742.06	25.5
101.101.590.000 SOCIAL SECURITY	306.64	854.86	4,019.00	3,164.14	21.3
101.101.592.000 WORKERS COMPENSATION	.88	439.11	839.00	399.89	52.3
101.101.594.000 HEALTH INSURANCE	725.20	2,175.60	16,572.00	14,396.40	13.1
101.101.596.000 PERS RETIREMENT	1,163.92	3,481.32	15,441.00	11,959.68	22.6
101.101.598.000 DISABILITY INSURANCE	5.73	17.19	73.00	55.81	23.6
101.101.599.000 UNEMPLOYMENT	2.94	9.19	391.00	381.81	2.4
TOTAL PERSONNEL	6,465.37	18,874.71	89,837.00	70,962.29	21.0
<u>MATERIALS & SERVICES</u>					
101.101.600.000 ELECTRICITY	90.02	255.61	848.00	592.39	30.1
101.101.600.100 PROPANE	.00	13.92	385.00	371.08	3.6
101.101.601.000 OFFICE EXPENSE	430.73	1,151.59	1,855.00	703.41	62.1
101.101.601.100 POSTAGE	20.89	55.09	387.00	331.91	14.2
101.101.602.000 TELEPHONE & RELATED	24.23	91.77	723.00	631.23	12.7
101.101.604.000 INSURANCE	.00	3,362.83	2,763.00	(599.83)	121.7
101.101.608.000 AUDIT	.00	262.50	2,100.00	1,837.50	12.5
101.101.611.000 TRAVEL & MEETINGS	.00	.00	738.00	738.00	.0
101.101.612.000 TRAINING	.00	.00	1,330.00	1,330.00	.0
101.101.614.100 FUEL	45.89	498.25	1,600.00	1,101.75	31.1
101.101.616.100 SAFETY/UNIFORMS	.00	.00	300.00	300.00	.0
101.101.700.000 LEGAL SERVICES	12.75	356.84	1,000.00	643.16	35.7
101.101.700.100 MISC (LEGAL) NON-ATTY	.00	73.67	250.00	176.33	29.5
101.101.700.350 COURT ASSESSMENTS	16.00	249.00	1,400.00	1,151.00	17.8
101.101.700.500 CODE ENFORCEMENT & ABATEMENT	.00	421.31	.00	(421.31)	.0
101.101.705.000 PROFESSIONAL SERVICES	335.85	1,406.54	1,335.00	(71.54)	105.4
101.101.705.100 SHERIFF'S CONTRACT	17,834.17	53,502.51	214,011.00	160,508.49	25.0
101.101.705.300 DATA PROCESSING	745.27	7,859.46	13,571.00	5,711.54	57.9
101.101.705.400 MUNICIPAL JUDGE SERVICES	1,000.00	2,000.00	6,000.00	4,000.00	33.3
101.101.706.000 DUES & CERTIFICATIONS	25.00	166.86	398.00	231.14	41.9
101.101.707.000 CITY HALL MAINTENANCE	39.61	124.33	200.00	75.67	62.2
101.101.707.200 CITY HALL ANNEX MAINTENANCE	.00	.00	200.00	200.00	.0
TOTAL MATERIALS & SERVICES	20,620.41	71,852.08	251,394.00	179,541.92	28.6

CITY OF DAYTON
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 3 MONTHS ENDING SEPTEMBER 30, 2025

LOCAL OPTION LEVY FUND

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
	<u>CAPITAL OUTLAY & TRANSFERS</u>					
101.101.770.000	9-1-1 SERVICES	2,942.67	8,828.01	36,275.00	27,446.99	24.3
101.101.799.000	MISCELLANEOUS EXPENSE	.00	.00	500.00	500.00	.0
101.101.903.000	EQUIPMENT	578.06	578.06	.00	(578.06)	.0
	TOTAL CAPITAL OUTLAY & TRANSFERS	3,520.73	9,406.07	36,775.00	27,368.93	25.6
	TOTAL EXPENDITURES	30,606.51	100,132.86	378,006.00	277,873.14	26.5
	TOTAL FUND EXPENDITURES	30,606.51	100,132.86	378,006.00	277,873.14	26.5
	NET REVENUE OVER EXPENDITURES	(29,016.07)	(91,339.52)	.00	91,339.52	.0

CITY OF DAYTON
BALANCE SHEET
SEPTEMBER 30, 2025

TRANSIENT LODGING TAX FUND

ASSETS

105.000.101.000	CASH ALLOCATED TO TLT FUND	167,142.36	
	TOTAL ASSETS		167,142.36

LIABILITIES AND EQUITY

FUND EQUITY

105.000.288.000	FUND EQUITY	182,699.53	
	REVENUE OVER EXPENDITURES - YTD	(15,557.17)	
	BALANCE - CURRENT DATE	(15,557.17)	
	TOTAL FUND EQUITY		167,142.36
	TOTAL LIABILITIES AND EQUITY		167,142.36

CITY OF DAYTON
REVENUES WITH COMPARISON TO BUDGET
FOR THE 3 MONTHS ENDING SEPTEMBER 30, 2025

TRANSIENT LODGING TAX FUND

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
	<u>REVENUE</u>					
	<u>WORKING CAPITAL</u>					
105.000.400.000	WORKING CAPITAL	.00	.00	164,304.00	164,304.00	.0
	TOTAL WORKING CAPITAL	.00	.00	164,304.00	164,304.00	.0
	<u>INTEREST</u>					
105.000.404.000	INTEREST	650.89	2,188.66	200.00	(1,988.66)	1094.3
	TOTAL INTEREST	650.89	2,188.66	200.00	(1,988.66)	1094.3
	<u>TRANSIENT LODGING TAX</u>					
105.000.429.000	TRANSIENT LODGING TAX	23.00	20,538.20	132,403.00	111,864.80	15.5
	TOTAL TRANSIENT LODGING TAX	23.00	20,538.20	132,403.00	111,864.80	15.5
	TOTAL FUND REVENUE	673.89	22,726.86	296,907.00	274,180.14	7.7

CITY OF DAYTON
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 3 MONTHS ENDING SEPTEMBER 30, 2025

TRANSIENT LODGING TAX FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>EXPENDITURES</u>					
<u>PERSONNEL</u>					
105.105.526.300 TOURISM/ECON DEVEL DIRECTOR	3,457.28	10,371.86	45,637.00	35,265.14	22.7
105.105.590.000 SOCIAL SECURITY	245.75	685.11	3,492.00	2,806.89	19.6
105.105.592.000 WORKERS COMPENSATION	1.10	547.91	672.00	124.09	81.5
105.105.594.000 HEALTH INSURANCE	581.20	1,743.60	11,834.00	10,090.40	14.7
105.105.596.000 PERS RETIREMENT	194.96	583.12	13,423.00	12,839.88	4.3
105.105.598.000 DISABILITY INSURANCE	4.59	13.77	61.00	47.23	22.6
105.105.599.000 UNEMPLOYMENT	2.36	7.37	314.00	306.63	2.4
TOTAL PERSONNEL	4,487.24	13,952.74	75,433.00	61,480.26	18.5
<u>MATERIALS & SERVICES</u>					
105.105.601.000 OFFICE EXPENSE	.00	.00	490.00	490.00	.0
105.105.602.000 TELEPHONE AND RELATED	4.46	13.88	564.00	550.12	2.5
105.105.604.000 INSURANCE	.00	941.97	775.00	(166.97)	121.5
105.105.608.000 AUDIT	.00	50.00	400.00	350.00	12.5
105.105.611.000 TRAVEL AND MEETINGS	.00	138.00	2,500.00	2,362.00	5.5
105.105.700.000 LEGAL SERVICES	3.37	3.37	1,000.00	996.63	.3
105.105.700.100 MISC LEGAL (NON ATTY)	.00	12.81	200.00	187.19	6.4
105.105.705.300 DATA PROCESSING	62.63	136.15	582.00	445.85	23.4
105.105.706.000 DUES & CERTIFICATIONS	.00	28.58	879.00	850.42	3.3
TOTAL MATERIALS & SERVICES	70.46	1,324.76	7,390.00	6,065.24	17.9
<u>CAPITAL OUTLAY & TRANSFERS</u>					
105.105.710.000 TOURISM FACILITIES & PROMOTION	2,400.00	11,591.05	30,240.00	18,648.95	38.3
105.105.711.000 TOURISM - WEBSITE DEVELOPMENT	150.00	1,287.27	25,000.00	23,712.73	5.2
105.105.712.000 TOURISM - EVENTS	66.24	391.34	2,500.00	2,108.66	15.7
105.105.799.000 MISCELLANEOUS EXPENSE	.00	.00	1,000.00	1,000.00	.0
105.105.800.000 TOURISM PROMOTION	2,736.87	9,736.87	2,500.00	(7,236.87)	389.5
105.105.840.100 TRANSFER TO GENERAL FUND	.00	.00	56,744.00	56,744.00	.0
105.105.880.000 CONTINGENCY	.00	.00	96,100.00	96,100.00	.0
TOTAL CAPITAL OUTLAY & TRANSFERS	5,353.11	23,006.53	214,084.00	191,077.47	10.8
TOTAL EXPENDITURES	9,910.81	38,284.03	296,907.00	258,622.97	12.9
TOTAL FUND EXPENDITURES	9,910.81	38,284.03	296,907.00	258,622.97	12.9
NET REVENUE OVER EXPENDITURES	(9,236.92)	(15,557.17)	.00	15,557.17	.0

CITY OF DAYTON
BALANCE SHEET
SEPTEMBER 30, 2025

ARPA FUND

ASSETS

106.000.101.000	CASH ALLOCATED TO ARPA FUND	(	42.03)
			<u></u>
	TOTAL ASSETS	(	42.03)
			<u></u>

LIABILITIES AND EQUITY

FUND EQUITY

106.000.288.000	FUND EQUITY	(	42.03)
			<u></u>
	TOTAL FUND EQUITY	(	42.03)
			<u></u>
	TOTAL LIABILITIES AND EQUITY	(	42.03)
			<u></u>

CITY OF DAYTON
BALANCE SHEET
SEPTEMBER 30, 2025

STREET FUND

ASSETS

200.000.101.000	CASH ALLOCATED TO STREET FUND	215,406.21	
	TOTAL ASSETS		215,406.21

LIABILITIES AND EQUITY

FUND EQUITY

200.000.288.000	FUND EQUITY	217,585.64	
	REVENUE OVER EXPENDITURES - YTD	(2,179.42)	
	BALANCE - CURRENT DATE	(2,179.42)	
	TOTAL FUND EQUITY		215,406.22
	TOTAL LIABILITIES AND EQUITY		215,406.22

CITY OF DAYTON
REVENUES WITH COMPARISON TO BUDGET
FOR THE 3 MONTHS ENDING SEPTEMBER 30, 2025

STREET FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
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REVENUE

WORKING CAPITAL

200.000.400.000	WORKING CAPITAL	.00	.00	162,096.00	162,096.00	.0
	TOTAL WORKING CAPITAL	.00	.00	162,096.00	162,096.00	.0

INTEREST

200.000.404.000	INTEREST	838.83	2,627.11	800.00	(1,827.11)	328.4
	TOTAL INTEREST	838.83	2,627.11	800.00	(1,827.11)	328.4

STATE HIGHWAY REVENUE

200.000.438.000	STATE HIGHWAY REVENUE	19,199.75	52,630.34	216,531.00	163,900.66	24.3
	TOTAL STATE HIGHWAY REVENUE	19,199.75	52,630.34	216,531.00	163,900.66	24.3

MISCELLANEOUS REVENUE

200.000.480.000	MISCELLANEOUS REVENUE	.00	.00	17,000.00	17,000.00	.0
	TOTAL MISCELLANEOUS REVENUE	.00	.00	17,000.00	17,000.00	.0

TOTAL FUND REVENUE

		20,038.58	55,257.45	396,427.00	341,169.55	13.9
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CITY OF DAYTON
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 3 MONTHS ENDING SEPTEMBER 30, 2025

STREET FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>EXPENDITURES</u>					
<u>PERSONNEL</u>					
200.200.526.000 CITY MANAGER	450.42	1,351.26	5,406.00	4,054.74	25.0
200.200.526.200 ACCOUNTANT	316.67	353.21	3,130.00	2,776.79	11.3
200.200.528.100 PUBLIC WORKS SUPERVISOR	829.11	2,500.33	9,950.00	7,449.67	25.1
200.200.530.000 MAINTENANCE OPERATOR 2	639.01	1,893.80	7,378.00	5,484.20	25.7
200.200.530.100 MAINTENANCE OPERATOR 1	495.03	1,469.24	11,878.00	10,408.76	12.4
200.200.534.000 PWKS LABORER/JANITOR	865.18	2,620.72	4,675.00	2,054.28	56.1
200.200.536.000 LIBRARIAN	561.77	1,685.31	6,743.00	5,057.69	25.0
200.200.590.000 SOCIAL SECURITY	304.44	848.73	3,765.00	2,916.27	22.5
200.200.592.000 WORKERS COMPENSATION	1.09	543.99	833.00	289.01	65.3
200.200.594.000 HEALTH INSURANCE	720.01	2,160.03	11,762.00	9,601.97	18.4
200.200.596.000 PERS RETIREMENT	1,064.48	3,183.89	14,460.00	11,276.11	22.0
200.200.598.000 LIFE/DISABILITY INSURANCE	5.69	17.07	74.00	56.93	23.1
200.200.599.000 UNEMPLOYMENT	2.92	9.13	389.00	379.87	2.4
TOTAL PERSONNEL	6,255.82	18,636.71	80,443.00	61,806.29	23.2

CITY OF DAYTON
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 3 MONTHS ENDING SEPTEMBER 30, 2025

STREET FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>MATERIALS & SERVICES</u>					
200.200.600.000 UTILITIES - ELECTRICITY	2,082.09	6,989.34	25,881.00	18,891.66	27.0
200.200.600.100 UTILITIES - PROPANE	.00	16.23	188.00	171.77	8.6
200.200.601.000 OFFICE EXPENSE	179.39	769.28	3,357.00	2,587.72	22.9
200.200.601.100 POSTAGE	24.38	64.28	442.00	377.72	14.5
200.200.602.000 TELEPHONE & RELATED	48.50	183.76	1,076.00	892.24	17.1
200.200.603.000 GARBAGE/SANITATION	146.03	432.09	1,947.00	1,514.91	22.2
200.200.604.000 INSURANCE	.00	6,735.09	5,535.00	(1,200.09)	121.7
200.200.608.000 AUDIT	.00	560.50	4,484.00	3,923.50	12.5
200.200.611.000 TRAVEL & MEETINGS	.00	.00	269.00	269.00	.0
200.200.614.000 EQUIPMENT REPAIR & MAINTENANCE	3,465.26	3,721.75	5,000.00	1,278.25	74.4
200.200.614.100 FUEL	113.00	1,226.85	3,500.00	2,273.15	35.1
200.200.614.400 STREET/ALLEY REPAIR & MAINT	21.00	78.00	20,000.00	19,922.00	.4
200.200.614.410 GRAVEL	.00	.00	2,000.00	2,000.00	.0
200.200.616.000 SUPPLIES	.00	92.37	1,500.00	1,407.63	6.2
200.200.616.100 SAFETY/UNIFORMS	51.61	202.45	1,000.00	797.55	20.3
200.200.616.200 SIGNS & RELATED	.00	.00	3,000.00	3,000.00	.0
200.200.617.000 SHOP SUPPLIES/SMALL TOOLS	.00	110.21	1,500.00	1,389.79	7.4
200.200.700.000 LEGAL SERVICES	19.12	535.26	1,510.00	974.74	35.5
200.200.700.100 MISC LEGAL (NON-ATTORNEY)	.00	103.14	200.00	96.86	51.6
200.200.700.200 TRANSPORTATION SYSTEM PLAN UPD	.00	.00	25,000.00	25,000.00	.0
200.200.705.000 PROFESSIONAL SERVICES	3,131.66	14,283.83	9,792.00	(4,491.83)	145.9
200.200.705.100 ENGINEERING SERVICES	867.50	1,184.83	8,658.00	7,473.17	13.7
200.200.705.300 DATA PROCESSING	191.64	802.13	2,273.00	1,470.87	35.3
200.200.706.000 DUES & CERTIFICATIONS	.00	70.93	116.00	45.07	61.2
200.200.707.000 CITY HALL MAINTENANCE	46.20	145.02	1,000.00	854.98	14.5
200.200.707.200 CITY HALL ANNEX MAINTENANCE	.00	.00	100.00	100.00	.0
200.200.708.100 TOOL & EQUIPMENT RENTAL	.00	.00	500.00	500.00	.0
TOTAL MATERIALS & SERVICES	10,387.38	38,307.34	129,828.00	91,520.66	29.5
<u>CAPITAL OUTLAY & TRANSFERS</u>					
200.200.799.000 MISC EXPENSE	.00	.00	1,000.00	1,000.00	.0
200.200.870.000 TRANSFER TO BUILDING RESERVE	.00	.00	10,000.00	10,000.00	.0
200.200.880.000 CONTINGENCY	.00	.00	168,156.00	168,156.00	.0
200.200.903.000 EQUIPMENT	492.82	492.82	1,000.00	507.18	49.3
200.200.904.000 CITY HALL IMPROVEMENTS	.00	.00	500.00	500.00	.0
200.200.904.100 CITY HALL ANNEX IMPROVEMENTS	.00	.00	500.00	500.00	.0
200.200.904.200 CIITY SHOPS/YARDS IMPROVEMENTS	.00	.00	500.00	500.00	.0
200.200.904.300 STREET TREES	.00	.00	2,500.00	2,500.00	.0
200.200.910.000 STREET IMPROVEMENTS	.00	.00	2,000.00	2,000.00	.0
TOTAL CAPITAL OUTLAY & TRANSFERS	492.82	492.82	186,156.00	185,663.18	.3
TOTAL EXPENDITURES	17,136.02	57,436.87	396,427.00	338,990.13	14.5

CITY OF DAYTON
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 3 MONTHS ENDING SEPTEMBER 30, 2025

	STREET FUND				
	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
TOTAL FUND EXPENDITURES	17,136.02	57,436.87	396,427.00	338,990.13	14.5
NET REVENUE OVER EXPENDITURES	2,902.56	(2,179.42)	.00	2,179.42	.0

CITY OF DAYTON
BALANCE SHEET
SEPTEMBER 30, 2025

WATER FUND

ASSETS

300.000.101.000	CASH ALLOCATED TO WATER FUND	595,947.30	
	TOTAL ASSETS		595,947.30

LIABILITIES AND EQUITY

LIABILITIES

300.000.222.000	MISCELLANEOUS DEDUCTIONS	425.45	
300.000.270.000	WATER SERVICE DEPOSITS	101,110.64	
	TOTAL LIABILITIES		101,536.09

FUND EQUITY

300.000.288.000	FUND EQUITY	500,032.02	
	REVENUE OVER EXPENDITURES - YTD	(5,620.81)	
	BALANCE - CURRENT DATE	(5,620.81)	
	TOTAL FUND EQUITY		494,411.21
	TOTAL LIABILITIES AND EQUITY		595,947.30

CITY OF DAYTON
REVENUES WITH COMPARISON TO BUDGET
FOR THE 3 MONTHS ENDING SEPTEMBER 30, 2025

WATER FUND

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
	<u>REVENUE</u>					
	<u>WORKING CAPITAL</u>					
300.000.400.000	WORKING CAPITAL	.00	.00	419,242.00	419,242.00	.0
	TOTAL WORKING CAPITAL	.00	.00	419,242.00	419,242.00	.0
	<u>INTEREST</u>					
300.000.404.000	INTEREST	1,925.34	5,786.29	3,700.00	(2,086.29)	156.4
	TOTAL INTEREST	1,925.34	5,786.29	3,700.00	(2,086.29)	156.4
	<u>LATE FEES</u>					
300.000.421.300	LATE FEES	927.48	2,514.94	12,000.00	9,485.06	21.0
	TOTAL LATE FEES	927.48	2,514.94	12,000.00	9,485.06	21.0
	<u>WATER SERVICE CHARGES</u>					
300.000.450.000	WATER SERVICE CHARGES	99,012.76	278,306.50	1,291,697.00	1,013,390.50	21.6
	TOTAL WATER SERVICE CHARGES	99,012.76	278,306.50	1,291,697.00	1,013,390.50	21.6
	<u>OTHER WATER FEES</u>					
300.000.451.100	NSF FEES	68.52	146.02	700.00	553.98	20.9
300.000.451.200	WATER OFF/ON FEES	368.61	(21.39)	.00	21.39	.0
300.000.451.300	BACKFLOW TESTING FEES	.00	324.94	6,000.00	5,675.06	5.4
	TOTAL OTHER WATER FEES	437.13	449.57	6,700.00	6,250.43	6.7
	<u>MISCELLANEOUS REVENUE</u>					
300.000.480.000	MISC REVENUE	.00	779.28	200.00	(579.28)	389.6
300.000.480.100	WATER METERS	493.00	493.00	500.00	7.00	98.6
300.000.480.200	FISHER LAND RENT	550.00	1,650.00	15,600.00	13,950.00	10.6
	TOTAL MISCELLANEOUS REVENUE	1,043.00	2,922.28	16,300.00	13,377.72	17.9
	 TOTAL FUND REVENUE	 103,345.71	 289,979.58	 1,749,639.00	 1,459,659.42	 16.6

CITY OF DAYTON
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 3 MONTHS ENDING SEPTEMBER 30, 2025

WATER FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>EXPENDITURES</u>					
<u>PERSONNEL</u>					
300.300.526.000 CITY MANAGER	2,702.50	8,107.50	32,431.00	24,323.50	25.0
300.300.526.100 CITY RECORDER	1,404.59	4,213.77	16,856.00	12,642.23	25.0
300.300.526.200 ACCOUNTANT	2,850.01	3,178.86	28,167.00	24,988.14	11.3
300.300.526.300 TOURISM/ECON DEVEL DIRECTOR	1,037.19	3,111.57	12,447.00	9,335.43	25.0
300.300.528.100 PUBLIC WORKS SUPERVISOR	1,658.22	5,000.67	19,900.00	14,899.33	25.1
300.300.530.000 MAINTENANCE OPERATOR 2	1,597.51	4,734.49	18,443.00	13,708.51	25.7
300.300.530.100 MAINTENANCE OPERATOR 1	1,732.60	5,142.33	33,522.00	28,379.67	15.3
300.300.534.000 PWKS LABORER/JANITOR	1,730.36	5,241.43	16,360.00	11,118.57	32.0
300.300.536.000 LIBRARIAN	561.77	1,685.31	6,743.00	5,057.69	25.0
300.300.537.000 OFFICE SPECIALIST II	2,877.71	8,375.07	33,891.00	25,515.93	24.7
300.300.590.000 SOCIAL SECURITY	1,375.76	5,997.88	16,741.00	10,743.12	35.8
300.300.592.000 WORKERS COMPENSATION	4.94	295.77	3,764.00	3,468.23	7.9
300.300.594.000 HEALTH INSURANCE	3,253.69	9,762.66	56,523.00	46,760.34	17.3
300.300.596.000 PERS RETIREMENT	4,671.21	13,971.79	64,341.00	50,369.21	21.7
300.300.598.000 LIFE/DISABILITY INSURANCE	25.71	77.15	316.00	238.85	24.4
300.300.599.000 UNEMPLOYMENT	13.18	41.23	1,756.00	1,714.77	2.4
TOTAL PERSONNEL	27,496.95	78,937.48	362,201.00	283,263.52	21.8

CITY OF DAYTON
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 3 MONTHS ENDING SEPTEMBER 30, 2025

WATER FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>MATERIALS & SERVICES</u>					
300.300.600.000 UTILITIES - ELECTRICITY	3,454.43	9,422.42	36,517.00	27,094.58	25.8
300.300.600.100 UTILITIES - PROPANE	.00	20.85	1,059.00	1,038.15	2.0
300.300.601.000 OFFICE EXPENSE	1,072.40	3,888.68	15,680.00	11,791.32	24.8
300.300.601.100 POSTAGE	546.91	1,268.46	5,060.00	3,791.54	25.1
300.300.602.000 TELEPHONE & RELATED	424.20	1,465.88	6,006.00	4,540.12	24.4
300.300.604.000 INSURANCE	.00	21,307.39	17,510.00	(3,797.39)	121.7
300.300.608.000 AUDIT	.00	1,471.50	11,772.00	10,300.50	12.5
300.300.611.000 TRAVEL & MEETINGS	.00	.00	7,777.00	7,777.00	.0
300.300.612.000 TRAINING	.00	60.00	2,366.00	2,306.00	2.5
300.300.614.000 EQUIPMENT REPAIR & MAINTENANCE	171.78	933.22	10,000.00	9,066.78	9.3
300.300.614.100 FUEL	123.58	1,341.68	4,500.00	3,158.32	29.8
300.300.614.300 FOOTBRIDGE REPAIR & MAINTENANC	.00	246.97	4,000.00	3,753.03	6.2
300.300.614.400 WELLS/SPRINGS MAINTENANCE	.00	1,799.57	45,000.00	43,200.43	4.0
300.300.614.410 GRAVEL	.00	.00	2,500.00	2,500.00	.0
300.300.614.600 WATER LINE REPAIR & MAINTENANC	4,700.00	4,700.00	12,500.00	7,800.00	37.6
300.300.616.000 SUPPLIES	367.18	697.39	17,000.00	16,302.61	4.1
300.300.616.100 SAFETY/UNIFORMS	137.35	734.67	5,000.00	4,265.33	14.7
300.300.616.200 WATER METERS	.00	.00	10,000.00	10,000.00	.0
300.300.617.000 SHOP SUPPLIES/SMALL TOOLS	.00	293.88	2,500.00	2,206.12	11.8
300.300.700.000 LEGAL SERVICES	1,642.29	11,342.21	7,672.00	(3,670.21)	147.8
300.300.700.100 MISC LEGAL (NON-ATTY)	.00	221.00	500.00	279.00	44.2
300.300.705.000 PROFESSIONAL SERVICES	13,267.93	40,206.63	75,058.00	34,851.37	53.6
300.300.705.100 ENGINEERING SERVICES	578.13	2,724.47	26,118.00	23,393.53	10.4
300.300.705.300 DATA PROCESSING	2,449.97	11,202.80	32,813.00	21,610.20	34.1
300.300.706.000 DUES & CERTIFICATIONS	.00	2,615.64	9,892.00	7,276.36	26.4
300.300.707.000 CITY HALL MAINTENANCE	59.37	186.35	1,000.00	813.65	18.6
300.300.707.001 MAINTENANCE/TREATMENT FACILITY	1,339.29	1,339.29	.00	(1,339.29)	.0
300.300.707.200 CITY HALL ANNEX MAINTENANCE	.00	.00	500.00	500.00	.0
300.300.708.000 LAND RENTAL	.00	.00	2,000.00	2,000.00	.0
300.300.708.100 TOOL & EQUIPMENT RENTAL	.00	116.69	500.00	383.31	23.3
 TOTAL MATERIALS & SERVICES	 30,334.81	 119,607.64	 372,800.00	 253,192.36	 32.1

CITY OF DAYTON
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 3 MONTHS ENDING SEPTEMBER 30, 2025

WATER FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
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CAPITAL OUTLAY & TRANSFERS

300.300.710.000 WATER CONSERVATION EDUCATION	.00	.00	5,000.00	5,000.00	.0
300.300.720.000 LEAK DETECTION	.00	7,400.00	10,000.00	2,600.00	74.0
300.300.751.000 WATER ANALYSIS	135.00	6,524.00	5,000.00	(1,524.00)	130.5
300.300.799.000 MISC EXPENSE	15.40	48.50	67,000.00	66,951.50	.1
300.300.840.000 TRANSFER TO EQUIPMENT REPLACEM	.00	.00	19,850.00	19,850.00	.0
300.300.860.000 TRANSFER TO WATER SYSTEM CAPIT	.00	.00	165,383.00	165,383.00	.0
300.300.860.100 TRANSFER TO DEBT SERVICE FUND	.00	.00	160,965.00	160,965.00	.0
300.300.880.000 CONTINGENCY	.00	.00	278,792.00	278,792.00	.0
300.300.903.000 EQUIPMENT	1,606.31	2,144.31	15,000.00	12,855.69	14.3
300.300.904.000 CITY HALL IMPROVEMENTS	.00	.00	1,000.00	1,000.00	.0
300.300.904.100 CITY HALL ANNEX IMPROVEMENTS	.00	.00	1,500.00	1,500.00	.0
300.300.904.200 CITY SHOPS/YARDS IMPROVEMENTS	.00	.00	1,500.00	1,500.00	.0
300.300.910.000 SYSTEM IMPROVEMENTS	.00	.00	2,000.00	2,000.00	.0
300.300.910.200 WELLHOUSE IMPROVEMENTS	.00	.00	1,000.00	1,000.00	.0
 TOTAL CAPITAL OUTLAY & TRANSFERS	 1,756.71	 16,116.81	 733,990.00	 717,873.19	 2.2
 TOTAL EXPENDITURES	 59,588.47	 214,661.93	 1,468,991.00	 1,254,329.07	 14.6

WATER TREATMENT FACILITY

PERSONNEL

300.301.526.000 CITY MANAGER	450.42	1,351.26	5,406.00	4,054.74	25.0
300.301.526.200 ACCOUNTANT	158.33	176.60	1,565.00	1,388.40	11.3
300.301.528.100 PUBLIC WORKS SUPERVISOR	1,658.22	5,000.67	19,900.00	14,899.33	25.1
300.301.530.000 MAINTENANCE OPERATOR 2	1,597.51	4,734.49	18,443.00	13,708.51	25.7
300.301.530.100 MAINTENANCE OPERATOR 1	891.05	2,644.62	19,771.00	17,126.38	13.4
300.301.534.000 PWKS LABORER/JANITOR	1,297.77	3,931.07	8,414.00	4,482.93	46.7
300.301.536.000 LIBRARIAN	561.77	1,685.31	.00	(1,685.31)	.0
300.301.590.000 SOCIAL SECURITY	475.04	1,324.34	5,625.00	4,300.66	23.5
300.301.592.000 WORKERS COMPENSATION	1.71	848.83	1,299.00	450.17	65.3
300.301.594.000 HEALTH INSURANCE	1,123.48	3,370.44	18,375.00	15,004.56	18.3
300.301.596.000 PERS RETIREMENT	1,551.88	4,641.71	21,619.00	16,977.29	21.5
300.301.598.000 LIFE/DISABILITY INSURANCE	8.88	26.64	108.00	81.36	24.7
300.301.599.000 UNEMPLOYMENT	4.55	14.23	606.00	591.77	2.4
 TOTAL PERSONNEL	 9,780.61	 29,750.21	 121,131.00	 91,380.79	 24.6

CITY OF DAYTON
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 3 MONTHS ENDING SEPTEMBER 30, 2025

WATER FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>MATERIALS & SERVICES</u>					
300.301.600.000 ELECTRICITY	1,362.96	3,892.02	25,852.00	21,959.98	15.1
300.301.600.100 UTILITIES - PROPANE	.00	13.92	1,586.00	1,572.08	.9
300.301.601.000 OFFICE EXPENSE	41.64	143.99	602.00	458.01	23.9
300.301.601.100 POSTAGE	33.11	77.94	283.00	205.06	27.5
300.301.602.000 TELEPHONE	237.81	887.63	5,063.00	4,175.37	17.5
300.301.604.000 INSURANCE	.00	23,568.13	19,368.00	(4,200.13)	121.7
300.301.608.000 AUDIT	.00	157.50	1,260.00	1,102.50	12.5
300.301.614.000 EQUIPMENT REPAIR & MAINTENANCE	1,434.06	3,779.06	10,000.00	6,220.94	37.8
300.301.614.100 FUEL	95.37	1,035.48	5,000.00	3,964.52	20.7
300.301.616.000 SUPPLIES	.00	821.34	10,000.00	9,178.66	8.2
300.301.616.100 SAFETY/UNIFORMS	51.70	202.54	2,000.00	1,797.46	10.1
300.301.617.000 SMALL TOOLS/SHOP SUPPLIES	25.64	135.85	1,500.00	1,364.15	9.1
300.301.700.000 LEGAL SERVICES	6.37	178.42	5,000.00	4,821.58	3.6
300.301.700.100 MISC LEGAL (NON-ATTY)	.00	147.33	500.00	352.67	29.5
300.301.705.000 PROFESSIONAL SERVICES	2,368.54	7,074.30	10,937.00	3,862.70	64.7
300.301.705.100 ENGINEERING SERVICES	34.67	1,258.16	24,133.00	22,874.84	5.2
300.301.705.300 DATA PROCESSING	1,065.28	5,118.95	12,102.00	6,983.05	42.3
300.301.706.000 DUES & CERTIFICATIONS	.00	203.06	331.00	127.94	61.4
300.301.707.000 CITY HALL MAINTENANCE	39.61	124.33	1,000.00	875.67	12.4
300.301.707.001 WATER TREATMENT FACILITY MAINT	1,196.25	2,240.43	12,000.00	9,759.57	18.7
300.301.707.200 CITY HALL ANNEX MAINTENANCE	.00	.00	1,000.00	1,000.00	.0
TOTAL MATERIALS & SERVICES	7,993.01	51,060.38	149,517.00	98,456.62	34.2
<u>CAPITAL OUTLAY & TRANSFERS</u>					
300.301.903.000 EQUIPMENT	127.87	127.87	10,000.00	9,872.13	1.3
TOTAL CAPITAL OUTLAY & TRANSFERS	127.87	127.87	10,000.00	9,872.13	1.3
TOTAL WATER TREATMENT FACILITY	17,901.49	80,938.46	280,648.00	199,709.54	28.8
TOTAL FUND EXPENDITURES	77,489.96	295,600.39	1,749,639.00	1,454,038.61	16.9
NET REVENUE OVER EXPENDITURES	25,855.75	(5,620.81)	.00	5,620.81	.0

CITY OF DAYTON
BALANCE SHEET
SEPTEMBER 30, 2025

SEWER FUND

ASSETS

400.000.101.000	CASH ALLOCATED TO SEWER FUND	166,172.89	
	TOTAL ASSETS		166,172.89

LIABILITIES AND EQUITY

LIABILITIES

400.000.270.000	SEWER SERVICE DEPOSITS	3,960.25	
	TOTAL LIABILITIES		3,960.25

FUND EQUITY

400.000.288.000	FUND EQUITY	86,444.94	
	REVENUE OVER EXPENDITURES - YTD	75,767.69	
	BALANCE - CURRENT DATE	75,767.69	
	TOTAL FUND EQUITY		162,212.63
	TOTAL LIABILITIES AND EQUITY		166,172.88

CITY OF DAYTON
REVENUES WITH COMPARISON TO BUDGET
FOR THE 3 MONTHS ENDING SEPTEMBER 30, 2025

SEWER FUND

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
	<u>REVENUE</u>					
	<u>WORKING CAPITAL</u>					
400.000.400.000	WORKING CAPITAL	.00	.00	24,438.00	24,438.00	.0
	TOTAL WORKING CAPITAL	.00	.00	24,438.00	24,438.00	.0
	<u>INTEREST</u>					
400.000.404.000	INTEREST	631.69	1,533.66	2,600.00	1,066.34	59.0
	TOTAL INTEREST	631.69	1,533.66	2,600.00	1,066.34	59.0
	<u>SEWER SERVICE CHARGES</u>					
400.000.450.000	SEWER SERVICE CHARGES	72,805.82	213,711.92	1,056,096.00	842,384.08	20.2
	TOTAL SEWER SERVICE CHARGES	72,805.82	213,711.92	1,056,096.00	842,384.08	20.2
	<u>OTHER SEWER FEES</u>					
400.000.451.100	NSF FEES	36.89	78.63	250.00	171.37	31.5
400.000.451.300	LATE FEES	499.42	1,354.20	2,900.00	1,545.80	46.7
	TOTAL OTHER SEWER FEES	536.31	1,432.83	3,150.00	1,717.17	45.5
	<u>MISCELLANEOUS REVENUE</u>					
400.000.480.000	MISC REVENUE	.00	.00	200.00	200.00	.0
	TOTAL MISCELLANEOUS REVENUE	.00	.00	200.00	200.00	.0
	TOTAL FUND REVENUE	73,973.82	216,678.41	1,086,484.00	869,805.59	19.9

CITY OF DAYTON
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 3 MONTHS ENDING SEPTEMBER 30, 2025

SEWER FUND

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>EXPENDITURES</u>						
<u>PERSONNEL</u>						
400.400.526.000	CITY MANAGER	2,702.50	8,107.50	32,431.00	24,323.50	25.0
400.400.526.100	CITY RECORDER	1,404.59	4,213.77	16,856.00	12,642.23	25.0
400.400.526.200	ACCOUNTANT	2,850.00	3,178.84	28,167.00	24,988.16	11.3
400.400.526.300	TOURISM/ECON DEVEL DIRECTOR	1,037.19	3,111.57	12,447.00	9,335.43	25.0
400.400.528.100	PUBLIC WORKS SUPERVISOR	1,658.22	5,000.67	19,900.00	14,899.33	25.1
400.400.530.000	MAINTENANCE OPERATOR 2	1,597.51	4,734.49	18,443.00	13,708.51	25.7
400.400.530.100	MAINTENANCE OPERATOR 1	1,584.09	4,701.56	31,569.00	26,867.44	14.9
400.400.534.000	PWKS LABORER/JANITOR	1,730.36	5,241.43	14,958.00	9,716.57	35.0
400.400.536.000	LIBRARIAN	561.77	1,685.31	6,743.00	5,057.69	25.0
400.400.537.000	OFFICE SPECIALIST II	2,877.71	8,375.07	33,891.00	25,515.93	24.7
400.400.590.000	SOCIAL SECURITY	1,342.85	3,743.64	16,484.00	12,740.36	22.7
400.400.592.000	WORKERS COMPENSATION	4.82	2,399.45	3,672.00	1,272.55	65.3
400.400.594.000	HEALTH INSURANCE	3,175.84	9,526.35	55,910.00	46,383.65	17.0
400.400.596.000	PERS RETIREMENT	4,371.01	13,073.81	63,355.00	50,281.19	20.6
400.400.598.000	LIFE/DISABILITY INSURANCE	25.10	75.30	311.00	235.70	24.2
400.400.599.000	UNEMPLOYMENT	12.87	40.24	1,714.00	1,673.76	2.4
TOTAL PERSONNEL		26,936.43	77,209.00	356,851.00	279,642.00	21.6

CITY OF DAYTON
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 3 MONTHS ENDING SEPTEMBER 30, 2025

SEWER FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>MATERIALS & SERVICES</u>					
400.400.600.000 UTILITIES - ELECTRICITY	1,558.34	3,790.45	44,444.00	40,653.55	8.5
400.400.600.100 UTILITIES - PROPANE	.00	102.08	1,183.00	1,080.92	8.6
400.400.600.200 UTILITIES - WATER	117.29	411.87	18,965.00	18,553.13	2.2
400.400.601.000 OFFICE EXPENSE	1,083.52	3,933.17	14,700.00	10,766.83	26.8
400.400.601.100 POSTAGE	610.92	1,420.42	5,693.00	4,272.58	25.0
400.400.602.000 TELEPHONE & RELATED	249.56	940.52	3,444.00	2,503.48	27.3
400.400.604.000 INSURANCE	.00	19,065.50	15,667.00	(3,398.50)	121.7
400.400.608.000 AUDIT	.00	911.00	7,288.00	6,377.00	12.5
400.400.611.000 TRAVEL & MEETINGS	.00	.00	7,777.00	7,777.00	.0
400.400.612.000 TRAINING	.00	60.00	.00	(60.00)	.0
400.400.614.000 EQUIPMENT REPAIR & MAINTENANCE	149.82	2,283.20	7,500.00	5,216.80	30.4
400.400.614.100 FUEL	141.28	1,533.75	5,000.00	3,466.25	30.7
400.400.614.300 FOOTBRIDGE REPAIR & MAINTENANC	.00	.00	4,000.00	4,000.00	.0
400.400.614.400 SEWER POND REPAIR & MAINTENANC	.00	1,011.08	15,000.00	13,988.92	6.7
400.400.614.410 GRAVEL	.00	.00	1,000.00	1,000.00	.0
400.400.614.500 LIFTSTATION REPAIR & MAINTENAN	.00	.00	6,000.00	6,000.00	.0
400.400.614.600 SEWER LINES REPAIR & MAINTENAN	.00	3,954.00	5,000.00	1,046.00	79.1
400.400.616.000 SUPPLIES	.00	464.68	20,000.00	19,535.32	2.3
400.400.616.100 SAFETY/UNIFORMS	103.14	551.33	3,500.00	2,948.67	15.8
400.400.617.000 SHOP SUPPLIES/SMALL TOOLS	.00	220.50	1,000.00	779.50	22.1
400.400.700.000 LEGAL SERVICES	9.58	268.11	1,000.00	731.89	26.8
400.400.700.100 MISC LEGAL (NON-ATTORNEY)	.00	294.39	500.00	205.61	58.9
400.400.705.000 PROFESSIONAL SERVICES	2,900.07	11,044.63	12,668.00	1,623.37	87.2
400.400.705.100 ENGINEERING SERVICES	115.64	832.07	17,135.00	16,302.93	4.9
400.400.705.200 I & I PROJECT	.00	1,415.00	8,000.00	6,585.00	17.7
400.400.705.300 DATA PROCESSING	850.74	4,384.58	11,105.00	6,720.42	39.5
400.400.705.800 TMDL IMPLEMENTATION PLAN	.00	.00	2,500.00	2,500.00	.0
400.400.706.000 DUES & CERTIFICATIONS	.00	710.11	2,071.00	1,360.89	34.3
400.400.707.000 CITY HALL MAINTENANCE	290.65	912.28	2,500.00	1,587.72	36.5
TOTAL MATERIALS & SERVICES	8,180.55	60,514.72	244,640.00	184,125.28	24.7
<u>CAPITAL OUTLAY & TRANSFERS</u>					
400.400.710.000 CONTRACT SERVICES	.00	.00	7,500.00	7,500.00	.0
400.400.751.000 SEWER ANALYSIS	435.29	1,418.79	7,000.00	5,581.21	20.3
400.400.799.000 MISC EXPENSE	15.40	54.67	4,500.00	4,445.33	1.2
400.400.840.000 TRANSFER TO EQUIPMENT REPLACE	.00	.00	19,850.00	19,850.00	.0
400.400.850.000 TRANSFER TO SEWER RESERVE FUND	.00	.00	204,407.00	204,407.00	.0
400.400.861.100 TRANSFER TO DEBT SERVICE	.00	.00	220,020.00	220,020.00	.0
400.400.880.000 CONTINGENCY	.00	.00	18,116.00	18,116.00	.0
400.400.903.000 EQUIPMENT	1,713.54	1,713.54	100.00	(1,613.54)	1713.5
400.400.904.000 CITY HALL IMPROVEMENTS	.00	.00	500.00	500.00	.0
400.400.904.001 CITY HALL ANNEX IMPROVEMENTS	.00	.00	500.00	500.00	.0
400.400.904.200 CITY SHOPS/YARDS IMPROVEMENTS	.00	.00	500.00	500.00	.0
400.400.905.000 SEWER POND IMPROVEMENTS	.00	.00	1,000.00	1,000.00	.0
400.400.910.000 SYSTEM IMPROVEMENTS	.00	.00	1,000.00	1,000.00	.0
TOTAL CAPITAL OUTLAY & TRANSFERS	2,164.23	3,187.00	484,993.00	481,806.00	.7

CITY OF DAYTON
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 3 MONTHS ENDING SEPTEMBER 30, 2025

	SEWER FUND				
	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
TOTAL EXPENDITURES	37,281.21	140,910.72	1,086,484.00	945,573.28	13.0
TOTAL FUND EXPENDITURES	37,281.21	140,910.72	1,086,484.00	945,573.28	13.0
NET REVENUE OVER EXPENDITURES	36,692.61	75,767.69	.00	(75,767.69)	.0

CITY OF DAYTON
REVENUES WITH COMPARISON TO BUDGET
FOR THE 3 MONTHS ENDING SEPTEMBER 30, 2025

STORMWATER FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
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REVENUE

STORMWATER CHARGES

450.000.450.000 STORMWATER CHARGES	.00	.00	25,380.00	25,380.00	.0
TOTAL STORMWATER CHARGES	.00	.00	25,380.00	25,380.00	.0
 TOTAL FUND REVENUE	 .00	 .00	 25,380.00	 25,380.00	 .0

CITY OF DAYTON
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 3 MONTHS ENDING SEPTEMBER 30, 2025

STORMWATER FUND

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>EXPENDITURES</u>						
<u>CAPITAL OUTLAY & TRANSFERS</u>						
450.450.860.100	TRANSFER TO DEBT SERVICE FUND	.00	.00	25,034.00	25,034.00	.0
450.450.999.000	UNAPPROPRIATED ENDING FUND BAL	.00	.00	346.00	346.00	.0
	TOTAL CAPITAL OUTLAY & TRANSFERS	.00	.00	25,380.00	25,380.00	.0
	TOTAL EXPENDITURES	.00	.00	25,380.00	25,380.00	.0
	TOTAL FUND EXPENDITURES	.00	.00	25,380.00	25,380.00	.0
	NET REVENUE OVER EXPENDITURES	.00	.00	.00	.00	.0

CITY OF DAYTON
BALANCE SHEET
SEPTEMBER 30, 2025

STATE REVENUE SHARING FUND

ASSETS

500.000.101.000	CASH ALLOC TO STATE REV SHARNG	(	2,810.57)	
	TOTAL ASSETS		(	2,810.57)

LIABILITIES AND EQUITY

FUND EQUITY

500.000.288.000	FUND EQUITY		1,225.45	
	REVENUE OVER EXPENDITURES - YTD	(	4,036.02)	
	BALANCE - CURRENT DATE	(	4,036.02)	
	TOTAL FUND EQUITY		(	2,810.57)
	TOTAL LIABILITIES AND EQUITY		(	2,810.57)

CITY OF DAYTON
REVENUES WITH COMPARISON TO BUDGET
FOR THE 3 MONTHS ENDING SEPTEMBER 30, 2025

STATE REVENUE SHARING FUND

		<u>PERIOD ACTUAL</u>	<u>YTD ACTUAL</u>	<u>BUDGET</u>	<u>UNEARNED</u>	<u>PCNT</u>
	<u>REVENUE</u>					
	<u>INTEREST</u>					
500.000.404.000	INTEREST	<u>.00</u>	<u>.00</u>	<u>100.00</u>	<u>100.00</u>	<u>.0</u>
	TOTAL INTEREST	<u>.00</u>	<u>.00</u>	<u>100.00</u>	<u>100.00</u>	<u>.0</u>
	<u>STATE OF OREGON</u>					
500.000.424.000	STATE OF OREGON	<u>.00</u>	<u>7,369.18</u>	<u>27,106.00</u>	<u>19,736.82</u>	<u>27.2</u>
	TOTAL STATE OF OREGON	<u>.00</u>	<u>7,369.18</u>	<u>27,106.00</u>	<u>19,736.82</u>	<u>27.2</u>
	TOTAL FUND REVENUE	<u>.00</u>	<u>7,369.18</u>	<u>27,206.00</u>	<u>19,836.82</u>	<u>27.1</u>

CITY OF DAYTON
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 3 MONTHS ENDING SEPTEMBER 30, 2025

STATE REVENUE SHARING FUND

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>EXPENDITURES</u>						
<u>MATERIALS & SERVICES</u>						
500.500.604.000	INSURANCE	.00	1,648.48	1,354.00	(294.48)	121.8
500.500.608.000	AUDIT	.00	70.00	560.00	490.00	12.5
500.500.611.000	TRAVEL & RELATED EXPENSES	.00	37.17	250.00	212.83	14.9
500.500.612.000	TRAINING	.00	655.00	1,129.00	474.00	58.0
500.500.700.000	LEGAL SERVICES	63.76	1,784.18	.00	(1,784.18)	.0
500.500.706.000	DUES & CERTIFICATIONS	.00	131.84	275.00	143.16	47.9
	TOTAL MATERIALS & SERVICES	63.76	4,326.67	3,568.00	(758.67)	121.3
<u>CAPITAL OUTLAY & TRANSFERS</u>						
500.500.752.000	CITY COUNCIL EXPENSE	135.00	135.00	2,100.00	1,965.00	6.4
500.500.752.400	COMMUNITY-WIDE CLEAN-UP	.00	.00	4,000.00	4,000.00	.0
500.500.752.600	COMMUNITY EVENTS	26.94	6,943.53	10,500.00	3,556.47	66.1
500.500.799.000	MISC EXPENSE	.00	.00	7,038.00	7,038.00	.0
	TOTAL CAPITAL OUTLAY & TRANSFERS	161.94	7,078.53	23,638.00	16,559.47	30.0
	TOTAL EXPENDITURES	225.70	11,405.20	27,206.00	15,800.80	41.9
	TOTAL FUND EXPENDITURES	225.70	11,405.20	27,206.00	15,800.80	41.9
	NET REVENUE OVER EXPENDITURES	(225.70)	(4,036.02)	.00	4,036.02	.0

CITY OF DAYTON
BALANCE SHEET
SEPTEMBER 30, 2025

WATER SYS CAPITAL PROJ FUND

ASSETS

600.000.101.000	CASH ALLOC TO WATR SYS CAP PRJ	144,710.95	
	TOTAL ASSETS		144,710.95

LIABILITIES AND EQUITY

FUND EQUITY

600.000.288.000	FUND EQUITY	160,825.31	
	REVENUE OVER EXPENDITURES - YTD	(16,114.36)	
	BALANCE - CURRENT DATE	(16,114.36)	
	TOTAL FUND EQUITY		144,710.95
	TOTAL LIABILITIES AND EQUITY		144,710.95

CITY OF DAYTON
REVENUES WITH COMPARISON TO BUDGET
FOR THE 3 MONTHS ENDING SEPTEMBER 30, 2025

WATER SYS CAPITAL PROJ FUND

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
	<u>REVENUE</u>					
	<u>WORKING CAPITAL</u>					
600.000.400.000	WORKING CAPITAL	.00	.00	141,117.00	141,117.00	.0
	TOTAL WORKING CAPITAL	.00	.00	141,117.00	141,117.00	.0
	<u>INTEREST</u>					
600.000.404.000	INTEREST	563.53	1,769.65	2,700.00	930.35	65.5
	TOTAL INTEREST	563.53	1,769.65	2,700.00	930.35	65.5
	<u>TRNSFRS IN & CITY OF LAFAYETTE</u>					
600.000.459.200	TRANSFER FM WATER FUND	.00	.00	165,383.00	165,383.00	.0
	TOTAL TRNSFRS IN & CITY OF LAFAYETTE	.00	.00	165,383.00	165,383.00	.0
	TOTAL FUND REVENUE	563.53	1,769.65	309,200.00	307,430.35	.6

CITY OF DAYTON
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 3 MONTHS ENDING SEPTEMBER 30, 2025

WATER SYS CAPITAL PROJ FUND

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>EXPENDITURES</u>						
<u>CAPITAL OUTLAY & TRANSFERS</u>						
600.600.880.000	CONTINGENCY	.00	.00	9,397.00	9,397.00	.0
600.600.910.100	ENGINEERING SERVICES	.00	.00	5,000.00	5,000.00	.0
600.600.920.100	FISHER FARMS INTERTIE	416.25	416.25	.00 (	416.25)	.0
600.600.920.300	CHLORINE GENERATOR	.00	.00	5,000.00	5,000.00	.0
600.600.920.350	UTILITY BR WATERLINE UPGR	.00	9,641.77	.00 (	9,641.77)	.0
600.600.920.400	WATER MAINLINE REPLACEMENTS	.00	.00	22,875.00	22,875.00	.0
600.600.930.100	WELLS & SYSTEM IMPROVEMENTS	.00	.00	96,928.00	96,928.00	.0
600.600.930.200	WELLS MAINTENANCE	.00	.00	70,000.00	70,000.00	.0
600.600.930.600	RESERVOIR MAINTENANCE	.00	7,825.99	100,000.00	92,174.01	7.8
	TOTAL CAPITAL OUTLAY & TRANSFERS	416.25	17,884.01	309,200.00	291,315.99	5.8
	TOTAL EXPENDITURES	416.25	17,884.01	309,200.00	291,315.99	5.8
	TOTAL FUND EXPENDITURES	416.25	17,884.01	309,200.00	291,315.99	5.8
	NET REVENUE OVER EXPENDITURES	147.28	(16,114.36)	.00	16,114.36	.0

CITY OF DAYTON
BALANCE SHEET
SEPTEMBER 30, 2025

SEWER RESERVE FUND

ASSETS

700.000.101.000	CASH ALLOC TO SEWER RESERVE	419,245.82	
	TOTAL ASSETS		419,245.82

LIABILITIES AND EQUITY

FUND EQUITY

700.000.288.000	FUND EQUITY	708,256.77	
	REVENUE OVER EXPENDITURES - YTD	(289,010.95)	
	BALANCE - CURRENT DATE	(289,010.95)	
	TOTAL FUND EQUITY		419,245.82
	TOTAL LIABILITIES AND EQUITY		419,245.82

CITY OF DAYTON
REVENUES WITH COMPARISON TO BUDGET
FOR THE 3 MONTHS ENDING SEPTEMBER 30, 2025

SEWER RESERVE FUND

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
	<u>REVENUE</u>					
	<u>WORKING CAPITAL</u>					
700.000.400.000	WORKING CAPITAL	.00	.00	(73,144.00)	(73,144.00)	.0
	TOTAL WORKING CAPITAL	.00	.00	(73,144.00)	(73,144.00)	.0
	<u>INTEREST</u>					
700.000.404.000	INTEREST	442.01	2,377.58	1,600.00	(777.58)	148.6
	TOTAL INTEREST	442.01	2,377.58	1,600.00	(777.58)	148.6
	<u>SYSTEM IMPROVEMENT GRANTS/LOAN</u>					
700.000.422.000	SYSTEM IMPROVEMENT GRANTS/LOAN	.00	.00	600,000.00	600,000.00	.0
	TOTAL SYSTEM IMPROVEMENT GRANTS/LOA	.00	.00	600,000.00	600,000.00	.0
	<u>UTILITY BRIDGE DEQ LOANS</u>					
700.000.425.000	UTILITY BRIDGE DEQ LOANS	305,739.78	305,739.78	500,000.00	194,260.22	61.2
	TOTAL UTILITY BRIDGE DEQ LOANS	305,739.78	305,739.78	500,000.00	194,260.22	61.2
	<u>TRANSFERS IN</u>					
700.000.459.300	TRANSFER FROM SEWER FUND	.00	.00	204,407.00	204,407.00	.0
	TOTAL TRANSFERS IN	.00	.00	204,407.00	204,407.00	.0
	 TOTAL FUND REVENUE	 306,181.79	 308,117.36	 1,232,863.00	 924,745.64	 25.0

CITY OF DAYTON
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 3 MONTHS ENDING SEPTEMBER 30, 2025

SEWER RESERVE FUND

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>EXPENDITURES</u>						
<u>CAPITAL OUTLAY & TRANSFERS</u>						
700.700.880.000	CONTINGENCY	.00	.00	92,863.00	92,863.00	.0
700.700.910.000	SYSTEM IMPROVEMENTS	.00	.00	20,000.00	20,000.00	.0
700.700.910.105	CCTV SEWER LINES FOR I & I	.00	.00	20,000.00	20,000.00	.0
700.700.910.410	UTILITY BRIDGE IMPROVEMENTS	106.00	400,957.31	500,000.00	99,042.69	80.2
700.700.920.000	HWY 221 LIFT STATION REPL	32,889.50	196,171.00	600,000.00	403,829.00	32.7
	TOTAL CAPITAL OUTLAY & TRANSFERS	32,995.50	597,128.31	1,232,863.00	635,734.69	48.4
	TOTAL EXPENDITURES	32,995.50	597,128.31	1,232,863.00	635,734.69	48.4
	TOTAL FUND EXPENDITURES	32,995.50	597,128.31	1,232,863.00	635,734.69	48.4
	NET REVENUE OVER EXPENDITURES	273,186.29	(289,010.95)	.00	289,010.95	.0

CITY OF DAYTON
BALANCE SHEET
SEPTEMBER 30, 2025

EQUIP REPLACEMENT RESERVE FUND

ASSETS

750.000.101.000	CASH ALLOC TO EQUIP REPLACE RS	4,010.67	
	TOTAL ASSETS		4,010.67

LIABILITIES AND EQUITY

FUND EQUITY

750.000.288.000	FUND EQUITY	3,961.73	
	REVENUE OVER EXPENDITURES - YTD	48.94	
	BALANCE - CURRENT DATE	48.94	
	TOTAL FUND EQUITY		4,010.67
	TOTAL LIABILITIES AND EQUITY		4,010.67

CITY OF DAYTON
REVENUES WITH COMPARISON TO BUDGET
FOR THE 3 MONTHS ENDING SEPTEMBER 30, 2025

EQUIP REPLACEMENT RESERVE FUND

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
	<u>REVENUE</u>					
	<u>WORKING CAPIITAL</u>					
750.000.400.000	WORKING CAPITAL	.00	.00	4,817.00	4,817.00	.0
	TOTAL WORKING CAPIITAL	.00	.00	4,817.00	4,817.00	.0
	<u>INTEREST</u>					
750.000.404.000	INTEREST	15.62	48.94	300.00	251.06	16.3
	TOTAL INTEREST	15.62	48.94	300.00	251.06	16.3
	<u>TRANSFERS IN & MISC REVENUE</u>					
750.000.459.200	TRANSFER FROM WATER FUND	.00	.00	19,850.00	19,850.00	.0
750.000.459.300	TRANSFER FROM SEWER FUND	.00	.00	19,850.00	19,850.00	.0
	TOTAL TRANSFERS IN & MISC REVENUE	.00	.00	39,700.00	39,700.00	.0
	TOTAL FUND REVENUE	15.62	48.94	44,817.00	44,768.06	.1

CITY OF DAYTON
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 3 MONTHS ENDING SEPTEMBER 30, 2025

EQUIP REPLACEMENT RESERVE FUND

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>EXPENDITURES</u>						
<u>CAPITAL OUTLAY & TRANSFERS</u>						
750.750.880.000	CONTINGENCY	.00	.00	4,177.00	4,177.00	.0
750.750.903.000	EQUIPMENT	.00	.00	25,140.00	25,140.00	.0
750.750.903.200	REPLACE MOWER	.00	.00	12,000.00	12,000.00	.0
750.750.903.400	LEAF VAC	.00	.00	3,500.00	3,500.00	.0
	TOTAL CAPITAL OUTLAY & TRANSFERS	.00	.00	44,817.00	44,817.00	.0
	TOTAL EXPENDITURES	.00	.00	44,817.00	44,817.00	.0
	TOTAL FUND EXPENDITURES	.00	.00	44,817.00	44,817.00	.0
	NET REVENUE OVER EXPENDITURES	15.62	48.94	.00	(48.94)	.0

CITY OF DAYTON
BALANCE SHEET
SEPTEMBER 30, 2025

BUILDING RESERVE FUND

ASSETS

760.000.101.000	CASH ALLOC TO BLDG RESERVE	358,996.67	
	TOTAL ASSETS		358,996.67

LIABILITIES AND EQUITY

FUND EQUITY

760.000.288.000	FUND EQUITY	354,616.42	
	REVENUE OVER EXPENDITURES - YTD	4,380.25	
	BALANCE - CURRENT DATE	4,380.25	
	TOTAL FUND EQUITY		358,996.67
	TOTAL LIABILITIES AND EQUITY		358,996.67

CITY OF DAYTON
REVENUES WITH COMPARISON TO BUDGET
FOR THE 3 MONTHS ENDING SEPTEMBER 30, 2025

BUILDING RESERVE FUND

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
	<u>REVENUE</u>					
	<u>WORKING CAPITAL</u>					
760.000.400.000	WORKING CAPITAL	.00	.00	355,629.00	355,629.00	.0
	TOTAL WORKING CAPITAL	.00	.00	355,629.00	355,629.00	.0
	<u>INTEREST</u>					
760.000.404.000	INTEREST	1,398.00	4,380.25	900.00	(3,480.25)	486.7
	TOTAL INTEREST	1,398.00	4,380.25	900.00	(3,480.25)	486.7
	<u>TRANSFERS IN</u>					
760.000.459.100	TRANSFER FROM STREET FUND	.00	.00	10,000.00	10,000.00	.0
	TOTAL TRANSFERS IN	.00	.00	10,000.00	10,000.00	.0
	<u>GRANTS</u>					
760.000.490.001	USDA GRANT	.00	.00	500,000.00	500,000.00	.0
	TOTAL GRANTS	.00	.00	500,000.00	500,000.00	.0
	TOTAL FUND REVENUE	1,398.00	4,380.25	866,529.00	862,148.75	.5

CITY OF DAYTON
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 3 MONTHS ENDING SEPTEMBER 30, 2025

BUILDING RESERVE FUND

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
	<u>EXPENDITURES</u>					
	<u>CAPITAL OUTLAY & TRANSFERS</u>					
760.760.880.000	CONTINGENCY	.00	.00	903.00	903.00	.0
760.760.930.000	BUILDING CONSTRUCTION	.00	.00	865,626.00	865,626.00	.0
	TOTAL CAPITAL OUTLAY & TRANSFERS	.00	.00	866,529.00	866,529.00	.0
	TOTAL EXPENDITURES	.00	.00	866,529.00	866,529.00	.0
	TOTAL FUND EXPENDITURES	.00	.00	866,529.00	866,529.00	.0
	NET REVENUE OVER EXPENDITURES	1,398.00	4,380.25	.00	(4,380.25)	.0

CITY OF DAYTON
BALANCE SHEET
SEPTEMBER 30, 2025

STREET RESERVE FUND

ASSETS

770.000.101.000	CASH ALLOC TO STREET RESERVE	183,369.08	
	TOTAL ASSETS		183,369.08

LIABILITIES AND EQUITY

FUND EQUITY

770.000.288.000	FUND EQUITY	181,131.72	
	REVENUE OVER EXPENDITURES - YTD	2,237.36	
	BALANCE - CURRENT DATE	2,237.36	
	TOTAL FUND EQUITY		183,369.08
	TOTAL LIABILITIES AND EQUITY		183,369.08

CITY OF DAYTON
REVENUES WITH COMPARISON TO BUDGET
FOR THE 3 MONTHS ENDING SEPTEMBER 30, 2025

STREET RESERVE FUND

		<u>PERIOD ACTUAL</u>	<u>YTD ACTUAL</u>	<u>BUDGET</u>	<u>UNEARNED</u>	<u>PCNT</u>
	<u>REVENUE</u>					
	<u>WORKING CAPITAL</u>					
770.000.400.000	WORKING CAPITAL	<u>.00</u>	<u>.00</u>	<u>178,459.00</u>	<u>178,459.00</u>	<u>.0</u>
	TOTAL WORKING CAPITAL	<u>.00</u>	<u>.00</u>	<u>178,459.00</u>	<u>178,459.00</u>	<u>.0</u>
	<u>INTEREST</u>					
770.000.404.000	INTEREST	<u>714.08</u>	<u>2,237.36</u>	<u>1,500.00</u>	<u>(737.36)</u>	<u>149.2</u>
	TOTAL INTEREST	<u>714.08</u>	<u>2,237.36</u>	<u>1,500.00</u>	<u>(737.36)</u>	<u>149.2</u>
	 TOTAL FUND REVENUE	 <u>714.08</u>	 <u>2,237.36</u>	 <u>179,959.00</u>	 <u>177,721.64</u>	 <u>1.2</u>

CITY OF DAYTON
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 3 MONTHS ENDING SEPTEMBER 30, 2025

STREET RESERVE FUND

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>EXPENDITURES</u>						
<u>CAPITAL OUTLAY & TRANSFERS</u>						
770.770.880.000	CONTINGENCY	.00	.00	169,959.00	169,959.00	.0
770.770.910.000	STREET CAPITAL PROJECTS	.00	.00	10,000.00	10,000.00	.0
	TOTAL CAPITAL OUTLAY & TRANSFERS	.00	.00	179,959.00	179,959.00	.0
	TOTAL EXPENDITURES	.00	.00	179,959.00	179,959.00	.0
	TOTAL FUND EXPENDITURES	.00	.00	179,959.00	179,959.00	.0
	NET REVENUE OVER EXPENDITURES	714.08	2,237.36	.00	(2,237.36)	.0

CITY OF DAYTON
BALANCE SHEET
SEPTEMBER 30, 2025

PARKS RESERVE FUND

ASSETS

780.000.101.000	CASH ALLOC TO PARKS RESERVE	20,743.21	
	TOTAL ASSETS		20,743.21

LIABILITIES AND EQUITY

FUND EQUITY

780.000.288.000	FUND EQUITY	21,299.92	
	REVENUE OVER EXPENDITURES - YTD	(556.71)	
	BALANCE - CURRENT DATE	(556.71)	
	TOTAL FUND EQUITY		20,743.21
	TOTAL LIABILITIES AND EQUITY		20,743.21

CITY OF DAYTON
REVENUES WITH COMPARISON TO BUDGET
FOR THE 3 MONTHS ENDING SEPTEMBER 30, 2025

PARKS RESERVE FUND

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
	<u>REVENUE</u>					
	<u>WORKING CAPITAL</u>					
780.000.400.000	WORKING CAPITAL	.00	.00	7,921.00	7,921.00	.0
	TOTAL WORKING CAPITAL	.00	.00	7,921.00	7,921.00	.0
	<u>INTEREST</u>					
780.000.404.000	INTEREST	80.78	157.44	1,500.00	1,342.56	10.5
	TOTAL INTEREST	80.78	157.44	1,500.00	1,342.56	10.5
	<u>STATE OF OREGON PARKS GRANT</u>					
780.000.430.000	GRANT - STATE OF OR PARKS PRGM	12,945.15	12,945.15	26,240.00	13,294.85	49.3
	TOTAL STATE OF OREGON PARKS GRANT	12,945.15	12,945.15	26,240.00	13,294.85	49.3
	TOTAL FUND REVENUE	13,025.93	13,102.59	35,661.00	22,558.41	36.7

CITY OF DAYTON
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 3 MONTHS ENDING SEPTEMBER 30, 2025

PARKS RESERVE FUND

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
	<u>EXPENDITURES</u>					
	<u>MATERIALS & SERVICES</u>					
780.780.705.000	PARKS MASTER PLAN	1,474.30	13,659.30	35,000.00	21,340.70	39.0
	TOTAL MATERIALS & SERVICES	1,474.30	13,659.30	35,000.00	21,340.70	39.0
	<u>CAPITAL OUTLAY & TRANSFERS</u>					
780.780.880.000	CONTINGENCY	.00	.00	661.00	661.00	.0
	TOTAL CAPITAL OUTLAY & TRANSFERS	.00	.00	661.00	661.00	.0
	TOTAL EXPENDITURES	1,474.30	13,659.30	35,661.00	22,001.70	38.3
	TOTAL FUND EXPENDITURES	1,474.30	13,659.30	35,661.00	22,001.70	38.3
	NET REVENUE OVER EXPENDITURES	11,551.63	(556.71)	.00	556.71	.0

CITY OF DAYTON
BALANCE SHEET
SEPTEMBER 30, 2025

DEBT SERVICE FUND

ASSETS

850.000.101.000	CASH ALLOCATED TO DEBT SERVICE	499,512.08	
	TOTAL ASSETS		499,512.08

LIABILITIES AND EQUITY

FUND EQUITY

850.000.288.000	FUND EQUITY	493,417.38	
	REVENUE OVER EXPENDITURES - YTD	6,094.70	
	BALANCE - CURRENT DATE	6,094.70	
	TOTAL FUND EQUITY		499,512.08
	TOTAL LIABILITIES AND EQUITY		499,512.08

CITY OF DAYTON
REVENUES WITH COMPARISON TO BUDGET
FOR THE 3 MONTHS ENDING SEPTEMBER 30, 2025

DEBT SERVICE FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
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REVENUE

WORKING CAPITAL

850.000.400.000 WORKING CAPITAL	.00	.00	358,810.00	358,810.00	.0
TOTAL WORKING CAPITAL	.00	.00	358,810.00	358,810.00	.0

INTEREST

850.000.404.000 INTEREST	1,945.20	6,094.70	1,700.00	(4,394.70)	358.5
TOTAL INTEREST	1,945.20	6,094.70	1,700.00	(4,394.70)	358.5

TRANSFERS IN & LOAN & LAFAYETT

850.000.459.000 TRANSFER FROM WATER FUND	.00	.00	160,965.00	160,965.00	.0
850.000.459.300 TRANSFER FR SEWER FUND	.00	.00	220,020.00	220,020.00	.0
850.000.459.501 TRANSFER FROM STORMWATER FUND	.00	.00	25,034.00	25,034.00	.0
TOTAL TRANSFERS IN & LOAN & LAFAYETT	.00	.00	406,019.00	406,019.00	.0

TOTAL FUND REVENUE	1,945.20	6,094.70	766,529.00	760,434.30	.8
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CITY OF DAYTON
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 3 MONTHS ENDING SEPTEMBER 30, 2025

DEBT SERVICE FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
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EXPENDITURES

CAPITAL OUTLAY & TRANSFERS

850.850.774.000 DEBT SVC TO BONDS (PRINCIPAL)	.00	.00	151,736.00	151,736.00	.0
850.850.776.000 DEBT SVC TO BONDS (INTEREST)	.00	.00	14,863.00	14,863.00	.0
850.850.778.000 DEBT SERVICE TO SPRINGS (PRIN)	.00	.00	14,449.00	14,449.00	.0
850.850.778.100 DEBT SERVICE TO SPRINGS (INT)	.00	.00	3,182.00	3,182.00	.0
850.850.779.000 RESERVE FOR LAFAYETTE LOAN	.00	.00	23,249.00	23,249.00	.0
850.850.779.100 DEBT SERVICE - DEQ (PRINCIPAL)	.00	.00	33,355.00	33,355.00	.0
850.850.779.200 DEBT SERVICE - DEQ (INTEREST)	.00	.00	18,461.00	18,461.00	.0
850.850.785.100 DEBT SVC TO BOND MPS/FSTS (P)	.00	.00	42,931.00	42,931.00	.0
850.850.785.200 DEBT SVC TO BOND MPS/FSTS (I)	.00	.00	39,318.00	39,318.00	.0
850.850.785.400 DEBT SVC TO FOOTBRIDGE (INT)	.00	.00	85,955.00	85,955.00	.0
850.850.786.400 MERCHANT BLOCK LOAN(PRINCIPAL)	.00	.00	25,034.00	25,034.00	.0
850.850.900.100 WATER RESERVE	.00	.00	99,414.00	99,414.00	.0
850.850.900.300 RESERVE- LAFAYETTE LOAN PAYOFF	.00	.00	23,625.00	23,625.00	.0
850.850.900.305 RESERVE FOR MPS FSTS USDA LOAN	.00	.00	82,248.00	82,248.00	.0
850.850.900.310 RSV FOR BRIDGE DEQ LOAN PMT	.00	.00	107,461.00	107,461.00	.0
850.850.999.000 UNAPPROPRIATED ENDING FUND BAL	.00	.00	1,248.00	1,248.00	.0
TOTAL CAPITAL OUTLAY & TRANSFERS	.00	.00	766,529.00	766,529.00	.0
TOTAL EXPENDITURES	.00	.00	766,529.00	766,529.00	.0
TOTAL FUND EXPENDITURES	.00	.00	766,529.00	766,529.00	.0
NET REVENUE OVER EXPENDITURES	1,945.20	6,094.70	.00	(6,094.70)	.0

CITY OF DAYTON, OREGON
MONTHLY STATEMENT
9/30/2025

	General Fund	Local Option Levy Fund	Transient Lodging Tax Fund	ARPA Fund	Street Fund	Water Fund	Sewer Fund	Storm Water Fund	State Revenue Sharing Fund	Water System Capital Proj Fund	Sewer Reserve Fund	Equipment Replacement Reserve Fund	Building Reserve Fund	Street Reserve Fund	Parks Reserve Fund	Debt Service Fund	Totals
Revenues																	
Taxes and Assessments	1,182	1,230	23	-	-	-	-	-	-	-	-	-	-	-	-	-	2,436
Interest	20	-	651	-	839	1,925	632	-	-	564	442	16	1,398	714	81	1,945	9,226
Licenses and Permits	20,908	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	20,908
Fees and Fines	50	360	-	-	-	927	536	-	-	-	-	-	-	-	-	-	1,874
Charges for Services	255	-	-	-	-	99,450	72,806	-	-	-	-	-	-	-	-	-	172,511
State/Local Tax Sharing	3,850	-	-	-	19,200	-	-	-	-	-	-	-	-	-	-	-	23,050
Grants/Loan Proceeds	2,342	-	-	-	-	-	-	-	-		305,740	-	-	-	12,945	-	321,027
Miscellaneous	112	-	-	-	-	1,043	-	-	-	-	-	-	-	-	-	-	1,155
Total Revenues	28,720	1,590	674	-	20,039	103,346	73,974	-	-	564	306,182	16	1,398	714	13,026	1,945	552,187
Expenditures																	
Personnel	30,771	6,465	4,487	-	6,256	37,278	26,936	-	-	-	-	-	-	-	-	-	112,193
Materials & Services	20,419	20,620	70	-	10,387	38,328	8,181	-	64	-	-	-	-	-	1,474	-	99,544
Capital Outlay & Transfers	7,462	3,521	5,353	-	493	1,885	2,164	-	162	416	32,996	-	-	-	-	-	54,451
Capital Acquisition	-	-	-	-	-	-	-	-	-			-	-	-	-	-	-
Debt Service	-	-	-	-	-	-	-	-	-			-	-	-	-	-	-
Total Expenditures	58,652	30,607	9,911	-	17,136	77,490	37,281	-	226	416	32,996	-	-	-	1,474	-	266,188
Gross Change in Fund Balance	(29,932)	(29,016)	(9,237)	-	2,903	25,856	36,693	-	(226)	147	273,186	16	1,398	714	11,552	1,945	285,998
Transfers	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Net Change in Fund Balance	(29,932)	(29,016)	(9,237)	-	2,903	25,856	36,693	-	(226)	147	273,186	16	1,398	714	11,552	1,945	285,998
Fund Balance, Beginning of Month	6,963	(58,027)	176,379	(42)	212,504	468,555	125,520	-	(2,585)	144,564	146,060	3,995	357,599	182,655	9,192	497,567	2,270,899
Fund Balance, End of Month	(22,969)	(87,043)	167,142	(42)	215,406	494,411	162,213	-	(2,811)	144,711	419,246	4,011	358,997	183,369	20,743	499,512	2,556,897

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To: Honorable Mayor and City Councilors
From: Jeremy Caudle, City Manager
Issue: Review and potential selection of a consultant for the Fisher Farms water quality testing, and Groundwater Strategy Project
Date: November 3, 2025

Background and Information:

The City has secured grant funding to construct the necessary improvements to bring the Fisher Farms wells online as a municipal water source. The City acquired the Fisher Farms properties around a decade ago, and developing these wells has been a goal since then. The construction grant funding must be spent by 6/30/27. Any unspent funds risk reverting to the state, since they were appropriated out of the state's general fund.

The City will need to complete several tasks prior to starting construction. Those tasks include permitting through the Oregon Health Authority, water quality testing, and developing a groundwater development strategy to inform construction designs. A qualified hydrogeology firm is necessary to provide consulting services to the City to complete these tasks.

Since the cost of the consulting services was expected to exceed the small procurement threshold of \$25,000, staff obtained quotations from qualified firms through the informal selection procedure per section 1.10.0700 of the City's "Public Contracting Rules" (Res. 23/24-08). Under this section, the City Manager is required to contact "at least three prospective contractors qualified to offer the goods or services...." Selection is based on "the City's best interests." ORS 279B.070(5) also states, similarly, with respect to intermediate procurements:

"If a contracting agency awards a public contract, the contracting agency shall award the public contract to the offeror whose quote or proposal will best serve the interests of the contracting agency, taking into account price as well as considerations including, but not limited to, experience, expertise, product functionality, suitability for a particular purpose and contractor responsibility"

On 10/9/25, Business Oregon informed the City that its technical assistance funding request for this project was approved. The funding request includes a \$50,000 grant and 10-year loan at 1.00% interest for \$156,588. We will receive the funding contract around 30 days from the date of the award letter. Until then, Business Oregon has advised us not to approve a contract with the consultant or to start work. However, Business Oregon stated that we could complete all procurement steps up to contract approval.

At this stage, staff are requesting City Council selection of a consultant, contingent on review by Business Oregon and receipt of a fully executed technical assistance funding contract. The plan is to have a contract with the consultant ready for approval at the same time the City approves the funding contract. That way, this project can start without further delay, given the tight deadline to spend the grant funding for construction. Since the contract would exceed the City Manager's \$50,000 purchasing authority, City Council approval is required.

Following is a summary of the steps taken for the informal selection procedure, as well as my recommendation on which consultant to select.

Initial contact with prospective contractors

Date	Firm	Description
4/2/25	GSI	First quote received in the amount of \$206,588. Due to the amount involved, staff proceeded with the informal selection procedure once the City received confirmation of the Oregon Water Resources Department grant award.
8/22/25	CwM	Inquiry sent to gauge interest in the project.
8/22/25	Summit	Inquiry sent to gauge interest in the project. Sent most recent pump test data, flow test results, technical memorandum, well logs, and water quality testing.
8/21/25	RSNA Groundwater	Inquiry sent to gauge interest in the project. Sent most recent pump test data, flow test results, technical memorandum, well logs, and water quality testing.

Follow up contact with prospective contractors once interest was established. Asked for responses by 9/22/25.

Date	Firm	Description
8/28/25	CwM	Sent project scope (as listed below). Sent most recent pump test data, flow test results, technical memorandum, well logs, and water quality testing.
8/28/25	Summit	Sent project scope (as listed below).
8/28/25	RSNA Groundwater	Sent project scope (as listed below).

Receipt of quotes.

Date	Firm	Description
9/22/25	Summit	Received quote.
8/28/25	RSNA Groundwater	Received letter declining to submit a quote.
9/24/25	CwM	Received quote. Deadline extension requested and granted.

Subsequent steps

Date	Firm	Description
10/2/25	GSI	Received up-to-date quote at my request, as the quote provided in April had expired. This is the quote that is in the packet. On 9/25/25 the project scope below was sent, and on 9/29/25

Date	Firm	Description
		the most recent water quality testing was sent, as requested.
10/10/25	CwM	Received alternative work plan. Per a request to submit a revised quote and project schedule, I communicated that final changes were due by 10/13. The alternative work plan is included in the packet, along with the original quote.
10/10/25	Summit	Received alternative work plan. Offered the opportunity to make any final changes by 10/13. The alternative work plan is included in the packet, along with the original quote.
10/9/25	GSI	Offered the opportunity to make any final changes by 10/13. Firm responded that quote submitted was best and final offer.

The required tasks that I communicated to all firms and asked them to address in their quotes is as follows:

Task 1 - OHA Initial Plan Review & Permitting Coordination

- Review City/County records and conduct site inspection for sanitary hazards.
- Evaluate 100-foot radius of control around wells, identify easement requirements, and oversee survey as needed.
- Assess potential for confined aquifer designation.
- Prepare and submit OHA Initial Plan Review documents on behalf of the City.
- Serve as City's point of contact with OHA, addressing permitting requirements and approvals.

Task 2 - Well Testing & Evaluation

- Inspect well construction, pumps, and motors (including down-hole video surveys).
- Conduct 24-hour constant rate aquifer pumping tests with monitoring for drawdown and well interference.
- Collect and analyze groundwater samples for Safe Drinking Water Act compliance and biofouling risk.
- Provide recommendations for redevelopment, repairs, or pump replacement, if needed.

Task 3 - Groundwater Development Strategy

- Identify any flaws preventing use of the existing wells as municipal supply.
- Summarize required actions, regulatory compliance steps, and planning-level costs for each well.
- Estimate sustainable well capacities and evaluate potential interference between wells.

- Provide conceptual design parameters and costs for a potential new production well.
- Prepare draft and final technical memorandum with recommended groundwater development strategy.

The consultant shall be responsible for providing and managing all necessary subcontractors (e.g., well services, survey, laboratories) to complete this scope in full.

Analysis and my recommendation

City Council should carefully review each quote to determine which approach is in the City's best interest.

A tabulation of the quotes, based on the original submissions, is as follows:

GSI	Summit	CwM
\$174,910	\$172,545	\$213,055

However, CwM's quote contains items in its cost assumptions that are either not necessary or were not included in other firms' quotes. Once those cost assumptions are removed—\$4,125 for OHA site plan fees and \$7,000 for surveyor fees—their estimated costs are \$201,930.

Each firm that submitted a response to the request for quotes meets baseline qualifications. All firms had the same information, and opportunities to revise were equally offered.

Summit submitted the lowest cost but provided the least detailed proposal, with uncertain assumptions about reusing existing pumps. CwM submitted a highly detailed and responsive proposal, but their alternative work plan raises concerns. Their accelerated schedule is based on limiting aquifer testing and permitting to only two of the four existing wells while shifting scope toward preparing future new well sites. While this approach may have merit in a long-range planning context, it does not align with the City's immediate funding strategy.

The City has already secured grant funding based on bringing the four Fisher Farms wells into service. Drilling new production wells would be expensive and time-consuming, and it is beyond the scope of the current technical assistance funding. The most pressing considerations for this project are to maximize use of existing wells, meet state permitting requirements, and stay on schedule to preserve construction grant funding. In my professional opinion, the City must focus its efforts on the wells it already owns. "A bird in the hand is worth more than two in the bush."

Given the project's time pressure and risks, maintaining continuity with the City's hydrogeologist of record reduces uncertainty. GSI has been involved with Fisher Farms since the beginning, has the staffing resources to deliver on schedule, and has demonstrated recent experience with municipal well development in Oregon. Their updated pricing is competitive with Summit's and below CwM's.

For these reasons, and consistent with the statutory criteria under ORS 279B.070 and 279B.110, staff recommend that City Council award the contract to GSI. Their experience, resources, and familiarity with the City's wells provide the most reliable path to delivering this project on time, within budget, and in alignment with the City's grant funding.

Once staff have a professional service contract ready for Council approval, we will bring that to you for your consideration at the same time that you approve the technical assistance funding agreement with Business Oregon.

City Manager Recommendation: Approve the "potential motion" listed below.

Potential Motion: "I move that the City Council select GSI Water Solutions, Inc. as the consultant for the Fisher Farms wells project, and direct staff to prepare a professional services contract with GSI for Council consideration. Final Council approval of the contract shall be contingent upon review by Business Oregon and receipt of a fully executed Technical Assistance funding agreement from Business Oregon."

Council Options:

1. Agree with the City Manager recommendation.
2. Vote to select a different consultant based on what is, in the City Council's determination, in the best interests of the City.
3. Cancel the procurement process and start over to include different proposers or to revise the project scope.
4. Some other option not listed here.

Attachments:

10/2/25 - Quote from GSI
9/24/25 - Quote from CwM
9/22/25 - Quote from Summit
9/19/25 - Letter from RSNA, Inc.

10/10/25 - "Alternative Schedule and Recommended Work Plan" from CwM
10/10/25 - Updated quote from Summit



October 2, 2025

Jeremy Caudle, City Manager
City of Dayton
jcaudle@daytonoregon.gov

Re: Request for Proposals (RFP): Fisher Farms Well Improvement Project

Dear Jeremy:

We appreciate the opportunity to demonstrate our qualifications and provide a cost estimate for supporting the Fisher Farms Well Improvement Project for the City of Dayton (City). The project includes groundwater quality sampling, permitting, and due diligence activities to bring the Fisher Farms wells online, and is the first step towards meeting the critical objective of securing the City's future water supply. We have had the pleasure of partnering with the City on the Fisher Farms wells since 2014 and look forward to applying our institutional knowledge and history to help the City complete this project.

As the City's hydrogeologist of record since 2001, GSI Water Solutions, Inc. (GSI), provides the City with a team of uniquely qualified hydrogeologists that recognize the importance of the project and have a long history working with the City to develop a reliable water supply. Our team brings the following benefits to the City:

- **Institutional knowledge and continuity of staff that sets the project up for success.** The key GSI staff that will be dedicated to this project are deeply ingrained in this project and have extensive knowledge of the City's water rights and water supply wells. **Our team members will draw upon our knowledge of the Fisher Farms water rights and well history and the unique challenges associated with the City's other wells and water rights to help the City successfully and cost-effectively meet its water supply objectives.**
- **Unparalleled water supply well expertise that will help minimize surprises in later phases.** GSI's Portland-based personnel have conducted due diligence activities for, designed, overseen, and tested more than 25 water wells in Oregon in the past two years alone—more than any other firm in Oregon. **The benefit to the City is clear: we understand how to do the groundwater quality sampling, permitting, and other due diligence activities correctly and cost-effectively to ultimately deliver a successful water supply well to the City.**
- **A highly experienced project manager with first-hand understanding of the project needs.** I have worked with the City since joining GSI in 2007, and over the course of my career, I have managed more than two dozen water supply well projects from preliminary due diligence activities through development of a successful production well. Over the years, I have helped the City to overcome numerous water resources challenges, beginning with the construction of Well 2 and Well 5 in the joint wellfield. **I understand the importance of this water supply project first-hand, and I am personally invested in seeing the project succeed.**

I am confident that our project team has the combination of technical expertise and deep history with this project to help the City successfully expand its groundwater supply. Thank you for your consideration of our proposal.

Sincerely,
GSI Water Solutions, Inc.

A handwritten signature in black ink, appearing to read "Matt Kohlbecker", with a large, stylized flourish at the end.

Matt Kohlbecker, RG
Principal Hydrogeologist

GSI's Experience with the Fisher Farms Wells

In 2014, the City of Dayton (City) was considering purchasing the former Fisher Farms property to obtain its associated water rights and wells. The City was interested in acquiring the water rights and wells to increase the reliable capacity of their municipal water system. Before the City purchased the property, GSI Water Solutions, Inc. (GSI), completed a due diligence investigation of the existing wells and water rights at the request of the City. GSI's water rights' and municipal supply well specialists reviewed the existing water rights and well construction information to: (1) evaluate whether the water rights were in good standing, (2) assess whether the wells met Oregon Water Resources Department and Oregon Health Authority standards for converting them from irrigation wells to municipal water supply wells, and (3) identify data gaps and recommend next steps.

Results of the due diligence investigation were favorable, and the City purchased the property, including its wells and water rights. GSI prepared the water rights transfer applications; changed the character of use, place of use, and points of appropriation to facilitate future use of the water rights for municipal supply purposes; and facilitated the conveyance of all the water rights from the previous owner to the City. As part of the transfer, GSI added more wells to the water rights to enable the City to develop a wellfield at the site in the future. The site is approved for up to 9 wells with approximately 900 gallons per minute (gpm) of instantaneous pumping capacity and 113 million gallons (MG) of total annual volume available year-round. GSI continues to provide the City with annual groundwater level monitoring and reporting services of the wells to meet provisions of the water right permits.

The City recently received funding to continue developing and permitting the wells for municipal supply purposes. Some well performance tests have been completed for the water rights transfer process, and some water quality samples were collected for a preliminary screening-level assessment of select contaminants. However the existing water quality data are incomplete and more samples must be collected. The City intends to use the funding to complete the necessary elements of the plan review process required by OHA's Drinking Water Services to add the wells to the City's water system as new municipal supply sources.

The GSI Team's Experience with the City's Water Supply

The team members who would support this project have been working closely with the City for many years. The following table outlines their history with your groundwater system:

GSI Staff	Role	Fisher Farms Annual Monitoring and Water Rights Reporting (2014–present)	Fisher Farms Well Due Diligence Evaluation (2014–2016)	Well No. 2 and No. 5 Construction and Permitting (2007-2008)	Well No. 3 and No. 4 Rehabilitation (2009-2010)	McDougal Well Rehabilitation (2008)	Watershed Springs Rehabilitation (2011-2012)
Matt Kohlbecker, RG	PM, Hydrogeology Lead	■	■	■	■	■	■
Kim Grigsby	Water Rights		■	■			
Kenny Janssen, RG	Technical Expertise	■	■				
Renee Fowler	Water Quality Lead	■					
Jessica Cain, GIT	Water Quality Lead	■					



Scope of Work and Fee Estimate

To: Jeremy Caudle / City of Dayton

From: Matt Kohlbecker, RG / GSI Water Solutions, Inc.

Cc: Kenny Janssen, RG / GSI Water Solutions, Inc.

Date: October 2, 2025

RE: Fisher Farms Well Development, City of Dayton, Oregon

This scope of work and fee estimate, prepared by GSI Water Solutions, Inc. (GSI), is to support the City of Dayton (City) with certain due diligence activities that will inform a strategy for developing a groundwater source under the Fisher Farms groundwater rights (specifically, the extent to which the groundwater rights are developed using existing groundwater wells and new groundwater wells). Note that this scope of work updates the April 2, 2025, scope of work. Specifically, scope items that were not in the City's Request for Proposals (RFP) are not included in this update (the RFP was provided to GSI on September 25, 2025).

Introduction

The City purchased the Fisher Farms property to obtain the associated irrigation water rights and wells. In 2016 and 2018, the City completed water rights permitting tasks to transfer the character of use to municipal, transfer the place of use to within the City of Dayton service area, and add additional points of appropriation (i.e., locations where a new well could be constructed to pump groundwater from the aquifer)¹. The water right now includes a total of nine points of appropriation, five of which would be new wells and four of which are existing wells located at the Fisher Farms property:

- Well No. 1 (YAMH 5453; 2014 4-hour test capacity of 46 gpm and SC of 1.1 gpm/ft)
- Well No. 2 (YAMH 5369; 2014 4-hour test capacity of 33 gpm and SC of 1.4 gpm/ft)
- Well No. 3 (YAMH 52469; 2014 4-hour test capacity of 215 gpm and SC of 2.8 gpm/ft)
- Well No. 4 (YAMH 5447; 2014 4-hour test capacity of 133 gpm and SC of 2.2 gpm/ft)

The City needs a strategy for developing a groundwater source under the Fisher Farms water rights, to ensure that further investment in the existing wells is justified based on permitting considerations, well condition, and well capacity. Some of the tasks that are conducted as a part of strategy development will also meet new drinking water source permitting requirements (e.g., preparation of an initial plan review for OHA). Ultimately, the strategy will likely be a combination of using some of the existing wells and targeting other points of appropriation as future sites for a new well or wells.

Limited work has been done to evaluate the suitability of the existing wells as future municipal supply sources. In 2014, GSI reviewed construction of the existing wells and found that the wells are properly constructed, and anticipated to comply with Oregon Water Resources Department (OWRD) or Oregon Health Authority (OHA)

¹ See Transfers T-12454 and T-12140

requirements. However, the City still needs to conduct the following due diligence activities to further assess well suitability and meet OHA Plan Review requirements to permit the wells as municipal supply sources:

- Determine if OHA concurs that the wells meet the requirements set forth in an OHA Plan Review.
- Evaluate whether there is privately held land within 100 feet of the wells and, if so, whether the landowner is willing to enter into a perpetually restrictive easement for the land that would limit activities that could occur on a portion of their property (e.g., chemicals that could be used). Note that there is clearly privately held land within 100 feet of Well 2, and there may be privately held land within 100 feet of Well 3 and Well 4. The radius of ownership and control must have a minimum radius of 100 feet unless a technical justification can be made to support a smaller area. A technical justification would require an assessment of local hydrogeologic conditions, site setting, and aquifer vulnerability. A request to reduce the 100-foot setback could be made if site and subsurface conditions are favorable and there is no indication that the proposed reduction would result in unreasonable risk to the health of consumers. OHA may request that the City attempt to establish an easement agreement with neighboring property owner(s) if the 100-foot radius extends beyond the well site property boundary before considering a request to reduce the setback requirement.
- Collect groundwater quality samples to determine if groundwater quality meets the requirements of the Safe Drinking Water Act and if an advanced microbial population is established in the well (which would make the well susceptible to biofouling). The biofouling analysis is a “Bacterial Assessment” from Water Systems Consulting.
- Inspect the wells to assess whether the condition of the well casings, screens and existing pumping systems are acceptable, prior to making the required infrastructure investments to develop the wells as municipal supply sources.
- Pump test the wells to confirm that their performance is sufficient to justify further investment in the wells as supply sources.

This scope of work is designed to conduct these due diligence activities to help the City develop a strategy for developing groundwater under the water rights previously held by Fisher Farms.

Scope of Work

The due diligence activities that will be conducted by GSI as a part of this scope of work are organized into the following tasks:

- Task 1 – Initial Oregon Health Authority Plan Review
- Task 2 – Well Evaluation and Testing
- Task 3 – Reporting and Strategy Development

The following sections discuss these tasks in additional detail.

Task 1 – Initial Oregon Health Authority Plan Review

The purpose of Task 1 is to initiate the plan review process for the former Fisher Farms wells, which is required by OHA for the wells to be used as public water supply sources. As a part of this process, the City will meet OHA requirements for developing the wells and, in addition, learn if there are any OHA-permitting-related concerns with developing the existing wells.

The plan review process involves two phases—an initial plan review and a final plan review. This task is for GSI to develop the initial plan review. The final plan review includes such details as specifications for the well pump and permanent pumping system; specifications for piping, fittings, controls, system connection information, and water treatment equipment; water quality data; as-built construction for the well; and aquifer testing data. Typically, the engineering firm that is designing and constructing the pump station for the well completes the final plan review.

GSI's preparation of the initial plan review will include:

- Review City and/or County records to identify whether septic systems, sewage/storm drainage systems, or buried fuel tanks are located on the property.
- Assess whether privately held land is located within 100 feet of the existing wells, which is important because OHA requires that the City own all land within 100 feet of a municipal supply well or obtain a perpetually restrictive easement for the land (called the “100 foot radius of control”). A review of aerial photography indicates that Well No. 2 is clearly within 100 feet of a tax lot not owned by the City and will require a perpetual restrictive easement to meet OHA requirements². Well No. 3 and Well No. 4 may be located within 100 feet of a tax lot not owned by the City³. GSI will oversee a survey to determine if Well No. 3 and Well No. 4 meet OHA’s 100 foot radius of control requirement. If the wells do not meet the radius of control requirement, then the City will need to pursue a perpetual restrictive easement with the adjacent property owner(s).
- Evaluate whether the wells are completed in a confined aquifer (which could be used as the basis for a waiver from OHA setback requirements from sanitary hazards) based on groundwater quality data, geology, and/or well construction.
- Prepare and submit the OHA Initial Plan review, including a site plan, property ownership documentation, well construction specifications, land use compatibility statement, and compilation of water rights information.

Task 1 Assumptions

- OHA plan review fees (anticipated to be \$4,125, with a single OHA fee covering all four wells) will be paid directly by the City. Note that this is OHA’s “combo fee” and is applicable only if the City plans to start using wells at the same time. If the City plans to bring wells into production at different times, then individual fees would need to be paid (about \$3,300 per well).
- Based on information provided by Westech Engineers, a site survey is not needed.
- The City will arrange access to any property required.
- The neighboring property owners will be approached and perpetual restrictive easements will be negotiated and prepared by the City and will occur in parallel with preparation of the plan review by GSI.
- The site walk will occur in March 2026 when GSI staff are in the area for water level monitoring.
- The City will submit the Land Use Compatibility Statement to the land use authority (anticipated to be Yamhill County).
- A total of eight (8) hours of a staff hydrogeologist’s time are budgeted for City and County records review.

Task 1 Deliverables

- OHA Initial Plan Review for submittal to OHA

Task 2 – Well Evaluation and Testing

The purpose of Task 2 is to evaluate the condition of the former Fisher Farms wells and existing pumping systems; collect water quality data and submit for drinking water analyses; and conduct aquifer pumping tests. GSI will subcontract Schneider Water Services (SWS) to execute Task 2. GSI and/or SWS will conduct the following activities:

- Remove the pump/motor and pump column from each well, assess pump/motor and pump column conditions, and recommend repairs or replacements.
- Conduct down-hole well video surveys to inspect the existing condition of each well (casing, screen, etc.) and recommend redevelopment or reconditioning, if warranted.

² Tax lot 1101 is owned by Amy J Hendrick

³ These tax lots are owned by the Sweeny Living Trust

- At each well, install a temporary pump and conduct a long-term (i.e., 24-hour) constant rate aquifer test to develop reliable estimates for well capacity and interference between wells. GSI will equip each well with a pressure transducer to monitor water levels during the test.
- Collect groundwater quality samples from each well at the beginning and near the end of the aquifer test and submit the samples to Water Systems Engineering (WSE) to evaluate the potential for biofouling conditions.
- Collect a groundwater quality sample from each well at the end of the aquifer test and submit the samples to Edge Analytical Laboratories in Wilsonville, Oregon, for analysis of Safe Drinking Water Act (SDWA) parameters.
- Reinstall the pumping systems (assuming the wells and pumps are in good condition) and disinfect the wells.

Task 2 Assumptions

- Existing pumping systems will be re-installed in the wells.
- All well videos will be conducted on the same day (i.e., first, pumps will be removed first from the wells, then, videos will be conducted).
- Costs for repair and/or replacement of pumps, motors, column pipe and related equipment are not included in this scope of work or fee estimate, nor are minor modifications to the wells.
- Schneider Water Services will be subcontracted to GSI. SWS costs will be billed on a time-and-materials basis. For example, the wells that are tested as a part of Task 2 are contingent on the results of Task 1. Task 2 activities would be conducted at a given well only after receiving a favorable review from OHA's plan review process (specifically that the wells are completed in a confined aquifer) and an indication that adjacent property owners would be amenable to a perpetual restrictive easement (or that a technical justification can be made to reduce the 100-foot setback requirement and is approved by OHA).
- City will be responsible for approaching the neighboring landowners and inquiring about access and/or easement arrangements, if necessary.
- Our fee estimate does not include costs for cleaning, redeveloping, and/or reconditioning the wells.

Task 2 Deliverables

- Recommendations for repairing or replacing pumping systems (e.g., pump, motor, pump column, check valve) by email, if needed.
- Recommendations for cleaning, redeveloping, and/or reconditioning the wells, by email, if needed.

Task 3 – Reporting and Strategy Development

Task 3 is for GSI to develop a report that outlines a strategy for developing groundwater sources under the water rights previously held by Fisher Farms. The strategy is anticipated to include the following elements:

- Identification of fatal flaws for using any of the existing wells from the perspectives of ability to meet OHA requirements and/or poor well condition.
- A summary of the actions and planning-level costs required to develop each well as a source of municipal supply (i.e., the need for new pumps or upgrades to existing pumps, well retrofits based on the well video assessments, or water treatment requirements based on water quality sampling).
- An estimate of long-term (e.g., 60 day) capacity of the wells based on the aquifer test data, including an analysis of drawdown interference between the wells that would be caused by simultaneous operation of existing and future wells.
- A conceptual well design and planning-level cost estimate for a new municipal production well at the Fisher Farms property.

Task 3 Assumptions

- City comments on the report can be incorporated over a single review cycle.

Task 3 Deliverables

- Draft Strategy Development Technical Memorandum for review by the City.
- Final Strategy Development Technical Memorandum.

Schedule

GSI understands that this work is scheduled to commence in 2026. GSI recommends that the City evaluate the feasibility of obtaining a perpetually restrictive easement for Well 2 as soon as practicable, before the new fiscal year if possible. GSI anticipates completing the OHA Initial Plan Review within three months of receiving authorization from the City and anticipates that OHA will approve or deny the plan review 60 days after submittal (i.e., Task 1 will be about 5 months in duration). The results of Task 1 will be used to customize the well evaluation program in Task 2, which GSI anticipates will occur over a 3 month period. A draft Strategy Development TM will be submitted to the City one month after the conclusion of Task 2. Therefore, the total project duration is anticipated to be about 7 months, beginning on July 1.

Fee Estimate

GSI's proposed fee to complete the tasks on a time-and-materials not-to-exceed basis is **\$174,910**, assuming all four wells are tested. This budget will not be exceeded without prior authorization and includes a 10 percent markup on subcontracted services and reimbursable expenses. This work will be performed in accordance with GSI's 2025 rate schedule (attached).

Tasks	Labor Hours	Labor Cost	Outside Services	Direct Expenses	Total
Task 1 – Initial OHA Plan Review	81	\$11,580	\$0	\$49	\$11,629
Task 2 – Well Evaluation and Testing	120	\$19,290	\$116,292	\$294	\$135,876
Task 3 – Reporting and Strategy Development	177	\$27,405	\$0	\$0	\$27,405
Project Totals (All Wells Tested Scenario)	378	\$58,275	\$116,292	\$343	\$174,910

Closing

We thank you for your consideration of this proposal and look forward to working with you in the future. This scope of work and fee estimate is valid for 60 days.

Sincerely,
GSI Water Solutions, Inc.



Matt Kohlbecker, RG
President and Principal Hydrogeologist



September 24, 2025

Project No. 2531001

Jeremy Caudle
City Manager
416 Ferry St
Dayton, OR 97114
Phone: 503-864-2221

RE: PROPOSAL – PRODUCTION WELL ASSESSMENT AND PERMITTING

Dear Mr. Caudle,

The City of Dayton (City) has requested a groundwater development strategy and well assessment proposal from CwM-H2O, LLC (CwM) for four identified wells acquired by the City with the purchase of the former Fisher Farms properties. Please find that proposal accompanying this letter. CwM has provided this scope of work to meet the City's request. However, in completing the review of the City's groundwater assets at this site, it is our opinion that the City has opportunities to limit the cost of testing to fewer wells. Some of the observations that support this recommendation are presented in our proposal under the Site Visit Conclusions section.

The cost of the design and construction of new infrastructure for a pumping system, controls, wellhead design, well house and the known need to treat the groundwater to meet Oregon Health Authority (OHA) standards is significantly above \$200,000 per well. Wells 1 and 2 are over 30-years old and provide only about one-third the capacity of what a production well design should in these aquifer conditions but will cost as much to upgrade to OHA municipal standards. Wells 1 and 2 should be evaluated for pump system (lead in the impellers typical of a less expensive agricultural pump) and casing-integrity but long-term aquifer testing is an expense that should be carefully considered and could be limited depending on the City's long-term goals for the property.

From a hydrogeologic perspective, two 24-hour constant rate tests are sufficient to complete interference analysis between wells and optimize wellfield spacing for efficient operations. Any new well will require a 24-constant rate test to assess long-term pumping rates and add to the understanding of this local aquifer.

Thank you for this opportunity to propose,
CwM H2O, L.L.C.

Robert Long, RG, LHG, CWRE
Principal Consultant



September 24, 2025

Project No. 2531001

Jeremy Caudle
City Manager
416 Ferry St
Dayton, OR 97114
Phone: 503-864-2221

RE: PROPOSAL – PRODUCTION WELL ASSESSMENT AND PERMITTING

Dear Mr. Caudle,

The City of Dayton (City) has requested a groundwater development strategy and well assessment proposal from CwM-H2O, LLC (CwM) for the acquired former Fisher Farms properties. CwM has selected Cascade Water Works, Inc. of Salem, Oregon to complete the water-well contractor portions of the scope of work.

This proposal outlines a comprehensive groundwater development strategy for the City. It includes an assessment of four production wells, coordination with regulatory agencies, and development of a long-term water supply plan. Key tasks include site evaluation, well testing, permitting, and technical recommendations. The project is scheduled to begin in October 2025 and conclude by June 2026, with contingencies for weather-related delays. CwM's resumes and qualifications are also included as attachments.

City Goals

In this proposal CwM presents a flexible strategy to develop this new water source with the following elements:

- Preparation of an Oregon Health Authority (OHA) Initial Site Plan submittal for the City's four potential production wells.
- Evaluation of the capacity and condition of four wells, known as City Wells 1, 2, 3, and 4 (Table 1) associated with the City's municipal water right transfers T-12454 and T-12140.
- Development of a groundwater supply strategy and new infrastructure cost estimate. CwM's strategy will confirm the reliable short-term groundwater production rate of the four wells and establish a plan to optimize long-term goals for further expansion of the City's water supply. Currently the City has the potential to develop over 900 gpm under water rights T-12454 and T-12140. CwM understands that the results of the completed municipal transfers include a total of nine municipal well sites including five potential new water supply well sites. The long-term water supply goals will be established with the City's input and planning goals for growth.

In preparation for this project, CwM reviewed all available information provided by the City for the Fisher Farm properties and completed a site visit to confirm site conditions and well locations.

Site Visit

To better assess the City's options and support this proposal effort, CwM collected on-the-ground information at the former Fisher Farms properties. CwM's owner and Senior Hydrogeologist, Bob Long, completed the site visit with Dayton's Public Works Supervisor on September 2, 2025. CwM visited each of the four wells associated with the City's recent municipal water right transfers. *Table 1 – City Wells for Evaluation* presents a summary of these wells based on the State water well logs available from Oregon Water Resources Department (OWRD) and the previous pump tests of the wells completed during the due diligence phase of the Fisher Farm acquisition. The site visit proved enlightening and refined our scope of work.

Table 1 - City Wells for Evaluation				
City Well	Well Log	Casing Diameter	Well Depth Below Ground Surface	Approx. Capacity Based on 4-hour Pump Test
Well 1	YAMH-5453	8 in	149 ft	46 gpm
Well 2	YAMH-5369	6 in	121 ft	33 gpm
Well 3	YAMH-52469	8 in	195 ft	215 gpm
Well 4	YAMH-5447	8 in	157 ft	133 gpm

During the site visit, CwM identified two additional wells on the property that are not currently in use and do not have pumping systems installed (an unused domestic well and YAMH-52328, see below). These unused wells are shown on *Figure 1 – Fisher Farms Wellfield, Dayton, OR* with the four City Wells and the potential new well development sites, Wells 5, 6, 7, 8, and 9. Further action to assess these unused wells is not necessary, as neither of these wells are suitable for development as municipal production wells based on the following information:

- The unused 6-inch domestic well associated with the residential property at 13665 Amity Dayton Hwy, Dayton, OR97114 is open and uncapped. There is no record of this domestic well available at OWRD. The well will need to be abandoned by a water well contractor to protect the aquifer targeted for development. CwM will address this well in the groundwater development strategy in Task 3.
- YAMH-52382/L-36799 is not one of the four City Wells identified in Table 1. It is an unused 8-inch well with a sand-packed 6-inch liner. Based on the well log, it can produce ~25 gpm. It now has a welded cap installed on it and is located near City Well 3 along the Amity Dayton Highway on Tax Lot 1100, as shown in Figure 1. This well was reported as having significant sand production (sand heaving). YAMH-52382 has been misidentified in the water right transfer permit as being the reconditioning of City Well 2 (a 6-inch well). This is an error.

Any necessary correction to water right documents will be identified in CwM's strategy as a deliverable for this scope of work.

Site Visit Conclusions

CwM identified a number of potential flaws with on-site wells during the site visit. The conclusions of the site visit are presented here to inform the City of previously unknown challenges in converting the four City Wells into new public drinking water sources. However, CwM has not proposed actions regarding these wells or provided costs for addressing these conclusions in this proposal. CwM will present a plan and cost estimate that includes these issues as a deliverable in Task 3. CwM recommends that the City consider these issues before final decisions are made to complete all four 24-hour aquifer tests.

- The unused domestic well is within 100 ft of proposed City Well 2 (Figure 1). The unused domestic well is a potential threat to groundwater quality. OHA will require this well to be abandoned. If left in place this well would prevent City Well 2 from being used as a future public drinking water source.
- YAMH 52382 is within 100-foot OHA setback for Well 3 (Figure 1). YAMH 52382 does not have geologic information or record of a sanitary seal in the well log and there is no additional information associated with this well at OWRD. Unless additional information is found to document the sanitary seal, OHA will require this well to be abandoned as a condition of use for Well 3. CwM will address this as a part of the Initial OHA Site Plan submittal and include any corrective actions in the groundwater development strategy cost estimate as a deliverable in Task 3.
- City Well 1 has a 6-inch diameter and a capacity of approximately 33 gpm. This well is undersized, under-capacity and inefficient for use as a municipal production well. It is currently used as a domestic water supply well. An alternative water supply or other accommodation for drinking water might be required to assess this well. Completing a 24-hour pump test of this well is not recommended due to the low return on the investment.
- City Wells 1 and 2 have inefficient construction and limited production rates. These limitations may preclude the City from making a full investment in a 24-hour constant rate test.

In the sections that follow, CwM presents a work plan to meet the City's request for services. CwM understands that the final services may not include all proposed services and looks forward to the opportunity to work with the City to reduce costs.

Scope of Work

The organization of this proposal follows the general outline presented to CwM by the City of Dayton's (Dayton or City) email dated August 28th 2025. The proposal is based on completing the requested work activities in full on the four City Wells listed in Table 1. CwM has also provided a qualifications section that includes an introduction to key staff.

Approach and Work Plan

CwM's work approach is based on investing the time and effort to learn how our technical team can best support the leadership and staff of small municipalities and water districts. Throughout the project, we listen to our municipal partners from operations to administrative levels to develop the best plan to meet the City's needs and address the concerns of the City Council. CwM will seek to work with both the City Manager and designated staff to collect relevant information to support a strategy to develop the City's groundwater assets as described in this proposal.

Project management and communications with the City Council are an important part of the CwM approach. Our project manager, Bob Long, will provide transparent invoices with descriptions of services provided on each charged item as well as a monthly progress report to the City Manager and as a small business owner, Mr. Long has the authority to resolve all financial issues directly with City leadership. As CwM's Principal Consultant, Mr. Long will also be available to present information to the City Council in-person or online at the request of the City Manager.

Constant communication will allow the City and CwM to maintain an adaptive management approach based on information collected during each completed task field task. Based on the results of each task, CwM will assess each well for potential flaws that might preclude investment in the well as a future water supply and review these findings with the City Manager to confirm next steps.

Work Plan

Task 1 – Initial OHA Site Plan Review and Permitting Coordination

The process to convert the Fisher Farm wells to sources of public water supply requires the development of an Initial OHA Site Plan and conditional approval by OHA Drinking Water Services before any new construction or major modifications to public water sources, disinfection, or other infrastructure. CwM will develop the site plan based OHA criteria outlined in OAR 333-061-0050 *Construction Standards for Wells*. For the purposes of this proposal and cost, CwM assumes that four wells will be selected and included in the Initial OHA Site Plan. Activities under this task include:

- Complete an additional site visit to identify the septic system layout and other sanitary hazards can be detected through shallow soil probes.
- Identification of surface water holding ponds within 100 feet of the four wells.

- Evaluation of the 100-foot radius of control around wells, identify easement requirements, and oversee civil survey as needed to establish distance to property lines and other OHA criteria.
- Review City/County records for septic system, septic tanks, storm drain system, surface ponds, and known buried fuel tank locations on all properties within 100 feet of the proposed well sites.
- Evaluate aquifer information provided by the individual well logs, other local and regional hydrogeologic reports, and groundwater monitoring data and provide a professional opinion on the potential confined nature of the aquifer designation to OHA for internal OHA review.
- Complete a Land Use Compatibility Statement for the City to submit.
- Prepare and submit the Initial OHA Site Plan Review documents with a site plan, water rights, and conditional land use approval on behalf of the City, including required exhibits.
- Serve as City's point of contact with OHA, addressing permitting requirements and approvals.

Based on available information in the well logs that show a thick clay layer above the aquifer, the four City wells will likely be described as confined by OHA. This will allow the City to request a variance from the 100-foot setback for a perpetually restrictive easement and limit that to the City's own property ownership. CwM has recently been successful with limiting this restrictive easement for City of Banks and Salmon Valley Water Company. Following the completion of Task 1, and receipt of OHA comments on the Initial Site Plan, CwM will provide the City with final recommendations for testing and water quality analysis proposed in Task 2.

This task provides services to complete the Initial OHA Site Plan submittal for four new ground water sources. The final OHA review process will include the engineering details of the proposed infrastructure project including partial and full engineering design details. The final OHA review process will be completed by the City's selected design engineer under a separate scope of work.

Cost Assumptions:

The summary of costs estimated is shown in the Cost Estimate, Attachment A.

- OHA Site Plan Fee for four wells submitted as one site plan totals \$4,125.
- Surveyor fees for approximately \$7,000, if necessary.
- Mileage miscellaneous fees are estimated for one field visit.

Deliverables

- Draft of the Initial OHA Site Plan with Exhibits for City Review.
- Final Initial OHA Site Plan Submittal with Fee.
- Final recommendations for well testing.

Task 2 - Well Testing - Capacity and Water Quality Evaluation

The goal of this task is to assess the viability of each of the four wells' pump and motor systems, complete 24-hour, constant-rate test on each well and collect water quality samples required for new public groundwater drinking water sources. Because evaluation of each well and pump system is recommended due to the potential of lead as a component of the pump, the first well test includes removal and inspection of all four pump and motor systems and downhole video of the well for integrity of each well. Following this assessment the City will be in a better position to select additional wells for long-term testing as described in the sections that follow.

In this task, CwM presents the costs necessary to complete four 24-hour, constant-rate tests on the four wells identified in Table 1. Cascade Water Works will provide the pump contractor services and operate the temporary pump system to test the wells. CwM will monitor the aquifer tests and use the existing wells as monitoring wells during each of the four tests. CwM will also collect and submit water quality samples to complete OHA's Community Water System requirements for the Safe Drinking Water Act. In addition, CwM recommends an assessment of biologic organisms that may contribute to the formation of biofilms, scaling, and precipitation of iron and manganese within the well. The cost of the biological analysis is provided as an optional cost for the City's consideration.

Before the start of Task 2, CwM will present the City with a recommended final well testing plan based on the data assessed in Task 1 and the comments received from OHA on the Initial Site Plan. Following review and approval of the final well testing plan by the City, CwM may reduce the number of wells tested under this preliminary work plan.

Pump Contractor Services

The contractor will provide all materials necessary to install a temporary pump, new or factory recalibrated totalizing flow meter, appropriate flow control valves, and will configure the wellheads to conduct these tests. During testing, the Contractor will coordinate with the on-site consultant for the collection of water quality samples. The proposed activities are presented in general chronological order:

- Remove the pump and motor system and inspect the systems in the field. This includes an assessment of pump column, check valves if present, power cords for submersible systems.
- Protect pump and motor systems from ground contamination and the elements.
- Conduct downhole video at each well.
- Set up water discharge management system as proposed in the contractor's water management plan, including erosion control.
- Install temporary pump system and operate to complete 24-hour, constant-rate test per the technical specification provided by consultant.
- Maintain water discharge system and erosion control throughout the pumping period.
- Move and install the temporary pump system between each well for testing.

- Complete recommendations for reconditioning or replacement.
- Reinstall each pump system if condition of system.
- Disinfect well and pump system as specified in AWWA C654-13.
- Provide cost estimates for reconditioning or replacement of the pump and motor system, as necessary.

Consultant Activities

- Coordinate field activities with the contractor and manager communications with the City regarding site access and all other field activities daily.
- Prepare groundwater monitoring wells and the pumping wells for measurement with automated pressure transducers and manual water levels at critical times during the pumping and recovery period.
- Observe the beginning and end of the pumping period for each test and make long-term manual readings, as necessary.
- Coordinate around-the-clock operations with the pumping contractors.
- Collect groundwater samples for biologic activity at the beginning and end of the pumping period at each well.
- Collect the OHA required water quality sample at the end of each pumping test. Analysis for per- and poly-fluoroalkyl substances (PFAS) is included in this cost estimate.
- Submit water quality samples to laboratory of analysis. Determine with City if alternate biologic assessment is desired.

As of April 2025, public water systems must monitor for PFAS in drinking water and have three years to complete initial monitoring (by 2027), followed by ongoing compliance monitoring. CwM recommends including the initial sampling for this potential contaminant as part of the screening criteria for development of new municipal drinking water sources. CwM has included that cost in this proposal.

Cost Assumptions:

The summary of estimated costs is shown in the Cost Estimate (Attachment A) per well and includes:

- Contractor and consultant costs for four 24-hour, constant-rate aquifer tests.
- Water quality costs for four wells to meet OHA requirements.
- Water Quality for four wells to assess bio-fouling organisms.
- Mileage, lodging, and miscellaneous fees are included for all activities

City Responsibility:

- City is to provide access to all City owned properties and will contact any residents for access approvals or temporary easements, if required.
- City will provide temporary water to residents on-site if necessary.

- City will prepare and clear the four wellheads of vegetation and other obstructions around wellheads to allow for unobstructed access by the contractor to work on the wellhead. Currently three of the four wellheads are covered with blackberry bramble.

Deliverables:

- A recommended final well testing plan, this may reduce the number of wells tested.
- Recommendations for reconditioning or replacement of pump and motor systems.
- Cost estimates of recommended pump and motor actions.
- Submittal of water quality samples for analysis with fee.

Task 3 – Water Supply Strategy Technical Memorandum

Based on the results of Tasks 1 and 2, CwM will present a groundwater development strategy memorandum that incorporates the findings of the wellfield investigation, including the identification of fatal flaws. The technical memorandum will present recommendations and summarize the next regulatory compliance steps required by OHA and OWRD to bring the new water sources online for the City.

The content of the technical memorandum will include:

- Documentation of the hydrogeologic analysis for well interference,
- A planning level cost estimate to complete the recommendations for development of each well tested in Task 2,
- An estimate of sustainable pumping rate estimates for each well over a 7-day, 30-day, and 60-day pumping period, and,
- A conceptual design and planning level cost estimate for a new production well.

Deliverables:

- Draft Technical Memorandum with conclusions and recommendations for City review.
- Final Technical Memorandum submitted to the City with recommendations.

Project Schedule

CwM estimates the project will begin on October 31, 2025 and be completed within 8 months (approximately June 30, 2026). Wet conditions and soft soil could delay the start of well testing by approximately three months, this could extend the project into September 2026. However, our contractor, Cascade Water Works, maintains a track mounted crane and can work in wet weather that may limit site access.

Task 1 – Initial OHA Site Plan (Approx. 3 Months)

- Completion and Submittal of the Initial Site Plan – November 2025

- OHA review is approximately 60 days – January 2026

Task 2 Well Testing (Dependent on soil conditions and access) (Approx. 3-Months)

- Final well testing recommendations to City via email – January 2026
- Pump and Well removable and assessment – February 2026 (Conditions Permitting)
- Well downhole video – February 2026 (Conditions Permitting)
- Well Testing Completion by March 2026 (Conditions Permitting)
- Submittal of Water Quality Samples – March 2026
- Pump System Cost Estimates – April 2026
- Water Quality Results – April 2026

Task 3 Water Supply Strategy – (Approx. 2 Months)

- Draft Technical Memorandum for City review four weeks following Task 2 – May 2026
- Final Report anticipated within four weeks following City review – June 2026.

Cost Estimate

Primary Cost Estimate - Four 24-Hour Aquifer Tests

CwM has prepared a time and materials cost estimate not to exceed \$213,055.

Please see Attachment A - Cost Estimate for a breakdown of the professional services and expenses by task with an estimated project total.

Cost Assumptions

- In Attachment A, Task 2 well testing is presented per well with contractor mobilization fees included in the first aquifer test (AKA Well 1), regardless of which well is tested first the cost of the first test (AKA Well 1) will apply to any well selected for the first aquifer test.
- All costs assume that all pump evaluations, aquifer testing, and water quality sampling is done under one contractor mobilization to the site and that the contractor will have access to all wells at all times during the course of the field work.

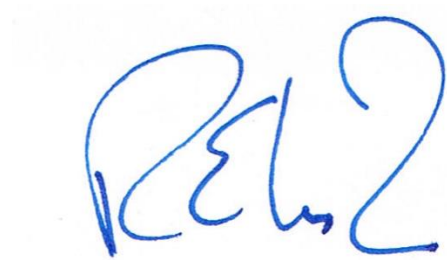
CwM's confidential professional services hourly rate schedule for 2025-2026 is Attachment C.

CwM maintains a policy of nondiscrimination in employment because of race, age, color, sex, religion, national origin, mental or physical handicap, political affiliation, marital status, or other protected class, and has a drug-free workplace policy.

If you have any questions, please contact the undersigned at 503-954-1326.

Sincerely,

CwM H2O, L.L.C.



Robert Long, RG, LHG, CWRE

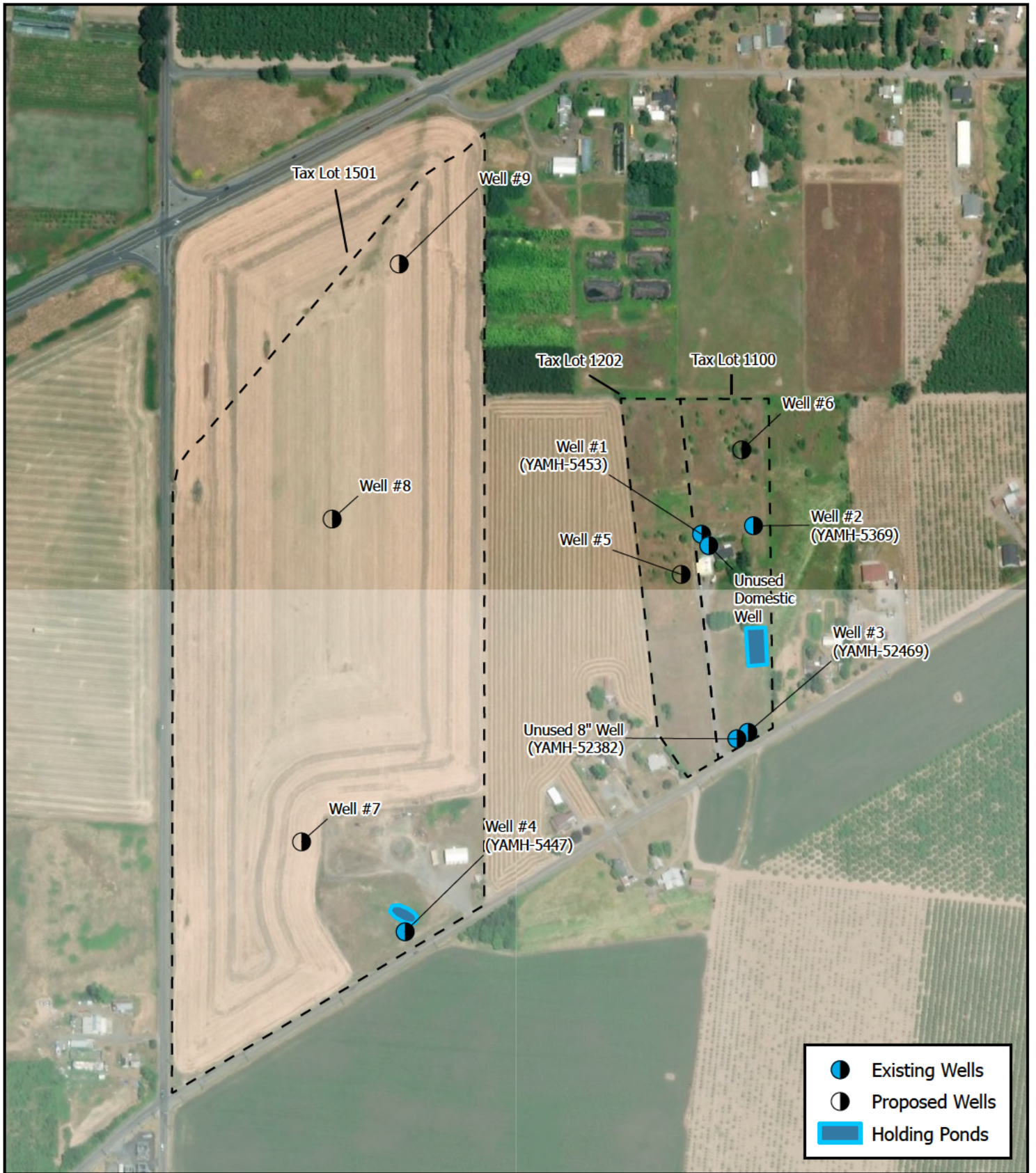
Principal Consultant

Figures:

Figure 1 - Fisher Farm Wellfield

Attachments:

- A) Cost Estimate
- B) Professional Resumes
- C) 2025-2026 Standard Rate
- D) Qualifications

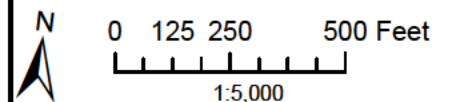


CwM-H2O 
Complete Water Management

311 B Avenue, Suite P
Lake Oswego, Oregon 97034
(503) 954-1326

Figure 1
Fisher Farms Wellfield
Dayton, OR

1	DATE	AUTH	DRAFT
No.	Date	By	Revisions



Proj#: 2531001
City of Dayton
City of Dayton
PO Box 339
Dayton, OR 97114



Attachment A - Cost Estimate

Task	Description	Labor Hours	Labor	Expenses	Outside Services	Outside Services, Affiliates and Expenses	Total
1	OHA Initial Site Plan	83	\$14,995	\$4,285	\$7,100	\$11,385	\$26,380
2.1	Well 1 Testing and Water Quality	40	\$6,355	\$510	\$51,772	\$52,282	\$58,637
2.2	Well 2 Testing and Water Quality	21	\$3,450	\$510	\$33,110	\$33,620	\$37,070
2.3	Well 3 Testing and Water Quality	21	\$3,450	\$510	\$33,110	\$33,620	\$37,070
2.4	Well 4 Testing and Water Quality	22	\$3,725	\$430	\$33,110	\$33,540	\$37,265
3	Water Supply Strategy	98	\$16,633	\$0	\$0	\$0	\$16,633
TOTALS Project Total		285	\$48,608	\$6,245	\$158,202	\$164,447	\$213,055



Attachment B - Professional Resumes



Robert E. Long, Senior Hydrogeologist

- Education:** B.A., Geology, State University of New York at Buffalo, 1986
SUNY School of Environmental Science and Forestry, 1987
Syracuse University, LC Smith School of Engineering, Hydrogeology 1988-92
- Certifications:** Registered Professional Geologist, Oregon G1735
Registered Professional Geologist and Hydrogeologist, Washington #1999
Certified Water Rights Examiner, Oregon 71101CWRE
- Experience:** 30+ Years
- Project Role:** Senior Water Resources Planner, Water Rights Consultant, Senior Hydrogeologist
- Responsibilities:** Project management, water system planning, new drinking water source development, surface and groundwater right planning, integrated surface water and groundwater source management, well design, well construction observation, environmental monitoring and compliance.

Mr. Robert (Bob) Long, RG, CWRE is a Senior Hydrogeologist with 30-years of experience in the water resources consulting, planning, and research. Bob specializes in conjunctive-use of water (optimization of surface, groundwater, and stormwater resources), water resource master planning, water source evaluation, development of groundwater and surface water sources, aquifer storage and recovery (ASR), and water rights. He also gets his hands dirty doing field work and geologic logging for groundwater investigations. Mr. Long has designed and installed more than 30 production wells across the Pacific Northwest.

SELECTED WATER PROJECTS

Water Management and Conservation Plan, Salmon Valley Water Company, Clackamas County, Oregon

CwM completed a required Water Management and Conservation Plan (WMCP) for Salmon Valley Water Company (SVWC), a private water company that serves over 1,500 customers near Welches, Oregon. SVWC maintains four production wells and six water rights.

Water Management and Conservation Plan, Banks, Oregon

As the City's hydrogeologist of record, Mr. Long led the City's Water Management and Conservation Plan in 2010 and 2020. This small city relies on groundwater wells and headland springs for water supply. The WMCP evaluates the water supply, historic water demand and the water demand to 2050.

Water Master Plan and Capitol Improvement Plan Update, Banks, Oregon

Provided expertise in water system and conservation planning to update demand forecast and water sources. Pumping schedules for two groundwater aquifers two separate surface water sources were considered to configure an optimum pumping plan to meet peak demands and preserve groundwater resources.

Groundwater Infrastructure Assessment and Consolidation Plan, City of Wilsonville, Oregon

The City is considering a reduction in the number of older basalt production wells it maintains. CwM was hired to assess water rights across the supply well portfolio and to assess the condition and value of each pumping facility based on historical pumping, maintenance records, input from City operators, and reports documenting well reconditioning.

Basalt Well Aquifer Storage and Recovery (ASR) Feasibility Assessment, City of Banks, Oregon

This study assessed the feasibility of using ASR technology to store treated surface water in two basalt aquifers in Washington County Oregon. The feasibility study included an assessment of the City's water demand, available source water, water quality, and capacity to store 41 million gallons of water annually in the basalts beneath the City.

Basalt Well Stratigraphy Assessment, Rupp Ranch ASR Project, Umatilla County, Oregon

Provided Columbia River Basalt geochemical and polarity expertise to identify basalt flow stratigraphy for three basalt wells drilled in Umatilla County. The analysis was required to identify water bearing zones within the Columbia River Basalts in support of an Aquifer Storage and Recovery project.

Portland Production Well Installations, Portland Water Bureau, Portland, Oregon

Provided project management and lead hydrogeologist services for the technical specifications, contractor selection, screen design and installation of the final two production wells in the City's South Shore Columbia Wellfield. The 625-foot wells were completed in the Sand and Gravel aquifer of the Portland Basin. The screen design resulted in each being capable of 3000 gpm without sand production.

Groundwater Development Program, City of Banks, Banks, Oregon

This study is a six-task program that included a Groundwater Supply Feasibility Study to assess the local hydrogeology and select up to four basalt production well locations, assess options for a new surface water right and water treatment plant, and provide technical support and negotiation expertise to development a regional water supply agreement between Banks and a regional water supplier.

Groundwater Study and Production Well Installation, Salmon Valley Water Company, Welches, Oregon

Identified the location and depth of an aquifer that could be developed under an existing water right. The project included completing an Oregon Health Authority Site Plan to install Production Well FG-7, drilling specifications, geologic logging for 192-foot alluvial production well, a 30-hour aquifer test and analysis to pump design and pumping schedule support a water right amendment through the transfer process.

Basalt Groundwater Feasibility Study, Broken Spur Ranch, Pilot Rock, Oregon

Investigated basalt stratigraphy and structures in the Columbia River Basalts near Pilot Rock, Oregon. The study supported the development of groundwater resources on the margin of the Umatilla Basin.

Groundwater Feasibility Study, Troutdale Aquifer, Wilsonville, Oregon

Assessed the technical hydrogeologic, land use, and water rights issues associated with siting and constructing a well field. Completed a hydrogeologic evaluation of the Troutdale aquifer for the development of high-capacity groundwater production wells.

Wellhead Protection Study, City of Lafayette, Oregon

Completed a wellhead protection study for the City's basalt wells. The study included working with City volunteers who made up a water supply committee.

Wellhead Protection Study, City of Beaverton, Oregon.

Supported a wellhead protection plan for City of Beaverton and completed an analysis of the basalt groundwater system to develop time of travel zone for each of the City's basalt wells.

Production Well Installation, Newberg, Oregon

Completed a hydrogeologic evaluation and provided input into a groundwater modeling task to determine the optimum expansion scenario including options for the installation of a 5-mgd or 10-mgd collector well. Designed and installed the first of three planned expansion wells with a sustainable yield of 1,500 gpm.

Groundwater Technical Services, City of Portland Bureau of Water Works, Oregon. Project manager for an on-call flexible services contract providing technical expertise to bureau staff. Services include groundwater studies, monitoring well installation, production well design and installation, aquifer testing and evaluation, and groundwater modeling.

Well Field Siting, Design, and Installation, Opal City, Oregon. As project manager for water supply, provided expert consulting to a privately held energy company that required assistance in developing a 10-mgd well field in the basalts of Central Oregon. Completed a basin-wide groundwater study that located optimal well field sites, designed wells and drilling programs, and installed the first two test wells. The design of the well field included groundwater modeling to determine the optimum well field configuration and to assess the potential for interaction with the nearby Crooked River. The well field design includes six 1,600-foot-deep wells yielding 1,400 to 2,000 gpm. One production well and monitoring well are constructed. The single production well has a capacity of more than 5,000 gpm. Other facilities in the conceptual design include wellhead design and conveyance, a reservoir head tank, and a separate pump station facility to deliver the water through an 18-mile pipeline.

Artesian Basalt Production Well, Private Client, Yakima, Washington. Provided technical specifications and lead the geologic fieldwork for mud rotary drilling operations of a new 1,000-gpm production well. This included completion of the geologic logging, downhole geophysical log analysis during construction, and analysis of the pump test. When finished the well was completed to a depth of greater than 1,700 feet and was flowing under positive head.

Artesian Basalt Production Well, Private Client, Toppenish, Washington. Provided construction oversight, geologic logging, pump and flow testing support for a new production well. When completed, this 1,000-foot well maintained artesian flow conditions.

High-Pressure Artesian Basalt Well Installation, Bullrun Wellfield, Portland, Oregon. Provided oversight, geologic logging, and pump and flow testing support for a production well drilled and completed in the Columbia River Basalts. The well is located in the pristine Bullrun River watershed owned by the City of Portland. This 600-foot well maintains a 72-pound-per-square-inch shut-in pressure. This high pressure allowed flow testing without the need of a pump. The test ran for 30 days at a free flowing rate of 1,100 gpm.

Well Field Installation, Fort Lewis, Washington. This well field construction project included the installation of 15 pumping wells and 2 injection wells. The well field was designed to capture a plume of contaminated ground water in a sand and gravel aquifer. The water would then be treated to drinking water standards and injected back into the same aquifer for municipal use. Acted as the project hydrogeologist for the production well installation, which included observation of drilling operations, natural pack screen design, and oversight of aquifer testing, data analysis, and reporting.

Groundwater Source Evaluation, Dallesport, Washington. Acted as lead hydrogeologist to complete an evaluation of the groundwater resources in the Dallesport area for a private industrial client. The evaluation included assessing area production wells, water rights that could be transferred for industrial use, geologic mapping, and exploratory drilling of alluvial and basalt aquifers. The site is currently being monitored for long-term groundwater trends.

Groundwater Supply Evaluation, U.S. Army Corps of Engineers (Portland District). Conducted an evaluation of potential impacts to publicly owned wells in Washington and Oregon resulting from planned John Day Dam minimum pool drawdowns. The study involved interviewing water system operators in the Umatilla Basin and documenting 59 public water supply wells along the Columbia River and their relative production capacities. Completed well evaluations and prepared preliminary designs for facilities necessary to maintain existing water production quantity and quality during periods of pool drawdown.

Production Well Technical Specifications and Installation, Clark County Public Utilities District, Washington. Wrote the technical specifications for construction of the new Salmon Creek water supply well #2. A history of fine sand production from the existing well called for detailed gravel pack and screen design to prevent sand movement. Construction services included geologic logging, construction observation, and aquifer pump test analysis.

Production Well, King County, Washington. Provided consultation and construction services for drilling operations related to the Ravensdale Park water supply. Completed geologic logging, screen design, pump testing, and data analysis to determine aquifer parameters and the required pump size.

Well Field Feasibility Study, Troutdale Aquifer, Wilsonville, Oregon. This well field feasibility project included assessment of the technical hydrogeologic and institutional land use and water rights issues associated with siting and constructing a well field. Completed a hydrogeologic evaluation of the Troutdale aquifer for the development of high-capacity groundwater production wells. The evaluation included well field layout, drilling specifications, land acquisition, and groundwater treatment options.

Groundwater Infrastructure Management Plan, City of Portland, Oregon. This planning document evaluated the reliable capacity of the Columbia South Shore Well Field. Completed tasks that included a detailed evaluation of historical pumping regimes combined with an assessment of the reliability of pumps, valves, controls, piping, and pump station. Assisted in the construction of a hydraulic model of the well field used to assess the system's conveyance. Also completed conceptual designs of three well field expansion alternatives presented with conveyance improvements and costs estimates. Each expansion option would provide additional capacity and system redundancy to improve the total reliable capacity of the well field to 100 mgd.

Well Field Development and Permitting, Cities of Dayton and Lafayette, Oregon. This well field siting and development project for the cities of Dayton and Lafayette included a detailed groundwater study to identify possible well field locations for development of a new municipal drinking water supply. Prepared a well field design and groundwater model to optimize well spacing and minimize well interference. The well field development plan consists of 10 production wells. To implement the design, assisted in the preparation of a detailed bid package that included five wells, pumping systems, telemetry, 4 miles of pipeline, a 1.5-million-gallon reservoir, and a water treatment system. Also provided support for the Cities' groundwater rights permitting effort and land use approval.

Well Field Evaluation, 6.5-MGD Expansion, Land-Use, and Water Rights Newberg, Oregon. Groundwater is the primary drinking water source for the City of Newberg. The City's growth necessitated the expansion of the City's well field. The well field is located along the Willamette River in an Exclusive Farm Use zone and in the floodway of the Willamette River. As project hydrogeologist, completed a hydrogeologic evaluation and provided input into a groundwater modeling task to determine the optimum expansion scenario including options for conventional wells or the installation of a 5-mgd or 10-mgd collector well. The results indicated that three conventional wells would provide the City with the best options for groundwater production and

cost savings. Designed and installed the first of three planned expansion wells with a sustainable yield of 1,500 gpm.

Production Well Siting and Installation, City of Fairview, Oregon. Production Well # 7 site selection, provided a technical review of the available groundwater supply and potential well yields for City-selected sites. Also calculated potential interference with existing wells within the Troutdale Sandstone Aquifer and provided technical specifications for construction of the well. Construction services included geologic logging to 720 feet in the Troutdale Formation and observation of the aquifer pump test.

Dune Well Field Expansion, Coos Bay North Bend Water Board, Oregon. As project manager, led this study to assess the feasibility of constructing 30 addition wells in the dunes along the Oregon coast. This hydrogeologic study will include the installation of one production well and two monitoring wells. Data collected during the long-term pump testing of the production well will be use to assess the feasibility of additional expansions.

Ian A. Godwin, Project Hydrogeologist and GIS Analyst

Education: M.S., Environmental Sciences, Arkansas State University, 2020
B.S., Geoscience, Virginia Polytechnic Institute and State University, 2016
Geology Field Program, Idaho State University, 2015

Certifications: ASBOG Registered Professional Geologist (RG), Oregon (2023), License G-2721
Certified Water Rights Examiner (CWRE), Oregon (2024), License #104303

Experience: 6+ Years

Project Role: Hydrogeologist, CWRE, Data Analyst, Groundwater Modeler, GIS Analyst, Field Technician

Responsibilities: Ian supports the CwM team in desktop and field-based water rights assessments, water right applications and transactions, completing hydrogeologic investigations, hydrogeological data analysis, interpretation of geologic samples and data, field work, water level and water quality monitoring, and water system design and management. Ian will also be involved with the Client and contractor coordination, field work planning, and data collection and analysis.

Ian has been working with the CwM team for over six years and has been involved in numerous water rights transactions, municipal water right portfolios, and several hydrogeologic investigations, groundwater modeling studies, well design projects, and water supply planning tasks. Since joining CwM-H2O in 2020, Ian has assisted in aquifer testing and wellfield assessments, water-loss studies for municipal water supply systems, water rights applications, transfers, and claims of beneficial use for private and municipal clients, observing and documenting well installations, conducting hydrogeologic analyses, groundwater feasibility studies, and groundwater modeling studies. He obtained his Registered Geologist license in 2023 and his Certified Water Rights Examiner license in 2024.

SELECTED WATER PROJECTS

Municipal Water Right Management – Cities of Banks, Wilsonville, John Day, and Umatilla, Oregon

CwM has worked with multiple small to medium-sized cities across Oregon to manage municipal water supplies and associated water rights portfolios to optimize water production. Recently, CwM has worked with the City of Umatilla on various water rights transfers involving changes to the character of use, place of use, and points of appropriation/diversion on the rights. CwM has also assisted with claims of beneficial use for groundwater and surface water rights held by the City of John Day and City of Wilsonville, instream transfers for the City of John Day and City of Banks, and new surface water permit applications and an Aquifer Storage and Recovery (ASR) Limited License for the City of Banks.

Water System Master Plan and CIP Update - City of Banks, Oregon

The City of Banks submitted a major amendment to their Water System Master Plan and Capital Improvement Plan in 2023. CwM assisted the City and City Engineer in developing projects to include in the new CIP that will help meet projected future demands. Ian provided analysis of how various growth and system improvement scenarios would impact average and peak water demands. In response, CwM created an outline of various water source development and optimization projects and how they would meet projected demands. For the City of Banks, CwM proposed several new deep basalt supply wells, a pilot ASR

system, modification of existing wells, various water right transfers, and optimization of treatment plant operations. All of these actions together were designed and selected to ensure the City will have the reliable capacity to serve a rapidly growing population in the next decade.

Salmon Valley Water Company Groundwater Feasibility Study and Water Planning - Welches, Oregon

CwM completed a groundwater feasibility study to select a location and assess the sustainable capacity of a potential new point of appropriation for the Salmon Valley Water Company. A new well location was selected, and the well was constructed under CwM's supervision in 2020. Ian processed and analyzed groundwater depth data collected during the aquifer pump tests to establish maximum and recommended pumping rates for various use scenarios for the well. He also supported water quality sampling in the field, water rights application work, and preparations of the OHA site plan related to the new well. CwM has also assisted Salmon Valley with the management of their groundwater right portfolio.

Oxbow Regional Park New Supply Well – Metro Parks

CwM prepared technical specifications for the design and construction of a new supply well for the park's welcome center. CwM geologists observed and documented drilling, performed a long-term aquifer test on the well, and completed OHA-required water quality sampling. CwM also prepared and submitted an OHA Site Plan, which was approved.

Water Pollution Control Facility Hydrogeologic Investigation – City of John Day, Oregon

The City of John Day is considering options to replace their aging wastewater treatment facility. CwM worked with the City to perform a hydrogeologic field investigation and modeling effort to assess the possibility of a subsurface infiltration system for treated wastewater. Ian acted as the primary field representative during monitoring and test well installation, completion of an aquifer test, and collection of groundwater and surface water quality samples. He also developed a groundwater flow and transport model using MODFLOW-6 to simulate the impact of the proposed infiltration system. The results of CwM's study helped open a permitting pathway with ODEQ to progress the City's plans.

Water Pollution Control Facility Monitoring Network – City of John Day, Oregon

The City of John Day's new WPCF permit requires water quality monitoring up- and down-gradient of their proposed subsurface infiltration system. CwM has worked with the City and with ODEQ to design a groundwater and surface water monitoring network to meet the requirements of the permit and of other natural resource agencies. Ian assisted in the site selection for five new shallow alluvial aquifer monitoring wells based on field data and groundwater modeling results. He also helped to develop the design and technical specifications for the monitoring wells and a sampling and analysis plan for surface and groundwater monitoring sites.

Dexter Sanitary District Hydrogeologic Site Characterization – Dexter, Oregon

CwM performed a hydrogeologic site assessment study for Dexter Sanitary District's septic drainfield, located within the Willamette River alluvial system. Ian assisted in the planning and execution of a test pit excavation study, near-surface infiltration tests, monitoring well site selection, well design, and well installation. He also collected groundwater elevation data and water quality samples and provided spatial analysis of the data with ArcGIS. He was involved in the preparation of a site hydrogeology report for use by the District in

updating their facilities plan and obtaining new water quality permits. This study characterized groundwater flow patterns at the site and identified areas of improvement for wastewater treatment and water quality monitoring.

Water Rights Management and Development – Colton, Oregon

The Colton Water District operates a surface water treatment plant with multiple water rights for various use types. CwM assisted the District with the partial perfection of a surface water permit which had passed its completion date, which secured the portion of that permit developed historically. CwM also assisted the District with extending the development period on the remainder of the permit. Ian was involved throughout the application process and with analysis of historic water use data and coordination with District staff.

Training:

Certified Water Rights Examiner Annual Workshops, OWRD, 2021-2024
Water Well Design by the Numbers, National Groundwater Association, 2024
Small Water System Operation & Maintenance Training, Sacramento State, 2020
Groundwater Modeling using MODFLOW 6 and ModelMuse, Hatari Labs, 2020

Publications:

Godwin, I.A., Reba, M.L., Leslie, D.L., Adams, R.F., & Rigby, J.R. (2022). Feasibility of Farm-scale Infiltration Galleries for Managed Aquifer Recharge in an Agricultural Alluvial Aquifer of Northeast Arkansas. *Agricultural Water Management*. Vol. 264. 107531, ISSN 0378-3774.

Leslie, D.L., Reba, M.L., **Godwin, I.A.**, & Yaeger, M. (2022). Groundwater Trends During 1985 to 2019 in a Critical Groundwater Area of Northeastern Arkansas. *Journal of Soil and Water Conservation*. Vol. 170. 10.2489/jswc.2022.00170.

Martin, E.R., **Godwin, I.A.**, Cooper, R.I., Aryal, N., Reba, M.L., & Bouldin, J.L. (2021). Assessing the Impact of Vegetative Cover within Northeast Arkansas Agricultural Ditches on Sediment and Nutrient Loads. *Agriculture, Ecosystems & Environment*. Vol. 320. 107613. 10.1016/j.agee.2021.107613.

Julian M. Cohen, GIT, Staff Hydrogeologist

Education: M.S., Geology, Portland State University, 2023
B.S., Geology, Bucknell University, 2021
Geology Field Program, Indiana University, 2021

Certifications: ASBOG Geologist-in-Training (GIT), Oregon (2023)

Project Role: Staff Geologist, Data Analyst, GIS Analyst, Field Technician

Mr. Cohen is a Geologist in Training (GIT) with experience in geologic and hydrogeologic fieldwork, geologic investigation, water right applications and transactions, well design, aquifer pump testing, and water supply planning. He completed his geology degree at Bucknell University and a master's program in geology at Portland State University. Julian has extensive experience with the use of stable natural isotopes. His research work evaluated the behavior of water isotopes in the atmosphere and on the Earth's surface as a tool to understanding the geologic history of eastern Oregon. This included extensive geologic field work, chemical lab work, and analysis of complex spatial data using ArcGIS. Mr. Cohen's role at CwM includes conducting site visits to inspect wells and collect water levels, technical writing, well design, geologic and hydrogeologic investigations, and completing water rights applications, transfers, and claims of beneficial use for private and municipal clients.

SELECTED WATER PROJECTS

Aquifer Testing, Oxbow Regional Park, Gresham, Oregon

Conducted 8-hour step-rate and 24-hour constant-rate aquifer tests to characterize the performance of a new water supply well for a regional park.

Aquifer Testing and Long-Term Monitoring, Bandon Dunes Golf Resort, Coos County, Oregon

Completion of 24-hour constant-rate aquifer testing for three irrigation wells to support the development of a new golf course. Maintenance of a network of more than 10 long-term groundwater monitoring points.

Water Rights Applications and Water Rights Portfolio Review, City of Dundee, Oregon

Completed a full review of the City's outstanding water rights permits and submitted four applications for extensions of time and two claims of beneficial use.

PFAS Sampling, Testing, Management, and Mitigation, City of Burns, Oregon

Assisted the City of Burns in conducting required PFAS sampling and monitoring in accordance with Oregon state regulations. This included developing a monitoring plan, assessing the City's current water infrastructure, and coordination with laboratories to conduct PFAS sampling.

Water Management and Conservation Plan, City of Columbia City, Oregon

Worked with the City to update its 10-year Water Management and Conservation Plan (WMCP), including a full review of its historical water use, projections for future population growth, planning for emergency water

management and future capital projects, and frequent coordination with City administrative and public works staff.

Aquifer Storage and Recharge Limited License Application, Washington County, Banks, Oregon

Supported geologic assessment needed to prepare reports covering the nature of the groundwater system, contributed to completion of Oregon Health Authority New Source Plan, and the ASR Pilot Testing Program.

Partial Claim of Beneficial Use, Colton Water District, Oregon

Completed an incremental claim of beneficial use for the portion of the District's surface water right that was developed prior to the permit's completion date (expired). CwM was successful in acquiring a certificate for the portion of the right with documented use.

Permanent Water Right Transfers, City of Banks, Banks, Oregon

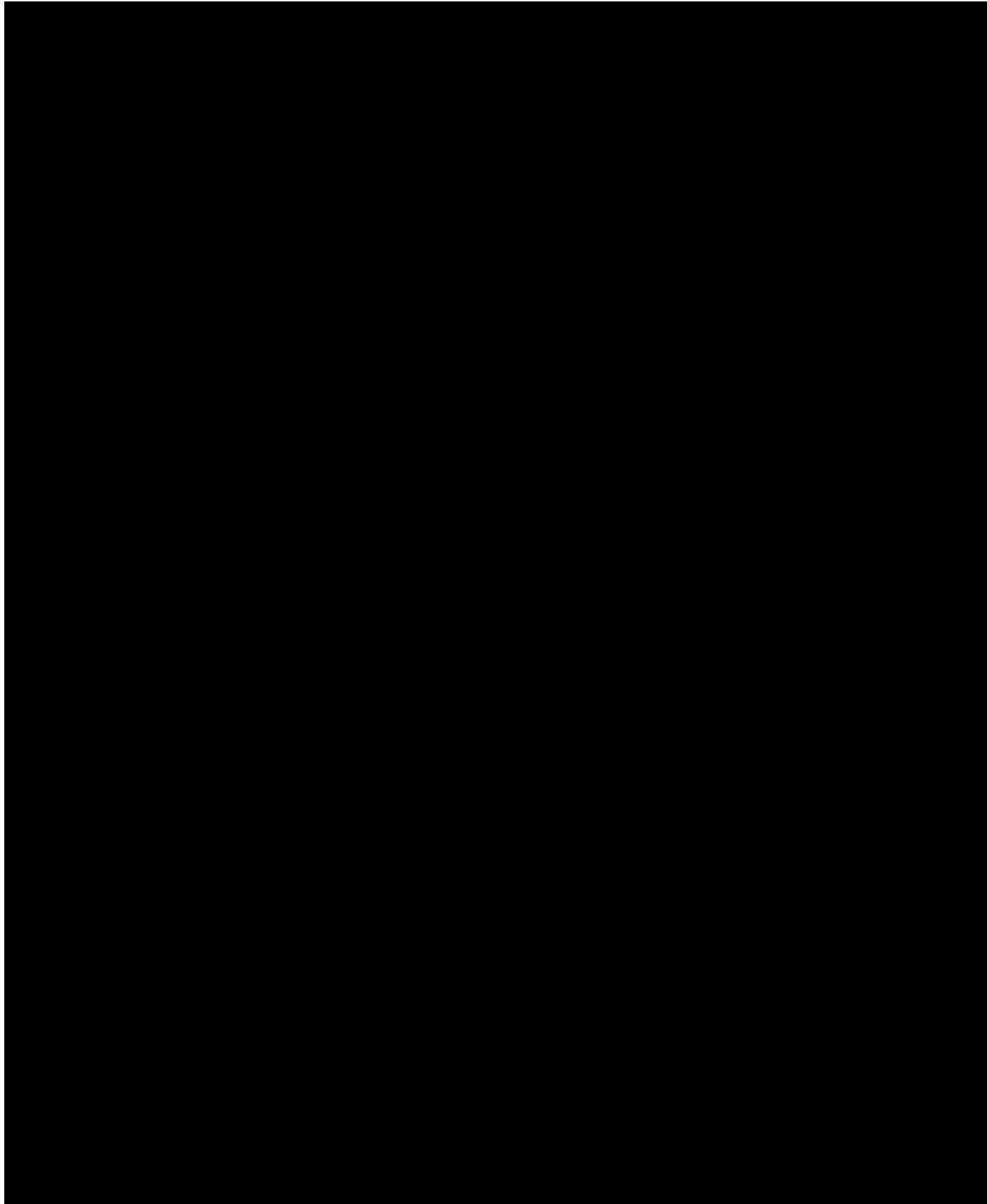
Prepared multiple permanent transfers to add proposed new well locations to the City's groundwater certificate and permit (permit amendment). These changes will allow the City to develop a wellfield for better groundwater management and for a proposed Aquifer Storage and Recovery system.

New Surface Water and Groundwater Applications, Bandon, Oregon

Worked with Bandon Dunes Golf Resort to assemble a package of new water rights applications. These applications were supported by extensive technical information from desktop and field investigations.



Attachment C - Standard Rates





Attachment D - Qualifications



Qualifications

CwM is a small firm that primarily works with communities like the City of Dayton. Since its founding in 2013, CwM has delivered well evaluation and water resources consulting services to municipal, agricultural, and industrial clients across Oregon. CwM has two Registered Geologists with Certified Water Right Examiners (CWREs) credentials available for this well evaluation project. These staff have over 35 years of combined experience managing municipal water supply, completing groundwater evaluations, aquifer testing, and municipal water supply planning. Aquifer pump testing and analysis of sustainable water sources are a core service for CwM.

Each CwM staff member proposed for this project has experience with managing aquifer testing programs in the field and municipal water planning in the form of Water Management and Conservation Plans (WMCP), municipal groundwater and surface water right transactions, and submittals to OHA and OWRD. CwM maintains strong working relationships with the permitting, technical staff, and leadership at OWRD and is a known resource utilized by the Oregon water law community for technical support in expert testimony.

This CwM team has recently completed long-term aquifer tests and water supply projections for the Oregon cities of Banks and John Day, the Salmon Valley Water Company, Portland Metro Parks, and Bandon Dunes Golf Resort in Bandon, Oregon.

CwM Team

The proposed CwM team is focused on groundwater resource assessment to support smaller cities, water districts, and private clients with high quality professional services. The three professional staff proposed for Dayton's production well assessment project have a range of experience in water supply assessment, water right transactions, water supply development, groundwater assessments, and OHA permitting. Resumes for each individual are included in Attachment B.

Robert (Bob) Long, CWRE, RG, LHG is our Principal Consultant. In this role, Bob will lead the technical approach and project management of the team. This will include site visits, leadership of the technical approach and aquifer evaluation, and contribution to recommendations and reporting. Bob has been a water resources consultant since 1993, Registered Geologist since 1996, and a Certified Water Rights Examiner (CWRE) since 2002. In his career, Mr. Long has completed numerous municipal assessments of new drinking water sources, municipal water transfers, additions of Points of Appropriation (POA) and Points of Diversion (POD) to certificates and permits, permanent and temporary instream leasing transactions, as well as successful new applications for municipal groundwater and surface water sources.

Ian Godwin, CWRE, RG is our Project Hydrogeologist. Ian has over six years of professional experience with a focus on groundwater, water resources and municipal supply, and water rights. He has helped plan and oversee multiple long-term aquifer tests at municipal wells to evaluate aquifer characteristics, groundwater quality, and to project municipal supply capacities. Ian also has experience with modeling municipal groundwater systems in MODFLOW-6 and performing various pumping interference and pumping optimization analyses within GIS and other software. His primary role will be field work planning and coordination with pump contractors and the City, field observation of aquifer tests, and data analysis and interpretation.

Julian Cohen, Geologist-In-Training (GIT) is our Staff Geologist. Julian completed a Master of Science in Geology from Portland State University in early 2024 and has over one year of professional experience focused on aquifer testing, groundwater monitoring, PFAS and other water quality testing, field geology and hydrology, and GIS and spatial analysis. Julian has also assisted in managing several municipal water right portfolios by preparing applications and collecting and compiling water system data. Julian will support the team as the primary field technician for aquifer tests and water quality sampling. He will also assist with data analysis and technical writing.

Municipal Water Resources Project Experience

Columbia South Shore Well Field Expansion, Portland, Oregon.

Completed three new production wells in the 90-million-gallon-per-day (mgd) well field. Provided expertise in well design and installation that successfully managed the risk of sand production in the new wells installed. The new wells have individual production capacity of approximately 3,000 gallons per minute (gpm). Ranging in depth from 520 to 620 feet, these wells are some of the most efficient and sand-free in the well field.

Well Field Feasibility Study, Troutdale Aquifer, Wilsonville, Oregon.

This well field feasibility project included assessment of the technical hydrogeologic, and institutional land use and water rights issues associated with citing and constructing a well field. Completed a hydrogeologic evaluation of the Troutdale aquifer for the development of high-capacity groundwater production wells. The evaluation included well field layout, drilling specifications, land acquisition, and groundwater treatment options.

Well Field Development and Permitting, Dayton and Lafayette, Oregon

This well field development project for Dayton and Lafayette included a detailed groundwater study to identify well field locations for a new drinking water supply. Prepared a 10-well design and groundwater model to optimize well spacing and minimize well interference. Assisted in

the preparation of a detailed bid package that included five wells, pumping systems, telemetry, 4 miles of pipeline, a 1.5 million-gallon reservoir, and a water treatment system.

Dune Well Field Expansion, Coos Bay North Bend Water Board, Oregon

Assessed the feasibility of constructing 30 addition wells in the dunes along the Oregon coast. This hydrogeologic study will include the installation of one production well and two monitoring wells. Data collected during the long-term pump testing of the production well were used to assess the feasibility of additional expansions.

Well Installation and Testing, Metro Parks – Oxbow Park Supply, Oregon

CwM prepared specifications for the design and construction of Metro Park’s new supply well at Oxbow Regional Park’s welcome center. CwM geologists were on site throughout the drilling process and performed long-term aquifer testing of the well for capacity assessment, water right conditions, and OHA water quality testing. CwM also prepared the OHA Site Plan for the new well and worked with OHA to get approval for the new drinking water source.

Wellfield Assessment and Aquifer Tests - Bandon Dunes Golf Resort, Oregon

CwM has been working with Bandon Dunes Golf Resort to optimize their water right portfolio and secure water supply for their proposed new course development. Part of this process has been a hydrogeologic study to characterize groundwater properties and hydraulic connection with surface water. CwM installed multiple groundwater monitoring wells and performed three long-term aquifer tests to collect data in support of groundwater permit applications.

Well Field Site Selection, Design, and Installation, Opal City, Oregon

Provided expert consulting to a privately held energy company that required assistance in developing a 10-mgd well field in the basalts of Central Oregon. Completed a basin-wide groundwater study that located optimal well field sites, designed wells and drilling programs, and installed the first two test wells. The design of the well field included groundwater modeling to determine the optimum well field configuration and to assess the potential for interaction with the nearby Crooked River. The well field design includes six 1,600-foot-deep wells yielding 1,400 to 2,000 gpm. One production well and monitoring well were constructed. The single production well has a capacity of more than 5,000 gpm. Other facilities in the conceptual design include wellhead design and conveyance, a reservoir head tank, and a separate pump station facility to deliver the water though an 18-mile pipeline.

Well Field Evaluation and Water Rights, Tumwater Brewery, Washington

Evaluated groundwater rights and assessing the condition of the well field. The brewery, located in Tumwater, uses groundwater for production and operation. Provided an expert review of the available water rights owned by the brewery. Also assessed 18 production wells for condition of operation. The assessment included efficiency of pumps, motors and well construction. This project helped the Brewery refine its pumping schedules and retain the maximum use of their rights while maintaining the highest possible water quality.

Permit Amendment and Permanent Certificate Transfer, City of Banks, OR

CwM has worked with the City of Banks for over 10 years on a wide range of water rights and water supply projects. The City holds two groundwater rights: one permit and one certificated right. In order to support growth and better management of their groundwater resource, CwM assisted the City in adding additional points of appropriation (POA) to both water rights through a permit amendment and permanent transfer application. These new POAs will be developed into a new wellfield over the next decade.

Aquifer Storage & Recovery (ASR) Program Feasibility, City of Banks

CwM has worked with the City of Banks to evaluate the feasibility of employing an Aquifer Storage & Recovery program within the Columbia River Basalts to support projected growth over the next decade. This evaluation included performing and analyzing aquifer tests at several wells within the City's urban growth boundary, performing down-hole geophysics and well video surveys, and collecting groundwater and surface water samples for drinking water compliance and geochemical compatibility. The City hopes to complete their ASR pilot program over the next few years with one of their new groundwater POAs.

Water Right Transfer and Extension of Time, Salmon Valley Water Company, OR

CwM completed a water right transfer to add a POA to one of Salmon Valley's groundwater permits and was also involved with the construction and aquifer testing of the new FG-7 Well. CwM also prepared and received an extension of time on another groundwater permit which Salmon Valley had been unable to develop due to an earlier failed well construction project.

Water Right Transfers, City of Umatilla

The City of Umatilla acquired multiple irrigation rights from surface water through land-purchase agreements and annexations. CwM assisted the City in preparing two water right transfers to change the place of use and character of use of these rights and to allow for municipal applications of the water throughout their service area.

Claims of Beneficial Use, City of Wilsonville, OR

CwM assisted the City of Wilsonville with a detailed analysis of historic use from their groundwater wellfield, which currently serves as an emergency backup to their surface water supply. CwM prepared four claims of beneficial use to perfect the portions of the groundwater permits developed within their permit windows, all of which were closed. CwM also prepared an incremental claim to perfect the portion of the City's surface water permit developed to date. The remainder of the right will remain in the permit stage to allow for continued development.

Partial Claim and Extension of Time, Colton Water District, OR

CwM successfully certificated a portion of the District's surface water permit based on historic water usage records despite the permit window being closed for nearly a decade. Currently, CwM is working with the District to acquire an extension of time on the remainder of the permit so that development on that water can continue.

Pump Test and Claim of Beneficial Use, Perrydale Domestic Water Association

CwM completed a standard 4-hour pump test at one of Perrydale DWA's supply wells, which was a requirement of the certification process. CwM then performed a system survey and prepared a claim of beneficial use for submittal to OWRD.



Proposal For **Groundwater Source Evaluation and Permitting Support**

City of Dayton



September 22, 2025

PREPARED BY:

Summit Water Resources, LLC
a Geo-Logic Company



Project: **City of Dayton Groundwater Source Evaluation and Permitting Support**

To: **City of Dayton**
Jeremy Caudle, City Manager
Don Cutler, Public Works Supervisor

From: **Summit Water Resources, LLC**
Jason Melady, RG, CWRE | Principal Hydrogeologist
503-799-2198; jmelady@summitwr.com
Ted Ressler, RG, CWRE | Principal Hydrogeologist and Water Resources Consultant
503-701-4535; tressler@summitwr.com
Ryan Dougherty, PE, RG, CWRE | Hydrogeologist and Water Resources Engineer
775-229-5667; rdougherty@summitwr.com

Date: September 22, 2025

Summit Water Resources, LLC (Summit) has prepared this proposal for the City of Dayton (City) to complete well testing for four existing wells and support permitting with the Oregon Health Authority (OHA) to add the four wells as municipal drinking water sources.

1. Summit Water Resources Overview

Summit's hydrogeologists and water right experts assist our clients with navigating complex factors to plan for meeting future water demands through strategic management of existing water rights, groundwater supply development strategies and implementation, and water system operational support and regulatory compliance. Summit staff have extensive experience and technical expertise supporting a wide range of hydrogeologic and/or water right projects for municipal water providers in Oregon, including:

- | | | | |
|---|-------------------------|------------------------|-----------------------|
| - Canby Utility Board | - City of Adrian | - City of The Dalles | - City of Newberg |
| - Clackamas River Water | - City of Ashland | - City of Fairview | - City of Pendleton |
| - Interlachen People's Utility District | - City of Aumsville | - City of Florence | - City of Rogue River |
| - Joint Water Commission | - City of Aurora | - City of Forest Grove | - City of Salem |
| - North Clackamas County Water Commission | - City of Brookings | - City of Grants Pass | - City of Sandy |
| - McMinnville Water & Light | - City of Carlton | - City of Gresham | - City of Talent |
| - Medford Water Commission | - City of Cannon Beach | - City of Harrisburg | - City of Tigard |
| - Port of Portland | - City of Cave Junction | - City of Hillsboro | - City of Troutdale |
| - Pacific City Joint Water-Sanitary Authority | - City of Corvallis | - City of Independence | - City of Toledo |
| - Rockwood Water People's Utility District | - City of Cottage Grove | - City of Jacksonville | - City of Veneta |
| - Springfield Utility Board | - City of Creswell | - City of Lafayette | - City of Waldport |
| - Sunrise Water Authority | - City of Dayton | - City of Monroe | - City of Woodburn |
| - Tualatin Valley Water District | | - City of Mt. Angel | |

Our project team for this project includes the following key staff. Resumes highlighting similar project experience and technical expertise are included with this proposal.

Name	Title	Experience	Oregon Licenses
Jason Melady	Principal Hydrogeologist	24 years	Registered Geologist (RG), Certified Water Rights Examiner (CWRE)
Ted Ressler	Principal Hydrogeologist and Water Resources Consultant	23 years	RG, CWRE
Ryan Dougherty	Senior Hydrogeologist / Engineer	12 years	Professional Engineer (PE), RG, CWRE

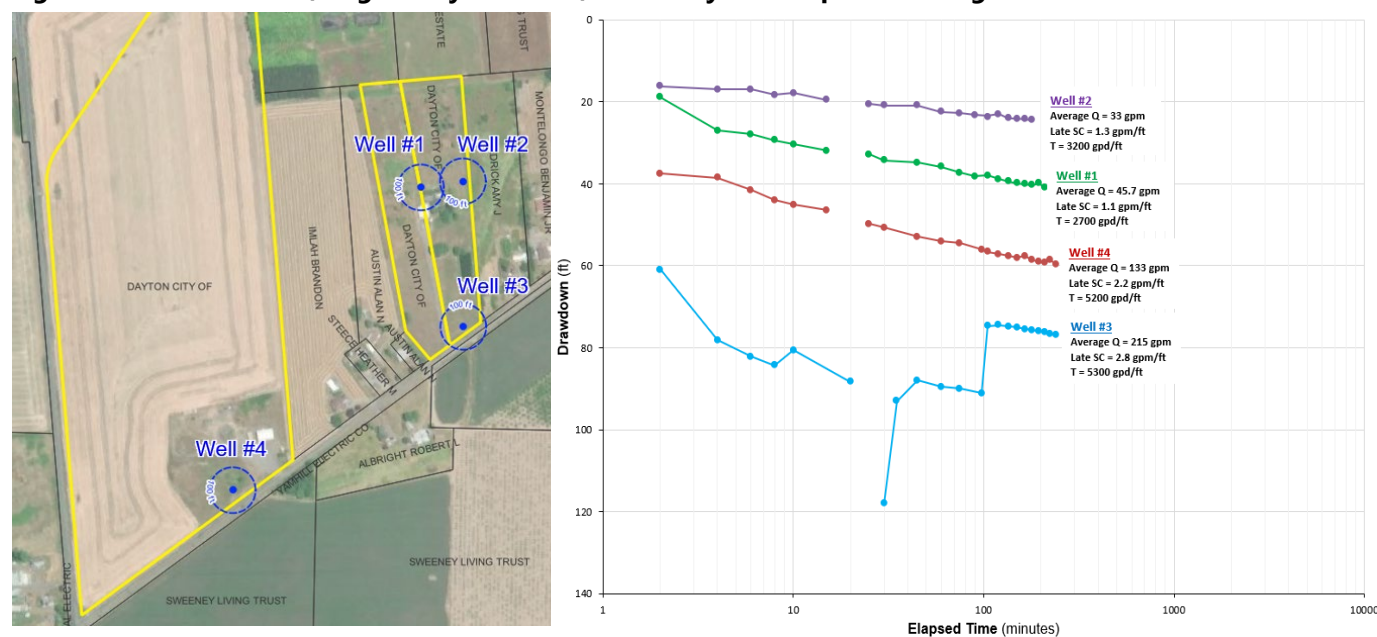
2. Project Understanding and Approach

In 2014, the City purchased a property referred to as the Fischer Nursery property, which included six water rights and four existing water supply wells.

As part of due diligence efforts prior to purchasing the property, the City completed a preliminary evaluation of the four existing wells, which included an assessment of compliance with well construction standards and setback requirements for water supply wells. Additionally, the City worked with Schneider Water Services (SWS) to complete 4-hour aquifer tests at each of the four existing wells and collect water quality samples to evaluate groundwater quality relative to drinking water standards.

Based on our review of available information, we understand that a key consideration for bringing the four wells online will be the potential need for restrictive easements with private property owners for properties within 100 feet of wells (see figure below). Summit's analysis of aquifer testing data provided by the City (see figure below) for preparation of this proposal indicates existing well capacity ranging between 30 gallons per minute (gpm) to over 200 gpm.

Figure 1. Well Locations, Regulatory Setbacks, and Analysis of Aquifer Testing Data



Raw groundwater quality sampling was completed in 2014 at each of the four wells and was evaluated for all Safe Drinking Water Act (SDWA) constituents. This water quality data was provided by the City to Summit for preparation of this proposal. Our initial review of these data indicates compliance with nearly all SDWA constituents with the exception of:

- **Coliform Bacteria:** Coliform bacteria was detected at all four wells. Detections of coliform bacteria are not uncommon in groundwater wells, which is sometimes indicative of a well construction issue. More often than not though, coliform detection is related to insufficient purging of the well prior to collection of the sample or an insufficiently disinfected sampling port.
- **Methane:** Additionally, each well indicated the presence of methane ranging in concentration from 0.36 mg/L to 2.4 mg/L. Measurable concentrations of methane detections in shallow alluvial groundwater wells is less common, but methane the concentrations are relatively low and is not a regulated constituent by the Environmental Protection Agency (EPA) or Oregon Health Authority Drinking Water Program for drinking water.

In 2016 following purchase of the property, the City initiated several water rights transactions to modify water rights from nursery use to municipal water supply and changed the place where water can be used to align with the City's water service area. In addition to modification of the water rights to allow for municipal use within the City's service area using the four existing wells, five potential new well locations were added to provide the City with flexibility for additional groundwater development. These water rights **transactions were led by Ted Ressler** (CWRE of record) on behalf of the City, at the time with GSI Water Solutions and now with **Summit Water Resources** since 2022.

Based on our review of available information provided by the City, we have developed the following approach to complete the project. This approach generally follows an example scope of work for the project, but sequences completion of several of the tasks differently and provides an alternative to reduce costs related to aquifer testing utilizing existing pump systems, which is described in more detail in Alternative 1 – Streamlined Well Testing in the scope of work.

General Approach to Project:

1. Initial Background Review

- Review of existing aquifer testing data from all existing wells to confirm approach for well testing and evaluation.
- Perform a site visit to evaluate 100-foot radius of control around each well, identify easement requirements, and oversee surveying if necessary.

2. Well Testing and Evaluation

- Perform aquifer tests and collect water quality samples from each well:
 - Remove existing pumps and install temporary test pumps at each well
 - Alternative to use existing pump systems if possible, to save project costs
 - Perform 24-hour constant rate aquifer tests at each well
 - Collect water quality samples for SDWA and microbiological analysis
- Analyze aquifer testing data and compare to previous aquifer testing data to:
 - 1) Evaluate potential loss in capacity since 2014
 - 2) Inform potential need for well rehabilitation, and
 - 3) Inform final design of pump stations.
- Evaluate water quality results relative to drinking water standards.

3. OHA Plan Review

- Utilizing information from the well testing activities, initiate the Plan Review process with OHA to add the four wells as municipal drinking water sources.

- Work with the City's Engineer to obtain preliminary pump station and conveyance designs for the OHA Plan Review submittal.

4. Develop Groundwater Supply Strategy

- Based on well testing data, determine if well rehabilitation is necessary. If well rehabilitation is necessary, provide preliminary designs and costs for well rehabilitation.
- If well rehabilitation is not recommended, develop estimates of sustainable well yield, anticipated drawdown, and other parameters for final design of pump stations.
- Evaluate City water rights relative to updated well yields from aquifer testing.
- Determine available water right capacity relative to the City's demands to assess the potential need for construction of additional water supply well(s).
- Review approved well locations / points of appropriation from the City's water rights to identify preferred locations for additional water supply well(s).
- Develop preliminary well designs and cost estimates for additional water supply well(s).

3. Scope of Work

The City provided a scope of work outlining the anticipated tasks necessary to complete the project. Summit's scope of work and budget presented below mirrors the outline provided by the City, however, we have identified an alternative scope for the City's consideration that can likely accomplish the same deliverables with significant cost savings.

Task 1 – Oregon Health Authority (OHA) Plan Review & Permitting Coordination

Work Activities:

- Review City / County records and conduct site inspection for sanitary hazards.
- Perform a site visit to evaluate 100-foot radius of control around each well, identify easement requirements, and oversee surveying if necessary.
- Assess the potential for a confined aquifer designation.
- Prepare and submit initial OHA Plan Review documents on behalf of the City.
- Serve as City's point of contact with OHA, addressing permitting requirements and approvals.

Deliverables:

- Draft and final version of the initial OHA Plan Review submittal package.

Assumptions:

- OHA's Plan Review fee of \$3,630 for new wells is included in Summit's budget estimate and assumes that all four wells will be submitted in the same application.

Task 2 – Well Testing & Evaluation

Work Activities:

- Inspect well construction, pumps, and motors (including video surveys).
- Perform 24-hour constant rate aquifer tests with monitoring for drawdown and well interference.
- Collect water quality samples and analyze for SDWA compliance and biofouling risk.
- Provide recommendations for well redevelopment, repairs, or pump replacement, if needed.

Deliverables:

- The well testing and evaluation activities including methods, data, findings, recommendations, and associated maps/graphics will be documented in a report (Task 3 below).

Assumptions:

- We have allocated \$102,300 for contractor costs to inspect existing pumping systems, remove existing pumps, perform video surveys, install temporary test pumps, perform aquifer testing, perform well disinfection, and reinstall the existing pump systems.
- Contractor assumes a minimum of 10-foot clearance above each well, Oregon Prevailing Wages are not required, water generated during aquifer testing can be discharged within 250 feet from each well.
- We have allocated \$15,125 for analytical laboratory costs for water quality analysis at all four wells.

Task 3 – Groundwater Development Strategy

Work Activities:

- Identify any issues preventing use of the existing wells for municipal drinking water supply.
- Summarize any required actions, regulatory compliance steps, and planning-level costs for each well.
- Estimate sustainable well capacities and evaluate potential interference between wells.
- Provide conceptual design parameters and costs for potential new water supply wells.

Deliverables:

- Draft and final report with recommended groundwater development strategy and next steps.

Assumptions:

- Three remote meetings are assumed for project kickoff, review of the draft report with the City, and review of the draft OHA Plan Review documents.

Alternative 1 – Streamlined Well Testing

The City has indicated that three of the wells have operable pumps. This alternative consists of using the well's existing pumping systems instead of temporary test pumps to perform the 24-hour constant rate aquifer tests and collect water quality samples. To determine whether this alternative is feasible for these three wells, we would inspect the existing pumps to assess whether they are suitable for aquifer testing. If they are suitable for testing, **savings of up to \$55,000** for Task 2 associated with reduced contractor costs could be realized while still accomplishing the same deliverables as the scope of work requested by the City. If this alternative is not feasible and temporary test pumps will be necessary at all wells, the scope and budget of Task 2 would be implemented.

Assumptions:

- The existing pumping systems for three of the four wells are operable and suitable for performing 24-hour constant rate tests (TBD based on site inspection).
- Contractor assumes a minimum of 10-foot clearance above well, Oregon Prevailing Wages are not required, water generated during aquifer testing can be discharged within 250 feet from well.

4. Budget

Summit proposes to complete this work on a time-and-materials basis for an amount not to exceed **\$172,545**. A breakdown of the budget estimate by task is provided below in Table 1. However, if the City elects to implement Alternative 1 - Streamlined Well Testing, **a cost savings of up to \$55,000** could be realized while still accomplishing the same deliverables as the scope of work requested by the City.

Summit will not exceed the stated budget estimate without prior written approval from the City. Summit's 2025 labor rates are attached. If additional assistance is required beyond that described in this scope of work, Summit will work with the City to develop an amended or separate scope of work.

Table 1. Budget Estimate by Task

Task	Labor Hours	Labor Cost	Expenses	Task Total
1. OHA Plan Review & Permitting	63	\$12,500	\$3,630	\$16,130
2. Well Testing & Evaluation	140	\$22,000	\$118,415	\$140,415
3. Groundwater Development Strategy	84	\$16,000	\$0	\$16,000
Totals	287	\$50,500	\$122,045	\$172,545

5. Schedule

Summit is prepared to begin work upon receiving authorization to proceed. We anticipate the schedule for performing work will be defined in consultation with the City upon receiving authorization to proceed and will be subject to contractor availability.

We appreciate the opportunity to support the City with this project. Please do not hesitate to contact us if you have any questions regarding this scope of work.

Sincerely,
Summit Water Resources, LLC



Jason Melady, RG, CWRE
Principal Hydrogeologist



Ted Ressler, RG, CWRE
Hydrogeologist and Water Resources Consultant



Ryan Dougherty, PE, RG, CWRE
Hydrogeologist and Water Resources Engineer



Resumes

Proposal for Groundwater Source Evaluation and
Permitting Support

City of Dayton



EDUCATION

MS, Hydrogeology,
Portland State University,
2002

BA, Geology, Indiana
University Bloomington,
1999

PROFESSIONAL REGISTRATIONS

Registered Geologist,
Oregon, No. G1996

Certified Water Rights
Examiner, Oregon, No.
79557

Licensed Geologist,
Washington, No.
21031640

PROFESSIONAL AFFILIATIONS

American Water Works
Association

National Ground Water
Association

Mr. Melady has over 20 years of experience managing and supporting water resource, groundwater supply, and water rights projects. He provides comprehensive groundwater development strategies for clients through a combination of technical expertise and regulatory knowledge throughout the Pacific Northwest. He is an expert in the design and management groundwater supply wells, including aquifer storage and recovery (ASR) well systems. As a certified water rights examiner, Jason possesses a thorough understanding of policies and regulations pertaining to the use of water in Oregon and completes water right transfers, permit applications, limited licenses, ASR permits, and beneficial use claims.

Wellfield Evaluation, Water Supply Well Design, and Well Rehabilitation City of Scappoose, Oregon

Developed and managed multiple groundwater supply projects to help the City expanding its groundwater supply. Work has included an overall evaluation of the City's groundwater supply infrastructure, water rights portfolio, and assessment of future water supply needs to develop a prioritized list of well rehabilitations, new well installations, and water right transactions.

Based on the work, assisted the City in the development and oversight of multiple well rehabilitations, design and construction of multiple drinking water supply wells, and implementation of a well operations and maintenance program. Additionally, assisted the City in obtaining funding to develop a groundwater flow model to delineate wellhead protection areas to protect the City's groundwater supply.

Well Remediation and Recharge Feasibility Study Wasco County SWCD / Mosier Watershed Council, The Dalles, Oregon

Technical hydrogeologic lead for an evaluation of potential alternatives for arresting and restoring declining water levels in basalt aquifers within the Mosier Creek watershed. Wells within the watershed have experienced water level declines in excess of 150 feet since the 1970s. Work by the U.S. Geological Survey demonstrated that the predominant cause of the water level declines within the Priest Rapids aquifer is depressurization as a result of commingling through uncased/unsealed boreholes. The team reviewed well construction data for more than 80 potentially commingling wells within the 4-square-mile area most susceptible to water level declines and developed design alternatives and cost estimates for repairing or decommissioning the wells. The team also developed recommendations for assessing individual wells and prioritizing commingling well repair/ replacement.

Wellfield Evaluation and Groundwater Development Strategy City of Monmouth, Oregon

Supported an evaluation of the City of Monmouth's Willamette Wellfield to identify improvements to bring the wellfield online to help meet the City's long-term demands. Responsibilities included: completing a condition assessment of the Willamette Wellfield, identifying recommendations for well improvements and well repair, modeling potential pumping interference between the Willamette Wellfield and the City of Independence's planned collector well, reviewed the City's existing water rights, and developed a roadmap to complete the necessary permitting and well improvements to bring the wellfield online as a new drinking water source by 2027.

Well Design and Construction Oversight City of Beaverton, Oregon

Worked on the City's ASR program since 2001 and has served as Hydrogeologist of Record. Work has included design and development of six, 1,000-foot ASR wells for the City. Project Manager for the design and development of an exploratory boring and production well (ASR 6), technical lead for an earlier exploratory boring and production well (ASR 4), and technical lead for design and construction of a "stacked" ASR well utilizing a deeper section of the regional basalt aquifer to allow for additional storage capacity in the vicinity of other more shallow City ASR wells. Provided technical support for ASR 3, including testing and analyzing water quality data, and is now Project Manager of the pump station construction for ASR 3.



Mr. Ressler has over 23 years of experience providing groundwater resource evaluations and strategic water rights management for municipalities, water districts, agriculture, and private industry. His hydrogeologic expertise includes feasibility assessments of groundwater supply development, water well design and testing, well performance evaluations, and aquifer storage and recovery (ASR) system testing and operation. As a Certified Water Rights Examiner, and with his in-depth knowledge of state regulatory programs and policies related to water supply wells and water rights transactions, Ted assists clients navigate the complex regulatory framework for permitting water use and managing and maintaining their water rights.

EDUCATION

MS, Geological Sciences,
University of Texas at
Austin, 2001

BS, Environmental
Geology, Bucknell
University, 1998

PROFESSIONAL REGISTRATIONS

Registered Geologist,
Oregon, No. G2066

Professional Geoscientist,
Texas, No. 1963

Certified Water Rights
Examiner, Oregon, No.
78185

PROFESSIONAL AFFILIATIONS

National Groundwater
Association

Rules Advisory
Committee Member for
Oregon State Board of
Geologist Examiners

Water Right Transactions

City of Dayton, Oregon

Developed and implemented a strategy for the conversion of water rights associated with a former nursery to allow use by the City for municipal supply. As the Certified Water Rights Examiner for the project, prepared the transfer applications to make the changes to the water rights and facilitated review of the transfer applications by the Oregon Water Resources Department to ensure the expected outcome from the transfers.

Evaluation of Groundwater Resources

Rickreall Community Water Association, Rickreall, Oregon

Completed a detailed hydrogeologic characterization of the shallow alluvial aquifer along the Willamette River near the Cities of Dalles, Monmouth, and Independence that is a regionally significant groundwater resource for these cities. The evaluation included a review of water well logs and published literature regarding the area to determine the thickness and lateral extent of the alluvial aquifer, assessment of aquifer interconnection with surface streams, evaluation of the production capacity of the aquifer, and a review of the water quality of the groundwater.

Water Rights Review and Management

City of Troutdale, Oregon

Coordinated a comprehensive review of the City's existing water rights to develop a strategic plan for maximizing and securing the City's water rights, which included preparation of time extension progress reports, permit amendment applications, permit condition required aquifer water level monitoring plans and compliance, and claim of beneficial use reports and certificate request for multiple permits and transfers. Subsequently implemented the actions and water right transactions identified in the plan and facilitated review of the water right transactions by Oregon Water Resources Department (OWRD), ultimately resulting in certification of all water use permits held by the City.

Groundwater Supply Evaluation

Port of Tillamook Bay, Tillamook, Oregon

Coordinated a reconnaissance-level evaluation of potential well yield and water quality for groundwater in the vicinity of the Port of Tillamook Bay. The evaluation included compilation and review of published literature and well logs to characterize the geology and hydrogeology of the Tillamook Valley, and to estimate the likely yield potential for the Port's existing well and for future additional wells completed in the target aquifer. The evaluation also included review of available water quality data from Oregon Health Authority (OHA) and Department of Environmental Quality (DEQ) to assess groundwater quality in the target aquifer and suitability of the groundwater resource for the Port's water supply needs. Developed preliminary well drilling cost estimates for a groundwater supply system capable of meeting the Port's anticipated water demands.



Mr. Dougherty has 12 years of experience providing hydrogeologic and water resource management services in the Pacific Northwest. As both a hydrogeologist and water resources engineer, he applies a broad quantitative skillset to support groundwater supply studies, aquifer storage and recovery (ASR) and artificial recharge (AR) projects, public water system planning and management efforts, source water protection studies, numerical groundwater modeling, and the design, construction, optimization, and rehabilitation of water supply wells. Mr. Dougherty also has significant experience with water rights and has a thorough understanding of regulatory requirements for public water systems.

EDUCATION

MS, Environmental Engineering, California State University, Fullerton

BS, Geology, University of Oregon

PROFESSIONAL REGISTRATIONS

Professional Engineer, Oregon (93735PE)

Registered Geologist, Oregon (G2762)

Certified Water Right Examiner, Oregon (93735CWRE)

Wellfield Evaluation and Groundwater Development Strategy

City of Monmouth, Oregon

Supported an evaluation of the City of Monmouth's Willamette Wellfield to identify improvements to bring the wellfield online to help meet the City's long-term demands. Responsibilities included: completing a condition assessment of the Willamette Wellfield, identifying recommendations for well improvements and well repair, modeling potential pumping interference between the Willamette Wellfield and the City of Independence's planned collector well, reviewed the City's existing water rights, and developed a roadmap to complete the necessary permitting and well improvements to bring the wellfield online as a new drinking water source by 2027.

Well Evaluations, Replacement Well Design, and Water Rights Strategy

Lane County, Oregon

Supported a comprehensive review of water infrastructure at two Lane County Parks (Fern Ridge Reservoir and Dorena Lake) by completing a condition assessment of two existing shallow water supply wells (video surveying, disinfection, and aquifer testing), identifying recommendations for well improvements and well maintenance, developing a preliminary design and planning level cost estimate for a new water supply well, and developing a water rights strategy to obtain authorization for Lane County's existing/future water supply wells.

Well Evaluation, Design and Costing of Well Repair and Water Supply Alternatives

Oregon City School District, Oregon

Supported the Oregon City School District by assessing the condition of an existing well and then provided recommendations for repair or other water supply options due to the existing well's nonconformance with well construction standards. Responsibilities included: reviewing the construction and current condition of an existing well, identifying well repair and other water supply alternatives, and developing planning level cost estimates and schedules for each alternative.

ASR Operational Support and Regulatory Reporting, Water Right Transactions

City of Lafayette, Oregon

Provided ongoing operational support for the City of Lafayette's 25 MGY aquifer storage and recovery (ASR) system and also completed annual regulatory reporting. Responsibilities included: reviewing operational data, evaluating well performance and water level trends for the ASR system and local basalt aquifer system, reviewing water quality data, evaluating water quality compatibility for the ASR system, developing annual reports for submittal to the regulatory agencies, and providing recommendations for operational improvements.

Alluvial Well Siting, Well Design, Construction Management

City of Woodburn, Oregon

Completed a well siting evaluation and then designed/managed the construction of a new 1.5 MGD water supply well for the City of Woodburn. Responsibilities included: characterizing the local hydrogeologic setting, identifying appropriate locations for a new water supply well, estimating pumping interference with the City's existing wells, evaluating potential contaminant sources and transport pathways, designing a new water supply well, completing new source permitting, and managing the drilling and construction of the new well.

September 19, 2025

Jeremy Caudle
City Manager
Dayton, OR 97114
RE: City of Dayton's Fisher Farm Project

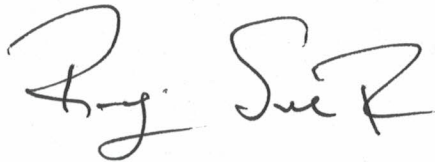
Mr. Caudle

We appreciate having been approached to assist the City in developing its drinking water resources.

However, to preserve our work quality with existing clients, our firm is presently unable to participate in your interesting and complex project.

Perhaps we can work together on a project in the future.

Sincerely



Roger Smith, Pres, RG, CWRE



1400 SW Davenport St.
Portland, Oregon 97201
TEL (503) 241-5444
RNSAgroundwater@gmail.com

Jeremy Caudle

From: Bob Long <Bob.Long@cwmh2o.com>
Sent: Friday, October 10, 2025 3:24 PM
To: Jeremy Caudle
Cc: Ian Godwin; Julian Cohen
Subject: Alternative Schedule and Recommended Work Plan
Attachments: Alt Work Plan101025.pkg.pdf

Categories: Red category

Jeremy,

Please find attached a proposal that outlines an approach that accelerates the City's project by at least 3 months and completes all four proposed well evaluations. CwM has also provided an accelerated approach based on its recommendation evaluate all four wells but to move forward with only Well 3 and Well 4 on the pump testing. This approach also recommends adding two or more of the future well sites to the OHA application. There is no additional cost for the application, and it would be in the City's interest to have OHA evaluate two or even all the additional sites on the same application. The City would be under no obligation to develop any of the new sites. It just makes sense to include them now instead of submitting an entire new OHA application for each new well individually.

We have kept the pump contractor costs the same as our partner on this proposal has been Cascade Water Works, who is the recommendation of the City operations team. However, we did get another bid from another pump contractor that came in \$29,000 less, basically \$25k a well, with a caveat that they needed to see the site in order to finalize the bid, which is understandable. Given the time constraints we have maintained the original pump contractor but could go out to bid for the contractor work if selected. That would take another week and I don't feel right asking for additional time given the City's desire to move the project forward.

I have really enjoyed getting to know the City system and the Fisher Farms site over the past few weeks and have tried to put as many of our ideas into the proposals to allow the City to shorten the project and save dollars. As the project moves forward there will be more opportunities for reducing schedule and cost, especially on the drilling costs.

We will certainly be interested with continuing the relationship with the City on this project and any future groundwater and water rights projects.

Best Regards - B

	Bob Long, RG, LHG, CWRE Principal Consultant 311 B Ave., Ste P, Lake Oswego, Oregon 97034 www.cwmh2o.com Office (503) 954-1326 Cell (503) 799-0304
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October 10, 2025

Project No. 2531001

Jeremy Caudle
City Manager
416 Ferry St
Dayton, OR 97114
Phone: 503-864-2221

RE: PROPOSAL – ALTERNATIVE SCHEDULE AND RECOMMENDED WORK PLAN

Dear Mr. Caudle,

The City of Dayton (City) requested a groundwater development strategy and well assessment proposal from CwM-H2O, LLC (CwM) for the acquired former Fisher Farms properties. To address the City's request, CwM submitted a proposal on September 24, 2025 that includes all requested services to complete the evaluation and testing of four wells with a few additional recommended water quality analysis.

The City has also indicated that time is of the essence to complete this project and related projects within the funding window that closes in June of 2027. This letter proposes an alternate schedule to reduce the project timeline by approximately 3 months and complete the requested well evaluation and testing by March of 2026.

This letter also presents a recommended alternative work plan with an accelerated schedule and a reduced cost estimate. The alternative work plan reduces the scope of work to a total of two 24-hour aquifer tests but includes two or more new well sites on the Initial Site Plan application to save time and costs. This alternative work plan is based on CwM's project review and site visit presented in the September 24, 2025 proposal effort. It is CwM's recommendation that Well 3 and Well 4 are solid choices for development into new municipal drinking water sources with an estimated yield of over 300 gpm.

Alternative Schedule – Full Project Fast Track

The alternative schedule is based on completing the field work and application for the Initial Oregon Health Authority (OHA) Site Plan application in parallel. The primary rationale for proposing this faster schedule is that CwM has completed an evaluation of City Wells 1, 2, 3 and 4 and understands the conditions OHA is likely to include in their response to the Initial Site Plan application, none of which are likely to be fatal flaws to the permitting of the well. The subsurface conditions at the at the Fisher Farm Wellfield include a layer of about 80 feet of clay that protects the groundwater aquifer resource. These confined conditions will allow the City to acquire a variance from many of the setback requirements, specifically the 100-foot restrictive easement that would encroach on other third party private property. With a variance, this easement can be limited to the City's property.

Completing the pump testing fieldwork while the OHA application is under review will allow for a significant reduction in project time line. The alternative schedule includes the full scope of work presented in CwM's September 24, 2025 proposal. The cost estimate for fast tracking remains \$213,055.

Full Project Schedule – Fast Track

CwM estimates the project will begin on October 31, 2025 and be completed within 5 months (approximately March 30, 2026). Our contractor, Cascade Water Works, maintains a track-mounted crane and can work in wet weather. No weather delay is anticipated.

Task 1 – Initial OHA Site Plan – October 31 to January 31, 2026 (Approx. 3 Months)

- Completion and Submittal of the Initial Site Plan Application – November 2025
- OHA review is approximately 60 days – January 2026

Task 2 Well Testing – October 31 to January 31, 2026 (Approx. 3-Months)

- Final well testing recommendations to City via email – October-November 2025
- Pump and well removal and assessment – November 2025
- Well downhole video – November 2025
- Well testing completion by December 2025
- Submittal of water quality samples – December 2025
- Pump system cost estimates – January 2026
- Water quality results – January 2026

Task 3 Water Supply Strategy – (Approx. 2 Months)

- Draft Technical Memorandum for City review four weeks following Task 2 – February 2026
- Final Report anticipated within four weeks following City review – March 2026

Recommended Alternative Work Plan and Cost Estimate

The recommended scope and schedule are based on CwM's review of all site information provided by the City, geologic information in the well logs, and a site visit to the Fisher Farms properties. CwM identified a number of potential flaws with on-site wells during the site visit. The conclusions of the site visit are presented in the Site Visit section of CwM's September 24, 2025 proposal.

The summary of the conclusions and recommendations is that the City should evaluate all four City Wells for their pump and motor systems, but complete aquifer testing, water quality, and permitting on only two wells: Well-3 and Well-4. The OHA permitting would also include at least two undeveloped well locations based on the City's water rights. It is a simple matter to add the new sites to the OHA application as there are no additional fees and no complicated set back restrictions for the additional new well sites identified in the water rights.

Eliminating investment on poor-quality wells will save funding for an additional supply well or two with modern design features, higher rate of production, longer-life, and lower maintenance costs rather than spend funds on marginal 30-year-old wells. Including two (or more) new wells sites will reduce overall project schedules and costs by preparing those sites under one application for all future well installations and eliminating an additional OHA Site Plan permitting for additional well sites at a later date.

Alternative Work Plan

The alternative work plan provides the same scope of services as the original proposal, but limits the focus of the development, permitting, and testing to Wells 3 and 4, in addition to two (or more) new well sites based on the City's water rights. Wells 1 and 2 will be evaluated for pump and motor systems, lead components, and well integrity but are not included in the permitting and testing. Optional water quality testing for biofouling and PFAS analysis costs have also been removed from this scope.

Task 1 – Initial OHA Site Plan Review and Permitting Coordination

CwM will develop the site plan based OHA criteria outlined in OAR 333-061-0050 *Construction Standards for Wells*. CwM assumes that Well-3 and Well-4 will be selected for permitting as well as two new well locations based on the City's water right maps and included in the Initial OHA Site Plan.

Task 1 will be completed in parallel with Task 2. OHA comments on the Initial Site Plan will be addressed based on the locations of four submitted well sites. CwM will provide OHA with the aquifer testing and water quality results for Well-3 and Well-4 following the completion of reporting in Task 3.

This task provides services to complete the Initial OHA Site Plan submittal for two new ground water sources and two new well locations. The final OHA review process will be completed by the City's selected design engineer under a separate scope of work.

Cost Assumptions:

The summary of costs estimated is shown in the Cost Estimate, Attachment A.

- OHA Site Plan Fee for two or more wells submitted as one site plan totals \$4,125
- Surveyor fees will not be necessary due to variance approval
- Mileage miscellaneous fees are estimated for one field visit

Deliverables:

- Draft of the Initial OHA Site Plan with Exhibits for City Review
- Final Initial OHA Site Plan Submittal with Fee

Task 2 - Well Testing - Capacity and Water Quality Evaluation

The goal of this task is to assess the viability of each of the four wells' pump and motor systems, complete 24-hour constant-rate tests on Wells 3 and 4, and collect water quality samples required for new public groundwater drinking water sources. Because evaluation of each well and pump system is recommended due to the potential of lead as a component of the pump, the first well test includes removal and inspection of all four pump and motor systems and downhole video of the well for integrity of each well.

In this task, CwM presents the costs necessary to complete two 24-hour, constant-rate tests. Cascade Water Works will provide the pump contractor services and operate the temporary pump system to test the wells. CwM will monitor the aquifer tests and use the existing wells as monitoring wells during each of the tests. CwM will also collect and submit water quality samples to complete OHA's Community Water System requirements for the Safe Drinking Water Act.

Before the start of Task 2, CwM will present the City with a well testing plan.

Pump Contractor Services:

The contractor will provide all materials necessary to install a temporary pump, new or factory recalibrated totalizing flow meter, appropriate flow control valves, and will configure the wellheads to conduct these tests. During testing, the Contractor will coordinate with the on-site consultant for the collection of water quality samples. The proposed activities are presented in general chronological order:

- Remove the pump and motor system and inspect the systems in the field. This includes an assessment of pump column, check valves if present, power cords for submersible systems.
- Protect pump and motor systems from ground contamination and the elements.
- Conduct downhole video at each well.
- Set up water discharge management system as proposed in the contractor's water management plan, including erosion control.
- Install temporary pump system and operate to complete 24-hour, constant-rate test per the technical specification provided by consultant.
- Maintain water discharge system and erosion control throughout the pumping period.
- Move and install the temporary pump system between each well for testing.
- Complete recommendations for reconditioning or replacement.
- Reinstall each pump system if condition of system.
- Disinfect well and pump system as specified in AWWA C654-13.
- Provide cost estimates for reconditioning or replacement of the pump and motor system, as necessary.

Consultant Activities:

- Coordinate field activities with the contractor and manager communications with the City regarding site access and all other field activities daily.

- Prepare groundwater monitoring wells and the pumping wells for measurement with automated pressure transducers and manual water levels at critical times during the pumping and recovery period.
- Observe the beginning and end of the pumping period for each test and make long-term manual readings, as necessary.
- Coordinate around-the-clock operations with the pumping contractors.
- Collect the OHA required water quality sample at the end of each pumping test.

Cost Assumptions:

The summary of estimated costs is shown in the Cost Estimate (Attachment A) per well and includes:

- Contractor and consultant costs for two 24-hour, constant-rate aquifer tests.
- Water quality costs for two wells to meet OHA requirements.
- Mileage and miscellaneous fees are included for all activities.

City Responsibility:

- City is to provide access to all City owned properties and will contact any residents for access approvals or temporary easements, if required.
- City will provide temporary drinking water to residents on-site if necessary.
- City will prepare and clear the four wellheads of vegetation and other obstructions around wellheads to allow for unobstructed access by the contractor to work on the wellhead. Currently three of the four wellheads are covered with blackberry bramble.

Deliverables:

- Recommendations for reconditioning or replacement of pump and motor systems.
- Cost estimates of recommended pump and motor actions.
- Submittal of water quality samples for analysis with fee.

Task 3 – Water Supply Strategy Technical Memorandum

Based on the results of Tasks 1 and 2, CwM will present a groundwater development strategy memorandum that incorporates the findings of the wellfield investigation, including the identification of fatal flaws. The technical memorandum will present recommendations and summarize the next regulatory compliance steps required by OHA and OWRD to bring the new water sources online for the City.

The content of the technical memorandum will include:

- Documentation of the hydrogeologic analysis for well interference,
- A planning level cost estimate to complete the recommendations for development of each well tested in Task 2,

- An estimate of sustainable pumping rate estimates for each well over a 7-day, 30-day, and 60-day pumping period, and,
- A conceptual design and planning level cost estimate for a new production wells.

Deliverables:

- Draft Technical Memorandum with conclusions and recommendations for City review.
- Final Technical Memorandum submitted to the City with recommendations.

Project Schedule

CwM estimates the project will begin on October 31, 2025 and be completed within 5 months (approximately March, 2026). Cascade Water Works maintains a track mounted crane and can work in wet weather. No weather delays are expected.

Task 1 – Initial OHA Site Plan (Approx. 3 Months)

- Completion and Submittal of the Initial Site Plan – November 2025
- OHA review is approximately 60 days – January 2026

Task 2 Well Testing (Dependent on soil conditions and access) (Approx. 3-Months)

- Pump and Well removable and assessment – October-November 2025
- Well downhole video – November 2025
- Well Testing Completion by November 2025
- Submittal of Water Quality Samples – November 2025
- Pump System Cost Estimates – January 2026
- Water Quality Results – January 2026

Task 3 Water Supply Strategy – (Approx. 2 Months)

- Draft Technical Memorandum for City review four weeks following Task 2 – February 2026
- Final Report anticipated within four weeks following City review – March 2026

Alternate Cost Estimate

CwM has prepared a time and materials cost estimate not to exceed \$128,275 to complete Tasks 1-3 as described.

Please see Attachment A - Cost Estimate for a breakdown of the professional services and expenses by task with an estimated project total.

Cost Assumptions

- In Attachment A, Task 2 well testing is presented per well with contractor mobilization fees and evaluation of each of the four City Wells included in the first aquifer test (AKA Well 3), regardless of which well is tested first the cost of the first test (AKA Well 3) will apply to any

well selected for the first aquifer test so that the cost of the well pump and motor systems is included.

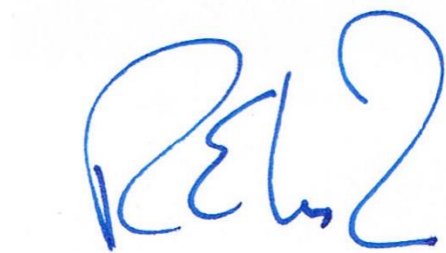
- All costs assume that all pump evaluations, aquifer testing, and water quality sampling are done under one contractor mobilization to the site and that the contractor will have access to all wells at all times during the course of the field work.

CwM maintains a policy of nondiscrimination in employment because of race, age, color, sex, religion, national origin, mental or physical handicap, political affiliation, marital status, or other protected class, and has a drug-free workplace policy.

If you have any questions, please contact the undersigned at 503-954-1326.

Sincerely,

CwM H2O, L.L.C.



Robert Long, RG, LHG, CWRE
Principal Consultant

Attachments:

A) Cost Estimate



Attachment A - Cost Estimate

Task	Description	Labor Hours	Labor	Expenses	Outside Services	Outside Services, Affiliates and Expenses	Total
1	OHA Initial Site Plan	83	\$14,995	\$4,365	\$100	\$4,465	\$19,460
2.1	Well 3 Testing and Water Quality	40	\$6,355	\$240	\$50,672	\$50,912	\$57,267
2.2	Well 4 Testing and Water Quality	21	\$3,450	\$240	\$32,010	\$32,250	\$35,700
2.3	Well Test (Removed)	0	\$0	\$0	\$0	\$0	\$0
2.4	Well Test (Removed)	0	\$0	\$0	\$0	\$0	\$0
3	Water Supply Strategy	93	\$15,848	\$0	\$0	\$0	\$15,848
TOTALS Project Total		237	\$40,648	\$4,845	\$82,782	\$87,627	\$128,275



Proposal For **Groundwater Source Evaluation and Permitting Support**

City of Dayton



September 22, 2025
Updated October 10, 2025

PREPARED BY:

Summit Water Resources, LLC
a Geo-Logic Company



Project: **City of Dayton Groundwater Source Evaluation and Permitting Support**

To: **City of Dayton**
Jeremy Caudle, City Manager
Don Cutler, Public Works Supervisor

From: **Summit Water Resources, LLC**
Jason Melady, RG, CWRE | Principal Hydrogeologist
503-799-2198; jmelady@summitwr.com
Ted Ressler, RG, CWRE | Principal Hydrogeologist and Water Resources Consultant
503-701-4535; tressler@summitwr.com
Ryan Dougherty, PE, RG, CWRE | Hydrogeologist and Water Resources Engineer
775-229-5667; rdougherty@summitwr.com

Date: September 22, 2025 – Updated October 10, 2025

Summit Water Resources, LLC (Summit) has prepared this proposal for the City of Dayton (City) to complete well testing for four existing wells and support permitting with the Oregon Health Authority (OHA) to add the four wells as municipal drinking water sources.

1. Summit Water Resources Overview

Summit’s hydrogeologists and water right experts assist our clients with navigating complex factors to plan for meeting future water demands through strategic management of existing water rights, groundwater supply development strategies and implementation, and water system operational support and regulatory compliance. Summit staff have extensive experience and technical expertise supporting a wide range of hydrogeologic and/or water right projects for municipal water providers in Oregon, including:

- | | | | |
|---|-------------------------|------------------------|-----------------------|
| - Canby Utility Board | - City of Adrian | - City of The Dalles | - City of Newberg |
| - Clackamas River Water | - City of Ashland | - City of Fairview | - City of Pendleton |
| - Interlachen People’s Utility District | - City of Aumsville | - City of Florence | - City of Rogue River |
| - Joint Water Commission | - City of Aurora | - City of Forest Grove | - City of Salem |
| - North Clackamas County Water Commission | - City of Brookings | - City of Grants Pass | - City of Sandy |
| - McMinnville Water & Light | - City of Carlton | - City of Gresham | - City of Talent |
| - Medford Water Commission | - City of Cannon Beach | - City of Harrisburg | - City of Tigard |
| - Port of Portland | - City of Cave Junction | - City of Hillsboro | - City of Troutdale |
| - Pacific City Joint Water-Sanitary Authority | - City of Corvallis | - City of Independence | - City of Toledo |
| - Rockwood Water People’s Utility District | - City of Cottage Grove | - City of Jacksonville | - City of Veneta |
| - Springfield Utility Board | - City of Creswell | - City of Lafayette | - City of Waldport |
| - Sunrise Water Authority | - City of Dayton | - City of Monroe | - City of Woodburn |
| - Tualatin Valley Water District | | - City of Mt. Angel | |

Our project team for this project includes the following key staff. Resumes highlighting similar project experience and technical expertise are included with this proposal.

Name	Title	Experience	Oregon Licenses
Jason Melady	Principal Hydrogeologist	24 years	Registered Geologist (RG), Certified Water Rights Examiner (CWRE)
Ted Ressler	Principal Hydrogeologist and Water Resources Consultant	23 years	RG, CWRE
Ryan Dougherty	Senior Hydrogeologist / Engineer	12 years	Professional Engineer (PE), RG, CWRE

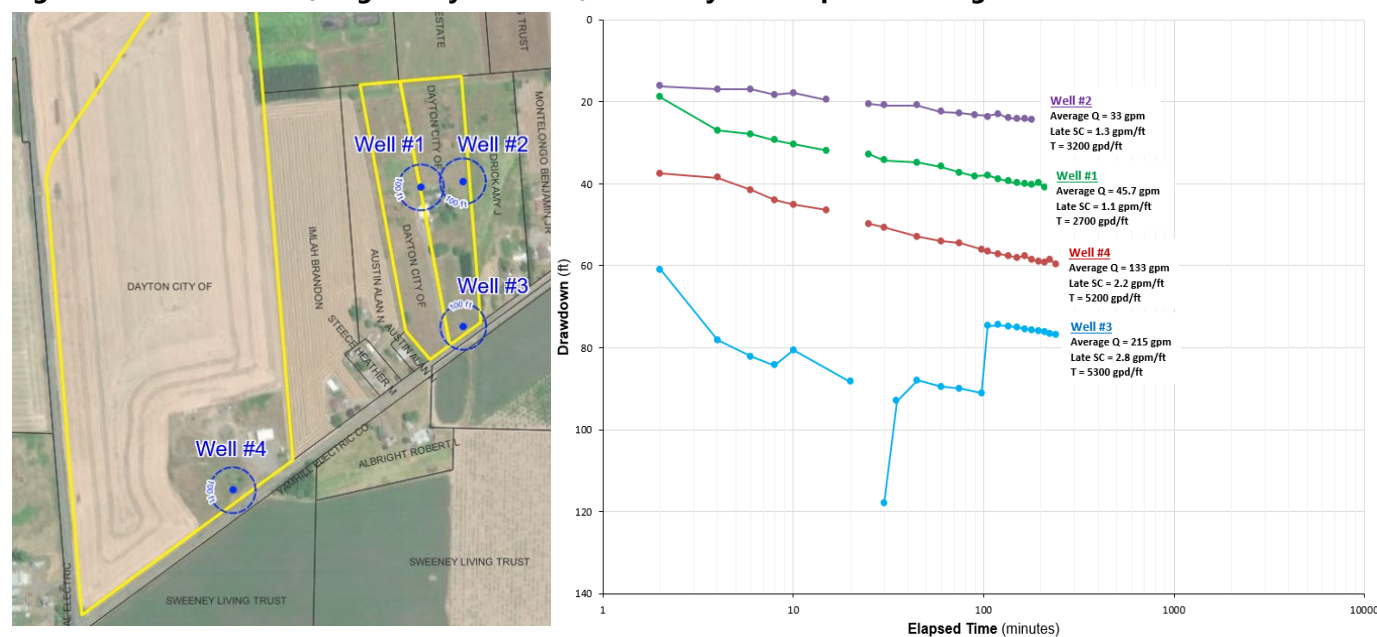
2. Project Understanding and Approach

In 2014, the City purchased a property referred to as the Fischer Nursery property, which included six water rights and four existing water supply wells.

As part of due diligence efforts prior to purchasing the property, the City completed a preliminary evaluation of the four existing wells, which included an assessment of compliance with well construction standards and setback requirements for water supply wells. Additionally, the City worked with Schneider Water Services (SWS) to complete 4-hour aquifer tests at each of the four existing wells and collect water quality samples to evaluate groundwater quality relative to drinking water standards.

Based on our review of available information, we understand that a key consideration for bringing the four wells online will be the potential need for restrictive easements with private property owners for properties within 100 feet of wells (see figure below). Summit's analysis of aquifer testing data provided by the City (see figure below) for preparation of this proposal indicates existing well capacity ranging between 30 gallons per minute (gpm) to over 200 gpm.

Figure 1. Well Locations, Regulatory Setbacks, and Analysis of Aquifer Testing Data



Raw groundwater quality sampling was completed in 2014 at each of the four wells and was evaluated for all Safe Drinking Water Act (SDWA) constituents. This water quality data was provided by the City to Summit for preparation of this proposal. Our initial review of these data indicates compliance with nearly all SDWA constituents with the exception of:

- **Coliform Bacteria:** Coliform bacteria was detected at all four wells. Detections of coliform bacteria are not uncommon in groundwater wells, which is sometimes indicative of a well construction issue. More often than not though, coliform detection is related to insufficient purging of the well prior to collection of the sample or an insufficiently disinfected sampling port.
- **Methane:** Additionally, each well indicated the presence of methane ranging in concentration from 0.36 mg/L to 2.4 mg/L. Measurable concentrations of methane detections in shallow alluvial groundwater wells is less common, but methane the concentrations are relatively low and is not a regulated constituent by the Environmental Protection Agency (EPA) or Oregon Health Authority Drinking Water Program for drinking water.

In 2016 following purchase of the property, the City initiated several water rights transactions to modify water rights from nursery use to municipal water supply and changed the place where water can be used to align with the City's water service area. In addition to modification of the water rights to allow for municipal use within the City's service area using the four existing wells, five potential new well locations were added to provide the City with flexibility for additional groundwater development. These water rights **transactions were led by Ted Ressler** (CWRE of record) on behalf of the City, at the time with GSI Water Solutions and now with **Summit Water Resources** since 2022.

Based on our review of available information provided by the City, we have developed the following approach to complete the project. This approach generally follows an example scope of work for the project, but sequences completion of several of the tasks differently and provides an alternative to reduce costs related to aquifer testing utilizing existing pump systems, which is described in more detail in Alternative 1 – Streamlined Well Testing in the scope of work.

General Approach to Project:

1. Initial Background Review

- Review of existing aquifer testing data from all existing wells to confirm approach for well testing and evaluation.
- Perform a site visit to evaluate 100-foot radius of control around each well, identify easement requirements, and oversee surveying if necessary.

2. Well Testing and Evaluation

- Perform aquifer tests and collect water quality samples from each well:
 - Remove existing pumps and install temporary test pumps at each well
 - Alternative to use existing pump systems if possible, to reduce project costs
 - Perform 24-hour constant rate aquifer tests at each well
 - Collect water quality samples for SDWA and microbiological analysis
- Analyze aquifer testing data and compare to previous aquifer testing data to:
 - 1) Evaluate potential loss in capacity since 2014
 - 2) Inform potential need for well rehabilitation, and
 - 3) Inform final design of pump stations.
- Evaluate water quality results relative to drinking water standards.

3. OHA Plan Review

- Utilizing information from the well testing activities, initiate the Plan Review process with OHA to add the four wells as municipal drinking water sources.

- Work with the City's Engineer to obtain preliminary pump station and conveyance designs for the OHA Plan Review submittal.

4. Develop Groundwater Supply Strategy

- Based on well testing data, determine if well rehabilitation is necessary. If well rehabilitation is necessary, provide preliminary designs and costs for well rehabilitation.
- If well rehabilitation is not recommended, develop estimates of sustainable well yield, anticipated drawdown, and other parameters for final design of pump stations.
- Evaluate City water rights relative to updated well yields from aquifer testing.
- Determine available water right capacity relative to the City's demands to assess the potential need for construction of additional water supply well(s).
- Review approved well locations / points of appropriation from the City's water rights to identify preferred locations for additional water supply well(s).
- Develop preliminary well designs and cost estimates for additional water supply well(s).

3. Scope of Work

The City provided a scope of work outlining the anticipated tasks necessary to complete the project. Summit's scope of work and budget presented below mirrors the outline provided by the City, however, we have identified an alternative scope for the City's consideration that can likely accomplish the same deliverables with significant cost savings.

Task 1 – Oregon Health Authority (OHA) Plan Review & Permitting Coordination

Work Activities:

- Review City / County records and conduct site inspection for sanitary hazards.
- Perform a site visit to evaluate 100-foot radius of control around each well, identify easement requirements, and oversee surveying if necessary.
- Assess the potential for a confined aquifer designation.
- Prepare and submit initial OHA Plan Review documents on behalf of the City.
- Serve as City's point of contact with OHA, addressing permitting requirements and approvals.

Deliverables:

- Draft and final version of the initial OHA Plan Review submittal package.

Assumptions:

- OHA's Plan Review fee of \$3,630 for new wells is not included in Summit's budget estimate and assumes all four wells will be submitted in the same application and that the City will pay these costs directly to OHA.

Task 2 – Well Testing & Evaluation

Work Activities:

- Inspect well construction, pumps, and motors (including video surveys).
- Perform 24-hour constant rate aquifer tests with monitoring for drawdown and well interference.
- Collect water quality samples and analyze for SDWA compliance and biofouling risk.
- Provide recommendations for well redevelopment, repairs, or pump replacement, if needed.

Deliverables:

- The well testing and evaluation activities including methods, data, findings, recommendations, and associated maps/graphics will be documented in a report (Task 3 below).

Assumptions:

- We have allocated \$102,300 for contractor costs to inspect existing pumping systems at Wells 1-4, remove existing pumps, perform video surveys, install temporary test pumps, perform aquifer testing, perform well disinfection, and reinstall the existing pump systems.
- Contractor assumes a minimum of 10-foot clearance above each well, Oregon Prevailing Wages are not required, water generated during aquifer testing can be discharged within 250 feet from each well.
- Contractor costs are valid for 60 days.

- We have allocated \$15,125 for analytical laboratory costs for water quality analysis at all four wells.
- Laboratory costs are based on 2025 rate schedule.

Task 3 – Groundwater Development Strategy

Work Activities:

- Identify any issues preventing use of the existing wells for municipal drinking water supply.
- Summarize any required actions, regulatory compliance steps, and planning-level costs for each well.
- Estimate sustainable well capacities and evaluate potential interference between wells.
- Provide conceptual design parameters and costs for potential new water supply wells.

Deliverables:

- Draft and final report with recommended groundwater development strategy and next steps.

Assumptions:

- Three remote meetings are assumed for project kickoff, review of the draft report with the City, and review of the draft OHA Plan Review documents.

Alternative 1 – Streamlined Well Testing

The City has indicated that three of the wells have operable pumps. This alternative consists of using the well's existing pumping systems instead of temporary test pumps to perform the 24-hour constant rate aquifer tests and collect water quality samples. To determine whether this alternative is feasible for these three wells, we would inspect the existing pumps to assess whether they are suitable for aquifer testing. If they are suitable for testing, **savings of up to \$55,000** for Task 2 associated with reduced contractor costs could be realized while still accomplishing the same deliverables as the scope of work requested by the City. If this alternative is not feasible and temporary test pumps will be necessary at all wells, the scope and budget of Task 2 would be implemented.

Assumptions:

- The existing pumping systems for three of the four wells are operable and suitable for performing 24-hour constant rate tests (TBD based on site inspection).
- Contractor assumes a minimum of 10-foot clearance above well, Oregon Prevailing Wages are not required, water generated during aquifer testing can be discharged within 250 feet from well.

4. Budget

Summit proposes to complete this work on a time-and-materials basis for an amount not to exceed **\$164,415**. A breakdown of the budget estimate by task is provided below in Table 1. However, if the City elects to implement Alternative 1 - Streamlined Well Testing, **a cost savings of up to \$55,000** could be realized while still accomplishing the same deliverables as the scope of work requested by the City. This would reduce the total cost for the project to **\$109,415**.

Summit will not exceed the stated budget estimate without prior written approval from the City. Summit's 2025 labor rates are attached. If additional assistance is required beyond that described in this scope of work, Summit will work with the City to develop an amended or separate scope of work.

Table 1. Budget Estimate by Task

Task	Labor Hours	Labor Cost	Expenses	Task Total
1. OHA Plan Review & Permitting	51	\$10,000	\$0	\$10,000
2. Well Testing & Evaluation	132	\$20,000	\$118,415	\$138,415
3. Groundwater Development Strategy	84	\$16,000	\$0	\$16,000
Totals	267	\$46,000	\$118,415	\$164,415
<i>Total if Alternative 1 Selected</i>	<i>267</i>	<i>\$46,000</i>	<i>\$63,415</i>	<i>\$109,415</i>

5. Schedule

Summit is prepared to begin work upon receiving authorization to proceed. We anticipate the schedule for performing work will be defined in consultation with the City upon receiving authorization to proceed and will be subject to contractor availability.

We appreciate the opportunity to support the City with this project. Please do not hesitate to contact us if you have any questions regarding this scope of work.

Sincerely,
Summit Water Resources, LLC



Jason Melady, RG, CWRE
Principal Hydrogeologist



Ted Ressler, RG, CWRE
Hydrogeologist and Water Resources Consultant



Ryan Dougherty, PE, RG, CWRE
Hydrogeologist and Water Resources Engineer



Resumes

Proposal for Groundwater Source Evaluation and
Permitting Support

City of Dayton



EDUCATION

MS, Hydrogeology,
Portland State University,
2002

BA, Geology, Indiana
University Bloomington,
1999

PROFESSIONAL REGISTRATIONS

Registered Geologist,
Oregon, No. G1996

Certified Water Rights
Examiner, Oregon, No.
79557

Licensed Geologist,
Washington, No.
21031640

PROFESSIONAL AFFILIATIONS

American Water Works
Association

National Ground Water
Association

Mr. Melady has over 20 years of experience managing and supporting water resource, groundwater supply, and water rights projects. He provides comprehensive groundwater development strategies for clients through a combination of technical expertise and regulatory knowledge throughout the Pacific Northwest. He is an expert in the design and management groundwater supply wells, including aquifer storage and recovery (ASR) well systems. As a certified water rights examiner, Jason possesses a thorough understanding of policies and regulations pertaining to the use of water in Oregon and completes water right transfers, permit applications, limited licenses, ASR permits, and beneficial use claims.

Wellfield Evaluation, Water Supply Well Design, and Well Rehabilitation City of Scappoose, Oregon

Developed and managed multiple groundwater supply projects to help the City expanding its groundwater supply. Work has included an overall evaluation of the City's groundwater supply infrastructure, water rights portfolio, and assessment of future water supply needs to develop a prioritized list of well rehabilitations, new well installations, and water right transactions.

Based on the work, assisted the City in the development and oversight of multiple well rehabilitations, design and construction of multiple drinking water supply wells, and implementation of a well operations and maintenance program. Additionally, assisted the City in obtaining funding to develop a groundwater flow model to delineate wellhead protection areas to protect the City's groundwater supply.

Well Remediation and Recharge Feasibility Study Wasco County SWCD / Mosier Watershed Council, The Dalles, Oregon

Technical hydrogeologic lead for an evaluation of potential alternatives for arresting and restoring declining water levels in basalt aquifers within the Mosier Creek watershed. Wells within the watershed have experienced water level declines in excess of 150 feet since the 1970s. Work by the U.S. Geological Survey demonstrated that the predominant cause of the water level declines within the Priest Rapids aquifer is depressurization as a result of commingling through uncased/unsealed boreholes. The team reviewed well construction data for more than 80 potentially commingling wells within the 4-square-mile area most susceptible to water level declines and developed design alternatives and cost estimates for repairing or decommissioning the wells. The team also developed recommendations for assessing individual wells and prioritizing commingling well repair/ replacement.

Wellfield Evaluation and Groundwater Development Strategy City of Monmouth, Oregon

Supported an evaluation of the City of Monmouth's Willamette Wellfield to identify improvements to bring the wellfield online to help meet the City's long-term demands. Responsibilities included: completing a condition assessment of the Willamette Wellfield, identifying recommendations for well improvements and well repair, modeling potential pumping interference between the Willamette Wellfield and the City of Independence's planned collector well, reviewed the City's existing water rights, and developed a roadmap to complete the necessary permitting and well improvements to bring the wellfield online as a new drinking water source by 2027.

Well Design and Construction Oversight City of Beaverton, Oregon

Worked on the City's ASR program since 2001 and has served as Hydrogeologist of Record. Work has included design and development of six, 1,000-foot ASR wells for the City. Project Manager for the design and development of an exploratory boring and production well (ASR 6), technical lead for an earlier exploratory boring and production well (ASR 4), and technical lead for design and construction of a "stacked" ASR well utilizing a deeper section of the regional basalt aquifer to allow for additional storage capacity in the vicinity of other more shallow City ASR wells. Provided technical support for ASR 3, including testing and analyzing water quality data, and is now Project Manager of the pump station construction for ASR 3.



Mr. Ressler has over 23 years of experience providing groundwater resource evaluations and strategic water rights management for municipalities, water districts, agriculture, and private industry. His hydrogeologic expertise includes feasibility assessments of groundwater supply development, water well design and testing, well performance evaluations, and aquifer storage and recovery (ASR) system testing and operation. As a Certified Water Rights Examiner, and with his in-depth knowledge of state regulatory programs and policies related to water supply wells and water rights transactions, Ted assists clients navigate the complex regulatory framework for permitting water use and managing and maintaining their water rights.

EDUCATION

MS, Geological Sciences,
University of Texas at
Austin, 2001

BS, Environmental
Geology, Bucknell
University, 1998

PROFESSIONAL REGISTRATIONS

Registered Geologist,
Oregon, No. G2066

Professional Geoscientist,
Texas, No. 1963

Certified Water Rights
Examiner, Oregon, No.
78185

PROFESSIONAL AFFILIATIONS

National Groundwater
Association

Rules Advisory
Committee Member for
Oregon State Board of
Geologist Examiners

Water Right Transactions

City of Dayton, Oregon

Developed and implemented a strategy for the conversion of water rights associated with a former nursery to allow use by the City for municipal supply. As the Certified Water Rights Examiner for the project, prepared the transfer applications to make the changes to the water rights and facilitated review of the transfer applications by the Oregon Water Resources Department to ensure the expected outcome from the transfers.

Evaluation of Groundwater Resources

Rickreall Community Water Association, Rickreall, Oregon

Completed a detailed hydrogeologic characterization of the shallow alluvial aquifer along the Willamette River near the Cities of Dalles, Monmouth, and Independence that is a regionally significant groundwater resource for these cities. The evaluation included a review of water well logs and published literature regarding the area to determine the thickness and lateral extent of the alluvial aquifer, assessment of aquifer interconnection with surface streams, evaluation of the production capacity of the aquifer, and a review of the water quality of the groundwater.

Water Rights Review and Management

City of Troutdale, Oregon

Coordinated a comprehensive review of the City's existing water rights to develop a strategic plan for maximizing and securing the City's water rights, which included preparation of time extension progress reports, permit amendment applications, permit condition required aquifer water level monitoring plans and compliance, and claim of beneficial use reports and certificate request for multiple permits and transfers. Subsequently implemented the actions and water right transactions identified in the plan and facilitated review of the water right transactions by Oregon Water Resources Department (OWRD), ultimately resulting in certification of all water use permits held by the City.

Groundwater Supply Evaluation

Port of Tillamook Bay, Tillamook, Oregon

Coordinated a reconnaissance-level evaluation of potential well yield and water quality for groundwater in the vicinity of the Port of Tillamook Bay. The evaluation included compilation and review of published literature and well logs to characterize the geology and hydrogeology of the Tillamook Valley, and to estimate the likely yield potential for the Port's existing well and for future additional wells completed in the target aquifer. The evaluation also included review of available water quality data from Oregon Health Authority (OHA) and Department of Environmental Quality (DEQ) to assess groundwater quality in the target aquifer and suitability of the groundwater resource for the Port's water supply needs. Developed preliminary well drilling cost estimates for a groundwater supply system capable of meeting the Port's anticipated water demands.



Mr. Dougherty has 12 years of experience providing hydrogeologic and water resource management services in the Pacific Northwest. As both a hydrogeologist and water resources engineer, he applies a broad quantitative skillset to support groundwater supply studies, aquifer storage and recovery (ASR) and artificial recharge (AR) projects, public water system planning and management efforts, source water protection studies, numerical groundwater modeling, and the design, construction, optimization, and rehabilitation of water supply wells. Mr. Dougherty also has significant experience with water rights and has a thorough understanding of regulatory requirements for public water systems.

EDUCATION

MS, Environmental Engineering, California State University, Fullerton

BS, Geology, University of Oregon

PROFESSIONAL REGISTRATIONS

Professional Engineer, Oregon (93735PE)

Registered Geologist, Oregon (G2762)

Certified Water Right Examiner, Oregon (93735CWRE)

Wellfield Evaluation and Groundwater Development Strategy

City of Monmouth, Oregon

Supported an evaluation of the City of Monmouth's Willamette Wellfield to identify improvements to bring the wellfield online to help meet the City's long-term demands. Responsibilities included: completing a condition assessment of the Willamette Wellfield, identifying recommendations for well improvements and well repair, modeling potential pumping interference between the Willamette Wellfield and the City of Independence's planned collector well, reviewed the City's existing water rights, and developed a roadmap to complete the necessary permitting and well improvements to bring the wellfield online as a new drinking water source by 2027.

Well Evaluations, Replacement Well Design, and Water Rights Strategy

Lane County, Oregon

Supported a comprehensive review of water infrastructure at two Lane County Parks (Fern Ridge Reservoir and Dorena Lake) by completing a condition assessment of two existing shallow water supply wells (video surveying, disinfection, and aquifer testing), identifying recommendations for well improvements and well maintenance, developing a preliminary design and planning level cost estimate for a new water supply well, and developing a water rights strategy to obtain authorization for Lane County's existing/future water supply wells.

Well Evaluation, Design and Costing of Well Repair and Water Supply Alternatives

Oregon City School District, Oregon

Supported the Oregon City School District by assessing the condition of an existing well and then provided recommendations for repair or other water supply options due to the existing well's nonconformance with well construction standards. Responsibilities included: reviewing the construction and current condition of an existing well, identifying well repair and other water supply alternatives, and developing planning level cost estimates and schedules for each alternative.

ASR Operational Support and Regulatory Reporting, Water Right Transactions

City of Lafayette, Oregon

Provided ongoing operational support for the City of Lafayette's 25 MGY aquifer storage and recovery (ASR) system and also completed annual regulatory reporting. Responsibilities included: reviewing operational data, evaluating well performance and water level trends for the ASR system and local basalt aquifer system, reviewing water quality data, evaluating water quality compatibility for the ASR system, developing annual reports for submittal to the regulatory agencies, and providing recommendations for operational improvements.

Alluvial Well Siting, Well Design, Construction Management

City of Woodburn, Oregon

Completed a well siting evaluation and then designed/managed the construction of a new 1.5 MGD water supply well for the City of Woodburn. Responsibilities included: characterizing the local hydrogeologic setting, identifying appropriate locations for a new water supply well, estimating pumping interference with the City's existing wells, evaluating potential contaminant sources and transport pathways, designing a new water supply well, completing new source permitting, and managing the drilling and construction of the new well.

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To: Honorable Mayor and City Councilors
From: Jeremy Caudle, City Manager
Issue: Approval of Business Oregon financing contract
Date: November 3, 2025

Background and Information:

This is to seek Council approval of a financing and grant contract with Business Oregon for the Fisher Farms hydrogeological study project. This is the result of Council's authorization at the 9/2/25 meeting to proceed with technical assistance funding from Business Oregon for this project.

The technical assistance funding includes a grant of \$50,000, as well as a loan of up to \$156,588 at 1% interest over 10 years.

City Manager Recommendation: Approve the resolution as presented. Upon approval, the Mayor will sign the financing contract. Staff will route the contract through the appropriate channels and start the project upon approval of a hydrogeological consultant.

Potential Motion: "I move to approve Resolution 2025/26-08, 'Authorizing a Loan From the Water Fund by Entering into a Financing Contract With the Oregon Infrastructure Finance Authority.'"

Council Options:

1. Approve the resolution as presented.
2. Do not approve the resolution. In this case, the City will either not start the Fisher Farms feasibility study or the City will need to identify a different source of funding.
3. Some other option.

October __, 2025

Oregon Infrastructure Finance Authority
775 Summer Street NE, Suite 310
Salem, OR 97301-1280

Re: City of Dayton – Project No. V26004
Fisher Nursery Well Development Feasibility Study

To Whom It May Concern:

Our firm represents the City of Dayton, Oregon (“Recipient”), which has entered into a Financing Contract (as hereinafter defined) with the Oregon Infrastructure Finance Authority of the Oregon Business Development Department (“OBDD”) pursuant to Sections 285B.560 through 285B.599 of the Oregon Revised Statutes (the “Act”), and have acted as such in connection with the authorization, execution and delivery by Recipient of the Contract (as hereinafter defined). Capitalized terms not otherwise defined in this letter shall have the meanings assigned to them by the Contract.

In so acting, I have examined the Constitution and laws of the State of Oregon and Recipient’s Charter, if any. I have also examined originals, or copies certified or otherwise identified to my satisfaction, of the following:

- A. The Financing Contract by and between OBDD and Recipient, number V26004, signed by Recipient on _____, 2025, in the principal loan amount of \$156,588, executed by Recipient (collectively, the “Contract”).
- B. Proceedings of the governing body of Recipient relating to the approval of the Contract and the execution, issuance and delivery thereof on behalf of Recipient, and the authorization of the undertaking and completion of the Project as defined in the Contract; and
- C. All outstanding instruments relating to bonds, notes or other indebtedness of or relating to Recipient.

I have also examined and relied upon originals, or copies certified or otherwise authenticated to my satisfaction, of such other records, documents, certificates and other instruments, and made such investigation of law as in my judgment I have deemed necessary or appropriate to enable me to render the opinions expressed below.

Based upon the foregoing, I am of the opinion that:

1. Recipient is a duly formed and operating municipal corporation described in ORS 285B.560(3), with the legal right to own and operate the Project;
2. Recipient has full legal right and authority to execute and deliver the Contract and to observe and perform its duties, covenants, obligations and agreements thereunder and to undertake and complete the Project;
3. Amounts due to OBDD pursuant to the Contract are payable from the sources described in Section 4 of the Contract;
4. The Resolution (the "Resolution") of Recipient approving the Contract and authorizing their execution, issuance and delivery on behalf of Recipient, and authorizing Recipient to undertake and complete the Project has been duly and lawfully adopted and authorized in accordance with Recipient's Charter, if any, the Act and other applicable Oregon law, and the Resolution was adopted at a meeting or meetings which were duly called with public notice and held in accordance with Recipient's Charter, if any, and applicable Oregon law, and at which quorums were present and acting throughout;
5. The Contract has been duly authorized, executed and delivered by the authorized officers of Recipient and constitutes the legal, valid and binding obligation of Recipient enforceable in accordance with its terms; subject, however, to bankruptcy, insolvency, fraudulent conveyance, reorganization, moratorium and other similar laws affecting creditors' rights or remedies generally ("Creditor's Rights Limitations") heretofore or hereafter enacted and the application of equitable principles;
6. To the best of my knowledge, after such investigation as I have deemed appropriate, the authorization, execution and delivery of the Contract by Recipient, the observation and performance by Recipient of its duties, covenants, obligations and agreements thereunder and the consummation of the transactions contemplated therein and the undertaking and completion of Project, do not and will not contravene any existing law or any existing order, injunction, judgment, decree, rule or regulation of any court or governmental or administrative agency, authority or person having jurisdiction over Recipient or its property or assets or result in a breach or violation of any of the terms and provisions of, or constitute a default under, any existing bond ordinance, resolution, trust agreement, indenture, mortgage, deed of trust or other agreement to which Recipient is a party or by which it, the Project, or its property or assets is bound.
7. To the best of my knowledge, after such investigation as I have deemed appropriate, all approvals, consents or authorizations of, or registrations of or filings with, any governmental or public agency, authority or person required to date on the part of Recipient in connection with the authorization, execution, delivery and performance of the Contract and the undertaking and completion of the Project have been obtained or made.

8. To the best of my knowledge, after such investigation as I have deemed appropriate, there is no litigation or other proceeding pending or threatened in any court or other tribunal of competent jurisdiction (either State or Federal) questioning the creation, organization or existence of Recipient or of the validity, legality or enforceability of the Contract or the undertaking or completion of the Project.

This opinion is rendered on the basis of the laws of the State of Oregon, including the Act, as enacted and construed on the date hereof. I express no opinion as to any matter not set forth in the numbered paragraphs herein.

Sincerely,

UNSIGNED DRAFT

Esin Onart

EO/kkb

Attachment(s)

c: Name

RESOLUTION NO. 2025/26-08
CITY OF DAYTON, OREGON

A RESOLUTION OF THE DAYTON CITY COUNCIL AUTHORIZING A LOAN FROM THE WATER FUND BY ENTERING INTO A FINANCING CONTRACT WITH THE OREGON INFRASTRUCTURE FINANCE AUTHORITY

WHEREAS, the Dayton City Council (the "Governing Body") of the City of Dayton ("Recipient") finds:

- A.** Recipient is a "municipality" within the meaning of Oregon Revised Statutes 285B.410(9).
- B.** Oregon Revised Statutes 285B.560 through 285B.599 (the "Act") authorize any municipality to file an application with the Oregon Infrastructure Finance Authority of the Business Development Department ("OBDD") to obtain financial assistance from the Water Fund.
- C.** Recipient has filed an application with OBDD to obtain financial assistance for a "water project" within the meaning of the Act.
- D.** OBDD has approved Recipient's application for financial assistance from the Water Fund pursuant to the Act.
- E.** Recipient is required, as a prerequisite to the receipt of financial assistance from OBDD, to enter into a Financing Contract with OBDD, number V26004, substantially in the form attached hereto as Exhibit 1. The project is described in Exhibit C to that Financing Contract (the "Project").
- F.** Notice relating to Recipient's consideration of the adoption of this resolution was published in full accordance with Recipient's charter and laws for public notification.

NOW, THEREFORE, the City of Dayton resolves as follows:

1. Financing Loan Authorized. The Governing Body authorizes the Mayor (the "Authorized Officer") to execute on behalf of Recipient the Financing Contract and such other documents as may be required to obtain financial assistance (the "Financing Documents"), including a grant from OBDD in the amount of \$50,000, and a loan from OBDD, on such terms as may be agreed upon between the Authorized Officer and OBDD, on the condition that the principal amount of the loan from OBDD to Recipient is not in excess of \$156,588 and an interest rate of 1.0% per annum. The proceeds of the loan from OBDD will be applied solely to the "Costs of the Project" as such term is defined in the Financing Contract.

2. Sources of Repayment. Amounts payable by Recipient are payable from the sources described in section 4 of the Financing Contract and the Oregon Revised Statutes Section 285B.581(2) which include:

- (a) The revenues of the project, including special assessment revenues;
- (b) Amounts withheld under ORS 285B.599;
- (c) The general fund of Recipient; or
- (d) Any other source.

3. Tax-Exempt Status. Recipient covenants not to take any action or omit to take any action if the taking or omission would cause interest paid by Recipient pursuant to the Financing Documents not to qualify for the exclusion from gross income provided by Section 103(a) of the Internal Revenue Code of 1986, as amended. Recipient may enter into covenants to protect the tax-exempt status of the interest paid by Recipient pursuant to the Financing Documents and may execute any Tax Certificate, Internal Revenue Service forms or other documents as may be required by OBDD or its bond counsel to protect the tax-exempt status of such interest.
4. Effective Date. This resolution shall take effect immediately upon its adoption.

ADOPTED this 3rd day of November 2025.

In Favor:

Opposed:

Absent:

Abstained:

Annette Frank, Mayor

Date Signed

ATTESTED BY:

Rocio Vargas, City Recorder

Date of Enactment

Attachment: Exhibit A

WATER FUND TECHNICAL ASSISTANCE PROJECT
FINANCING CONTRACT

Project Name: Fisher Nursery Well Development Feasibility Study

Project Number: V26004

This financing contract ("Contract"), dated as of the date the Contract is fully executed, is made by the State of Oregon, acting by and through its Oregon Infrastructure Finance Authority of the Oregon Business Development Department ("OBDD"), and City of Dayton ("Recipient") for financing of the project referred to above and described in Exhibit C ("Project"). This Contract becomes effective only when fully signed and approved as required by applicable law. Capitalized terms not defined in section 1 and elsewhere in the body of the Contract have the meanings assigned to them by Exhibit A.

This Contract includes the following exhibits, listed in descending order of precedence for purposes of resolving any conflict between two or more of the parts:

- Exhibit A General Definitions
- Exhibit B Loan Security
- Exhibit C Project Description
- Exhibit D Project Budget

SECTION 1 - KEY TERMS

The following capitalized terms have the meanings assigned below.

"Estimated Project Cost" means \$206,588.

"Grant Amount" means \$50,000.

"Interest Rate" means 1.0% per annum.

"Loan Amount" means \$156,588.

"Maturity Date" means the 9th anniversary of the Repayment Commencement Date.

"Payment Date" means December 1.

"Project Closeout Deadline" means 90 days after the earlier of the Project Completion Date or the Project Completion Deadline.

"Project Completion Deadline" means 24 months after the date of this Contract.

"Repayment Commencement Date" means the first Payment Date to occur after the Project Closeout Deadline.

SECTION 2 - FINANCIAL ASSISTANCE

Commitment. OBDD shall provide Recipient, and Recipient shall accept from OBDD, financing for the Project specified below:

- (1) A grant in an aggregate amount not to exceed the Grant Amount (the "Grant").
- (2) A non-revolving loan in an aggregate principal amount not to exceed the lesser of the Loan Amount, or the Costs of the Project minus the Grant Amount (the "Loan").

SECTION 3 - DISBURSEMENTS

- A. Reimbursement Basis. The Financing Proceeds will be disbursed to Recipient on an expense reimbursement or costs-incurred basis. Recipient must submit each disbursement request for the Financing Proceeds on an OBDD-provided or OBDD-approved disbursement request form ("Disbursement Request").
- B. Financing Availability. OBDD's obligation to make and Recipient's right to request disbursements under this Contract terminates on the Project Closeout Deadline.
- C. Order of Disbursement. Recipient authorizes OBDD to determine whether disbursements will be drawn from the Loan or the Grant, and record the date and amount of each such disbursement. Absent manifest error, such notations will be conclusive evidence for determining accrual of interest on the principal balance of the Loan and the remaining Loan or Grant amount available for disbursement.

SECTION 4 - LOAN PAYMENT; PREPAYMENT

- A. Promise to Pay. Recipient shall repay the Loan and all amounts due under this Contract in accordance with its terms. Payments required under this Contract are, without limitation, payable from the sources of repayment described in the Act and this Contract, including but not limited to Exhibit B, and the obligation of Recipient to make all payments is absolute and unconditional. Payments will not be abated, rebated, set-off, reduced, abrogated, terminated, waived, postponed or otherwise modified in any manner whatsoever. Payments cannot remain unpaid, regardless of any contingency, act of God, event or cause whatsoever, including (without limitation) any acts or circumstances that may constitute failure of consideration, eviction or constructive eviction, the taking by eminent domain or destruction of or damage to the Project, commercial frustration of purpose, any change in the laws, rules or regulations of the United States of America or of the State of Oregon or any political subdivision or governmental authority, nor any failure of OBDD to perform any agreement, whether express or implied, or any duty, liability, or obligation arising out of or connected with the Project or this Contract, or any rights of set off, recoupment, abatement or counterclaim that Recipient might otherwise have against OBDD or any other party or parties; provided further, that payments hereunder will not constitute a waiver of any such rights.
- B. Interest. Interest accrues at the Interest Rate on each disbursement from the date of disbursement until the Loan is fully paid. All unpaid interest accrued to the Repayment Commencement Date is (in addition to the first regular installment payment due) payable on the Repayment Commencement Date. Interest is computed by counting the actual days occurring in a 360-day year.

Recipient authorizes OBDD to calculate accrued interest for purposes including, but not limited to, loan amortization schedule, loan prepayment, and loan payoff. Absent manifest error, such calculations will be conclusive.
- C. Loan Payments. Starting on the Repayment Commencement Date and then on each succeeding Payment Date, Recipient shall make level installment payments of principal and interest, each payment sufficient to pay the interest accrued to the date of payment and so much of the principal as will fully amortize the Loan by the Maturity Date, on which date the entire outstanding balance of the Loan is due and payable in full.
- D. Loan Prepayments. Recipient may prepay all or part of the outstanding balance of the Loan on any day except a Saturday, Sunday, legal holiday or day that banking institutions in Salem, Oregon are closed.

- E. Application of Payments. Regardless of any designation by Recipient, payments and prepayments by Recipient under this Contract or any of the Financing Documents will be applied first to any expenses of OBDD, including but not limited to attorneys' fees, then to unpaid accrued interest (in the case of prepayment, on the amount prepaid), then to the principal of the Loan. In the case of a Loan prepayment that does not prepay all the principal of the Loan, OBDD will determine, in its sole discretion, the method for how the Loan prepayment will be applied to the outstanding principal payments. A scheduled payment received before the scheduled repayment date will be applied to interest and principal on the scheduled repayment date, rather than on the day such payment is received.

SECTION 5 - CONDITIONS PRECEDENT

- A. Conditions Precedent to OBDD's Obligations. OBDD's obligations are subject to the receipt of the following items, in form and substance satisfactory to OBDD and its Counsel:
- (1) This Contract duly signed by an authorized officer of Recipient.
 - (2) A copy of the ordinance, order or resolution of the governing body of Recipient authorizing the borrowing and the contemplated transactions and the execution and delivery of this Contract and the other Financing Documents.
 - (3) Such other certificates, documents, opinions and information as OBDD may reasonably require.
- B. Conditions to Disbursements. As to any disbursement, OBDD has no obligation to disburse funds unless all following conditions are met:
- (1) There is no Event of Default.
 - (2) The representations and warranties made in this Contract are true and correct on the date of disbursement as if made on such date.
 - (3) OBDD, in the reasonable exercise of its administrative discretion, has sufficient moneys in the Fund for use in the Project and has sufficient funding, appropriations, limitations, allotments and other expenditure authority to make the disbursement.
 - (4) Recipient delivers to OBDD an estimated schedule for Disbursement Requests covering anticipated number, submission dates, and amounts.
 - (5) OBDD (a) has received a completed Disbursement Request, (b) has received any written evidence of materials and labor furnished to or work performed upon the Project, itemized receipts or invoices for payment, and releases, satisfactions or other signed statements or forms as OBDD may require, (c) is satisfied that all items listed in the Disbursement Request are reasonable and that the costs for labor and materials were incurred and are properly included in the Costs of the Project, and (d) has determined that the disbursement is only for costs defined as eligible costs under the Act and any implementing administrative rules and policies.
 - (6) Recipient has delivered documentation satisfactory to OBDD that, in addition to the Financing Proceeds, Recipient has available or has obtained binding commitments for all funds necessary to complete the Project.
 - (7) Any conditions to disbursement elsewhere in this Contract or in the other Financing Documents are met.

SECTION 6 - USE OF FINANCIAL ASSISTANCE

- A. Use of Proceeds. Recipient shall use the Financing Proceeds only for the activities described in Exhibit C and according to the budget in Exhibit D. Recipient may not transfer Financing Proceeds among line items in the budget without the prior written consent of OBDD.
- B. Costs of the Project. Recipient shall apply the Financing Proceeds to the Costs of the Project in accordance with the Act, and Oregon law as applicable. Financing Proceeds cannot be used for costs in excess of one hundred percent (100%) of the total Costs of the Project and cannot be used for pre-Award Costs of the Project, unless permitted by Exhibit C.
- C. Costs Paid for by Others. Recipient may not use any of the Financing Proceeds to cover costs to be paid for by other financing for the Project from another State of Oregon agency or any third party.

SECTION 7 - REPRESENTATIONS AND WARRANTIES OF RECIPIENT

Recipient represents and warrants to OBDD:

- A. Estimated Project Cost, Funds for Repayment. A reasonable estimate of the Costs of the Project is shown in section 1, and the Project is fully funded. Recipient will have adequate funds available to repay the Loan, and the Maturity Date does not exceed the usable life of the Project.
- B. Organization and Authority.
 - (1) Recipient is a Municipality under the Act, and validly organized and existing under the laws of the State of Oregon.
 - (2) Recipient has all necessary right, power and authority under its organizational documents and under Oregon law to (a) execute and deliver this Contract and the other Financing Documents, (b) incur and perform its obligations under this Contract and the other Financing Documents, and (c) borrow and receive financing for the Project.
 - (3) This Contract and the other Financing Documents have been duly executed by Recipient, and when executed by OBDD, are legal, valid and binding, and enforceable in accordance with their terms.
 - (4) This Contract and the other Financing Documents executed and delivered by Recipient have been authorized by an ordinance, order or resolution of Recipient's governing body, and voter approval, if necessary, that was adopted in accordance with applicable law and requirements for filing public notices and holding public meetings.
- C. Full Disclosure. Recipient has disclosed in writing to OBDD all facts that materially adversely affect the Project, or the ability of Recipient to make all payments and perform all obligations required by this Contract and the other Financing Documents. Recipient has made no false statements of fact, nor has it omitted information necessary to prevent any statements from being misleading. The information contained in this Contract and the other Financing Documents is true and accurate in all respects.
- D. Pending Litigation. Recipient has disclosed in writing to OBDD all proceedings pending (or to the knowledge of Recipient, threatened) against or affecting Recipient, in any court or before any governmental authority or arbitration board or tribunal, that, if adversely determined, would materially adversely affect the Project or the ability of Recipient to make all payments and perform all obligations required by this Contract and the other Financing Documents.

E. No Events of Default.

- (1) No Events of Default exist or occur upon authorization, execution or delivery of this Contract or any of the Financing Documents.
- (2) Recipient has not violated, and has not received notice of any claimed violation of, any agreement or instrument to which it is a party or by which the Project or its property may be bound, that would materially adversely affect the Project or the ability of Recipient to make all payments and perform all obligations required by this Contract and the other Financing Documents.

F. Compliance with Existing Agreements and Applicable Law. The authorization and execution of, and the performance of all obligations required by, this Contract and the other Financing Documents will not: (i) cause a breach of any agreement to which Recipient is a party or by which the Project or any of its property or assets may be bound; (ii) violate any laws, regulations, ordinances, resolutions, or court orders related to Recipient, the Project or its properties or operations.

SECTION 8 - COVENANTS OF RECIPIENT

Recipient covenants as follows:

- A. Notice of Adverse Change. Recipient shall promptly notify OBDD of any adverse change in the activities, prospects or condition (financial or otherwise) of Recipient or the Project related to the ability of Recipient to make all payments and perform all obligations required by this Contract or the other Financing Documents.
- B. Compliance with Laws. Recipient shall comply with all applicable laws, rules, regulations and orders of any court or governmental authority that relate to this Contract or the other Financing Documents, the Project and the operation of the drinking water system to which the Project is associated. In particular, but without limitation, Recipient shall comply with the following, as applicable:

- (1) State procurement regulations found in the Oregon Public Contracting Code, ORS chapters 279A, 279B and 279C.
- (2) OAR 123-043-0095 (3) requirements for signs and notifications.

These laws, rules, regulations and orders are incorporated by reference in this Contract to the extent required by law.

C. Project Completion Obligations. Recipient shall:

- (1) When procuring professional consulting services, provide OBDD with copies of all solicitations at least 10 days before advertising, and all contracts at least 10 days before signing.
- (2) Complete the Project using its own fiscal resources or money from other sources to pay for any Costs of the Project in excess of the total amount of financial assistance provided pursuant to this Contract.
- (3) Complete the Project no later than the Project Completion Deadline, unless otherwise permitted by OBDD in writing.
- (4) No later than the Project Closeout Deadline, Recipient must deliver to OBDD an electronic copy of the final study.

D. RESERVED

- E. Inspections; Information. Recipient shall permit OBDD and any party designated by OBDD: (i) to inspect, at any reasonable time, the property, if any, constituting the Project; and (ii) at any reasonable time, to inspect and make copies of any accounts, books and records, including, without limitation, its records regarding receipts, disbursements, contracts, investments and any other related matters, and financial statements or other documents related to its financial standing. Recipient shall supply any related reports and information as OBDD may reasonably require. In addition, Recipient shall, upon request, provide OBDD with copies of loan documents or other financing documents and any official statements or other forms of offering prospectus relating to any other bonds, notes or other indebtedness of Recipient that are issued after the date of this Contract.
- F. Records Maintenance. Recipient shall retain and keep accessible all books, documents, papers, and records that are directly related to this Contract, the Project, or the Grant until the date that is three years following the later of the final maturity or earlier retirement of all of the Bonds (including the final maturity or redemption date of any obligations issued to refund the Bonds) or such longer period as may be required by other provisions of this Contract or applicable law. If there are unresolved issues at the end of such period, Recipient shall retain the books, documents, papers and records until the issues are resolved.
- G. Economic Benefit Data. OBDD may require Recipient to submit specific data on the economic development benefits of the Project and other information to evaluate the success and economic impact of the Project, from the date of this Contract until six years after the Project Completion Date. Recipient shall, at its own expense, prepare and submit the data within the time specified by OBDD.
- H. Disadvantaged Business Enterprises. ORS 200.090 requires all public agencies to “aggressively pursue a policy of providing opportunities for disadvantaged business enterprises, minority-owned businesses, woman-owned businesses, veteran-owned businesses and emerging small businesses...” OBDD encourages Recipient in any contracting activity to follow good faith efforts as described in ORS 200.045, available at https://www.oregonlegislature.gov/bills_laws/ors/ors200.html. Additional resources are provided by the Governor’s Policy Advisor for Economic and Business Equity. Also, the Certification Office for Business Inclusion and Diversity at the Oregon Business Development Department maintains a list of certified firms and can answer questions. Search for certified MWESB firms on the web at: <https://oregon4biz.diversitysoftware.com/FrontEnd/SearchCertifiedDirectory.asp?XID=2315&TN=oregon4biz>.
- I. Professional Responsibility. All service providers retained for their professional expertise must be certified, licensed, or registered, as appropriate, in the State of Oregon for their specialty.
- J. Notice of Events of Default. Recipient shall give OBDD prompt written notice of any Event of Default, or any circumstance that with notice or the lapse of time, or both, may become an Event of Default, as soon as Recipient becomes aware of its existence or reasonably believes an Event of Default is likely.
- K. (1) Contributory Liability and Contractor Indemnification—Tort Claims.
- (a) If any third party makes any claim or brings any action, suit or proceeding alleging a tort as now or hereafter defined in ORS 30.260 (“Third-Party Tort Claim”) against a party to this Contract (the “Notified Party”) with respect to which the other party may have liability, the Notified Party must promptly notify the other party in writing and deliver a copy of the claim, process, and all legal pleadings related to the Third-Party Tort Claim. Either party is entitled to participate in the defense of a Third-Party Tort Claim, and to defend a Third-Party Tort Claim with counsel of its own choosing. The foregoing provisions are conditions precedent

for either party's liability to the other in regards to the Third-Party Tort Claim.

If the parties are jointly liable (or would be if joined in the Third-Party Tort Claim), the parties shall contribute to the amount of expenses (including attorneys' fees), judgments, fines and amounts paid in settlement actually and reasonably incurred and paid or payable in such proportion as is appropriate to reflect their respective relative fault. The relative fault of the parties shall be determined by reference to, among other things, the parties' relative intent, knowledge, access to information and opportunity to correct or prevent the circumstances resulting in such expenses, judgments, fines or settlement amounts. Each party's contribution amount in any instance is capped to the same extent it would have been capped under Oregon law if that party had sole liability in the proceeding. This Section shall survive termination of this Contract.

- (b) Recipient shall take all reasonable steps to require its contractor(s) that are not units of local government as defined in ORS 190.003, if any, to indemnify, defend, save and hold harmless the State of Oregon and its officers, employees and agents ("Indemnatee") from and against any and all claims, actions, liabilities, damages, losses, or expenses (including attorneys' fees) arising from a tort (as now or hereafter defined in ORS 30.260) caused, or alleged to be caused, in whole or in part, by the negligent or willful acts or omissions of Recipient's contractor or any of the officers, agents, employees or subcontractors of the contractor ("Contractor Tort Claims"). It is the specific intention of the parties that the Indemnatee shall, in all instances, except for Contractor Tort Claims arising solely from the negligent or willful acts or omissions of the Indemnatee, be indemnified by the contractor from and against any and all Contractor Tort Claims. This Section shall survive termination of this Contract.

(2) Indemnity; Release—Claims Other Than Torts.

- (a) Except for Third-Party Tort Claims and Contractor Tort Claims as provided in Section 8.K(1) above, to the extent authorized by law, Recipient shall defend, indemnify, save and hold harmless and release the State, OBDD, and their officers, employees and agents from and against any and all claims, demands, suits, actions, proceedings, losses, damages, liability and court awards including but not limited to costs, expenses, and reasonable attorneys' fees incurred (collectively, "Non-Tort Claims"), related to any actual or alleged act or omission by Recipient, or its officers, employees, contractors, or agents in connection with this Contract, or the Project, including without limitation, any expenses incurred or amounts paid in connection with an inquiry, investigation, audit or similar proceeding by and any federal, state, governmental or quasi-governmental body with regulatory jurisdiction arising from the Project or the actions or omissions of Recipient, or its officers, employees, contractors, or agents.

- (b) Notwithstanding the foregoing, neither Recipient nor any attorney engaged by Recipient may defend any Non-Tort Claim in the name of the State of Oregon, nor purport to act as legal representative for the State of Oregon, without first receiving from the Oregon Attorney General in a form and manner determined appropriate by the Oregon Attorney General, authority to act as legal counsel for the State of Oregon, nor may Recipient settle any Non-Tort Claim on behalf of the State of Oregon without the approval of the Oregon Attorney General. If the State of Oregon assumes its own defense, Recipient will be liable for the attorney fees of the State of Oregon, including but not limited to any fees charged by the Oregon Department of Justice. The provisions of this section are not to be construed as a waiver by the State of Oregon, OBDD, of any immunity, defense or limitation on damages provided for under Chapter 30 of the Oregon Revised Statutes or under the laws of the United States or other laws of the State of Oregon. If attorney fees are

awarded to Recipient, such attorney fees shall not exceed the rate charged to OBDD by its attorneys.

- L. Further Assurances. Recipient shall, at the request of OBDD, authorize, sign, acknowledge and deliver any further resolutions, conveyances, transfers, assurances, financing statements and other instruments and documents as may be necessary or desirable for better assuring, conveying, granting, assigning and confirming the rights, security interests and agreements granted or intended to be granted by this Contract and the other Financing Documents.
- M. Exclusion of Interest from Federal Gross Income and Compliance with Code.
- (1) Recipient shall not take any action or omit to take any action that would result in the loss of the exclusion of the interest on any Lottery Bonds from gross income for purposes of federal income taxation, as governed by Section 103(a) of the Code. OBDD may decline to disburse the Financing Proceeds if it finds that the federal tax exemption of the Lottery Bonds cannot be assured.
 - (2) Recipient shall not take any action (including but not limited to the execution of a management agreement for the operation of the Project) or omit to take any action that would cause any Lottery Bonds to be “private activity bonds” within the meaning of Section 141(a) of the Code. Accordingly, unless Recipient receives the prior written approval of OBDD, Recipient shall not permit in excess of ten percent (10%) of either (a) the Financing Proceeds or (b) the Project financed or refinanced with the Financing Proceeds to be directly or indirectly used in any manner that would constitute “private business use” within the meaning of Section 141(b)(6) of the Code, including not permitting more than one half of any permitted private business use to be “disproportionate related business use” or private business use unrelated to the government use of the Financing Proceeds. Unless Recipient receives the prior written approval of OBDD, Recipient shall not directly or indirectly use any of the Financing Proceeds to make or finance loans to persons other than governmental units, as that term is used in Section 141(c) of the Code.
 - (3) Recipient shall not directly or indirectly use or permit the use of any of the Financing Proceeds or any other funds, or take any action or omit to take any action, which would cause any Lottery Bonds to be “arbitrage bonds” within the meaning of Section 148(a) of the Code.
 - (4) Recipient shall not cause any Lottery Bonds to be treated as “federally guaranteed” for purposes of Section 149(b) of the Code, as may be modified in any applicable rules, rulings, policies, procedures, regulations or other official statements promulgated or proposed by the Department of the Treasury or the Internal Revenue Service with respect to “federally guaranteed” obligations described in Section 149(b) of the Code. For purposes of this paragraph, any Lottery Bonds will be treated as “federally guaranteed” if: (a) all or any portion of the principal or interest is or will be guaranteed directly or indirectly by the United States of America or any agency or instrumentality thereof, or (b) five percent (5%) or more of the proceeds of the Lottery Bonds will be (i) used in making loans if the payment of principal or interest is guaranteed in whole or in part by the United States of America or any agency or instrumentality thereof, or (ii) invested directly or indirectly in federally insured deposits or accounts, and (c) none of the exceptions described in Section 149(b)(3) of the Code apply.
 - (5) Recipient shall assist OBDD to ensure that all required amounts are rebated to the United States of America pursuant to Section 148(f) of the Code. Recipient shall pay to OBDD such amounts as may be directed by OBDD to satisfy the requirements of Section 148(f) applicable to the portion of the proceeds of any tax-exempt bonds, including any Financing Proceeds or other amounts held in a reserve fund. Recipient further shall reimburse OBDD for the portion

of any expenses it incurs related to the Project that is necessary to satisfy the requirements of Section 148(f) of the Code.

- (6) Upon OBDD's request, Recipient shall furnish written information regarding its investments and use of Financing Proceeds, and of any facilities financed or refinanced therewith, including providing OBDD with any information and documentation that OBDD reasonably determines is necessary to comply with the arbitrage and private use restrictions that apply to the Lottery Bonds.
- (7) Notwithstanding anything to the contrary, so long as is necessary to maintain the exclusion from gross income for purposes of federal income taxation of interest on any Lottery Bonds, the covenants contained in this subsection will survive the payment of the Loan and the Lottery Bonds, and the interest thereon, Project, including the application of any unexpended Financing Proceeds. Recipient acknowledges that the Project may be funded with proceeds of the Lottery Bonds and that failure to comply with the requirements of this subsection could adversely affect any exclusion of the interest on the Lottery Bonds from gross income for federal income tax purposes.
- (8) Neither Recipient nor any related party to Recipient, within the meaning of 26 CFR §1.150-1(b), shall purchase any Lottery Bonds, from which proceeds were used to finance the Project, in an amount related to the amount of the Loan and Grant.

SECTION 9 - DEFAULTS

Any of the following constitutes an "Event of Default":

- A. Recipient fails to make any Loan payment when due.
- B. Recipient fails to make, or cause to be made, any required payments of principal, redemption premium, or interest on any bonds, notes or other material obligations, for any other loan made by the State of Oregon.
- C. Any false or misleading representation is made by or on behalf of Recipient in this Contract, in any other Financing Document or in any document provided by Recipient related to this Loan or the Project or in regard to compliance with the requirements of Section 103 and Sections 141 through 150 of the Code.
- D.
 - (1) A petition, proceeding or case is filed by or against Recipient under any federal or state bankruptcy or insolvency law, and in the case of a petition filed against Recipient, Recipient acquiesces to such petition or such petition is not dismissed within 20 calendar days after such filing, or such dismissal is not final or is subject to appeal;
 - (2) Recipient files a petition seeking to take advantage of any other law relating to bankruptcy, insolvency, reorganization, liquidation, dissolution, winding-up or composition or adjustment of debts;
 - (3) Recipient becomes insolvent or bankrupt or admits its inability to pay its debts as they become due, or makes an assignment for the benefit of its creditors;
 - (4) Recipient applies for or consents to the appointment of, or taking of possession by, a custodian (including, without limitation, a receiver, liquidator or trustee) of Recipient or any substantial portion of its property; or
 - (5) Recipient takes any action for the purpose of effecting any of the above.

- E. Recipient defaults under any other Financing Document and fails to cure such default within the applicable grace period.
- F. Recipient fails to perform any obligation required under this Contract, other than those referred to in subsections A through E of this section 9, and that failure continues for a period of 30 calendar days after written notice specifying such failure is given to Recipient by OBDD. OBDD may agree in writing to an extension of time if it determines Recipient instituted and has diligently pursued corrective action.

SECTION 10 - REMEDIES

- A. Remedies. Upon any Event of Default, OBDD may pursue any or all remedies in this Contract or any other Financing Document, and any other remedies available at law or in equity to collect amounts due or to become due or to enforce the performance of any obligation of Recipient. Remedies may include, but are not limited to:
 - (1) Terminating OBDD's commitment and obligation to make the Loan or Grant or disbursements under the Contract.
 - (2) Barring Recipient from receiving future awards.
 - (3) Withholding amounts otherwise due to Recipient for application to the payment of amounts due under this Contract, including as provided in ORS 285B.599.
 - (4) Terminating the Contract.
 - (5) Requiring repayment of the Grant and all interest earned by Recipient on those Grant funds.
 - (6) Declaring all payments under the Contract and all other amounts due under any of the Financing Documents immediately due and payable, and upon notice to Recipient the same become due and payable without further notice or demand.
 - (7) Foreclosing liens or security interests pursuant to this Contract or any other Financing Document.
- B. Application of Moneys. Any moneys collected by OBDD pursuant to section 10.A will be applied first, to pay any attorneys' fees and other fees and expenses incurred by OBDD; then, as applicable, to repay any Grant proceeds owed; then, to pay interest due on the Loan; then, to pay principal due on the Loan; and last, to pay any other amounts due and payable under this Contract or any of the Financing Documents.
- C. No Remedy Exclusive; Waiver; Notice. No remedy available to OBDD is intended to be exclusive, and every remedy will be in addition to every other remedy. No delay or omission to exercise any right or remedy will impair or is to be construed as a waiver of such right or remedy. No single or partial exercise of any right power or privilege under this Contract or any of the Financing Documents will preclude any other or further exercise thereof or the exercise of any other such right, power or privilege. OBDD is not required to provide any notice in order to exercise any right or remedy, other than notice required in section 9 of this Contract.
- D. Default by OBDD. In the event OBDD defaults on any obligation in this Contract, Recipient's remedy will be limited to injunction, special action, action for specific performance, or other available equitable remedy for performance of OBDD's obligations.

SECTION 11 - MISCELLANEOUS

- A. Time is of the Essence. Recipient agrees that time is of the essence under this Contract and the other Financing Documents.
- B. Relationship of Parties; Successors and Assigns; No Third Party Beneficiaries.
- (1) The parties agree that their relationship is that of independent contracting parties and that Recipient is not an officer, employee, or agent of the State of Oregon as those terms are used in ORS 30.265.
 - (2) Nothing in this Contract gives, or is to be construed to give, directly or indirectly, to any third persons any rights and benefits greater than those enjoyed by the general public.
 - (3) This Contract will be binding upon and inure to the benefit of OBDD, Recipient, and their respective successors and permitted assigns.
 - (4) Recipient may not assign or transfer any of its rights or obligations or any interest in this Contract or any other Financing Document without the prior written consent of OBDD. OBDD may grant, withhold or impose conditions on such consent in its sole discretion. In the event of an assignment, Recipient shall pay, or cause to be paid to OBDD, any fees or costs incurred because of such assignment, including but not limited to attorneys' fees of OBDD's Counsel and Bond Counsel. Any approved assignment is not to be construed as creating any obligation of OBDD beyond those in this Contract or other Financing Documents, nor does assignment relieve Recipient of any of its duties or obligations under this Contract or any other Financing Documents.
 - (5) Recipient hereby approves and consents to any assignment, sale or transfer of this Contract and the Financing Documents that OBDD deems to be necessary.
- C. Disclaimer of Warranties; Limitation of Liability. Recipient agrees that:
- (1) OBDD makes no warranty or representation, either express or implied, as to the value, design, condition, merchantability or fitness for particular purpose or fitness for any use of the Project or any portion of the Project, or any other warranty or representation.
 - (2) In no event are OBDD or its agents liable or responsible for any direct, indirect, incidental, special, consequential or punitive damages in connection with or arising out of this Contract or the existence, furnishing, functioning or use of the Project.
- D. Notices and Communication. Except as otherwise expressly provided in this Contract, any communication between the parties or notices required or permitted must be given in writing by personal delivery, email, or by mailing the same, postage prepaid, to Recipient or OBDD at the addresses set forth below, or to such other persons or addresses that either party may subsequently indicate pursuant to this Section.

Any communication or notice by personal delivery will be deemed effective when actually delivered to the addressee. Any communication or notice so addressed and mailed will be deemed to be received and effective five (5) days after mailing. Any communication or notice given by email becomes effective 1) upon the sender's receipt of confirmation generated by the recipient's email system that the notice has been received by the recipient's email system or 2) the recipient's confirmation of receipt, whichever is earlier. Notwithstanding this provision, the following notices may not be given by email: notice of default or notice of termination.

If to OBDD: Deputy Director
Oregon Business Development Department
775 Summer Street NE Suite 310
Salem, OR 97301-1280

If to Recipient: City Manager
City of Dayton
PO Box 339
416 Ferry Street
Dayton, OR 97114

- E. No Construction against Drafter. This Contract is to be construed as if the parties drafted it jointly.
- F. Severability. If any term or condition of this Contract is declared by a court of competent jurisdiction as illegal, invalid or unenforceable, that holding will not invalidate or otherwise affect any other provision.
- G. Amendments, Waivers. This Contract may not be amended without the prior written consent of OBDD (and when required, the Department of Justice) and Recipient. This Contract may not be amended in a manner that is not in compliance with the Act. No waiver or consent is effective unless in writing and executed by the party against whom such waiver or consent is sought to be enforced. Such waiver or consent will be effective only in the specific instance and for the specific purpose given.
- H. Attorneys' Fees and Other Expenses. To the extent permitted by the Oregon Constitution and the Oregon Tort Claims Act, the prevailing party in any dispute arising from this Contract is entitled to recover its reasonable attorneys' fees and costs at trial and on appeal. Reasonable attorneys' fees cannot exceed the rate charged to OBDD by its attorneys. Recipient shall, on demand, pay to OBDD reasonable expenses incurred by OBDD in the collection of Loan payments.
- I. Choice of Law; Designation of Forum; Federal Forum. The laws of the State of Oregon (without giving effect to its conflicts of law principles) govern all matters arising out of or relating to this Contract, including, without limitation, its validity, interpretation, construction, performance, and enforcement.

Any party bringing a legal action or proceeding against any other party arising out of or relating to this Contract shall bring the legal action or proceeding in the Circuit Court of the State of Oregon for Marion County (unless Oregon law requires that it be brought and conducted in another county). Each party hereby consents to the exclusive jurisdiction of such court, waives any objection to venue, and waives any claim that such forum is an inconvenient forum.

Notwithstanding the prior paragraph, if a claim must be brought in a federal forum, then it must be brought and adjudicated solely and exclusively within the United States District Court for the District of Oregon. This paragraph applies to a claim brought against the State of Oregon only to the extent Congress has appropriately abrogated the State of Oregon's sovereign immunity and is not consent by the State of Oregon to be sued in federal court. This paragraph is also not a waiver by the State of Oregon of any form of defense or immunity, including but not limited to sovereign immunity and immunity based on the Eleventh Amendment to the Constitution of the United States.

- J. Integration. This Contract (including all exhibits, schedules or attachments) and the other Financing Documents constitute the entire agreement between the parties on the subject matter. There are no unspecified understandings, agreements or representations, oral or written, regarding this Contract.

K. Execution in Counterparts. This Contract may be signed in several counterparts, each of which is an original and all of which constitute one and the same instrument.

The Recipient, by its signature below, acknowledges that it has read this Contract, understands it, and agrees to be bound by its terms and conditions.



STATE OF OREGON
acting by and through its
Oregon Business Development Department



CITY OF DAYTON

By: _____
Edward Tabor, Infrastructure &
Program Services Director

By: _____
The Honorable Annette Frank, Mayor

Date: _____

Date: _____

APPROVED AS TO LEGAL SUFFICIENCY IN ACCORDANCE WITH ORS 291.047:

Not Required per OAR 137-045-0030

EXHIBIT A - GENERAL DEFINITIONS

As used in this Contract, the following terms have the meanings below.

“Act” means ORS 285B.560 through 285B.599, as amended.

“Award” means the award of financial assistance to Recipient by OBDD dated 08 October 2025.

“CFR” means the Code of Federal Regulations.

“Code” means the Internal Revenue Code of 1986, as amended, including any implementing regulations and any administrative or judicial interpretations.

“Costs of the Project” means Recipient’s actual costs (including any financing costs properly allocable to the Project) that are (a) reasonable, necessary and directly related to the Project, (b) permitted by generally accepted accounting principles to be Costs of the Project, and (c) are eligible or permitted uses of the Financing Proceeds under applicable state or federal statute and rule.

“Counsel” means an attorney at law or firm of attorneys at law duly admitted to practice law before the highest court of any state, who may be of counsel to, or an employee of, OBDD or Recipient.

“Financing Documents” means this Contract and all agreements, instruments, documents and certificates executed pursuant to or in connection with OBDD’s financing of the Project.

“Financing Proceeds” means the proceeds of the Grant and Loan collectively or individually without distinction.

“Lottery Bonds” means any bonds issued by the State of Oregon that are special obligations of the State of Oregon payable from unobligated net lottery proceeds, the interest on which is exempt from federal income taxation, together with any refunding bonds, used to finance or refinance the Project through the initial funding or refinancing of all or a portion of the Loan or Grant.

“Municipality” means any entity described in ORS 285B.410(9).

“ORS” means the Oregon Revised Statutes.

“Project Completion Date” means the date on which Recipient completes the Project.

EXHIBIT B - LOAN SECURITY

- A. Full Faith and Credit Pledge. Recipient pledges its full faith and credit and taxing power within the limitations of Article XI, sections 11 and 11 b, of the Oregon Constitution to pay the amounts due under this Contract. This Contract is payable from and secured by all lawfully available funds of Recipient.
- B. Pledge of Net Revenues of the System
- (1) All payment obligations under this Contract and the other Financing Documents are payable from the revenues of Recipient’s System after payment of operation and maintenance costs of the System (“Net Revenues”). Recipient irrevocably pledges and grants to OBDD a security interest in the Net Revenues to pay all of its obligations under this Contract and the other Financing Documents.
 - (2) Recipient shall not incur, without the prior written consent of OBDD, any obligation payable from or secured by a lien on and pledge of the Net Revenues that is on parity or superior to the OBDD Lien.

- (3) Notwithstanding the requirements of subsection 2 of this section B, loans previously made and loans made in the future by OBDD to Recipient that are secured by the Net Revenues may have a lien on such Net Revenues on parity with the OBDD Lien; provided that nothing in this paragraph will adversely affect the priority of any of OBDD's liens on such Net Revenues in relation to the lien(s) of any third party(ies).
- (4) Recipient shall charge rates and fees in connection with the operation of the System which, when combined with other gross revenues, are adequate to generate Net Revenues each fiscal year at least equal to 120% of the annual debt service due in the fiscal year on the Loan and any outstanding obligation payable from or secured by a lien on and pledge of Net Revenues that is on parity with the OBDD Lien.
- (5) Recipient may establish a debt service reserve fund to secure repayment of obligations that are payable from or secured by a lien on and pledge of Net Revenues that is on parity with the OBDD Lien, provided that no deposit of the Net Revenues of the System into the debt service reserve fund is permitted until provision is made for the payment of all debt service on the Loan and any other obligations payable from or secured by a lien on and pledge of Net Revenues that is on parity with the OBDD Lien (including any obligations described in subsection 3 above) for the 12-month period after such deposit.

EXHIBIT C - PROJECT DESCRIPTION

Recipient will hire a registered geologist, licensed in Oregon, to complete a Well Development Feasibility Study focused on the wells located on the property formerly known as Fisher Farms.

Feasibility study must include the following elements:

- Analysis of project feasibility;
- Estimate of up-to-date project costs including material, labor, contingency budget, and other necessary expenses;
- Design and/or construction timeline; and
- Operational feasibility analysis, including the identification of expected changes in costs for ongoing operation, maintenance, and long-term replacement of the improvements.

EXHIBIT D - PROJECT BUDGET

Line Item Activity	OBDD Funds	Other / Matching Funds
Feasibility Study	\$206,588	\$0
Total	\$206,588	\$0

To: Honorable Mayor and City Councilors

Through: Jeremy Caudle, City Manager

From: Dave Rucklos - TED Director

Issue: Approval of Resolution 2025/26-09 A Resolution Accepting the City of Dayton Parks and Recreation Master Plan as Complete and Directing Its Inclusion in the Comprehensive Plan Adoption Process

Date: November 3, 2025

Background and Information

Goal - By Resolution No. 23/24-09, council directed staff to pursue an LGGP grant with the Oregon Parks and Recreation Department to update its Parks and Recreation Master Plan. Grant was awarded in September 2024, and officially funded in November 2024. Conservation Technix has presented a complete and final Parks and Recreation Master Plan to Planning Commission and City Council.

Objective: Accept the plan presented on October 20, 2025, as complete to close out the city's engagement with Conservation Technix and direct staff to begin the process of adopting the plan to the Dayton Comprehensive Plan through the DLCD process.

City Manager Recommendation: I recommend approval.

Potential Motion to Approve: "I move to approve Resolution 2025/26-09 A Resolution Accepting the City of Dayton Parks and Recreation Master Plan as Complete and Directing Its Inclusion in the Comprehensive Plan Adoption Process."

City Council Options:

- 1 - Approve.
- 2 - Approve with amendments.
- 3 -Take no action and ask staff to do more research and bring further options back to the City Council.

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RESOLUTION No. 2025/26-09
City of Dayton, Oregon

A Resolution Accepting the City of Dayton Parks and Recreation Master Plan as Complete and Directing Its Inclusion in the Comprehensive Plan Adoption Process

WHEREAS, on January 21, 2025, the Dayton City Council awarded a contract to Conservation Technix for the preparation of a Parks and Recreation Master Plan for the City of Dayton; and

WHEREAS the purpose of the plan is to assist the City in meeting the open space and recreational needs of its citizens and to provide a framework in which to prioritize use of the City's limited funds for this purpose; and

WHEREAS. The consultants worked with and actively sought and incorporated input from residents by means of a survey, community townhall and event participation, including planning commission and city council input; and

WHEREAS a final draft of the Plan was presented to Council on November 3, 2025.

The City of Dayton resolves as follows:

- 1. THAT** the City Council accepts the City of Dayton Parks and Recreation Master Plan, attached as Exhibit A, as substantially complete and directs staff to initiate the formal adoption process, including preparation of proposed amendments to the Dayton Comprehensive Plan to incorporate the Master Plan.
- 2. THAT** staff are further directed to proceed with all required steps for Comprehensive Plan amendment, including Planning Commission review, public hearings, City Council consideration, and applicable notice and coordination with the Oregon Department of Land Conservation and Development (DLCD).
- 3. THAT** this resolution is effective immediately upon adoption by the City Council.

ADOPTED this 3rd day of November 2025.

In Favor:

Opposed:

Absent:

Abstained:

Annette Frank, Mayor

Date Signed

ATTEST:

Rocio Vargas, City Recorder

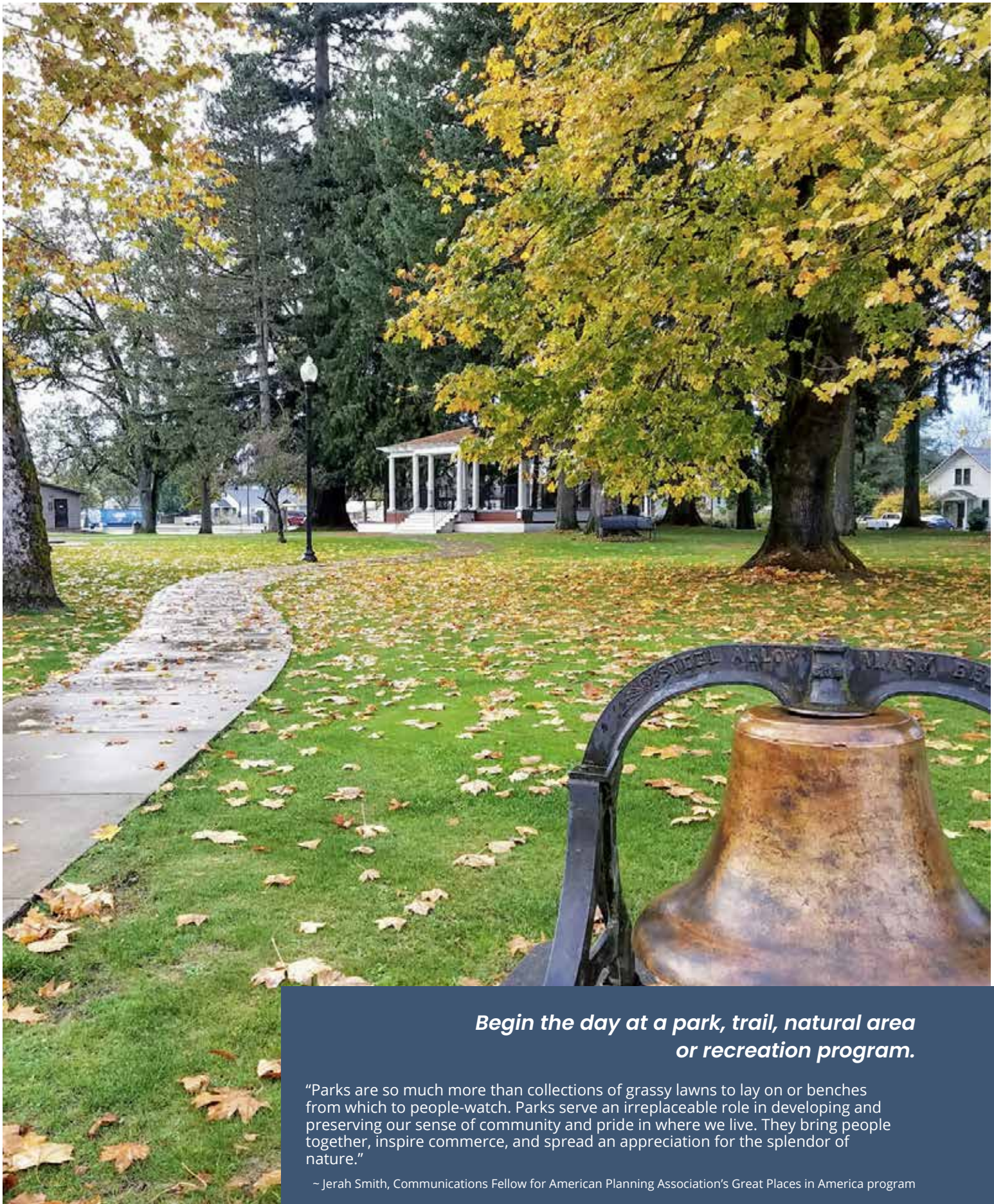
Date of Enactment

Attachment: Exhibit A



2025 PARKS & RECREATION MASTER PLAN

October 2025



***Begin the day at a park, trail, natural area
or recreation program.***

“Parks are so much more than collections of grassy lawns to lay on or benches from which to people-watch. Parks serve an irreplaceable role in developing and preserving our sense of community and pride in where we live. They bring people together, inspire commerce, and spread an appreciation for the splendor of nature.”

~ Jerah Smith, Communications Fellow for American Planning Association's Great Places in America program

Acknowledgements

City Council

Annette Frank, Mayor
Andrew Hildebrandt, Council President
Kitty Mackin
Jim Maguire
Robin Pederson
Chris Teichroew
Luke Wildhaber

Planning Commission

Ann-Marie Anderson
Dave Mackin
Rob Hallyburton
Katelyn Weber Van Genderen

City Staff

Jeremy Caudle, City Manager
Dave Rucklos, Economic Development &
Tourism Director
Don Cutler, Public Works Supervisor
Curt Fisher, Associate Planner

Consultant Team

Conservation Technix, Inc.

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OVERVIEW & INTRODUCTION

Purpose of the Plan

This citywide Parks and Recreation Master Plan is an update to the Parks and Recreation Master Plan adopted in 2004. This Plan serves as a blueprint for City's park system and creates a vision for an inclusive and interconnected system of parks, recreational trails, and open spaces that promotes outdoor recreation, health, and environmental conservation as integral elements of a thriving, livable Dayton. The Parks and Recreation Master Plan will guide City elected and appointed officials, management, and staff when making decisions or taking actions regarding planning, acquiring, developing, or implementing parks, open space, or recreational amenities.

Additionally, this Plan provides updated system inventories, a community profile, needs analyses, and a comprehensive capital project list. It identifies parks and recreation goals and outlines a long-range plan for the Dayton park and recreation system, incorporating action items and implementation strategies over the next decade and beyond. The recommendations in this Plan are based on community input, evaluations of the existing park system, operating conditions, and fiscal considerations.

Planning Process

This Plan reflects the community's interests and needs for parks, open space, trails, and activities. The planning process, which included various public outreach activities, encouraged public engagement to inform the development of the priorities and future direction of Dayton's park and recreation system. Community members expressed their interests through surveys, community events and other engagement efforts.

An assessment of the park inventory became the basis for determining the current performance of the system to potential standards for parks. An overarching needs analysis was conducted for parks, recreational facilities, and trails to assess current demands and project future demand accounting for population growth.

To guide the implementation of the goals of the Plan, a Capital Improvement Plan (CIP) was developed with a set of strategies that identified costs and potential funding sources. The Plan will become a component of the City's Comprehensive Plan and direct park system service delivery for the next 20 years.

Park & Recreation System Overview

The Dayton Public Works Department manages 18.7 acres of parks and open spaces and is responsible for maintaining and improving public playgrounds, parks, open space, an athletic field, an historic cemetery and forested areas. As the steward of these valuable community assets, the City sustainably maintains these properties to protect the public investment and to provide safe, accessible parks, open space and trails. Park properties include Alderman Park, Andrew Smith Park, Courthouse Square, Legion Field and the Veterans Memorial, in addition to the Palmer Creek Lodge Community Center and various city-owned open spaces. While the City of Dayton does not directly provide recreation programs, the City accommodates recreational uses through its parks, sport field and community center.

Planning Commission

The Planning Commission provided guidance on policy decisions for park and recreation services within the community. In a steering committee role, the Planning Commission was instrumental in guiding the updating of this Parks and Recreation Master Plan and making recommendations on these projects to the City Council.



Recent Accomplishments

The 2004 Parks and Recreation Master Plan guided City officials and staff in planning and implementing various park system improvements. The following represents a short list of the significant accomplishments realized following the adoption of the previous Plan:

- Renovated the bandstand at Courthouse Square
- Installed new playground and restroom at Courthouse Square
- Remodeled and renovated Palmer Creek Lodge Community Center
- Re-opened pedestrian bridge across Yamhill River
- Opened off-leash dog park at Alderman Park
- Developed Veterans Memorial at City Hall
- Replaced and expanded play equipment and added restroom at Andrew Smith Park (formerly 11th St. Park)
- Repaired basketball court at Andrew Smith Park





Current Challenges & Future Considerations

As with any city-wide strategic planning effort, current community challenges provide a context for assessing and developing strategies for the future. The following macro trends are anticipated to be significant priorities over the next decade.

Equity, Inclusivity & Accessibility

Ensuring social equity remains at the forefront of municipal parks and recreation systems is paramount. Prioritizing diversity, equity, and inclusion is essential, particularly in adaptive recreation and accessibility upgrades for parks and amenities. The City must continue innovating and finding solutions that provide everyone safe and equitable access to parks, trails, facilities, and recreational opportunities.

Continued Investments in the Park System

As the city changes, so does its range of recreational experiences. From accessible playgrounds to splash pads, from connected trails to natural areas, the diversity of offerings must adapt to meet the changing needs of the Dayton community. The community's growth will influence the demand for different recreational experiences,

such as space for family gatherings, cultural arts, community events, and social activities. The demand for new amenities must carefully balance preserving and maintaining existing parks and natural areas. The development of new amenities may require the use or re-use of existing parkland, or additional parkland may be required to support the community's evolving future needs.

Recreation research also explains how park distribution, proximity, facilities, and conditions impact people's desire for physical activity. Therefore, it's crucial to re-evaluate current park designs and maintenance policies to ensure barrier-free, engaging environments while optimizing operational efficiencies. This evaluation includes incorporating more detailed park development design guidelines for parks created through private development projects. The City will continue to play a significant role in enabling healthy lifestyles for Dayton residents. It will continue to adapt park and trail systems to ensure they remain accessible, inclusive, and aligned with the future recreation needs of the community.

Stewardship & Asset Management

Sustaining established park systems requires ongoing maintenance to serve the community safely and effectively. Across the country, public recreation providers consider maintenance of existing park facilities a crucial management issue.



Neglected assets – from benches to playgrounds to pools – can fail structurally or operationally, posing safety risks and reducing their recreational value. Aging infrastructure might fail to meet community expectations or necessitate capital upgrades to adapt to changing community interests. Yet, many recreation providers often struggle to establish adequate funding mechanisms for routine maintenance, preventative upkeep, and significant rehabilitation of existing outdoor recreation facilities nearing or at the end of their useful life.

To address these issues, this Plan includes condition assessments of City parks establishing a baseline of current conditions. This information will inform facility, maintenance, and operations policies and guide improvements. Proper maintenance practices prevent deterioration, thereby reducing long-term capital and operating costs, maintaining safety standards, improving public perception, and enabling community use of recreational assets.

Active Older Adults

Older adults, 55 years plus, make up 30% of Dayton's population, while 25% is under 18 years old. While Dayton's older adults are fewer than the average in Yamhill County, their lifestyles remain more active than in the past. Nationwide, active seniors are often looking at retirement age differently, and many are transitioning to new careers, finding ways to engage with their

community, and focusing on their health and fitness. To meet the needs of these active senior residents, Dayton will need to consider how the City's park and recreation facilities, activities, and partnerships can meet the needs of this age group while providing for its growing community.

Fiscal Challenges

As a growing city with a strong agricultural heritage, steady pressure exists on capital and operating funding sources to maintain and expand City services and amenities. This Plan is structured with these constraints in mind and considers listed capital projects for their potential to leverage other funding sources, effects of future maintenance and operations demands, and estimated development costs.

Guiding Documents

This Plan is one of several documents that comprise Dayton's long-range planning and policy framework. Past community plans and other relevant documents were reviewed for policy direction and goals related to parks, open space, trails, and recreation opportunities across Dayton. Appendix F provides brief summaries of past plans.

- Strategic Plan Goals 2024-2025
- Dayton Planning Atlas and Comprehensive Plan
- Dayton 2004 Parks and Recreation Master Plan
- Urban Growth Boundary Amendment
- 2023 Economic Development Questionnaire

Plan Contents

The remainder of this Parks and Recreation Master Plan is organized as follows:

- Chapter 2: Community Profile – overviews the City of Dayton and its demographics.
- Chapter 3: Community Engagement – highlights the methods used to engage the Dayton community in the development of the Plan.
- Chapter 4: Classifications & Inventory – describes the inventory and classifications for the existing park system.
- Chapter 5: Needs Assessment – describes community feedback, trends, local needs, and potential improvements for parks and open space.
- Chapter 6: Goals & Objectives – provides a policy framework for the park and recreation system grouped by major functional area.
- Chapter 7: Implementation – describes a range of strategies to consider in the implementation of the Plan and provides a program for addressing park and facility enhancement or expansion projects over a 20-year time horizon.
- Appendices: Provides technical or supporting information to the planning effort and includes a summary of the community survey, event tabling, and funding options, among others.

BENEFITS OF PARKS, RECREATION & OPEN SPACE

A number of organizations and non-profits have documented the overall health and wellness benefits provided by parks, open space and trails. The Trust for Public Land published a report called *The Benefits of Parks: Why America Needs More City Parks and Open Space*. This report makes the following observations about the health, economic, environmental and social benefits of parks and open space:

- Physical activity increases with access to parks.
- Contact with the natural world improves physical and physiological health.
- Value is added to community and economic development sustainability.
- Benefits of tourism are enhanced.
- Trees are effective in improving air quality and assisting with stormwater control.



Physical Activity Benefits

Residents in communities with increased access to parks, recreation, natural areas and trails have more opportunities for physical activity, both through recreation and active transportation. By participating in physical activity, residents can reduce their risk of being or becoming overweight or obese, decrease their likelihood of suffering from chronic diseases, such as heart disease and type-2 diabetes, and improve their levels of stress and anxiety. Nearby access to parks has been shown to increase levels of physical activity. According to studies by the National Park and Recreation Association, the majority of people of all ages who visit parks are physically active during their visit. Also, the Centers for Disease Control and Prevention (CDC) reports that greater access to parks leads to 25% more people exercising three or more days per week.

Community Benefits

Park and recreation facilities provide opportunities to engage with family, friends, and neighbors, thereby increasing social capital and community cohesion, which can improve residents' mental health and overall well-being. People who feel that they are connected to their community and those who participate in recreational, community and other activities are more likely to have better mental and physical health and to live longer lives. Access to parks and recreational facilities has also been linked to reductions in crime, particularly juvenile delinquency.

Economic Benefits

Parks and recreation facilities can bring positive economic impacts through increased property values, increased attractiveness for businesses and workers (quality of life), and through direct increases in employment opportunities.

In Oregon, outdoor recreation generates \$8.3 billion in consumer spending, creates 73,900 direct jobs and results in \$4.4 billion in outdoor recreation wages. According to the 2023 Outdoor Recreation Satellite Account published by the Outdoor Industry Association, outdoor recreation can grow jobs and drive the economy through management and investment in parks, waters and trails as an interconnected system designed to sustain economic dividends for citizens.



SNAPSHOT: DAYTON TODAY

This chapter offers a brief overview of the City of Dayton and its demographics.

Located in the heart of the Willamette Valley, the City of Dayton is situated just off Hwy 18 between McMinnville and Newberg and is centrally located 55 miles from the Pacific Ocean, 24 miles from the State Capital and 60 miles from Mt Hood.

Profile

Incorporated in 1880, the City of Dayton encompasses 0.82 square miles of land located in northeastern Yamhill County, west of the Willamette River and six miles east of McMinnville. The City is surrounded by vineyards and prime agricultural lands. Dayton maintains a small town charm and looks to build from its roots with the motto of “Rich in History...Envisioning our Future.”

Early settlers established land claims in the Dayton area in the mid-1840s. One of the earliest settlers, General Joel Palmer, platted a 450-acre town site in the fall of 1850, with the original land survey of the town site completed in 1852. Dayton was incorporated in 1880.

Dayton was the first city in the State of Oregon to be designated as a national historic resource, and

there are many historic landmarks throughout the city. The oldest standing structure is the Joel Palmer House, built in 1857, and was listed on the National Register of Historic Places in 1987. Since 1996, it has been home to a four-star restaurant of the same name as the historic house. A significant number of historical sites and structures are still exist in the city and have been documented and promoted with a walking tour map and histories.

Dayton’s Ferry Street corridor serves as the heart of the city, hosting landmarks like Dayton City Hall, the Mary Gilkey Library, Courthouse Square Park, the Joel Palmer House Restaurant, and an array of shops, restaurants, groceries, and other businesses. Many of these establishments are housed in historic buildings, adding to the city’s character. Most of the city is developed with

single family homes on gridded streets, abutting agricultural land and riparian open spaces on the city's edges.

The City provides a broad range of services, including library services, maintenance of streets, parks, and utility infrastructure, recreational activities and cultural events, code enforcement, and economic development. The City maintains a modest parks system of neighborhood and community parks, along with immediate access to the Yamhill River and Palmer Creek. Certain services are provided by or in cooperation with regional organizations. The City of Dayton contracts with the Yamhill County Sheriff's Office for police services, and the Dayton Fire District (DFD) provides fire protection and emergency services. Also, the City utilizes the services of a contracted professional planner through the Mid-Willamette Valley Council of Governments (COG) to administer the planning program.

Demographic Profile

Dayton is a small city of over 2,700 residents. The City is home to many families with children, see Figure 1. Residents are generally similar to those across Yamhill County in terms of education and income level, but they are more likely to be younger and to have children in the house. Nearly two-in-five residents identify as either Hispanic or Latino, and nearly half of employed residents work in educational services, and health care and social assistance, or manufacturing. Residents tend to have similar incomes as compared to the average Oregonian.

Figure 1. Population Characteristics: Dayton, Yamhill County, and the State of Oregon

Demographics	Dayton	Yamhill County	Oregon
Population Characteristics			
Population (2023) ¹	2,704	109,743	4,296,626
Population (2020) ²	2,678	107,722	4,237,256
Population (2010) ³	2,534	99,193	3,831,074
Population (2000) ⁴	2,119	84,992	3,421,399
Percent Change (2000-23)	27.6%	29.1%	25.6%
Average Annual Growth Rate (2000-2023)	1.2%	1.3%	1.1%
Persons with Disabilities (%) ⁵	16.4%	16.4%	14.9%
Household Characteristics ⁵			
Households	722	38,371	1,680,800
Percent with children	38.2%	31.4%	27.7%
Median Household Income	\$76,014	\$80,125	\$76,632
Average Household Size	3.69	2.65	2.46
Average Family Size	3.78	3.10	3.00
Owner Occupancy Rate	79.1%	69.4%	63.2%
Age Groups ⁵			
Median Age	37.4	39.4	39.9
Population < 5 years of age	7.1%	5.2%	5.1%
Population < 18 years of age	25.1%	21.5%	20.2%
Population 18 - 64 years of age	56.1%	60.5%	61.5%
Population > 65 years of age	18.8%	18.0%	18.3%

Sources:

*1: 2023 Portland State University Certified Population Estimates

*2: U.S. Census Bureau, 2020 Decennial Census.

*3: U.S. Census Bureau, 2010 Decennial Census.

*4: U.S. Census Bureau, 2000 Decennial Census.

*5: U.S. Census Bureau, 2022 American Community Survey 5-Year Estimates

Population

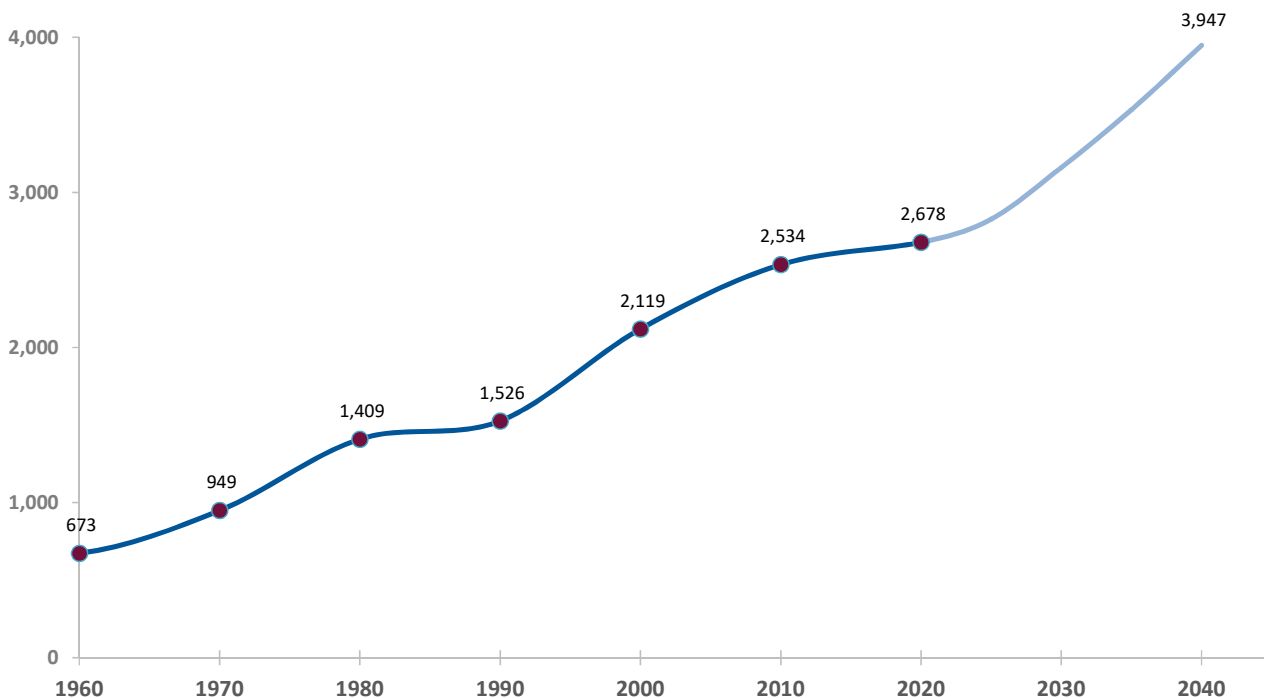
Founded in 1850 and incorporated in 1880, the City of Dayton maintained a population between 300 and 700 residents into the 1960s. The City's population has generally grown in spurts due to periods of development, such as in the 1970s when the population grew from 949 to 1,409 residents and in the early 2000s when it grew from 2,119 to 2,534 residents. These growth periods were interspersed with decades of relatively static, if not declining population.

According to the City's 2008 Comprehensive Plan, Dayton's population is projected to continue growing. By 2028, the City is expected to be home to approximately 3,900 residents. However, the Portland State Population Research Center forecasts that the population within Dayton's urban growth boundary (UGB) only will grow modestly in the coming decades, rising to about 3,237 residents in 2054 and representing an annual average growth rate of 0.47% for that period. Overall, PSU researchers forecast that Yamhill County will only grow by about 0.65% (annual average growth rate) over the next 30 years. Figure 2 projects the estimated Dayton population to 2040 using the current population count from PSU, plus the 2.25% annual growth rate outlined in the City's Comprehensive Plan.

Also, the recent creation of an urban renewal district will provide the foundation for a more dynamic future. The tax increment financing from the new district will help the City capitalize on Dayton's facilities and resources to provide recreational and cultural opportunities.

The size of a community and its anticipated growth over time are key indicators of whether existing park and recreation facilities will be sufficient to meet future needs. Population growth can also result in increased residential density and/or the development of currently vacant land within a city, potentially increasing the need for away-from-home recreation opportunities, while simultaneously reducing potential locations for park and open space acquisition. Population decline can reduce demand for facilities, while also reducing the tax base available to support existing parklands and recreation facilities. Communities in this situation face important decisions about how to prioritize investments within financial constraints. This especially true in Dayton, which has the lowest tax levy in the Yamhill County. Advance planning for parks and recreation facilities can help ensure residents can enjoy sufficient, conveniently located parks, open space, and recreation facilities as a community evolves.

Figure 2. Population Change – Actual and Projected: 1960 – 2040



Age Group Distribution

The City of Dayton's population has a median age of 37.4 (2022), slightly younger than Yamhill County as a whole (39.4) and the statewide average (39.9). About one-quarter of Dayton's population comprises children and teenagers up to age 19 (27.1%), and the City's largest 20-year population group is those ages 10 to 29 (28.6%), see Figure 2. This has important implications for park and recreation needs.

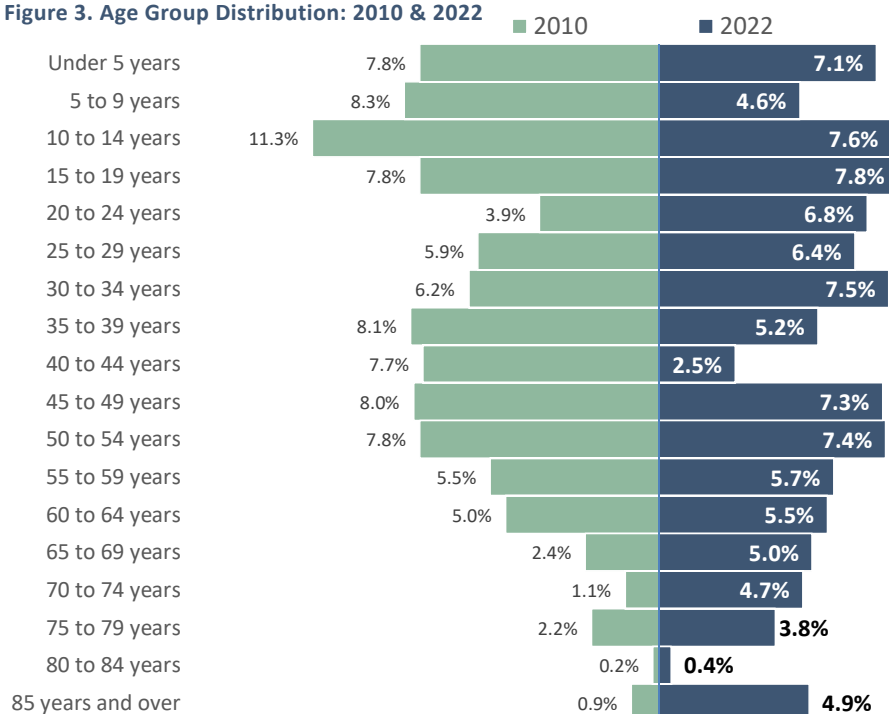
- Approximately 7% of Dayton's population is under five years old. This group represents users of preschool and toddler programs and facilities, and as trails and open space users, are often in strollers. These individuals are future participants in youth activities.
- Approximately 12% of Dayton's population are children 5 to 14 years old, making up the current youth program participants.
- Approximately 15% of Dayton's population are teens and young adults, ages 15 to 24, transitioning from youth activities to adult programs, participating in teen/young adult programs (where available), and often seasonal employment seekers.
- Approximately 14% of Dayton's population are adults ages 25 to 34 who use adult programs and may be entering long-term relationships and establishing families.

- Approximately 22% of Dayton's population are adults between 35 and 54 years old and represent users of a wide range of adult programs and park facilities. Characteristics of this group range from having children using preschool and youth programs to becoming empty nesters.
- Approximately 30% of Dayton's population are older adults, ages 55+ years old. This group represents users of adult and senior programs. These residents may be approaching retirement or already retired and may be spending time with grandchildren. This group ranges from very healthy, active seniors to more physically inactive seniors.

Household Characteristics ⁵

Dayton's households tend to be much larger on average than those across the state and include a high percentage of families. In 2022, the average household in Dayton was 3.69 people, higher than the county and state averages of 2.65 and 2.46, respectively. Of the approximately 722 households in the City, 38.2% included children under 18, and 4.8% were individuals living alone. More than three-quarters of City households own their home (79%), higher than in Yamhill County (69%) and state (63%), while 21% rent.

Figure 3. Age Group Distribution: 2010 & 2022



Employment & Education ⁵

Approximately three-in-four residents over 25 (77%) have a high school degree or higher, lower than the county and statewide averages (90% and 91%, respectively). About 23% of City residents have a Bachelor’s degree or higher, which is also lower than county (29%) and statewide rates (35%).

In 2022, 57% of Dayton’s workforce population (16 years and over, 1,195 people) were employed, while 9% were unemployed, and more than a one-third (43%) of all residents were not in the labor force. Also, approximately 22% of City residents work in educational services, and health care and social assistance, and 20% in manufacturing. Another 9% work in either professional, scientific and management, or retail trade. Several other industries – finance, arts and entertainment, public administration, and transportation and warehousing – each employ between 6% and 8% of workers and contribute significantly to the local economy.

Income & Poverty ⁵

A community’s household income level can impact the types of recreational services prioritized by community members and their ability to pay for them. In 2022, the median household income in Dayton was \$76,014. This income level was \$4,111 (5%) lower than the median income for Yamhill County households. Higher income households typically have an increased capacity to pay for recreation and leisure services and often face fewer barriers to participation. Approximately 34% of Dayton households have household incomes in the higher income brackets (\$100,000 and greater), lower than the county average (39%).

Also, it is essential to consider the needs of lower-income residents, who may encounter barriers to physical activity due to reduced access to parks and recreational facilities, a lack of transportation options, a lack of time, and poor health. Lower-income residents may also be less financially able to afford recreational service fees or pay for services like childcare that can make physical activity possible. According to the 2022 American Community Survey data from the US Census, 8.8% of households in Dayton earn less than \$25,000 annually, and 12.3% of local families live below the poverty level (\$26,500 for a family of four), lower than county rates (8.2%).

Race & Ethnicity

In 2022, most (70%) of Dayton’s residents identified as White, slightly more than 18% as two or more races, and 11% as some other race not listed on Census forms. No residents identified as Native Hawaiian or Pacific Islander in the American Community Survey’s results. Two-in-five (40%) residents identify as Hispanic or Latino of any race, with most identifying as Mexican. The population of Dayton has grown slightly more diverse over the past decade as its population of multi-racial identifying residents has grown, see Table 2.

Figure 4: Changes in Racial Composition - 2010 to 2022

Racial Identification	2010 ⁶	2022 ⁵
White	78.1%	70.2%
Some other race	14.5%	10.7%
Two or more races	4.7%	18.5%
Asian	0.5%	0.0%
American Indian and Alaska Native	0.2%	0.6%
Black or African American	2.1%	0.0%
Native Hawaiian and Other Pacific Islander	0.0%	0.0%
Hispanic or Latino (of any race)	30.8%	40.7%

According to the 2022 American Community Survey, about 85% of Dayton’s residents were born in the United States, with about 15% born abroad. Most foreign-born residents (94%) have lived in the U.S. for at least a decade. Approximately 31% of residents speak a language other than English at home (95% of whom speak Spanish), with approximately 18% who speak English less than very well.

As discussed above in the income and poverty section, people of color and residents who speak languages other than English may face similar barriers to accessing parks, recreation facilities, and activities. The City’s planning for future park and recreational opportunities should prioritize inclusivity and consider how best to meet the diverse recreational needs of its growing and vibrant community. Inclusion will enhance social cohesion and enrich the community’s well-being and quality of life.



Persons with Disabilities ⁵

The 2022 American Community Survey reported that 16% of Dayton's population (439 persons) have a disability that interferes with life activities. This is on par with county (16%) and state (15%) averages. Approximately 4% are under 18 years old, 15% of adults 18 to 64, and 38% of residents 55+ years old live with a disability, signaling a potential need to design inclusive parks, recreational facilities, and activities.

Planning, designing, and operating a park system that facilitates participation by residents of all abilities will help ensure compliance with Title II of the Americans with Disabilities Act (ADA). In addition to ADA, there are other accommodations that people with disabilities may need to access parks and participate in recreation programs. Dayton should consider community needs for inclusive and accessible parks, recreational facilities, marketing, and communications.

Health Status

The overall health of a community's residents can impact their ability to participate in recreation and other physical activity. It may also reflect, in part,

the locality's level of access to appropriate and convenient greenspaces, recreation opportunities, and active transportation facilities.

While specific health data for Dayton's residents is not readily available, the 2024 County Health Rankings indicate that Yamhill County, where Dayton is located, fares slightly better than the average county in Oregon for Health Outcomes and better than the average county in the nation.⁷ This ranking reflects positive health outcomes and factors, such as health behaviors, clinical care, social and economic factors, and the physical environment.

In Yamhill County, approximately 81% of adults aged 20 and older engage in leisure-time physical activity, surpassing the rates for both Oregon State and the U.S. Approximately 79% of Yamhill County residents have access to adequate exercise opportunities, including parks or recreation facilities, slightly lower than the national (84%) and statewide (88%) averages. This suggests that countywide and local planning and policies can be enhanced to better enable places for residents to participate in physical activities, making it easier for Dayton residents to lead active and healthy lifestyles.

Sources

- ⁵ U.S. Census Bureau, 2022 American Community Survey 5-Year Estimates
- ⁶ U.S. Census Bureau, 2010 American Community Survey 5-Year Estimates
- ⁷ Data on the health status of Yamhill County and State of Oregon residents taken from: University of Wisconsin Population Health Institute. "Oregon Rankings Data". County Health Rankings. Available at <https://www.countyhealthrankings.org/health-data/oregon/yamhill?year=2024> - accessed 12/16/24

3



COMMUNITY ENGAGEMENT PROCESS

This chapter highlights the methods used to engage the Dayton community in the development of the Parks and Recreation Master Plan.

Community engagement played an essential role in developing the 2025 Parks and Recreation Master Plan. Several outreach methods were used to connect with the community, seek their input, and provide information about the Plan through convenient online and in-person activities. Public outreach methods were varied and included:

- Mail and online community-wide survey in English and Spanish
- Stakeholder focus group meeting
- Tabling and outreach at the Cinco de Mayo event
- Meetings with the Planning Commission and City Council
- Dayton city website with plan information and feedback opportunities
- Multiple social media postings

Community Survey

A community-wide, mail and online survey was conducted to assess the recreational needs and priorities of Dayton residents. The survey was mailed to all 896 households within the city limits on January 31, 2025, and reminder postcards were mailed to all households on February 12, 2025. An additional reminder was included in the March utility bill mailer to city residents. The survey also was accessible from the City website. The survey was closed on March 24, 2025, and 160 surveys were collected.

Residents were asked about future improvements and the types of recreational amenities they would like to see considered for the park system. Survey respondents were asked about:

- Performance and quality of programs and parks;
- Usage of City parks and recreation facilities;
- Overall satisfaction with the value of services being delivered by the City;
- Opinions about the need for various park, recreation, and trail improvements; and
- Priorities for future recreation amenities and offerings.

Significant survey findings are noted below, and a more detailed discussion of results can be found in the needs assessment chapter covering parks and open space, trails, and recreation.

Major Survey Findings:

- Nearly all respondents (96%) feel that public parks and recreation opportunities are important or essential to the quality of life in Dayton.
- Residents of Dayton frequently use the city's parks and recreation facilities, with more nearly four in ten visiting at least once a week, if not every day.
- The most common reasons for park visits included attending a community event or walking or running.
- Dayton's community events are quite popular, especially Dayton Friday Nights. Nearly all residents who responded to the survey said they had attended at least one event in the past year.
- Residents showed strong support for expanding, improving, and maintaining walking and nature trails, especially the Palmer Creek Trail. They would also like to see the City maintain and improve the boat ramp at Dayton Landing and add river access elsewhere along the Yamhill River.
- Residents would also welcome improvements to the City's parks such as additional picnic areas, playgrounds, sports courts, and community gardens.

The complete summary is provided in Appendix A.

Community Event Tabling

The City of Dayton sponsored a Cinco de Mayo celebration on Sunday, May 4, 2025 from noon to 5:00 p.m. at Courthouse Square, which included information booths and displays from several organizations. This event was used as a way to inform people about the citywide Parks and Recreation Master Plan project and gather community feedback for potential park system enhancements.

The project team prepared dual-language informational displays, which included project overview, parks and outdoor recreation enhancements, recreational trail alignments, and potential park project and investment ideas. Attendees were encouraged to talk to project team members and record their comments. City staff and project team staff engaged with event attendees to identify general needs and interests for parks and recreation in Dayton. Approximately 45 people reviewed the tabling materials and provided comments.

Major Takeaways:

- Provide an outdoor splash pad
- Renovate Legion Field
- Improve & expand Palmer Creek Trail
- Improve Dayton Landing river access

Stakeholder Discussions

A focus group discussion with community stakeholders was conducted to more broadly assess local needs and opportunities for partnerships, project coordination, and specific improvements within Dayton's park system.

Stakeholders shared their aspirations for park and recreation options and provided ideas on possible improvements during the listening sessions. Several suggestions were in common among the stakeholders and included the following:

- Capitalize on access to the Yamhill River: Acquire Dayton Landing from the County and improve it as a boat launch site. With the future hotel, improved river access can be a draw for visitors and should include sidewalks from Courthouse Square to the river. It also opens opportunities for small businesses and concessionaires for equipment rentals, etc.
- Expand trail connections: Extend Palmer Creek Trail to Alderman Park to the northeast and to the edge of the UGB to the west.

- Upgrade existing parks: Expand recreation options (i.e., shade structures, picnic shelters, sports) and improve accessibility better serve users of all abilities. Pay attention to safety and aim for sustainable maintenance and operations.
- Communicate with the community: Promote the City's assets and improvement projects more. Communicate more often with the community and use community events and City Council sessions to highlight park and recreation needs and keep a focus on park.

Specific recommendations are incorporated in the needs assessment section (Chapters 5), and a full summary is provided in Appendix C.

Commission Meetings

The Planning Commission provided feedback on the development of the Parks and Recreation Master Plan during three regularly scheduled public sessions. The first session occurred in March 2025 to review the project timeline and explore future opportunities and challenges. At subsequent sessions, the Commission reviewed and commented on community survey results, project priorities, and strategies to implement improvement projects.

Other Outreach

In addition to the direct outreach opportunities described above, the Dayton community was informed about the planning process through a variety of media platforms. The following methods were used to share information about the project and provide opportunities to participate and offer their comments:

- City website home page
- Parks and Recreation Master Plan project page
- Social media via Facebook and Instagram
- Announcements at Council and Commission public meetings



CLASSIFICATIONS & INVENTORY

This chapter describes the park classification system and provides an overview of the parks and open spaces in and near Dayton.

Park Classifications

Parkland classification helps guide the planning of recreational needs for the community. These classifications also reflect standards that inform future acquisitions and development decisions and operations and maintenance expectations of developed facilities or natural lands. Classifying parkland allows the City to evaluate its needs and plan for an efficient, cost-effective, and usable park system that minimizes conflicts between park users and adjacent land uses.

Dayton's park system comprises a hierarchy of various park types, each offering different recreational opportunities and natural environmental functions. The parks system is intended to serve the full range of community needs. The classification characteristics serve as general guidelines addressing the size and use of each park. The following five classifications encompass the City of Dayton's parkland

classifications:

- Community Parks
- Neighborhood Parks
- Special Use Facilities
- Open Space
- Trails

Each park classification defines the site's function, amenities, and recreational uses. City-owned neighborhood and community parks provide outdoor recreation opportunities that offer a range of activities. Special-use facilities are specialized park sites or facilities designed for unique and primary purposes. Trail areas may vary in diverse natural characteristics and ecological functions and they provide public access and outdoor recreational value. The following descriptive guidelines offer the typical composition of each park classification and can help guide the planning and expectations for the composition of future parks as Dayton grows.

Community Parks



Size

2 to 15 acres

Developed Parks

- Courthouse Square

Community parks provide a wide variety of recreation opportunities that appeal to the entire community. Typically, these sites are designed for active recreation, supported by sports fields, outdoor courts, skate parks, trails, and recreation centers. Community parks can accommodate many people and offer a wider variety of facilities than neighborhood parks, such as disc golf, volleyball, sports court complexes, dog parks, and group picnic areas. These parks also may serve as destinations for access to water and large community events. For this reason, community parks require more support facilities, such as parking and restrooms. Some community parks with extensive natural lands may be larger, but sensitive environmental constraints may restrict development to a limited area. Community parks can also serve as local neighborhood parks for their immediate areas, and they may be connected to schools or other community facilities. At present, Courthouse Square is Dayton’s only community park.

Typical Amenities

Passive Recreation

- ☒ Seating
- ☒ Casual Use Spaces
- ☒ Community Gardens
- ☒ Internal Walking Trails
- ☐ Beach / Water Access
- ☐ Unique Landscape Features
- ☒ Natural Spaces

Active Recreation

- ☒ Biking Trails
- ☒ Outdoor Fitness / Exercise Facilities
- ☒ Creative Play Attractions
- ☒ Playgrounds
- ☒ Rectangular Fields
- ☒ Diamond Fields
- ☒ Basketball Courts
- ☒ Tennis / Pickleball Courts
- ☒ Volleyball Courts
- ☒ Water Play

Facilities

- ☒ Individual Picnic / Sitting Areas
- ☒ Group Picnic Areas
- ☒ Park Shelters
- ☒ Skateparks / Bike Skills
- ☒ Splash Pads / Spray Parks
- ☐ Watercraft Launch / Docks
- ☒ Outdoor Event Spaces
- ☒ Off-leash Areas
- ☒ Restrooms
- ☒ Parking

Neighborhood Parks



Size

0.5 to 2 acres

Developed Parks

- Andrew Smith (11th Street) Park

Neighborhood parks provide close-to-home recreational opportunities. These parks provide active and passive recreation for people within approximately one-half mile of the park. Typical amenities in a neighborhood park may include walking trails, playground equipment, picnic areas, picnic shelters, open lawn areas, shade trees, small sports courts or skate spots, and benches. Parking and restrooms may be an option for neighborhood parks with significant recreational amenities supporting more extended visits. Neighborhood parks should be located and designed based on the scale and type of surrounding uses. During site master planning, parks in locations with higher residential density should be designed with more durable features and facilities that can withstand more intensive use. Dayton currently has one neighborhood park, Andrew Smith Park. As the city and its boundaries grow, additional neighborhood parks can be added.

Typical Amenities

Passive Recreation

- ☒ Seating
- ☒ Casual Use Spaces
- ☒ Community Gardens
- ☒ Internal Walking Trails
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- ☐ Unique Landscape Features
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- ☐ Watercraft Launch / Docks
- ☐ Outdoor Event Spaces
- ☐ Off-leash Areas
- ☐ Restrooms
- ☐ Parking

Special Use Areas



Size

Varies

Existing Sites

- Alderman Park
- Dayton Landing (County owned)
- Legion Field
- Palmer Creek Lodge
- Veterans Memorial

Special use facilities typically include single-purpose recreational areas or stand-alone sites designed to support a specific, specialized use. This classification can include stand-alone sports field complexes, community centers and pools, skate parks, off-leash dog parks, historical or cultural significance sites, such as museums, historical landmarks and structures, and public plazas in or near commercial centers. Specialized facilities may also be provided within a park of another classification. Alderman Park with its primary use as a dog park is an example of a special facility. Legion Park in its current state as a ballfield could change its status from special facility to community park, if or when the sport field use is no longer needed and other recreation opportunities are provided.

Typical Amenities

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- ☒ Outdoor Event Spaces
- ☒ Off-leash Areas
- ☒ Restrooms
- ☒ Parking

Open Space



Size

Varies

Existing Sites

- Unnamed parcels adjacent to Dayton Elementary School

Open space includes wetlands, floodplains, steep slopes, creeks or headwaters, and riparian corridors with some potential for passive recreation compatible with resource protection. Open space promotes health and wellness by providing a natural, physical, and mental refuge from the urbanized, built environment, but not all open spaces provide public access. In some cases, these are environmentally sensitive areas and can include wildlife habitats or unique and/or sensitive species. Conservation areas that are resource-based lands set aside to protect a sensitive natural area also can be considered open space. Typically, these environmentally sensitive open spaces are linear, following creeks, ravines, ridges, or similar narrow landforms. Dayton has some city-owned open space along the Palmer Creek riparian corridor connecting to School District property. This conserved land provides valuable ecosystem services and should be able to accommodate a trail corridor.

Typical Amenities

Passive Recreation

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- ☐ Outdoor Event Spaces
- ☐ Off-leash Areas
- ☐ Restrooms
- ☐ Parking

Recreational Trails



Width & Surfacing

Varies

Existing Sites

■ Palmer Creek Trail

Trails offer outdoor recreation and access to nature, as well as connections across city destinations. The Palmer Creek Trail, while only partially developed, could eventually connect trail users from school and city properties to the Yamhill River and, perhaps, Dayton Landing. Open space and natural areas often can support natural or paved pathways to enhance outdoor opportunities.

Facility Inventory

The City of Dayton provides and maintains a park system that supports a range of active and passive recreational experiences. The park, trail and open space inventory identifies the outdoor recreational assets within the City. Dayton's park system provides six park facilities and one trail within City and School District open space. The inventory is summarized by the table below:

Figure 5. Existing Inventory of City Parks & Open Spaces

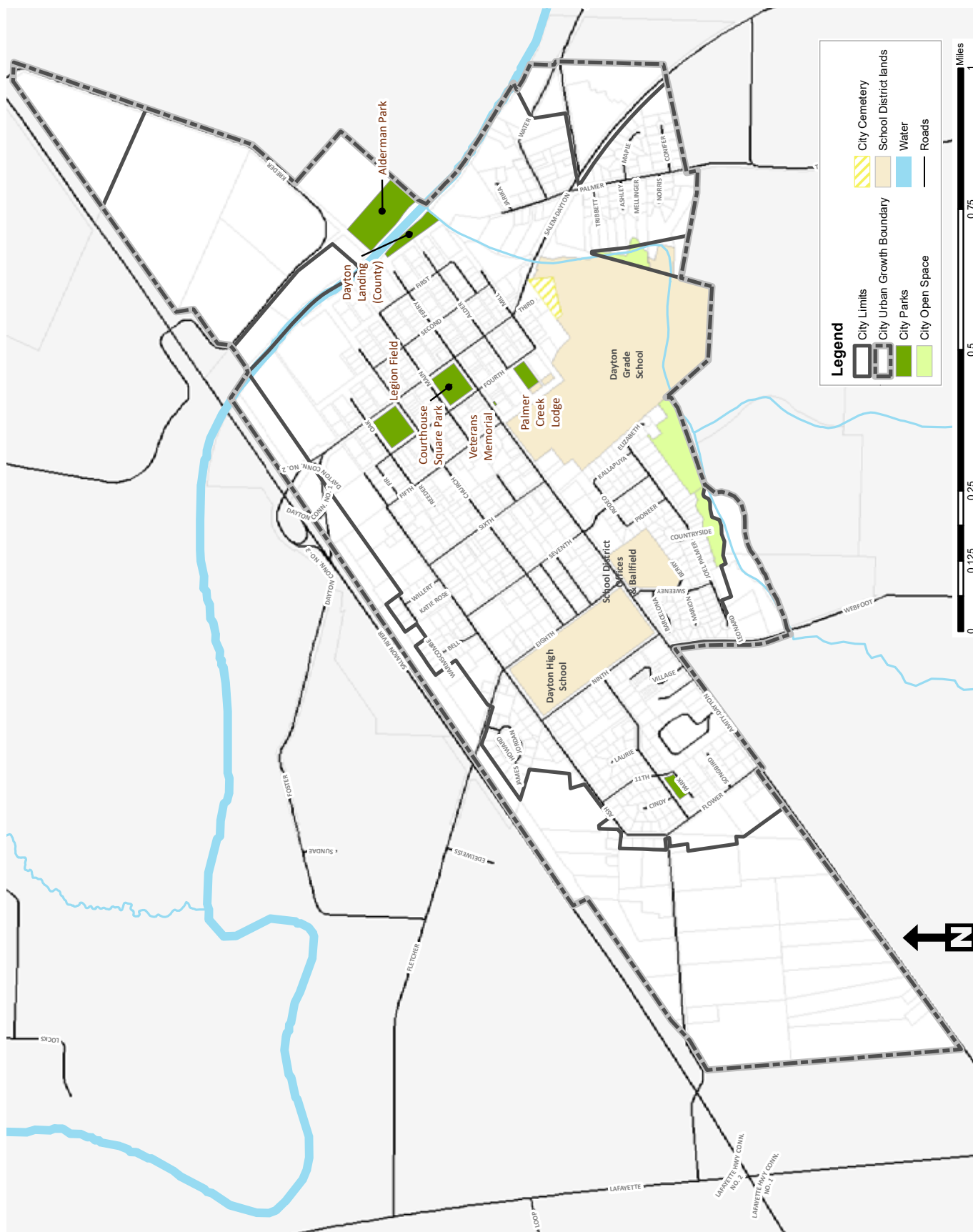
Parks	Classification	Acreage
Alderman Park	Special Use	4.6
Andrew Smith (11 th Street) Park	Neighborhood	0.5
Courthouse Square Park	Community	1.8
Legion Field	Special Use	1.8
Veterans Memorial	Special Use	0.02
City Open Spaces	Open Space	9.36
Palmer Creek Lodge	Special Use	0.67
Park Acreage		18.7
Palmer Creek Trail	Trail	0.78 mi



Inventory Adjustments since 2004 & Future Considerations

- 11th Street Park has been renamed to Andrew Smith Park.
- The previous Plan did not identify city-owned open space. Since the Palmer Creek Trail will follow city-owned open space along the riparian corridor, it is valuable to identify it as part of the park system.
- The City is negotiating with the County for transfer of Dayton Landing from county to city ownership. The 2004 Plan listed Dayton Landing (1.4 acres) as part of the 9.8-acre city park system. Currently, existing city parks would total 8.4 acres.
- Legion Park (co-owned with the School District) may phase out its ballfield use if the School District moves forward with a new sports complex at another location. This adjustment could allow the City to create a master plan for developing a community park with diverse and under-provided outdoor recreational amenities for its residents.
- The urban growth boundary was officially changed swapping the northern section and replacing with an area on the western edge of the city. This exchange of future growth area may provide different future parkland opportunities.

The following map shows the location of existing parks, open spaces and trails within the City. The last section provides an overview of other nearby recreational opportunities.



City Facilities

In addition to park sites, the City of Dayton owns a community center that is available for community activities and can be reserved for group gatherings and events.

Palmer Creek Lodge Community Center

Located at 606 4th St., the Palmer Creek Lodge Community Center is 5,000+ square feet and has a rentable auditorium, meeting room, commercial kitchen and a small lobby area. The entire facility is handicapped accessible with an elevator making access easy to both lower and upper levels. The building was the former Dayton Masonic Lodge and was renovated in 2010-2011 with funding provided by an Oregon Community Development Block Grant.

Regional Recreational Opportunities

Dayton Public School Grounds

The Dayton School District serves approximately 400 students in grades preschool through 12th. Dayton Elementary School provides a soccer field, multi-purpose field and artificial turf ball field behind the school facility. The combined Dayton Junior High and High School facility offers numerous outdoor sports for students including football, baseball, softball and track. A football field and track are behind the High School facility with a soccer field behind the separate building that contains the High School Gymnasium. The Dayton Softball Fields are located behind the School District Administration building, across Ferry Street from the High School.

Yamhill County Parks

The Yamhill County park system includes 17 parks totaling 253 acres located in rural settings throughout the county that together provide for a variety of recreational activities. Parks that provide boating, fishing and river access include Dayton Landing, Ediger Landing and Rogers Landing. Day use parks with reservable areas for picnicking include Crabtree Park, Ed Grenfell, and Lafayette Locks Historical Park. Smaller day use parks are Blackwell, Huber, Menefee and Stuart Grenfell Wayside Park. Parks with large natural areas are Deer Creek Prairie Park and Charles Metsker (Rainbow Lake) (by special permit only). Several

undeveloped county park properties not yet open to the public include Juliette, Monroe Landing, Powerhouse, Whiteson and Wrex Cruse.

Dayton Landing

This 1.4-acre riverside site offers parking and a boat ramp with access to the Yamhill River. Fishing can be accommodated at the boat launch or informally along the riverbank. The Landing is adjacent to the pedestrian bridge that just received upgrades to provide access across the River to Alderman Park.

Lafayette Locks Historical Park

Listed on the National Historic Register, this 7.1-acre park features the remains of the old locks that once permitted boats to navigate up the Yamhill River to McMinnville. This County park provides River access, pathways, picnic areas, playground, and vault toilets for day use.

Huber Park

A 3.6 acre county park, Huber Park supports picnicking with a small rocky beach along Baker Creek, located west of McMinnville.

Rogers Landing

Offering boating facilities on the Willamette River, the Rogers Landing offers expansive parking and a three-lane boat launch. This Yamhill County park is located on the river's "Newberg Pool" and especially popular with water skiers. In spring, fishermen brave the rain to catch salmon near Ash Island, just south of the park. Rogers Landing will be a key stop on the Willamette River Water Trail, a route that will tour canoers and kayakers from Corvallis to Wilsonville, with opportunities for hiking, camping, and exploring along the way.

Marion County Parks

Saint Louis Ponds

Saint Louis Ponds, a 21-acre park within the Oregon State Fish & Wildlife Commission's 260-acre warm water fish pond, is a focal point for warm water fishing and dog training. As a day use only park, the site offers fishing, picnicking and wildlife viewing and is supported by restrooms and parking.

Yamhill Soil & Water Conservation District

The Yamhill Soil and Water Conservation District (District) is responsible for planning and overseeing the delivery of services and programs that help conserve and protect water and soil resources, wildlife habitat, and other natural resources in Yamhill County. The District is a unit of local government, and implements its programs and services in partnership with volunteers, non-profits, state and federal agencies, school districts and universities, watershed councils, landowners, and many others.

Miller Woods Conservation Area

Miller Woods is owned and operated by the Yamhill Soil & Water Conservation District covering 130 acres of forest and grass land. Located three miles west of McMinnville and available for public hiking and activities, Miller Woods is an educational venue that provides a wide array of outdoor experiences for people of all ages. The diverse property has ecosystems that include hay field, oak savannah, timber stands, ponds, and streams which are home to a variety of native plants, birds, and other wildlife. Over five miles of trails allow exploration of the woods and fields.

Oregon State Parks

Champoeg State Park

Beyond its historical significance as the site where pioneers voted to establish Oregon's first provisional government, this state park provides a range of outdoor recreational activities including an 18-hole disc golf course, picnic areas, trails, access to the Willamette River for fishing and boating, and year-round camping. The Champoeg Visitor Center hosts exhibits on cultural history and the Manson Barn and Farmstead depict lifestyles of homesteaders.

Maud Williamson State Recreation Area

This small recreation area hosts a covered picnic shelter, parking, restrooms, volleyball and horseshoes with an historic farm house located along State Route 221 – nine miles south of Dayton.

Willamette Mission State Park

The Willamette Mission State Park's 1,300 acres include woodland, wetland, rolling meadows and working farmland. The Wheatland Disc Golf Course features 18 holes that weave through a hazelnut grove. Camping and picnicking, fishing on the two lakes or the Willamette River, and almost 15 miles of trails offer a host of outdoor recreation options. Listed on the National Register of Historic Places, the park marks the site of the original Willamette Mission, established in 1834 and washed away by flood in 1861.

Tillamook State Forest

The Tillamook State Forest spans four counties covering 364,000 acres of coastal forest lands. The forest's recreation sites include campgrounds, hiking and backpacking trails, fishing, swimming and an interpretative center, the Tillamook Forest Center. Some of the trails are open to horses and pack animals, mountain bikes and motorized vehicles in various combinations.

Siuslaw National Forest

The Siuslaw National Forest stretches from the coastal mountain forests to the Oregon Dunes and on into the beaches of the Pacific Ocean. The public lands offer a wide range of outdoor recreation activities from hiking mountains to beach combing, from whale watching to exploring the forest or dunes.

Pheasant Creek Falls

Located within the Siuslaw National Forest, this site offers a 1.5-mile out-and-back hike to two 100-foot waterfalls. It is located approximately 40 miles west of Dayton and provides day hiking options.

U.S. Fish and Wildlife Service

Baskett Slough National Wildlife Refuge

Part of the Willamette Valley National Wildlife Refuge Complex, Baskett Slough NWR contains 2,492 acres of wildlife habitat and hosts over 250 species of birds, migrating through or nesting. The Baskett Slough National Wildlife Refuge's primary management goal is to provide wintering habitat for dusky Canada geese. The refuge also provides wetland and woodland sanctuary for migratory and resident wildlife which range from the rare endangered butterfly, Fender's blue, to the black-tailed deer. Within a half hour drive, the refuge offers an attractive day outing option for Dayton residents.



Credit: US Fish & Wildlife Service

Other Nearby Recreation Providers

Chehalem Parks and Recreation District (CPRD)

This special park and recreation district comprised of Dundee (5.7 miles from Dayton) and Newberg (8.2 miles from Dayton) includes the Chehalem skate park & Newberg BMX track. CPRD provides parks, trails, sports complexes, disc golf courses, skateparks, dog park, BMX track and an 18-hole golf course. Facilities include an aquatic and fitness center, Chehalem Armory and Youth Center, a community center, preschool, senior center and cultural center. The District also offers numerous events, programming and recreational activities.

City of Amity

The Amity City Park, located six miles from Dayton, contains a playground, skate park, picnic area, baseball field, basketball court, walking path and restrooms.

City of McMinnville

McMinnville's Parks and Recreation Department provides three main recreational facilities: an aquatic center, community center and senior center. Park venues provide sports fields and courts, skateboarding, playgrounds, picnic areas, walking paths, natural areas. Located seven miles from Dayton, the City also offers programming, events, classes and workshops.

City of Sherwood

Located 18 miles from Dayton, the City of Sherwood provides over 66 acres of parks, four recreation facilities and the Cedar Creek Trail. The Community Services Division oversees the recreational facilities and their programming as well as events and sports field scheduling. The Public Works Division maintains parks, school sport fields and facilities.

Evergreen Aviation & Space Museum

The Evergreen Aviation & Space Museum is a private museum with aircraft, flight simulator and a variety of interactive educational displays. The Museum offers several hours of educational activities, as well as an aviation-themed playground within five miles of Dayton. An admission fee is required.



Alderman Park

Special Use

4.56 acres

DESIGN OPPORTUNITIES

- Provide opportunities for more park amenities between fenced off-leash dog area and riverside.
- Install an asphalt pathway around field area for walking with lighting around the same.
- Consider extending trail along river for viewing opportunities.
- The proximity to sewage treatment lagoons offers an opportunity to enhance bird watching; Consider installing a viewing/observation platform.

MANAGEMENT CONSIDERATIONS

- Consider improvements and maintenance to the riverside pathway outside the dog park fence.

AMENITIES

Dog waste bag dispenser
Double-gated entry
Evergreens
Fencing
Gravel parking
Open grass area
Picnic tables
Rules sign
Small & large dog areas
Trash receptacle



Andrew Smith (11th St.) Park

Neighborhood Park

0.5 acres

DESIGN OPPORTUNITIES

- Remove and replace existing non-functional pump house with a gazebo-type picnic shelter.

MANAGEMENT CONSIDERATIONS

- Repaint court lines for basketball court.
- Paint or replace backboards; Add new nets.
- Consider adding lighting for basketball court.

AMENITIES

Basketball court
Dog waste bag dispenser
Open grass area
Picnic tables
Playground
Restroom with drinking fountain
Shade trees
Trash receptacles
Well house



Courthouse Square

Community Park

1.8 acres

DESIGN OPPORTUNITIES

- Consider adding shade or shade structure for playground to keep sun off play equipment.
- Create a more cohesive circulation/access plan to tie together park elements and improve ADA access.
- Upgrade picnic tables to provide wheelchair spaces and provide accessible routes to at least 50% of the picnic tables.

MANAGEMENT CONSIDERATIONS

- Renovate basketball court and add lighting.
- Overhaul and upgrade irrigation system.
- Manage and maintain transitions from pavement for ADA compliance.
- Conduct tree assessment and plan for ongoing tree care and management.

AMENITIES

- Bandstand
- Basketball court
- Benches
- Dog waste bag dispensers
- Historic bell
- Historic Block House
- Historic cannon
- Interpretive signs/kiosk
- Lighting
- Martin Miller Fountain
- Merry-go-round
- Open grass areas
- Parking
- Picnic tables
- Playgrounds
- Pump
- Restrooms with drinking fountain
- Shade trees & evergreens
- Shelter
- Trash receptacles



Legion Field

Special Use

1.8 acres

DESIGN OPPORTUNITIES

- Legion Field gets limited seasonal use that may be accommodated by a future expansion of school-provided sport fields. If this occurs, consider a redesign and redevelopment of the entire park to provide a broader range of outdoor recreation and serve as a year-round community park.

MANAGEMENT CONSIDERATIONS

- Continue to maintain turf and coordinate with the local baseball league for seasonal maintenance, upkeep and top dressing.

AMENITIES

"Welcome to Dayton" sign
 Baseball field (natural grass)
 Dog waste bag dispenser
 Dugouts
 Landscaping at perimeters
 Open grass areas
 Outfield fencing
 Peace pole
 Portable toilets (2)
 Storage shed
 Trash receptacles



AMENITIES

Historic cemetery

Brookside Cemetery

Special Use

1.35 acres

DESIGN OPPORTUNITIES

- Install a single kiosk identifying plots.
- Extend the Palmer Creek Trail eastward from school along edge of cemetery.

MANAGEMENT CONSIDERATIONS

- Install lighting at the parking lot entrance.



AMENITIES

Benches
Flagpoles
Memorial wall
Paved plaza
Peace pole
Landscape plantings

Veterans Memorial

Special Use

0.02 acres

DESIGN OPPORTUNITIES

- None noted.

MANAGEMENT CONSIDERATIONS

- None noted.



AMENITIES

Community center
Flagpole
Landscaping
Lighting
Paved parking
Wall-mounted sign board

Palmer Creek Lodge

Special Use

0.67 acres

DESIGN OPPORTUNITIES

- Consider adding a trail connection to the Palmer Creek Trail and signage.

MANAGEMENT CONSIDERATIONS

- None noted.



AMENITIES

Natural surface path behind school

Palmer Creek Trail

Trail

----- acres

DESIGN OPPORTUNITIES

- Plan for, secure property rights, and extend the trail west toward Sweeney Street and east to Alderman Park.
- Widen and formalize the trail and install signage.

MANAGEMENT CONSIDERATIONS

- Continue to coordinate with school district and volunteers for clearing and maintenance.

5



RECREATION NEEDS ASSESSMENT

This chapter describes community feedback, trends, local needs, and potential improvements for the City's parks, trails, open space and facilities.

The park system planning process assesses recreational needs and priorities for park facilities, active use areas, and trails in Dayton. The park assessment includes a discussion of specific local needs with consideration given to the City's broader park system. Public input and information on park inventory conditions also were heavily relied upon in the planning process.

Park & Recreation Trends

National Trends

A review of several recognized park and recreation resources provide a background on national, state, and regional trends, market demands, and agency comparisons. These outdoor recreation trends, combined with community interests in parks, trails, and open space and an assessment of current conditions and levels of service, help identify and shape recommendations for park system improvements. Examining current recreation trends can help inform potential park and recreation improvements and opportunities that may enhance the community and create a more vibrant parks system as it moves into the future.

“Expanding and renovating Palmer Creek Trail could become a community volunteer event, which could be one of the easier/more cost effective of the projects to start with. Our household would help!”

- Survey respondent



The following national and state data highlights some of the current park usage trends and may frame future considerations for Dayton’s park system. Additional trend data and summaries are provided in Appendix D.

- 90% of U.S. adults believe that parks and recreation is an important service provided by their local governments. ⁽¹⁾
- 84% of U.S. adults seek high-quality parks and recreation when choosing a place to live. ⁽¹⁾
- Running, jogging, and trail running are the most popular outdoor activities across the nation, based on levels of participation, followed by hiking, fishing, biking, and camping. ⁽²⁾
- A significantly higher percentage of seniors (ages 55+) are participating in outdoor recreation. In 2022, the senior participation rate hit a record high of 35% and is rising. ⁽²⁾
- Participation nearly doubled for pickleball in 2022, increasing by 86% year-over-year. In 2022 for the first time in over seven years, every racquet sport increased its total participation number compared to the previous year. ⁽³⁾
- Wildlife viewing and paddle sport participation increased statewide by 28% since 2017. ⁽⁴⁾
- Nationally, outdoor recreation economic activity increased 19% from 2020 to 2022, while the overall U.S. economy only saw a 5.9% increase. ⁽⁵⁾

According to the Sports and Fitness Industry Association, participation nearly doubled for pickleball in 2022, increasing by 85% year-over-year. In 2022 for the first time in over seven years, every racquet sport increased its total participation number compared to the previous year. In terms of team sports, the overall participation rate approached, but did not exceed, the 2019 rate. Basketball, outdoor soccer, and flag football all posted three-year increases of over 4.5%, with basketball leading the way with a 13% increase since 2019. Lifestyle activities generally remained very popular. Golf and tennis have grown more than 20% since 2019, and yoga grew more than 10% in that same time period. Trail running and day hiking participation grew for the fifth straight year.

Sources:

- (1) 2022 American Engagement with Parks Report, National Recreation and Park Association
- (2) 2023 Outdoor Participation Trends Report, Outdoor Foundation
- (3) 2023 Sports, Fitness, and Leisure Activities Topline Participation Report, Sports and Fitness Industry Association
- (4) 2022 Assessment of Resident Demand, Washington State 2023 Recreation & Conservation Plan (draft)
- (5) 2022 Outdoor Recreation Satellite Account data, U.S. Bureau of Economic Analysis

96%

of survey respondents feel that local parks and recreation opportunities are important or essential to the quality of life in Dayton.

The Bureau of Economic Analysis (U.S. Department of Commerce) reports on the outdoor recreation economy for the entire country and for each state through its Outdoor Recreation Satellite Account (ORSA). The 2023 Oregon ORSA reports the value added (gross domestic product) of \$8.3 billion or 2.6% share of state GDP for outdoor recreation activities. Employment in the industry supported 73,925 jobs (3.6% of jobs in state) with compensation of \$4.4 billion.

- U.S. Department of Commerce

State Recreation Trends

The Draft 2025-2029 Statewide Comprehensive Outdoor Recreation Plan (SCORP), entitled “Balance and Engagement: Sustaining the Benefits for all Oregonians”, constitutes Oregon’s basic five-year plan for outdoor recreation. As of January 2025, the May 2024 Draft was still under review and accepting public comment.

As part of developing the SCORP, the Oregon Parks and Recreation Department (OPRD) conducted a statewide survey of Oregon residents regarding their 2022 outdoor recreation participation in Oregon, as well as their opinions about park and recreation management. The resident survey measured the top ten outdoor recreation activities for Oregon residents that occur within their community. Walking rated the most participation whether on local streets and sidewalks or along paved paths or natural trails.

Figure 6. Top 10 Activities for Oregon Residents



Further survey questions explored where residents felt future investments were needed in their community outdoor recreation areas. Their highest two priorities covered clean and well-maintained facilities and provision of restrooms.

Figure 7. Priorities for Future Investments



In addition to the resident survey, land managers and public recreation providers in Oregon were also surveyed regarding their needs, challenges and priorities for recreation management in their jurisdiction. The most challenging management issues for local outdoor recreation providers (within urban growth boundaries) were identified.

- Reducing illegal activities
- Creating new park and recreation facilities
- Maintaining existing local parks and facilities
- Addressing ADA and other accessibility issues
- Providing safe walking and biking routes to parks and trails

Trends in Playgrounds

Seaside residents strongly value their parks and recreation facilities and park playgrounds are an important element in outdoor recreation. Reported in Landscape Architect magazine, the top five playground industry trends for 2021 were compiled from data and feedback from parks professionals, landscape architects, and educators.

1. **Inclusive Playgrounds**, increasingly popular over the last few years, have been evolving beyond meeting basic ADA guidelines. Designers are seeking to expand accessible playground equipment, consider multi-generational play, and leverage inclusive play to help overcome societal barriers.
2. **Rope-based Playgrounds**, climbers and playground nets provide a technique for working around natural environments and unusual topography. Their flexibility in placement offers more options for connecting with the landscape rather than working around difficult topography.
3. **Outdoor Fitness** has increased importance during the COVID-19 pandemic as many gyms and indoor fitness centers closed and forced more people to seek outdoor options. Outdoor fitness spaces are being increasingly integrated into park and trail designs to encourage health and physical fitness for all ages.
4. **Outdoor Learning** has been implemented during the pandemic to replace or supplement indoor classrooms. Outdoor classrooms can encourage activity in children to counteract the reduction in recess time due to hybrid class schedules and remote learning. Seating, tables, shelters, hand sanitizer stations and other outdoor products are helping create outdoor classrooms.
5. **Human-powered Play** engages users to provide physical energy to “power-up” the activity, such as turning a handle, pressing foot pedals, rotating wheels. These products often relate to sensory experiences like lights and music, story-telling, or social games.

Spurred on by the social distancing of the pandemic, these five trends in playground design and development point to more human-to-human interactions that reinforce the value of social connections, even in a physically distanced environment.



The results illustrate that providers face large challenges when increasing opportunities and access to outdoor recreation through resident-supported actions like creating new park and recreation facilities and providing safe walking and biking routes to parks and trails. These larger challenges require more significant investments and longer term planning.

Research also included the total net economic value for recreation participation in Oregon from their participation in 76 outdoor recreation activities in 2022 for a total of 1.27 billion user occasions. The total net economic value for a recreation activity is the value per activity day times the number of activity days. Filtering the top ten contributors for outdoor recreation activities and their associated economic value reveals walking and enjoying nature as the top generators followed by bicycling, running/jogging, field sports, and playground and dog park users.

Local Interests & Feedback

Beyond the broader perspectives of national and state recreation trends, local needs were explored through a community survey, stakeholder comments, and tabling events to gather feedback on priorities, interests, and future needs for Dayton’s park system.

Community Survey

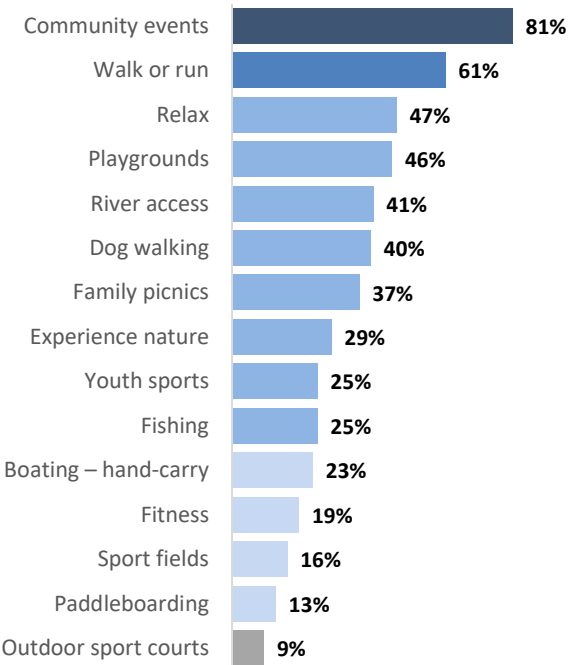
The community survey confirmed that Dayton residents strongly value their local parks, recreation options and open space opportunities. Virtually all respondents (96%) feel that local parks and recreation opportunities are important or essential to the quality of life in Dayton. Seventy-eight percent of respondents overall feel that they are essential; while an additional 18% believe that they are important to quality of life, but not essential.

Key Findings:

- Residents of Dayton frequently use the city’s parks and recreation facilities, with more nearly four in ten visiting at least once a week, if not every day.
- Respondents visit local parks and recreation facilities for a variety of reasons, but the most frequently cited reason is to attend a community event (81% have visited for this reason) or to walk or run (61%). Nearly all residents who responded to the survey said they had attended at least one event in the past year.

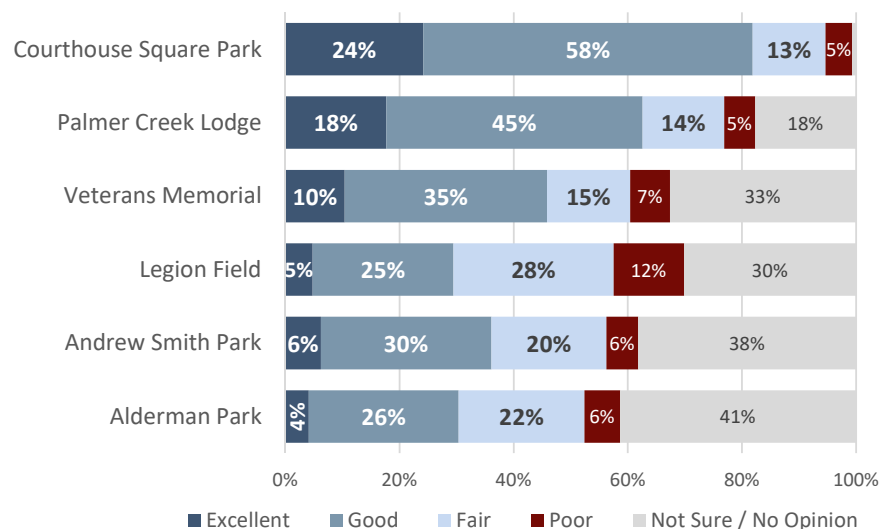
- Most residents are somewhat to very satisfied with Dayton’s parks and open spaces (77%). However, one in five survey respondents are either somewhat (17%) or very dissatisfied (3%) in the city’s park and recreation system,
- Residents showed strong support for expanding, improving, and maintaining walking and nature trails, especially the Palmer Creek Trail. They would also like to see the City maintain and improve the boat ramp at Dayton Landing and add river access elsewhere along the Yamhill River.

Figure 8. Reasons for Visiting City Park & Recreation Facilities



Survey respondents who have an opinion generally rate the condition of Dayton’s individual parks as fair, good, or excellent, as shown in Figure 6. Large majorities of respondents rate the condition of Courthouse Square Park (95%) and Palmer Creek Lodge (77%) as fair, good, or excellent. Fewer respondents expressed an opinion about the condition about other city parks. Looking just at those who rated each park, approximately 17% were dissatisfied with the condition of Legion Field and Off-Leash Dog Park and 10% were dissatisfied with the condition of Alderman, Andrew Smith, Veterans Memorial Parks, see Figure 9.

Figure 9. Sentiment of Condition of Individual Parks in Dayton

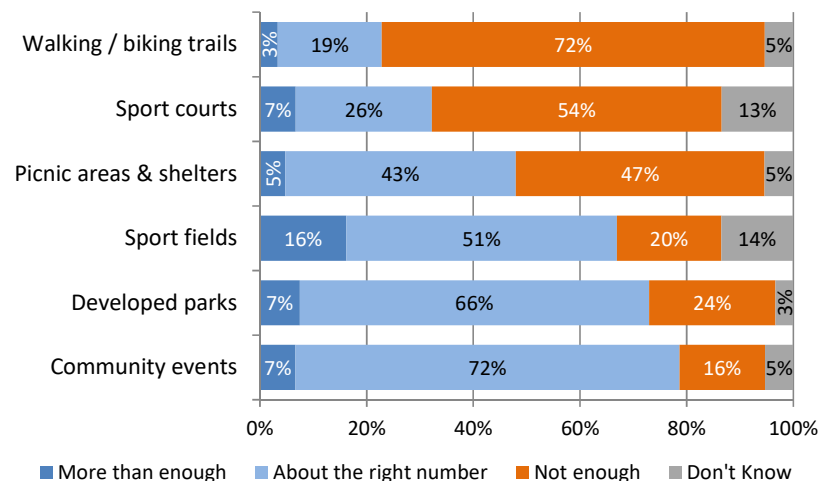


Clean up and monitor nature trail by elementary school and expand it to the Yamhill River..”

- Survey respondent

Residents were generally split on whether they feel the City provides enough park, trails, and recreation facilities. About two-thirds of survey respondents would like to see more walking and biking trails (72%), while 54% would like the City to provide more sports courts for basketball, tennis, pickleball, etc. Just under half (47%) would like to see more picnic areas and shelters, see Figure 10.

Figure 10. Adequacy of Existing Amenities



Ensure that current levels of recreational opportunities are well maintained and that community events have enough volunteer participation before adding anything new.”

- Survey respondent

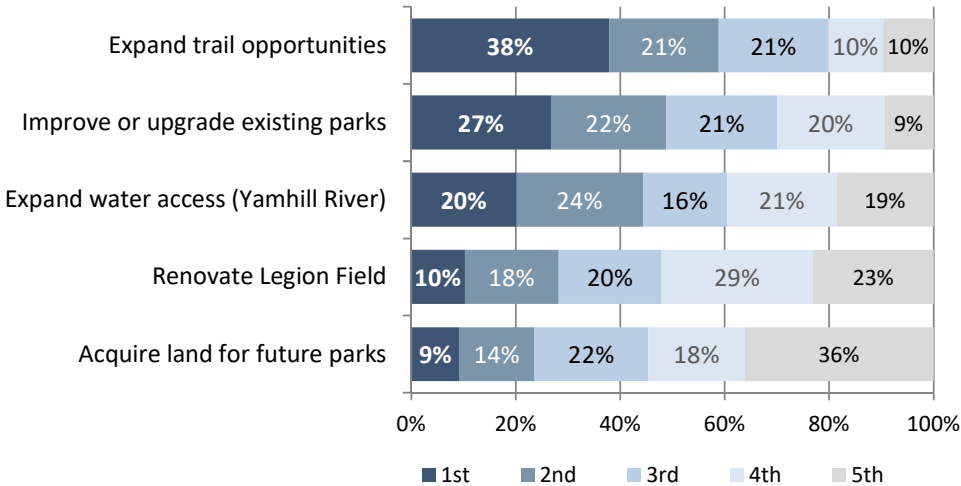
The survey asked residents about their support for a variety of potential additions to the park system. More than half of residents were either very interested or somewhat interested in all listed amenities. As shown in Figure 11, large majorities of respondents were either very or somewhat interested in developing and extending the Palmer Creek Trail (83%), adding picnic areas and shelters (78%), community gardens (77%), improving Dayton Landing for trailered and hand carry boat launching (74%), and additional playgrounds (70%).



Add basic city facilities to exercise like tennis/pickle ball courts, jogging/ walking track, etc. And/or consider making the high school track and gym accessible to all local residence after school hours and weekends. Same for the elementary school playground and “covered” play areas after school hours and weekends..”

- Survey respondent

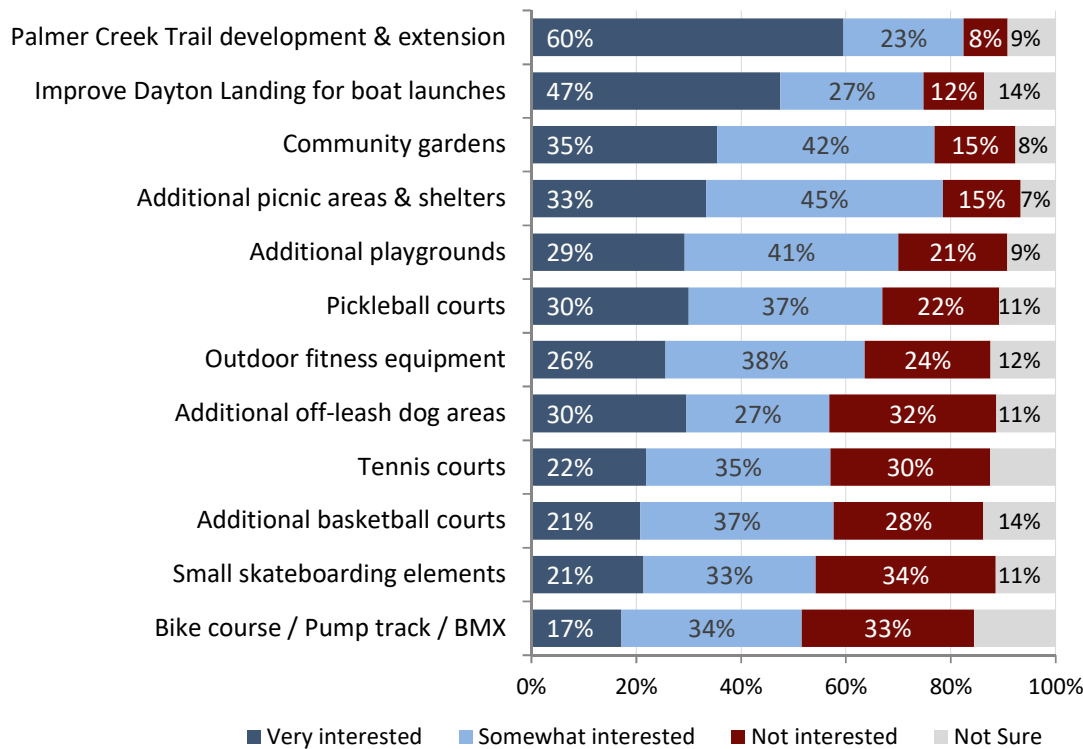
Figure 11. Top Park Amenities of Interest



The survey asked residents which of four general park investments would best meet their needs. Half of respondents chose an extended trail system for walking and cycling, while approximately 20-25% chose either a large community park or a smaller neighborhood park. Few (5%) of residents chose undeveloped and natural open spaces with limited or no improvements. Respondents from households with children were more likely to prioritize developing a large community park compared to those without.

Respondents were also asked to rank a list of potential park system improvements. They identified expanding trail opportunities as their top priority, followed by improving and upgrading existing parks, see Figure 12. Expanding access to the Yamhill River for water-based recreation was the third highest ranked priority, followed by renovating Legion Field to support additional recreational use. Acquiring land for future parks was ranked as the lowest average priority by respondents.

Figure 12. Priority Ranking of Potential Park System Improvements



Respondents were asked to describe one thing that they would like to see the City of Dayton do to improve parks, trails, and/or programming. While respondents provided 110 specific comments and ideas, a few themes emerged:

- **River Access:** There is strong interest in improving and maintaining the boat ramp and river access at Dayton Landing and along the Yamhill River. Suggestions include fixing the boat launch, adding restrooms, improving safety, ADA accessibility, and enhancing the overall area for fishing, boating, and walking.
- **Trails:** Many respondents voiced their support for expanding, improving, and maintaining walking and nature trails, especially the Palmer Creek Trail. Respondents would like to see more trail signage, bike lanes, and connectivity via the trail and larger active transportation system to nearby towns and natural features like the river.
- **Parking:** Respondents want more and better-maintained parking, especially near recreational areas like the high school baseball field and boat ramp. Some are concerned that people parking illegally affecting safety and accessibility.
- **Sports and Recreation Facilities:** Many respondents requested that the City develop new, or improve existing, recreation facilities in the community such as basketball courts, pickleball and tennis courts, splashpads, skate parks, tennis courts. Residents also want sports facilities to be accessible after school hours.
- **Playgrounds:** Multiple respondents requested improvements to playgrounds, including additional equipment and covered areas.
- **Programming and Events:** The community values existing events like Dayton Friday Nights and some respondents would like to see more programming such as exercise classes, music in the park, and activities for kids and teens.



More trees around the playground for shade in the summer. The equipment is hot to the touch and children can't get on..."

- Survey respondent

Cinco de Mayo Event Tabling

The City of Dayton sponsored a Cinco de Mayo celebration at Courthouse Square, which included information booths and displays from several organizations. This event was used as a way to inform people about the citywide Parks and Recreation Plan project and gather community feedback for potential park system enhancements. Approximately 45 people reviewed the tabling materials and provided comments.

Key Findings:

Existing Park Upgrades

- Add kayak launch at Dayton Landing
- Splash pad at Courthouse Square
- More shade trees at playground at Courthouse Square
- Add paved walking loop for Palmer Creek Trail around the school
- Improve the basketball court and remove the chain link fencing at Andrew Smith Park

Investment Priorities (dot exercise)

- 14 - Outdoor splash pad
- 8 - Renovate Legion Field
- 6 - Improve & expand Palmer Creek Trail
- 5 - Improve Dayton Landing river access
- 5 - Additional in-city walking trails
- 2 - Additional picnic shelters
- 1 - Dog park amenities
- 1 - Renovate existing basketball courts
- Others
 - Community pool (x3)
 - Bigger covered area (shelter) at Courthouse Square
 - Add a covered area (shelter) at Legion Field

Park Conditions Assessment

The overall condition of park infrastructure and amenities is one measure of park adequacy and assurance of public safety. Proper stewardship of park infrastructure requires developing a long-term maintenance and capital plan to ensure the safety of park users that aligns with community needs and allocates limited funding resources properly. General park infrastructure include walkways, parking lots, restrooms, drainage and irrigation, lighting systems and vegetation. Amenities include picnic shelters, play equipment, site furnishings, sport courts, sports fields and other recreational assets. Deferred maintenance over a long time period can result in unusable amenities when perceived as unsafe or undesirable by park patrons. Compliance with the Americans with Disabilities Act (ADA) guidelines also provide a measure of acceptable condition.

The current conditions of the Dayton park system were assessed to identify existing site maintenance issues and opportunities for future capital improvements. In early October 2024, the consulting landscape architect conducted site visits to all the park, open space and facilities owned and managed by the City of Dayton. These site visits provided visual observations of current conditions throughout the park system. The park assessment includes a discussion of specific local needs with consideration given to existing City park infrastructure. Assessments are documented for each individual park facility, features and amenities are rated based on visible condition (good, fair or poor) and a matrix of all sites with their ratings is created to help visualize system-wide considerations.

The assessment included walkways, parking lots, park furniture, drainage and irrigation, vegetation, and other amenities. The following conditions assessment matrix (Figure 13) summarizes the results of these assessments. These inform developing project prioritization strategies for park improvements, identifying funding strategies, and updating the ten-year Park Capital Improvement Plan. Park amenity conditions were also averaged across park elements to indicate which types of elements are in greater need for significant upgrades, renovations or overall improvements.

The matrix on the following page indicates the types of amenities within each park facility, and park infrastructure and amenities are rated based on the following scale:

1 – Good Condition: Generally, amenities in ‘good’ condition offer full functionality and do not need repairs. Good facilities have playable sports surfaces and equipment, working fixtures, and fully intact safety features (railings, fences, etc.). Good facilities may have minor cosmetic defects and encourage area residents to use the park.

2 – Fair: In general, amenities in ‘fair’ condition are mainly functional, but need minor or moderate repairs. Fair facilities have play surfaces, equipment, fixtures, and safety features that are operational and allow play, but have deficiencies or periods where they are unusable. Fair facilities remain essential amenities for the community but may slightly discourage the use of the park by residents given the current condition.

3 – Poor: In general, amenities in ‘poor’ condition are largely or completely unusable. They need significant repairs to be functional. Some examples include athletic fields that are too uneven for ball games, irreparably broken features, buildings that need structural retrofitting, etc. Poor facilities discourage residents from using the park and may present safety issues if left open or operational.

Good conditions should be the goal for the management and stewardship of park facilities. Where infrastructure or amenities are rated as ‘fair,’ strategies should be developed for repair or restoration. Park features, structures, amenities, or landscapes rated as ‘poor’ should receive immediate attention and be prioritized for near-term maintenance, capital repairs, or a new capital project. Facilities in poor condition should also be evaluated and taken out of operation if they are deemed unsafe.

Figure 13. Park Site Conditions Assessment Matrix

Site Name	Acres	Park Site Average	Recreation Amenities						Site Amenities				Park Structures			Vegetation				ADA
			Playgrounds	Basketball Courts	Baseball / Softball Fields	Pathways / Trails	Off-leash Dog Park	Other Rec Amenity	Site Furnishings	Lighting (Y/N)	Signage	Parking Areas	Restrooms	Picnic Shelters	Bandstand	Natural Turfgrass	Park Trees	Landscaped Beds	Natural Areas	ADA Compliance
PARKS																				
Alderman Park	4.56	1.6	-	-	-	-	1	-	2	N	1	2	-	-	-	1	1	-	-	3
Andrew Smith (11 th Street) Park	0.50	1.1	1	2	-	1	-	-	1	N	-	-	1	-	-	1	1	-	-	1
Courthouse Square Park	1.80	1.3	1	2	-	1	-	-	1	Y	1	1	1	2	1	1	1	-	-	2
Legion Field	1.80	2.1	-	-	2	-	-	-	-	-	-	2	2	-	-	2	2	2	-	3
Veterans Memorial	0.02	1.2	-	-	-	1	-	-	1	Y	1	-	-	-	-	-	-	2	-	1
Palmer Creek Trail	-	2.3	-	-	-	2	-	-	-	-	3	-	-	-	-	-	-	-	1	3
Palmer Creek Lodge	0.67	1.0	-	-	-	-	-	-	-	Y	1	1	-	-	-	1	1	1	-	1
Average:		1.5	1.0	2.0	2.0	1.3	1.0	-	1.3	-	1.4	1.5	1.3	2.0	1.0	1.2	1.2	1.7	1.0	2.0

“

Please improve accessibility for wheelchairs and other mobility devices at Dayton Friday Nights, including access to areas off the concrete...”

- Survey respondent

“

Definitely the boat ramp! We are so lucky to have free water access in our town, and our family uses it year round! We still will enjoy and love using it by it is a little rundown!...”

- Survey respondent

“

Another nice park with restrooms, dog park, walking trails, picnicking, and gathering areas...”

- Survey respondent

Park & Facility Condition Assessment

RATING SCALE

Playgrounds:

1	In good condition: no drainage issues; 0-10% material deterioration safety surfacing with a border at the site.
2	In fair condition: drainage issues; 10-25% material deterioration; some small compliance issues that could be spot fixed.
3	In poor condition: drainage issues; 25% or greater material deterioration; needs repair or replacement (but workable).

Paved Courts:

1	In good condition: no cracks in surfacing; fencing is functional, free of protrusions, and free of holes/passages; painting and striping are appropriately located, whole, and uniform in color.
2	In fair condition: hairline cracks to ¼", surfacing required; fencing has minor protrusions, or holes/passages that do not affect game play; painting and striping have flaking or color fading.
3	In poor condition: horizontal cracks more than ½" wide, surfacing required; fencing has large protrusions, holes/passages or defects; painting and striping are patchy and color has faded dramatically.

Signage:

1	In good condition: a signage system for the site, appropriate signs, no damaged signs.
2	In fair condition: multiple signage system within one site, a few damaged signs (0-10%), need maintenance.
3	In poor condition: multiple signage systems within one site, signs that are not legible from a reasonable distance, some damaged signs (10-25%), old logos, deteriorated materials, no signage.

Public Art:

1	In good condition: no vandalism; no signs of weathering.
2	In fair condition: minor signs of weathering or wear.
3	In poor condition: metal leaching/concrete efflorescence/paint peeling/wood chipped or carved into or warping; vandalized.

Park Structures (Restrooms, Picnic Shelters, Etc.):

1	In good condition: roof has no leaks; floor shows little sign of wear; finishes are fresh with no graffiti or vandalism; all elements are in working order.
2	In fair condition: roof shows signs of wear but is structurally sound; floor shows some wear; finishes show some wear with some marks or blemishes.
3	In poor condition: roof leaks or otherwise needs repair; floor show significant wear and is difficult to maintain; finishes are dull or discolored, have graffiti, or are not easily maintained; some elements not working or in need of repair (e.g., non-functioning sink).

Park Trees:

1	In good condition: trees overall have good form and spacing; no topping; free of disease or pest infestation; no vandalism; no hazard trees.
2	In fair condition: some crowding may exist but overall health is good; less than 5% of trees show signs of topping, disease or pest infestation; vandalism has not impacted tree health (graffiti, not girdling).
3	In poor condition: Form or spacing issues may exist; evidence of disease or pests; vandalism affecting tree health; some hazard trees or trees in danger of becoming hazard trees.

ADA Compliance:

1	Appears to comply with ADA standards.
2	Some items appear to not comply, but could be fixed by replacing with relative ease.
3	A number of park assets appear not to comply, including large-scale items like regrading.

Sport Fields:

1	In good condition: thick grass with few bare spots; few depressions; no noticeable drainage issues, proper slope and layout; fencing if present is functional, free of protrusions, and free of holes.
2	In fair condition: grass with bare turf areas in high-use locations, some drainage issues in overuse areas, slope is within one percent of proper field slope, infields have grading problems (bump) at transition to grass and have no additive, may not have proper layout and/or orientation, fencing if present has minor protrusions, or holes/passages that do not affect game play.
3	In poor condition: bare areas throughout the year, uneven playing surface that holds water in certain places, drainage issues, slopes not uniform and/or more than one percent from proper field slope, improper layout and/or orientation; fencing has large protrusions, holes/passages or defects.

Pathways / Trails:

1	In good condition: surface generally smooth and even; proper width and material for type of pathway; proper clearances; minimal drainage issues.
2	In fair condition: uneven surfaces in places; some drainage issues; some cracking; narrow widths in some places.
3	In poor condition: uneven surfaces; inadequate width; significant cracking or heaving; clearance issues.

Turf:

1	In good condition: lush and full, few weeds, no drainage problems.
2	In fair condition: some bare spots, some drainage problems.
3	In poor condition: irrigation problems, bare spots, weeds, soil compacted.

Site Furnishings:

1	In good condition; not damaged; free of peeling or chipped paint; consistent throughout park. Trash receptacles, drinking fountain, picnic tables, benches on paved surface.
2	In fair condition; 0-20% furnishings are damaged and require replacing parts; some peeling or chipped paint; furnishings are not consistent, but are operational.
3	In poor condition; 20% or more are damaged and require replacing parts; significant peeling or chipped paint; multiple styles within park site require different maintenance.

Parking Areas:

1	In good condition: paving and drainage do not need repair; pavement markings clear; pathway connection provided to facility; proper layout.
2	In fair condition: paving needs patching or has some drainage problems; has wheel stops and curbs.
3	In poor condition: surfaces (gravel, asphalt, or concrete) needs repair; uneven grading; limited signage; no delineation for vehicles.

Natural Areas:

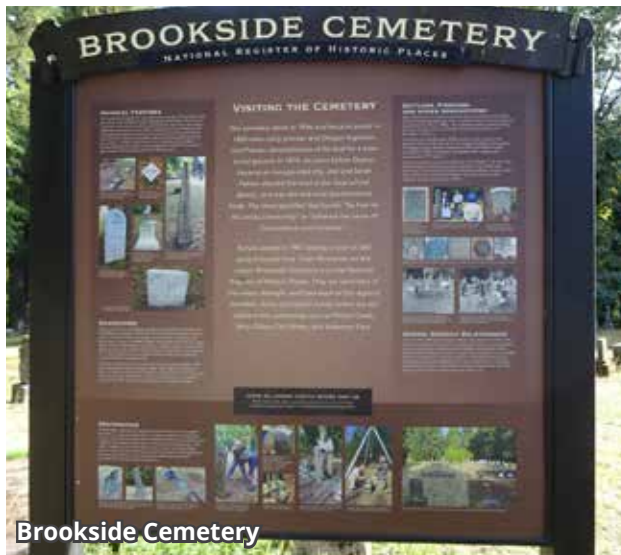
1	In good condition: barely noticeable invasives, high species diversity, healthy plants.
2	In fair conditions: Noticeable invasives, fewer species but still healthy.
3	In poor condition: Invasives have taken over, low diversity, unhealthy plants.

Amphitheater/Stage:

1	In good condition: paving, stage and stair materials have little to no cracking or peeling; vegetation that is present is healthy; seating and other furnishings show modest signs of wear; views to stage from all seating vantage points.
2	In fair condition: paving, stage and stair materials have some cracking or peeling; vegetation that is present is healthy, but some soil compaction might be present; seating and other furnishings show signs of wear, but are still usable; stage orientation not be ideal for all viewers.
3	In poor condition: paving, stage and stair materials have significant cracking or peeling; vegetation is unhealthy (pests, disease, topped trees), compacted soil; seating and other furnishings need repair or replacement; redesign of space is needed for proper viewing and access.

Landscaped Beds:

1	In good condition: few weeds; no bare or worn areas; plants appear healthy with no signs of pest or disease infestation.
2	In fair condition: some weeds present; some bare or worn spots; plants are still generally healthy.
3	In poor condition: many weeds present; large bare or worn areas; plants show signs of pests or disease; compacted soils.



Brookside Cemetery



Andrew Smith Park

Park Conditions Summary

The conditions matrix offers a quick impression of park infrastructure conditions in Dayton's park system. While there are areas for improvement, the general maintenance and level of care was visibly good. Parks were clean. Grass was mown. Litter was under control. No graffiti was evident. Older site furnishings and elements of limited accessibility (i.e., ADA compliance) should be targets for upgrades and renovations. The following summary based on categories of park infrastructure offer some future direction for investment.

Infrastructure

Signage & Wayfinding

With the exception of Courthouse Square, Dayton's parks lack a cohesive signage system that would identify the facilities, represent the city and provide rules for appropriate behavior. In conjunction with the potential redevelopment of Legion Field, a graphic style guide for park signage could be created to help with park names, placemaking and acknowledgement of the City as the park provider.

The graphic sign system could also be applied to the Palmer Creek Trail as it extends farther over time. A wayfinding signage system could provide information about travel distances, destinations, land ownership, identity and more.

Park Structures

The park conditions assessment does not include architectural or engineering evaluations of existing park buildings. However, general observations may include signs of aging, barriers to access, and appearance. As part of an overall asset management program, park buildings (i.e., restrooms, pavilions and picnic shelters) could be tracked by age and repairs, in addition to regular inspections and monitoring to help plan for eventual replacement in capital improvement planning. Park buildings intended for public access should have clearly visible ADA-accessible routes.

Pathways & Pavement

Paved pathways and plazas appeared in good condition. Some park facilities would benefit from the addition of paved pathways to provide minimal ADA access routes into recreational areas. Alderman Park and Legion Field were notably without an accessible routes.

Amenities

Playgrounds

Dayton has new playground equipment in Courthouse Square and Andrew Smith Parks. Both play areas are surfaced with engineered wood fiber for fall safety. Regular inspections should be conducted to ensure the play safety surfacing meets the ASTM standards for the provision of fall safety. Over time, wood fiber can be displaced or settle reducing fiber depth. Play areas can also

accumulate organic debris limiting the buoyancy of the fiber surfacing.

Sports Courts & Fields

Legion Field is only used during the spring season for baseball. The rest of the year its value as a park is limited without irrigation and good turf management. Grass was not in good condition during the October site assessment. The field could be repurposed as a multi-use recreational facility as the School District plans to accommodate sports fields needs with its future improvements.

Two basketball sport courts (in Courthouse Square and Andrew Smith Parks) would benefit from painted lines that delineate play zones such as free throw lines and three-point distances. If funding is available a topcoat of colored pay surface could be a big improvement over plain concrete.

Off-Leash Areas

Alderman Park provides a significant off-leash area for large dogs and a smaller fenced area for small dogs. The dog park provides the basic function for and off leash area but does not offer additional amenities that could enhance its use to both dogs and their owners. Obstacles and challenges could be added to stimulate canine interest and add training value. It could be beneficial to extend ADA access for a short distance inside the fencing to allow wheelchair access into the OLA space. Shade and seating for dog owners on an accessible route would address ADA compliance and increase comfort for human visitors. A loop trail with an all-weather surface would provide a walking path for owners to use while their dogs explore sights, smells and other dogs. Adding trees to offer intermittent shade would also enhance the space.

The gravel parking area could eventually be paved to increase the efficiency of parking spaces as the new bridge may increase use of this area along the River.

Site Furnishings

Benches, picnic tables, drinking fountains, bike racks, and trash & recycling receptacles are common site furnishings provided in public parks. In Dayton's park system, these site furnishings are visually diverse, not always ADA-compliant, and can create a challenge for maintenance when the need occurs to repair these diverse amenities. For future park improvements and prior to implementing new master plans for redeveloped parkland, it would be beneficial to have a standard design, style and color for benches, picnic tables,

etc. Future park improvements could standardized to create unity and simplify future replacements and additions.

Some of these site furnishings are not technically ADA-compliant. The ideal ADA compliant benches should be located on accessible routes, provide backs and armrests and offer an extra space to the side of the bench as a 'companion seating' space. Picnic tables, also on access routes, should have seating spaces that allow room for a wheelchair to pull forward comfortably to join their group at the table. Drinking fountains should be provided on accessible routes with easy-to-reach buttons and spouts. Trash receptacles and dog waste bag dispensers should be along accessible routes within easy reach of an individual in a wheelchair or using a cane or walker. Across the park system, the degree of accessibility varies, especially where tables and benches are out in grass lawn areas and not on accessible routes. The general recommendation for provision of site furnishings is to provide at least 50% of benches, tables, etc. that are fully ADA-compliant.

Historic Elements

Courthouse Square Park has significant historic value for Dayton and contains a number of historic features from the Blockhouse to the cannon and including the fountain, pavilion, pump and alarm bell. While interpretive signs convey the stories of Dayton's history, the various historic elements are not displayed in a cohesive layout that enhances those stories. Some consideration could be given to how Courthouse Square could improve its park elements to provide more representation of the City and better outdoor experiences for the park user.

Landscape/Environment

Grass, Trees, Landscapes

With the exception of Legion Field and its off-season condition, most grass areas in parks were in reasonable condition.

In general, the park trees were in good condition considering the challenges of regional climate and public use activities. Park operations should continue to be cautious about the use of string trimmers and lawn mowers near the base of park trees to avoid repeated injury to the tree trunk and subsequent damage to the cambium tissue triggering decline and eventual death of the tree.

The landscape area located at the “Welcome to Dayton” at the corner of Oak Street and Route 221 could use a redesign to create a year-round aesthetic foreground and backdrop for the City’s welcome sign.

Natural Areas

The natural areas along Palmer Creek and the Yamhill River were not evaluated for their ecological conditions as part of this park system assessment. A natural resource professional or ecologist could be retained to provide specific reviews of biological conditions. Recognizing that intact riparian woodlands are critical for the health of natural waterways, this assessment did notice that pervasive inventory of non-native English ivy along the banks of the River. As an undesirable evergreen non-native planting, the ivy blocks a considerable amount of the potential views of the River, especially from Dayton Landing. If and when the ownership of Dayton Landing transfers to the City, volunteers could be recruited to start an ivy removal program to recapture spaces for native riparian species to get re-established.

ADA Compliance

As with many older parks, some architectural barriers were present in the park system. Updating and providing ADA accessibility and compliance with federal guidelines should be part of a regular capital repair schedule to ensure the reasonable access on older pavements, designating handicapped parking, into playground areas, picnic amenities, restrooms and recreational elements. The Dayton park system has a few ADA compliance issues with park access at parking areas (Alderman OLA), non-ADA complaint picnic tables lacking accessible routes Courthouse Square). The City should systematically upgrade facilities to address older infrastructure that had barriers to universal access.

Standards for park furnishing such as benches, picnic tables, drinking fountains, bike racks, trash receptacles and other common amenities used throughout the park system can be instrumental in assuring consistent ADA compliance and streamlined maintenance and repairs. The City will want to develop an ADA Compliance Checklist to identify and prioritize these deficiencies and develop a methodology for bringing all their parks into compliance.



Maintenance & Operations Considerations

Memorials & Donations

As often happens over time in a park system, a wide variety of memorials and improvements that are attributed to different groups, history and dedications. These various donations, volunteer contributions and park assets become part of the park infrastructure to be maintained by Operations staff. Visually, these diverse displays can be distracting and lack a cohesive messaging for all the efforts that contribute to the park system. Their repair may be challenging over time when replacement parts are unavailable or historic integrity may be affected. At some point, the City could develop a donation/memorial policy that unifies the types and formats for donations, contributions and dedications that are implemented in Dayton’s parks and trails. Unified design standards for memorial benches, picnic tables, shelters, etc., could simplify future maintenance and trigger the promotion of a donation program.

Safety Considerations

Much of the park layouts and landscapes meet the basic Crime Prevention Through Environmental Design (CPTED) principles of good visibility and overall positive perceptions of public safety. Park safety conditions were generally good throughout the park system.

Park Distribution & Gap Analysis

Understanding the known gaps in the park system and evaluating the City's existing levels of service for parks will provide a foundation for strategic planning to ensure that tomorrow's residents have equitable access to a balanced distribution of parks, trails, and recreation amenities to stay healthy and active.

To better understand the distribution of existing recreation amenities and where acquisition efforts should be considered, a gap analysis of the park system was conducted to examine and assess the community's current access to various recreation opportunities across the City.

The gap analysis used travelsheds for each park classification and calculated travel distances along the road network starting from known and accessible entry points at each park:

- For neighborhood parks, travelsheds were derived using a ¼-mile primary and ½-mile secondary service area with travel distances calculated along the road network starting from known and accessible park entries.
- For community parks, travelsheds were derived using ¼-mile, ½-mile, 1-mile and 2-mile travel distances to acknowledge that these park types (including athletic fields and the dog park) serve a wider array of users and driving to such sites is typical.
- Composite maps of all of the park classifications illustrate the entirety of City parks to the ¼-mile, ½-mile and 1-mile travelsheds.

Maps 2 through 5 illustrate the application of the distribution criteria from existing parks. Areas in white do not have a public park within reasonable distance of their home (e.g., ½-mile). The illustrated 'travelshed' for each existing Dayton park highlights that most areas within the City currently do have the desired proximity to a local park. However, striving to provide a neighborhood park within a reasonable distance (e.g., ½-mile) may require acquiring new park properties to serve future residences within the urban growth boundary.

As Dayton redevelops and acquisition opportunities are limited, the City should consider taking advantage of acquisition opportunities in the targeted locations shown on Map 6 and, as funding allows, to fill gaps and ensure an equitable distribution of park facilities. Also, the City should require developers building in the UGB to reserve an open space buffer between

future homes and adjacent Exclusive Farm Uses. While these generalized acquisition areas do not identify a specific parcel(s) for consideration, the area encompasses a broader region in which an acquisition would be ideally suited.

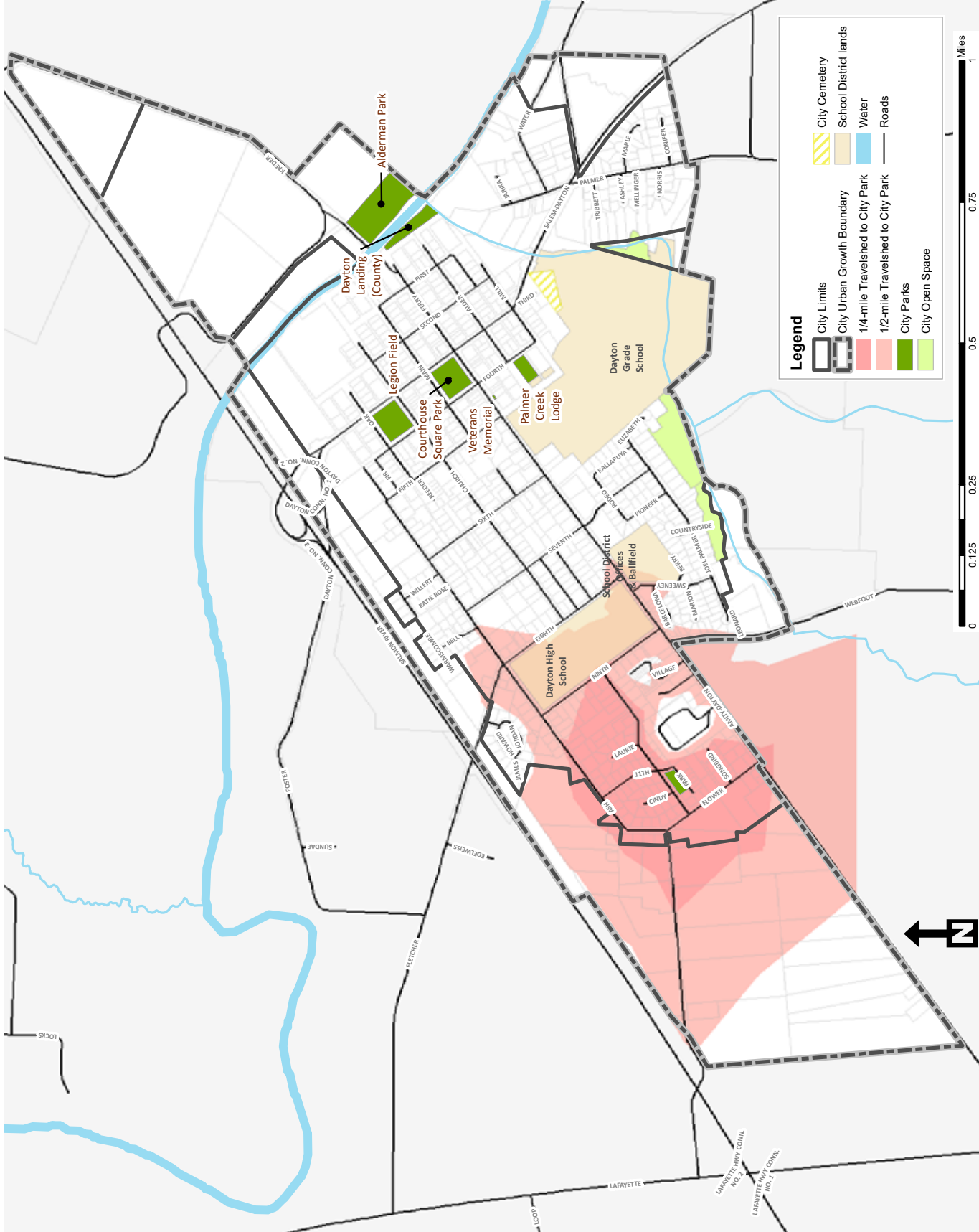
Levels of Service

Service metrics provide a benchmark for measuring the City's performance in meeting community expectations for the provisions of parks, open space, and outdoor recreation facilities. A level of service is a snapshot in time of how well the City is meeting an adopted standard or other metric in the park system. A review of current levels of service guide the assessment of current quantities and qualities of parklands and facilities in Dayton, allowing for comparisons with other agencies across the country.

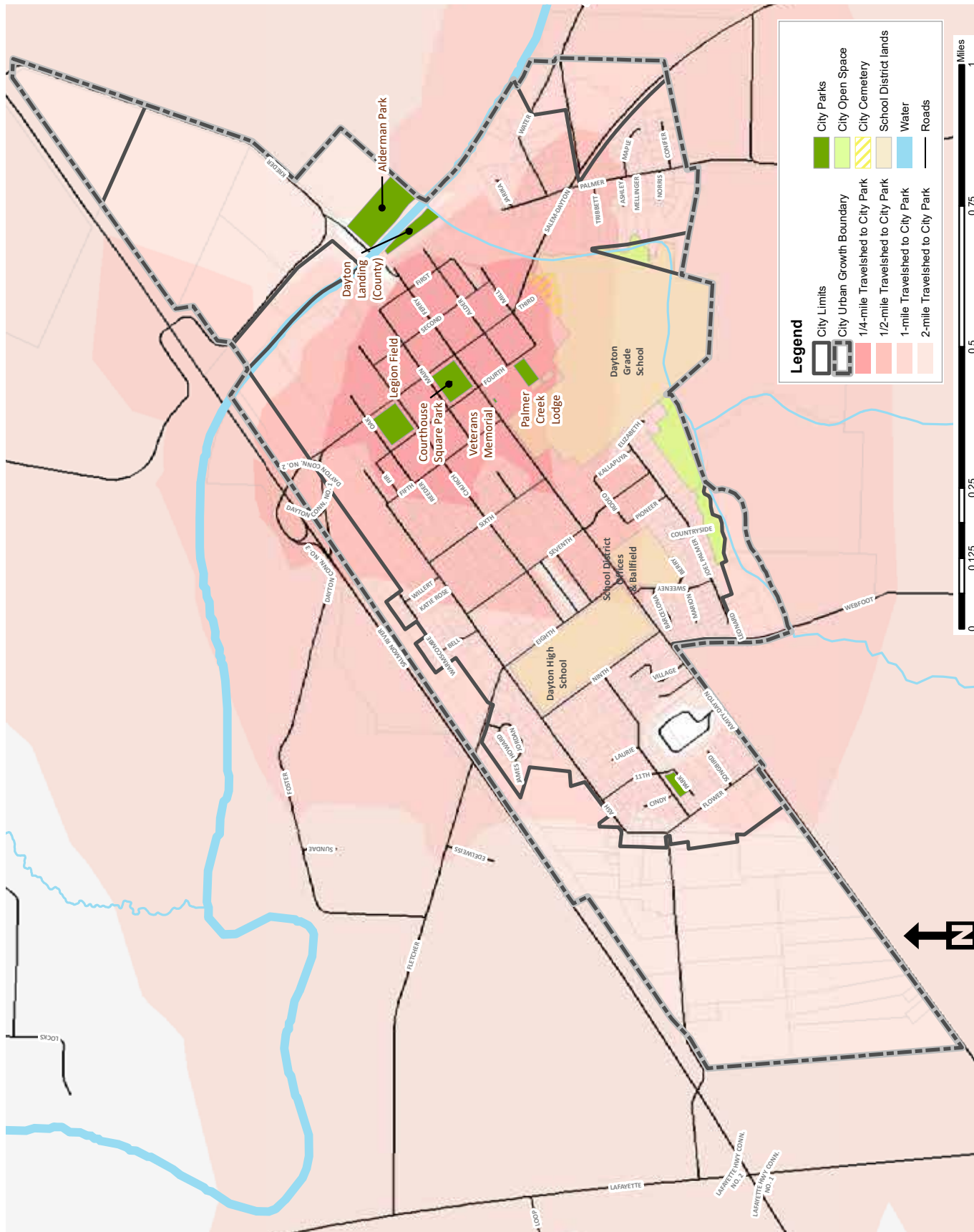
Traditionally, measurements have focused on acres of parkland per capita. While this metric is valuable, it should not be used exclusively. Instead, it serves as a starting point for exploring a range of customized and diverse approaches to evaluating the City's current LOS across various metrics. By considering a variety of factors, such as park accessibility, facility quality, amenity offerings, and community satisfaction, a more comprehensive understanding of park service provision can be achieved. This holistic approach ensures that the needs and preferences of the community are effectively addressed, and that parks and recreational facilities remain vital components of Dayton's quality of life.

National Recreation & Parks Association Agency Performance Review

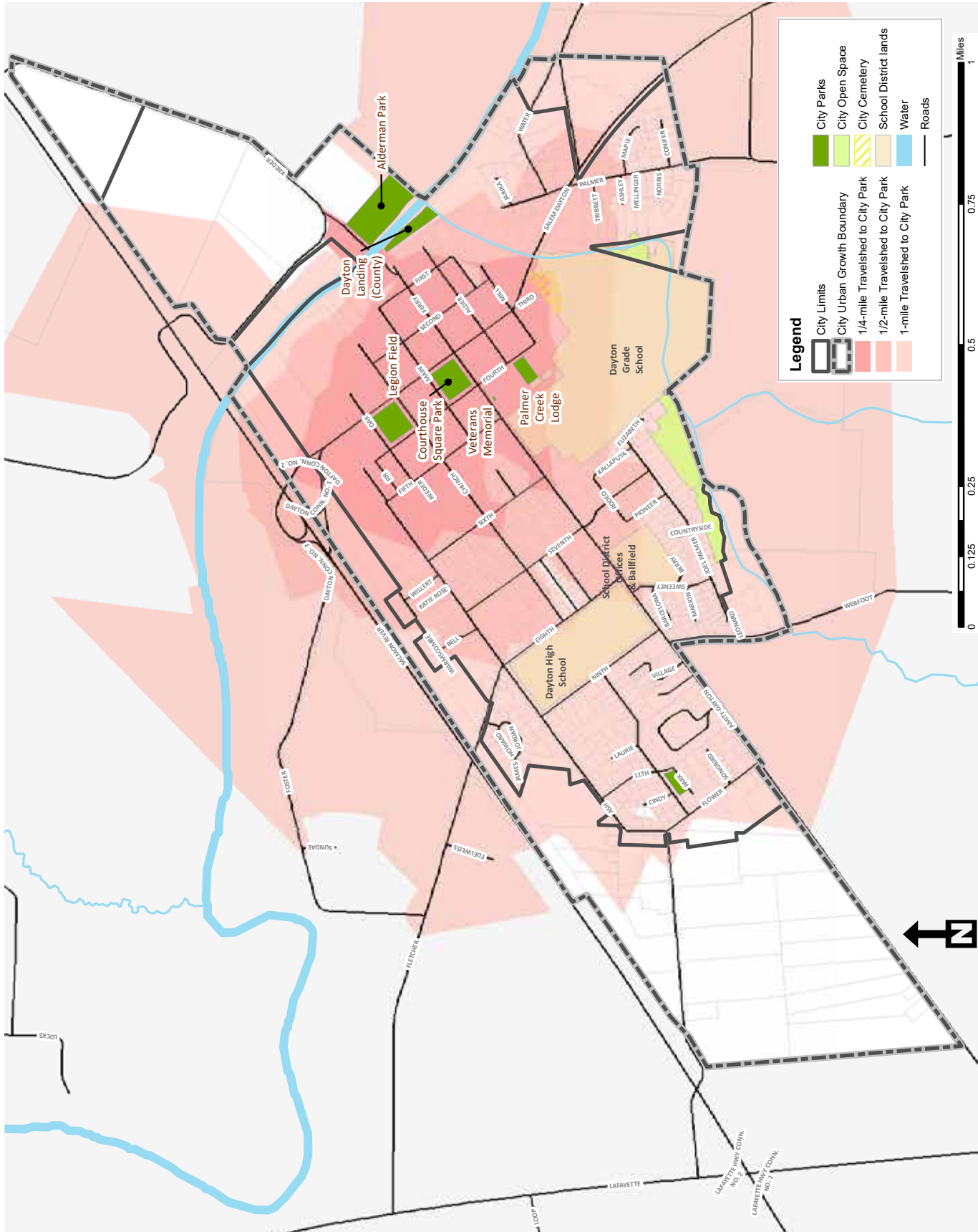
The 2025 National Recreation and Parks Association (NRPA) Agency Performance Review and accompanying Park Metrics provide comprehensive park and recreation-related data to inform park and recreation professionals and key stakeholders about the state of the industry. The 2025 NRPA Agency Performance Review presents data from more than 1,000 unique park and recreation agencies across the United States, as reported between 2022 and 2024. These data provide guidance to inform decisions and demonstrate the full breadth of service offerings and responsibilities of park and recreation agencies across the United States. This comparison of nationwide data with the City of



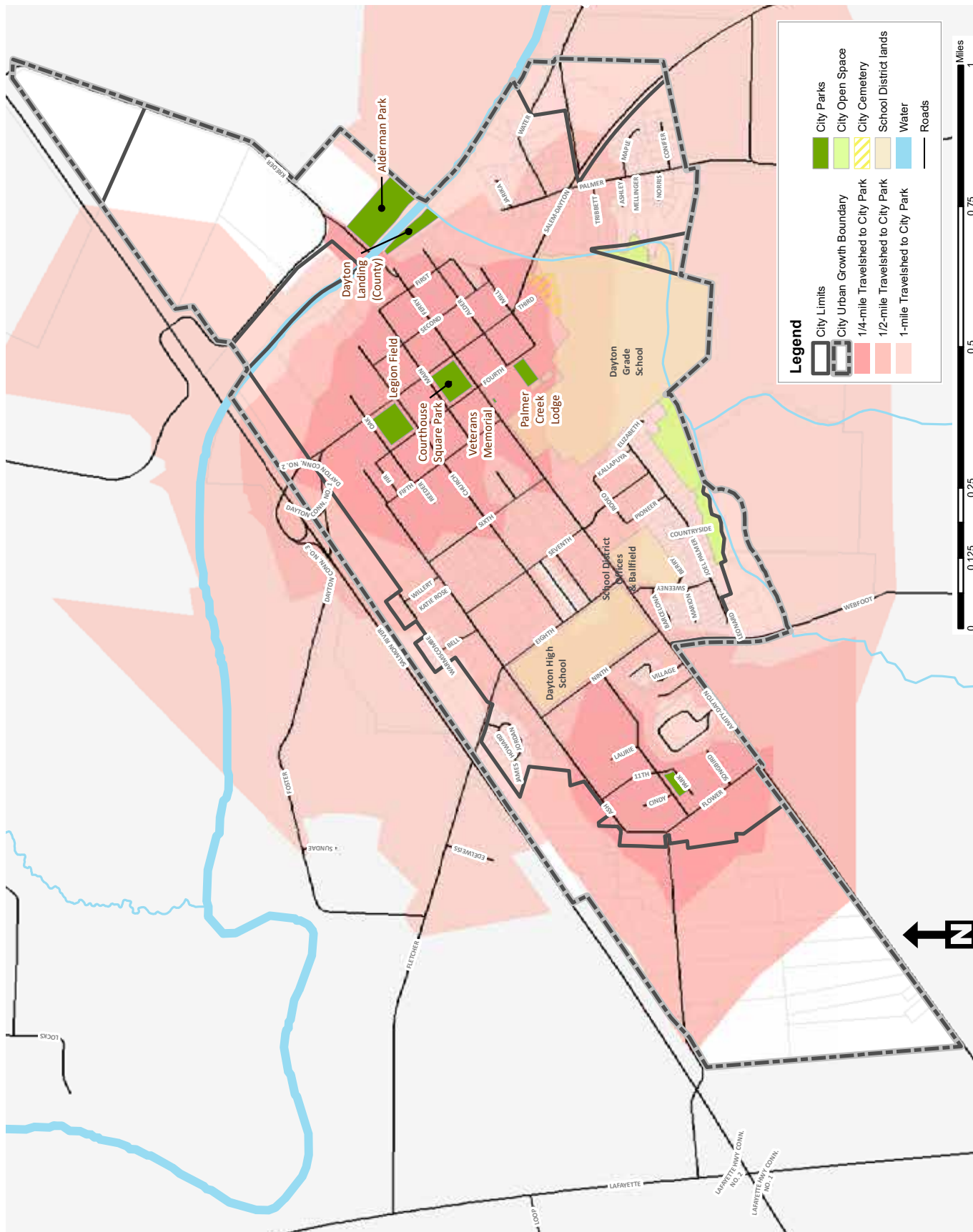
Map 2: Travelsheds for Neighborhood Parks (1/4-, 1/2-mile)



Map 3: Travelsheds for Community Parks (1/4-, 1/2-, 1-, & 2-mile)



Map 4: Travelsheds for Community & Special Use Parks (1/4-, 1/2-, 1-mile)



Map 5: Travelsheds for Community, Neighborhood & Special Use Parks (1/4-, 1/2-, 1-mile)



Dayton can provide guiding insights rather than target benchmarks.

The NRPA data are used to compare different park and recreation providers in communities across the country; however, the Park Metrics database relies on self-reporting by municipalities. Some agencies only include developed, active parks, while others include natural lands with limited or no improvements, amenities, or access. The comparative standards in the table on the following page should be viewed with this variability in mind.

Acreage-based Approach

The NRPA Agency Performance Review provides a comparative of parkland acreage metrics across a range of jurisdiction population sizes. Parkland refers to both maintained parks and open space areas, such as greenspaces and plazas. The current population of Dayton fits within the category of communities under 20,000 people. For that population category, the median is 10.2 acres of parkland per 1,000 residents. The current parkland acreage per 1,000 residents in Dayton is 6.9 acres per 1,000 residents, which is lower than the median and below the lower quartile for comparably-sized communities – based on a total parkland inventory of 18.7 acres and excludes the acreage of Dayton Landing.

Figure 14. NRPA Park Acreage Metrics by Jurisdiction Size per 1000 Population

Metric	All Agencies	Jurisdictions Less than 20,000 Pop.	Dayton
Residents per Park	2,411	1,001	381
Total Acres of Parkland per 1,000 Residents	10.2	12.9	6.9
Miles of Trails	16	4.0	1.2
Park & Recreation Staffing (FTEs)	59.2	13.8	0.7
FTEs per 10,000 Residents	8.6	13.7	2.6
Annual Operating Expenses	\$7,225,000	\$1,452,000	\$180,892
Operating Expenses per Capita	\$103	\$140	\$68

Park Amenity Metrics

Looking at the provision of recreation amenities within the park system provides another perspective on the adequacy of park service delivery. From the NRPA Park Metrics data, twelve amenities were compared with the median values from an aggregate of all agencies across the country, as well as from similarly-sized jurisdictions to that of Dayton, see Figure 15. The comparisons indicate that Dayton is not deficient in playgrounds, diamond (baseball) fields, dog parks, sport courts for basketball, as highlighted in green in the adjacent column. However, the City provides fewer rectangular (soccer) fields, synthetic turf fields, pickleball courts, splash pads, among other amenities, than the median of agencies reporting. Given Dayton’s modest park system and small population, these comparisons are understandable and to be expected.

As a caveat, the use of numeric standards is a limited tool to assess how well the City is delivering park and recreation services, since the numeric values alone neglect any recognition for the quality of the facilities or their distribution (i.e., the ease to which residents have reasonable, proximate access to park sites). Residents were particularly interested in the availability of trails, parks within a reasonable distance from their homes, and various park enhancements. The City should utilize these metrics to develop and amend the parks Capital Improvements Plan to put forward and execute on projects that aim to expand the capacity of the system and meet community needs.

Figure 15. NRPA Park Amenity Metrics by Jurisdiction Size

Amenities	All Agencies	Jurisdictions Less than 20,000 Pop.	Dayton	
Amenity	Number of People per Amenity			
Playgrounds	3,737	2,000	1,352	meet/exceed median comparables
Diamond fields	4,749	1,958	2,704	meet/exceed median comparables
Rectangular Field	5,946	2,578	NA	below median comparables
Rectangular Field (synthetic)	46,833	11,028	NA	below median comparables
Community Gardens	35,065	8,800	NA	below median comparables
Dog Parks	47,247	10,188	2,704	meet/exceed median comparables
Splash pad / spray grounds	49,392	13,391	NA	below median comparables
Skate Parks	55,772	10,776	NA	below median comparables
Tennis Courts (outdoor)	6,794	3,500	NA	below median comparables
Pickleball Courts (outdoor)	10,419	3,483	NA	below median comparables
Multi-Use Courts (outdoor)	23,739	3,900	NA	below median comparables
Basketball Courts (outdoor)	8,500	4,479	1,352	meet/exceed median comparables

Park Development Considerations

The City is poised to offer residents a more diverse range of recreational experiences, while creating destinations that attract and engage park users. The following concept sketches were prepared with the intent only to represent potential amenities to include consistent with the size and programming capacity of each site and do not represent specific recommendations. The City will conduct additional public outreach to prepare community-based site master plans for each property to determine the ultimate mix of amenities and site development to align the designs with the public's needs. Once master plans have been adopted, phased park development should be planned as part of the capital facilities program.



Legion Field

In the event that additional or renovated sport fields are provided at the elementary school, Legion Field could be considered for redevelopment as a multi-purpose community park and outdoor recreation facility with amenities for all ages, from active sport to passive walking and wildlife viewing. To test the potential for what the park could provide, the conceptual sketch (Figure 16) proposes formal parking spaces along Church and 4th Streets with handicapped spaces and accessible entries into the park. A paved loop pathway circles to upper plateau with connections to the perimeter sidewalks along Oak Street and Oregon Route 221. Restrooms,

splash pad, playground, pickleball courts and skate spot are oriented near the picnic shelter and open plaza. Picnic tables (not illustrated) in the shelter and along the paved loop path provide several options for picnicking. Benches (not illustrated) would be located strategically at the playground, splash pad and pickleball courts and along the loop pathway. Shade trees would be planted to enhance active use spaces, along the loop pathway and at the edges of the existing wooded area. An open mown grass lawn area would allow for informal play and picnicking.

Figure 16. Conceptual Sketch of Potential Site Redevelopment for Legion Field

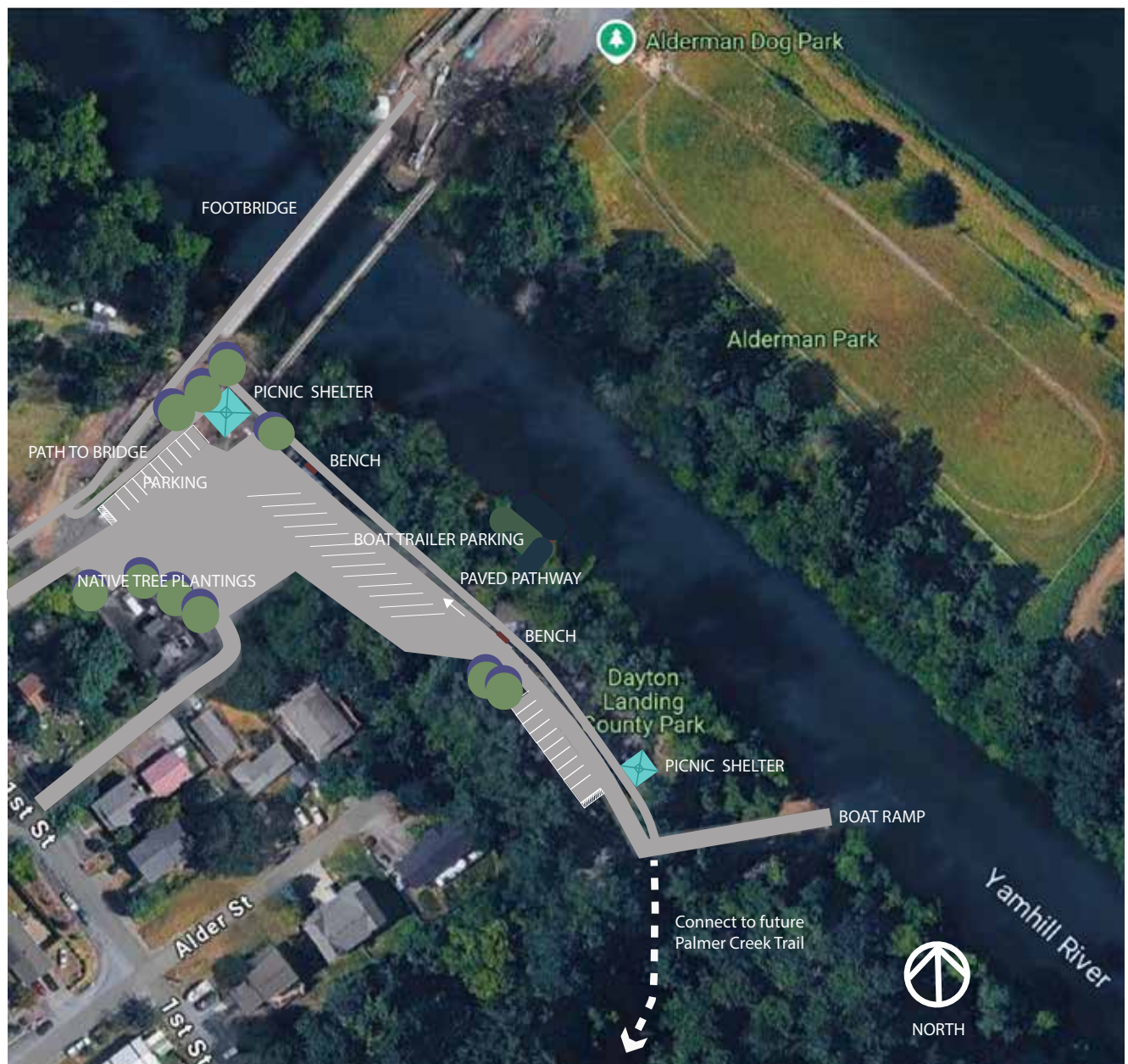


Dayton Landing

If the City secures Dayton Landing from Yamhill County, the site could undergo a community-led master plan to refine the potential renovation and development for this unique river access facility. Upgraded vehicular circulation and parking for cars and vehicles with boat trailers, two small picnic shelters with picnic tables, and benches along the pathway could enhance and support water-based activities. A formal connection to the future Palmer

Creek Trail could link the two small picnic shelters to the pedestrian bridge with a paved pathway. Shade trees could provide both aesthetic and habitat value for the river edge environment. The future management of the park's landscape would include the removal of non-native plants, such as English ivy, and strategically open up views to the river.

Figure 17. Conceptual Sketch of Potential Site Redevelopment for Dayton Landing



Other Park System Recommendations

Accessibility Improvements

Minor improvements to access, such as providing ramped entrances to playgrounds or stable surface access to site furnishings, are necessary to conform to the Americans with Disabilities Act (ADA) and ensure universal accessibility. The capital project list assumes that each new improvement within a park will be designed with ADA compliance in mind. The City should make improvements to existing parks as needed to ensure proper maintenance, usability and quality of park features and grounds.

Wayfinding, Signage & Communications

Parks, trails, and other public open spaces are the primary targets for unifying an urban environment into a cohesive, accessible, and connected community through an identifiable wayfinding program. Dayton should pursue a comprehensive wayfinding program that includes both visual graphic standards and site furnishing standards. Colors, sign types, and information can help users navigate the outdoor recreation experiences offered by the City.

Also, to broaden public awareness, the City's website should be expanded to facilitate quick

links to popular destinations and be designed with mobile users in mind, either through a mobile-friendly site or a web-based application. The City should consider introducing and utilizing QR codes or comparable technology on signage as a means to share with or receive information from visitors about maintenance, restoration or monitoring data

Special Events

The City supports several special events annually that provide gathering opportunities, celebrations and activation of City parks. While not every event is hosted or run by the City, these special events draw the community together, are popular with residents, and attract visitors from outside Dayton.

Community gathering and special events should continue to be an area of emphasis; however, the overall number and breadth of special events should be carefully managed to align with the availability of resources and impacts to general park and facility use. Other community groups should be encouraged to be the primary funders and organizers of as many community-wide events as possible. A structured approach will help the City manage the growth of these popular offerings; ensure high-quality, adequately resourced events; and enlist community sponsorships, partnerships, and support.

Inclusion & Universal Access

Across the country, local municipalities and park and recreation providers with older public infrastructure have been upgrading their facilities to comply with the outdoor recreation guidelines for universal access and the Americans with Disabilities Act (ADA). The removal of existing architectural barriers in park facilities has been ongoing and should continue until renovations, upgrades and newer construction provide barrier-free access to all users. Access and inclusion in public parks extends beyond the physical amenities and incorporates considerations of language, technology, wayfinding, program equity, and equitable geographic distribution of facilities.

Park and recreation agencies are in a unique position to champion efforts that advance diversity, equity, and inclusion (DEI). By assuring representation of diverse life experiences and voices, park and recreation professionals will better reflect the communities their agencies serve. Inequity is the ultimate challenge facing the nation, and park and recreation agencies can make a profound difference.



Recreational Trails

Trails and paths provide people with valuable links between neighborhoods, parks, schools, and other destinations. Expanding trail system connections was identified as one of the priorities during the community engagement process, and, in the community survey, residents showed strong support for expanding, improving, and maintaining walking and nature trails, especially the Palmer Creek Trail. Investing in trails is essential to maintaining a healthy and livable community by enhancing walking opportunities and promoting alternatives to vehicle use.

Trail Trends

Walking and hiking remain the most popular recreational activities both nationally and regionally. Over the past decade, national recreation studies have consistently ranked walking and hiking as the top forms of outdoor recreation (see Appendix D for summaries of recreation trends). The 2019 COVID pandemic significantly impacted outdoor recreation, with trail use surging as many people turned to walking and bicycling for their daily exercise. This shift led to increased usage and crowded trailhead parking, challenging local and regional park agencies.

According to the 2023 Outdoor Participation Trends report by the Outdoor Foundation, hiking is the most popular outdoor activity, with 881,000 new hikers in 2022. Hiking is considered a “gateway activity” that encourages participation in other outdoor recreation activities. Running boasts the highest average outings per runner (54 per year), and biking saw an annual growth of 22.9%, with 54.7 million cyclists across all categories (road, BMX, mountain). Notably, participation among seniors (65 and older) in outdoor activities grew by 16.8% between 2019 and 2021. Trails are essential infrastructure for these and other outdoor activities.

The annual study from the National Recreation and Parks Association of how Americans use their parks determined that people who live near parks and recreation facilities are more likely to arrive at that park by walking, biking or running, with walking being the most common method of transport.

Additionally, with the rapid increase in electric-assist mobility devices and the potential for user conflicts due to increased speeds, Dayton should stay informed on best management practices to

ensure safety for all trail users and promote trail etiquette on any future shared-use or regional trails.

Community Insights

Feedback from the community survey and online open house provided valuable local insights into current usage and interests in various recreation amenities, including trails. While the most popular reason for visiting Dayton parks is to attend a community event (81% of survey respondents), the community survey revealed that 61% of park visitors go to parks to walk or run. About two-thirds of survey respondents would like to see more walking and biking trails (72%).

Large majorities of survey respondents were either very or somewhat interested in developing and extending the Palmer Creek Trail (83%). When asked about priority park and recreation investments survey answers favored an extended trail system for walking and cycling.

From numerous write-in responses, many respondents voiced their support for expanding, improving, and maintaining walking and nature trails, especially the Palmer Creek Trail. Respondents would like to see more trail signage, bike lanes, and connectivity via the trail and larger active transportation system to nearby towns and natural features like the river.

Community feedback from the stakeholder group meeting also identified future trail system improvements such as the Palmer Creek Trail being extended to Alderman Park to the northeast and to the edge of the UGB to the west.

Trail Types

Recreational trail classification systems are usually designed around a tiered network comprising three primary trail categories: Regional, Connector, and Park/Local Trails. Each category serves a distinct purpose and caters to varying levels of use, which dictates the trail width, material, and recommended support facilities. While Dayton does not yet have enough distinct trail types to warrant a classification system, the following categories may be useful in determining the scale of future trail projects.

Regional Trails

Regional trails form the backbone of a trail network, providing long-distance routes that connect multiple cities and significant recreational areas. These trails are designed for high-intensity use and to accommodate various activities, including walking, running, cycling, and sometimes equestrian activities. Due to their extensive reach and heavy usage, regional trails typically feature:

- Wider Paths: Regional trails often have 12 feet or more widths to support multiple users simultaneously.
- Durable Surfaces: Paved or hard-packed surfaces to withstand heavy traffic and accommodate all-weather use. Boardwalks, elevated spans, or other appropriate surfacing to traverse sensitive areas.
- Support Facilities: Ample amenities such as restrooms, water stations, seating areas, and informative signage to enhance user experience and safety.

Connector Trails

Connector trails serve as vital links between regional trails, local parks, neighborhoods, and other points of interest. These trails support moderate to high usage and are crucial for creating a cohesive network. Key characteristics include:

- Moderate Width: Typically, 8-12 feet to balance usability and environmental impact.
- Varied Surfaces: Depending on the surrounding environment and anticipated use, surfaces may range from paved to compacted gravel. Stable surfaces accommodate strollers/wheeled access even if not fully ADA compliant. Boardwalks, elevated spans, or other appropriate surfacing to traverse sensitive areas.
- Basic Facilities: Essential amenities include benches, directional signs, and occasional restrooms or water fountains.

Park/Local Trails

Park/local trails are designed for more localized, lower-intensity use within parks, neighborhoods, and community areas. These trails prioritize accessibility and recreational enjoyment for residents and visitors, featuring:

- Narrower Paths: Usually 4-8 feet wide, sufficient for walkers, runners, and casual cyclists.
- Soft or Natural Surfaces: Including dirt, mulch, or grass to blend seamlessly with the natural surroundings.
- Minimal Facilities: Focus on maintaining the natural environment, with limited but essential amenities such as benches and waste disposal stations.

Water Trails (along the Yamhill to the Willamette River)

Water trails are designated routes on navigable water bodies such as rivers, lakes, and coastal areas, primarily for kayaking, canoeing, and other non-motorized watercraft activities. Features of water trails include:

- Launch Sites: Clearly marked access points for launching and landing watercraft.
- Safety and Navigation Aids: Buoys, markers, and signage to assist with navigation and ensure user safety.
- Support Facilities: Often located at key points along the trail, including rest areas, picnic spots, and campsites.

The integration of these trail categories ensures a comprehensive and interconnected trail network that accommodates various recreational needs and enhances the overall accessibility of the City's outdoor spaces. This tiered approach supports a wide range of activities and promotes sustainable

Figure 18. Dayton Trail Classifications

Classification	Function	Use Type	Users	Surfacing	Width
Regional Trail	Major connections through community and beyond	Multi-use	Pedestrians, cyclists, skaters. Equestrians (where feasible)	Asphalt, concrete, boardwalk.	12-18'
Connector Trail	Connects parks, trails, neighborhoods and destinations	Multi-use	Pedestrians, cyclists, skaters.	Asphalt, concrete, boardwalk. Gravel, possible.	8-12'
Park / Local Trail	Interior loops or point-to-point routes in public spaces.	Multi- or single use	Pedestrians, cyclists, skaters.	Asphalt, concrete, boardwalk. Gravel, native soil, forest duff, wood chips also possible.	2-10'

use and preservation of natural resources. The strategic development and maintenance of these trails are essential for fostering community health, recreation, and environmental stewardship.

Specific trail alignments must be determined through a site plan engineering and review process that considers appropriate trail design characteristics in conjunction with natural resource sensitivities, as well as applicability for universal access. Trails are built infrastructure and often involve some grading, soil displacement, potential vegetation removal, and improvements for trailheads and access. While trails can be designed for minimal environmental impact, their alignment and design require site-specific solutions that balance the intended purpose of the trail with meeting applicable land use and environmental codes and regulations.

Existing Trail Inventory

The City of Dayton currently connects to the Yamhill River through the County's Dayton Landing. This water trail allows boaters and paddlers to connect downstream to the Willamette River. The Palmer Creek Trail could provide connections beyond what currently exists along the backside of school district property to connect to Dayton Landing and Alderman Park and reach into future neighborhoods to the west. A more fully developed network of trails and pathways will significantly enhance the City's walkability.

Internal Park Trails

As Dayton's city parks redevelop and add recreational amenities, those parks should include paved pathways that connect various outdoor recreation amenities. These internal park trails



Trails for Walkable Communities

Parks are known to contribute to a healthier community by providing accessible outdoor recreation particularly through the inclusion of walking trails. Getting to a park by foot or bike can also offer a healthier option than driving a car. In the NRPA publication *Safe Routes to Parks*, the elements of walkable, healthy community design are outlined as convenience, comfort, access and design, safety, and the park itself. Sidewalks, bikeways, and trails should provide

an integrated alternative transportation system for residents to access parks and other destinations within their community. As further emphasis for the importance of a walkable community to promote public health, the Surgeon General has issued a Call to Action to "step it up" and promote more walking and build a more walkable world. A more connected network of trails, sidewalks, and bike lanes with links to public transit also provides economic values.

are essential for universal accessibility and ADA compliance. They can also enhance recreational opportunities and provide convenient access points to adjacent neighborhoods, fostering greater connectivity within the community.

Trail System Design

Trail systems may include different trails tailored to different conditions and user needs. Establishing guidelines for trail planning and developing trail design standards helps create a cohesive trail system. This approach directs the appropriate establishment of new trails and guides the maintenance and upgrades of existing trails. Establishing and reinforcing a recreational trail classification enables a framework for trail design and facilitates the prioritization of proposed trail enhancements and development.

The following recommendations provide general planning-level guidelines for future trail system considerations. A comprehensive non-motorized trail system plan is recommended to provide more alignment and design details, priorities for implementation, and coordination with the City's transportation planning, including cost estimates for implementation.

Cross Sections, Access & Alignments

Future trail network growth must balance optimal user experience and connectivity with practical considerations like cost, regulatory compliance, and availability. Alignments should accommodate different use types (i.e., commuter vs. recreational/destination-oriented) and consider interim solutions, such as wider sidewalks or routes that utilize existing or planned sanitary sewer, water, stormwater, or dry utility corridors. Ensuring local trails connect to regional, connector, or park trails is crucial for reducing reliance on trailheads and enhancing access.

Trailheads

Safe, convenient entryways expand trail network access and are essential for a successful system. Trailheads typically include parking, kiosks, and signage and may also feature site furnishings like trash receptacles, benches, restrooms, drinking fountains, bike repair stations, and bike racks. Recent trailhead installations have included electric bike charging stations to support alternative transportation modes. Trailheads can be located within public parks and open spaces or provided

through interagency agreements with partners (e.g., county, school district). Specific designs and layouts should consider intended user groups and unique site conditions.

Areas of Respite

Rest areas along trail segments enhance the user experience by offering places to rest, enjoy natural settings, or socialize. These areas, distinct from trailheads, can include pull-offs with benches or picnic tables, observation platforms, or interpretive signs. They should be integrated into the emergency response system with identifying codes for locator information.

Trail Signs & Wayfinding

Enhanced signage and consistent brand identification can significantly increase awareness of recreational opportunities for residents and visitors. A coordinated signage system is essential for facilitating a successful trail network. This system should inform, orient, and educate users about the trail system and appropriate trail etiquette. A comprehensive and consistent signage system includes:

- **Directional and Regulatory Signs:** Clearly indicate directions and regulatory information to ensure user safety and compliance with trail rules.
- **Trail User Etiquette and Hierarchy Signs:** Educate users on proper trail behavior and right-of-way practices to promote safety and courtesy among different trail users.
- **Continuous Route Signage:** Provide route identification and wayfinding to help users navigate the trail network seamlessly.
- **Mileage Markers:** Display periodic information regarding distances to areas of interest, helping users gauge their progress and plan their trips.
- **Warning Signs:** Alert users to upcoming trail transitions, potential conflicts with motor vehicles, and other hazards to ensure safety.
- **Interpretive Information:** Offer educational content about the ecological, historical, and cultural features along the trails, enhancing the user experience.
- **QR Codes:** Provide links to additional information and resources, allowing users to access more detailed content via smartphones.

Trail System Recommendations

By adopting a connectivity-focused approach, Dayton can ensure that the expanding trail network is well-integrated and provides residents with seamless access to recreational trails. This strategy will support a cohesive and user-friendly trail system that meets the community's recreation, transportation and overall quality of life needs.

Connectivity Over Mileage

As with transportation planning, recreational trail planning should prioritize connectivity as a performance metric rather than mileage. Relying on a mileage standard or metric for level of service for paths within Dayton will result in limited and inadequate assessment of community needs, with little consideration for improved connectivity.

Local Park Access

Interior park trails should connect smoothly with sidewalks and provide information on connecting to nearby trail segments. The community survey and online open house comments supported additional trail development and walking opportunities.

As illustrated on Map 7: Proposed Recreational Trail System, future recreational trail connections reflect community interests and preferences from surveys and other engagements. The proposed trail system enables additional connections to the Palmer Creek Trail and includes an extended trail alignment into the UGB as that area develops more residential housing in the future. The map also reinforces the potential for trailhead improvements at Dayton Landing for better access and support of the Yamhill River water trail.

Planning Coordination

Achieving future recreational trail connections will require coordination with transportation improvements and land development. This Plan recommends a connectivity goal to enhance off-street linkages between parks and major destinations, which supplement future pedestrian and bicycle connections that utilize in right-of-way alignments and are shown in the Transportation System Plan. The City also should continue to coordinate with Yamhill County and area partners to consider and future opportunities for regional trail connections linking Dayton to other communities.



I would love more trail options and marked trails. I didn't grow up here, so I don't always know where they are.."

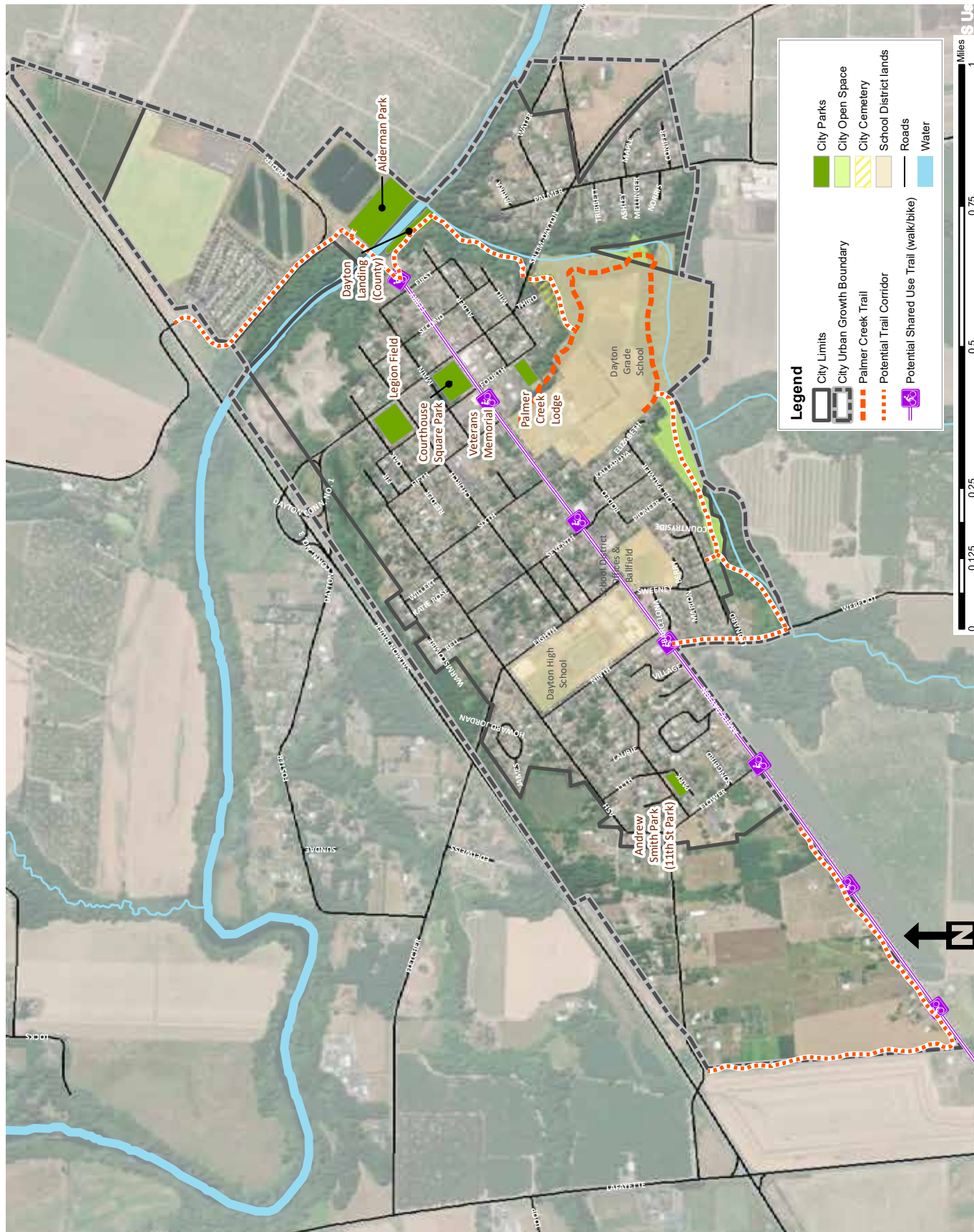
- Survey respondent

Acquisitions & Development for Trail Connections

Additional trail connections, sidewalk improvements, and bike lanes are needed to link destinations and promote walkability and healthier lifestyles. The City should actively pursue the acquisition of easements, corridors and parcels to create comprehensive linkages for Dayton's recreational trail system. Coordination between parks and transportation funding sources is essential for planning the most appropriate links. The City also should require new developments to provide bike and pedestrian access to contribute to a city-wide network of non-motorized transportation options, and it should aim to implement ADA guidelines for trails where reasonable.

Trail System Signage

As the trail network grows, it is recommended that detailed trail signage standards, wayfinding signage for trails and associated facilities, and informational maps and materials identifying existing and planned trail facilities, be designed and implemented to improve user experiences. This signage system could be coordinated with park signage styles, colors, fonts and materials to provide a uniform look to Dayton's public spaces.



Map 7: Proposed Recreational Trail System

Operations & Maintenance

The provision of parks and recreation services generally fall within Dayton's Public Works Department. Parks operations, in general, are tasked with providing a variety of outdoor recreational opportunities and facilities that includes acquisition, development, planning, maintenance, and enhancement of park lands and trails. The Public Works staff address on-going maintenance and repair of support facilities. City staff contribute to park-related events such as summer "Friday Nights", National Night Out, and the annual tree lighting ceremony, in coordination with the Community Events Committee when activities are utilizing city facilities.

The City's Adopted 2023-2024 Budget allocates portions of staff time from seven different FTE positions to fill the need for planning, coordination and maintenance of the park system. From a small percentage of the City Manager's time, Accountant and Office Specialist to ten percent of the Public Works Supervisor and 52% of three maintenance operations staff, the allocated FTE shares currently covers the park system's operational needs. As future capital park projects are initiated, more time will need to be directed at planning and managing those significant park improvement projects. Dayton's park system does not yet warrant a formal Parks Department or a fully designated parks employee. However, comparisons with national and regional park providers can provide some insight into predicting the future needs for Dayton's park staffing.

This park planning update considers the level of staffing for Dayton park operations and maintenance through comparisons with both nation-wide park and recreation providers, as well as some selected cities in western Oregon to ascertain the existing work load measured against capacity.

National Park & Recreation Agency Comparisons

The National Recreation and Park Association (NRPA) 2024 Agency Performance Review provides metrics that offer perspectives on comparisons for the Dayton park system. Selected findings from this nationwide benchmarking tool illustrates comparison metrics with national medians and with park and recreation provider jurisdictions within similar population size brackets.

It should be noted that park and recreation providers can vary greatly across the country in terms of services, infrastructure, and system-wide parklands. Using NRPA metrics provides a "first flush" at examining how Dayton currently is providing for and operating park and recreation facilities.

From the NRPA metrics, the smallest community size is "under 20,000", so the overview of NRPA agency performance metrics does not fairly compare Dayton as a park system to other park and recreation providers across the nation. With a population of under 3,000 residents, Dayton's level of service expectantly falls well below parkland acreage per resident (3.6 acres/1,000) compared to the typical agency in jurisdictions with less than 20,000 residents (12.6 acres/1,000).

Looking across the spectrum of park and recreation providers as different population sizes, Dayton's 0.7 allocated park FTEs also are well below the median for jurisdictions with less than 20,000 residents. Communities within the 'under 20,000' category have a median of 14 park and recreation FTEs. However, Dayton's measure of residents per park facility (381) indicates much less population pressure on existing park acreage compared to the other agencies.

The NRPA Agency Performance Report also offers an examination of the differing levels of investment in public park systems across the span of different community populations. Park and recreation agencies serving larger populations tend to have lower operating expenditures ratios than do agencies serving small- and medium-sized jurisdictions. The typical park and recreation agency serving a jurisdiction with less than 20,000 people spends a median of \$9,777 per acre of park and non-park sites. Due in part to its limited number of park facilities, Dayton's spending per park facilities seems very high at \$25,842. Looking at the expenditure per acre of parkland for Dayton measures at \$19,041.

Figure 19. NRPA 2024 Agency Performance Metrics for Investment Levels

	All Agencies	Less than 20,000	20,000-49,999	50,000-99,999	100,000-250,000	More than 250,000
Median	\$99.47	\$135.53	\$114.81	\$120.72	\$87.10	\$57.61
Lower Quartile	\$53.44	\$74.22	\$62.32	\$74.14	\$39.69	\$24.47
Upper Quartile	\$183.96	\$263.21	\$226.13	\$196.53	\$160.76	\$97.91

Figure 20. NRPA 2024 Agency Performance Compared with Dayton - Investment Metrics

Performance Measure	NRPA Median		
	All Agencies	Less than 20,000	Dayton
Residents per Park	2,386	1,172	386
Annual Operating Expenses	\$6,453,357	\$1,451,763	\$180,892
Operating Expenses per Capita	\$99.47	\$135.53	\$66.90
Spending per Park/Non-Park	\$8,260	\$9,777	\$25,842
Spending per FTE	\$110,912	\$101,304	\$258,417
Five-Year Capital Spending	\$12,000,000	\$1,814,200	-
Park & Recreation Staffing (FTEs)	57.6	14	0.7
FTEs per 10,000 Residents	8.9	13.7	2.6
Total Acres of Parkland per 1,000 Residents	10.6	12.6	7.0
Miles of Trails	16	4.5	1.2

Operating expenditures per capita indicated Dayton's spending (\$67.88) as much lower than other NRPA agencies that ranged from medians of \$99.47 to \$135.53. The annual park operating budget was about 12% compared to other communities under 20,000 residents. Considering the gap in community size that creates a wide range in comparative data, there may be more value in comparing Dayton with similar-sized cities in Oregon. As Dayton grows with redevelopment and future growth boundary development, the demand to provide new and more complex park facilities to its system will affect its comparisons with other similar-sized communities.

Oregon Cities Park and Recreation Provider Comparisons

Park and recreation operations and resource needs can be highly variable, particularly at different population sizes and residential densities. A more refined comparison of park metrics was prepared using several cities in Oregon with population sizes similar to that of Dayton. The selected cities also contained some aspects of potential future growth that was predicted to trigger their future park system expansion.

Even with comparisons of similar-sized cities in Oregon, the variability of park systems and operational differences can vary on a number of aspects of park and recreation provision. Capital spending across these park and recreation agencies were highly variable from year to year based on project schedules, funding resources, etc. Some systems do not provide any measurable recreation programming while others invest highly in community-sponsored events and activities. While the performance metrics illustrate that Dayton is providing an adequate labor force for its current system, new projects and expanded activities will likely trigger additional FTE needs.

Scanning the comparative metrics from these five communities offers a more realistic look at levels of service and amounts of financial investment. While there are still some diverse ranges, it should be noted that capital spending can vary significantly with pending park projects that may be underwritten by outside grant funding and triggered by waves of new residential development.

Figure 21. Park and Recreation Agency Comparison with Similar-Sized Oregon Park Providers

Performance Measure	Dayton	Wood Village	Vale*	North Plains	Coquille
Population (2023)	2,665	4,387	2,200	3,378	4,015
Park & Recreation Total Budget	\$180,892	\$1,062,658	\$139,233	\$420,913	\$144,491
Spending per Resident	\$67.88	\$242.23	\$63.29	\$124.60	\$35.99
Annual Capital Spending (5-yr average)	-	\$832,500	\$14,248	0	\$813,948
Capital Spending per Resident	-	\$189.77	\$6.48	0	\$202.73
Park & Recreation FTE	0.7	1	-	1.2	-
Park & Rec FTE per 10,000 Population	3	2.28	-	3.6	-
Total Developed Parks (acres)	9.5	25	24	10.5	19.1
Park Acres per 1,000 Population	3.6	5.7	10.9	3.1	4.8
Total Parks & Natural Areas (acres)	9.5	25	24.0	10.5	169.12
Parkland Acres per 1,000 Population	3.6	5.7	10.9	3.1	42.1
Parkland Acres per FTE	13.6	25.0	-	8.75	-
Square Miles (land only)	0.8	0.94	1.1	1.09	2.76
Population Density (pop./sq. mi.)	3,173	4,667	1,930	3,099	1,455
Park Facilities (number)	7	2	6	6	8

*The City of Vale has a public pool that comprises most of its P&R operating budget.

Asset Management & Life Cycle Planning

As part of park operations, the management of physical assets requires proactive planning for capture cost efficiencies. Tracking repairs, maintenance tasks, routine operations and seasonal work can help predict the needs for future labor resources as the system grows. While Dayton's park system is small, integrating an asset management program could provide accurate data for how future park facilities will need to be managed and staffed. This PMP Plan recommends developing a detailed list of the assets at each park facility site and evaluating asset conditions annually. This task creates a framework for long-term management of the Dayton park system. Detailed inventories with conditions tracking will help predict replacement needs, monitor safe use, and assist in assigning maintenance frequency.

Most built park amenities have limited lifespans. Buildings, play equipment, pavement, etc. can be tracked from installation dates. As repairs are needed, those assets can have predictable replacement dates that are added to the capital facilities program. Life-cycle planning can help avoid extra time spent repairing outdated amenities and foster more cost effective labor resource use.

Beyond managing park assets to ensure a safe and enjoyable park infrastructure, the asset management system can be utilized to track more accurately the labor hours required to perform the many tasks involved in caring for park facilities. Active tracking can much better predict the ability to reach targeted levels of service for keeping parks clean and in good condition.

Staffing Needs

The assessments and comparisons of park conditions have indicated that Dayton is currently handling the maintenance of its park system. However, the future conversion of Legion Field (that now lies mostly dormant with little maintenance demand) will likely trigger the need for double the allocation of maintenance labor hours.

Dayton has a number of upcoming and significant park projects. Managing this spectrum of work will require dedicated leadership time and once completed these additional park improvements will require increased labor staffing to adequately provide upkeep.

While an asset management tracking system could provide the most accurate predictions that would be specific for labor needs for the Dayton park system, some measurements from composite park

staffing references may shed light on approximate future staffing needs. Compiled from a series of other park providers, the table below offers an estimated labor needs for several types of planned park facilities.

Figure 22. Park Performance from Park & Rec Providers

Predictive Labor Staffing Needs*	Future Park Acres	Labor Hrs/Acre*	Total Labor Hours	FTE # (1,820/yr)
Neighborhood Park	0.5	152	76.0	0.04
Community Parks	6.3	111	699.3	0.38
Special Use Areas**	6.9	111	769.2	0.42
Open Space/Natural Areas	5.4	21	113.4	0.06
FTEs needed after Conversion of Legion Field to Community Park				0.91

*Source: 5-year averages for labor hours/acre from PacNW P&R provider.

** Special Use Areas include Brookside Cemetary, Alderman Park Palmer Creek Lodge campus & Dayton Landing

When a typical neighborhood park is fully developed and averages about 4 acres of developed amenities, one full-time employee could be expected to provide adequate maintenance services for four parks. Tasks include litter control, mowing, landscape maintenance, playground inspections and would assume time for travelling to and from each park. With predicted greater acreage and higher expected levels of public use, a newly added community park may require more than one FTE to provide the expected level of service. Depending on its size and variety of provided amenities, community parks can require 0.75 to 1.25 FTEs for each park. Special Use areas like riverfront spaces and active sports fields generally accommodate large and repeated numbers of users, generating more wear and tear and triggering higher litter control needs. These highly visible and important public spaces will need special attention from parks crews.

Currently, parks maintenance is shared among several public works crew members. Specialized horticultural, grounds and arboricultural skills or training are not in-house. Tree work is out-sourced on an as-needed basis. As existing irrigation systems are upgraded and landscaping improvements implemented along with other park improvements, it could be valuable to encourage skill development that addresses more-focused park infrastructures both green and built. Turf management and horticultural classes can provide valuable knowledge about timing and

implementation of a wide variety of landscape practices (mowing heights, irrigation intervals, fertilization timing, etc.).

The six-year capital facilities plan should be coordinated with the planning and budgeting of future staffing resources to coordinate the growth of Dayton’s park system.

Goals & Policies

This chapter outlines the goals, objectives and policies to guide Dayton's long-term planning for investments in and the management of the park system.

The goals and objectives described in this chapter define the park and recreation services that the City of Dayton aims to provide. These goals and objectives were derived from input received throughout the planning process, from city staff and officials, community members and stakeholders.

The City's Planning Atlas and Comprehensive Plan 2008 (revised in 2022) follows statewide planning goals and provides the overarching direction for the City, while these goals and objectives focus the efforts toward tangible parks and recreation achievements.

Oregon's Statewide Planning Goal 8 on Recreation Planning states:

"The requirements for meeting such needs, now and in the future, shall be planned for by governmental agencies having responsibility for recreation

areas, facilities and opportunities: (1) in coordination with private enterprise; (2) in appropriate proportions; and (3) in such quantity, quality and locations as is consistent with the availability of the resources to meet such requirements. State and federal agency recreation plans shall be coordinated with local and regional recreational needs and plans."

Taken together, the goals and policies provide a framework for the Parks and Recreation Master Plan. A goal is a general statement describing an outcome the City wishes to provide. Goals typically do not change over time unless community values shift. Policies are more specific, measurable statements that describe a means to achieving the stated goals. Policies reflect adopted practices intended to implement and achieve the goals. Near-term recommendations are specific and measurable actions or projects intended to implement and achieve the goals and are contained within the needs assessment and capital planning chapters of the Plan.

These goals are in alignment with the National Recreation and Parks Association's Three Pillars, which are foundational concepts adopted in 2012. These core values (listed below) are crucial to improving the quality of life for all Americans by inspiring the protection of natural resources, increasing opportunities for physical activity and healthy eating and empowering citizens to improve the livability of their communities.

- **Conservation:** Public parks are critical to preserving communities' natural resources and wildlife habitats, which offer significant social and economic benefits.
- **Health & Wellness:** Park and recreation departments lead the nation in improving the overall health and wellness of citizens, and fighting obesity.
- **Social Equity:** Universal access to public parks and recreation is fundamental to all, not just a privilege for a few.

These goals and values are reflected in this Plan, which will guide future efforts for the City of Dayton.



GOAL 1: Promote & Enhance Dayton's Sense of Place

Objective: Utilize new and existing recreational facilities to enhance community activity and civic pride.

- 1.1. Support annual community events in Courthouse Square to strengthen community cohesion.
- 1.2. Explore and evaluate opportunities to host targeted special events, such as festivals, concerts or movies in the park, or cultural activities that are organized by community groups, schools or organizations.
- 1.3. Partner with the Dayton Community Development Association and local businesses to support, foster and promote a variety of special events and community cultural celebrations.
- 1.4. Encourage and embrace opportunities for integrating arts and culture into parks and open space, including, where feasible and appropriate, through permanent and temporary public art installations, arts performance and events, interpretive strategies, and other dynamic expressions.
- 1.5. Provide environmental education opportunities in open space areas with creative and interactive interpretation strategies, such as hands-on displays, self-guided walks, and other engaging experiences.
- 1.6. Encourage and promote volunteer park improvement and maintenance projects from a variety of individuals, service clubs, local non-profits, faith organizations and businesses.
- 1.7. Continue to use a variety of methods and media to publicize and increase resident awareness about recreational opportunities available citywide.
- 1.8. Regularly update the city website and mobile interfaces to provide easy access to information about parks, activities, events, and maps along with ensuring the website follows best practices for accessibility and inclusion.
- 1.9. Communicate the value of the City's investment in parks, open spaces, and recreational opportunities and provide information to the public about park and recreation funding and the stewardship of tax dollars.

GOAL 2: Foster a Healthy & Active Community

Objective: Provide a system of parks, trails and open spaces that meets current and future needs for active and passive recreation and enhances the community's livability.

- 2.1. Identify, prioritize and acquire lands for inclusion in the parks system based on factors such as contribution to level of service, connectivity or recreational opportunities for existing and future residents.
- 2.2. Develop neighborhood and community parks identified in this Plan to provide active and passive recreational opportunities for residents.
- 2.3. Provide a diversity of park and recreation facilities and a balance of opportunities for both passive and active recreation and that meets the needs of different age groups, abilities and interests.
- 2.4. Design and maintain parks, trails and facilities to offer universal accessibility for residents of all physical capabilities, skill levels and age; beyond compliance with the Americans with Disabilities Act (ADA) Standards for Accessible Design. Upgrade existing parks to remove any physical barriers.
- 2.5. Incorporate sustainable development and low impact design practices into the design, planning and rehabilitation of new and existing facilities.
- 2.6. Standardize the use of graphics and signage to establish a consistent identity at all parks, trailheads and other facilities.

GOAL 3: Protect & Enhance Dayton's Natural Environment

Objective: Preserve distinctive natural areas and features for their scenic, recreation and habitat value, as well as their contribution to Dayton's rural setting.

- 3.1. Pursue low-cost and/or non-purchase options to preserve open space, including the use of conservation easements, development agreements and partnerships with public agencies.
- 3.2. Pursue opportunities to provide appropriate public access (e.g. trails, viewpoints and wildlife viewing areas) within natural areas to support passive recreation and environmental education.

- 3.3. Provide a continuous system of open space and wildlife corridors to be determined by natural conditions. Connect open spaces to provide corridors and greenways, wherever feasible.
- 3.4. Coordinate with the Yamhill County, state agencies, school district and private landowners to preserve and restore natural areas along Palmer Creek and the Yamhill River for environmental and recreational use.
- 3.5. Develop a stewardship program for open spaces to preserve, enhance, and/or maintain sensitive natural areas and bodies of water.
- 3.6. Require a vegetated buffer and greenway along the edge of the urban growth boundary where residential development is adjacent to Exclusive Farm Use as a linear park to include passive amenities such as trails.
- 3.7. Develop tree planting guidelines and protocols to determine planting locations and species selection to foster resilient plant communities that can recover from disturbances and adapt to climate change and its impacts, such as forest fire and drought.

GOAL 4: Expand & Maintain Dayton's Opportunities for Public Access to the Yamhill River

Objective: Protect and manage the City's environmentally-sensitive lands and water resources while balancing access to outdoor recreation activities.

- 4.1. Develop more shoreline and water-based recreation facilities to connect with the Yamhill River.
- 4.2. Pursue the transfer of ownership of Dayton Landing from Yamhill County via land transfer, acquisition or other methods.
- 4.3. Acquire additional open space and riverfront access through state or municipal programs, such as stormwater management, salmon recovery and wildlife/wetland protection.

GOAL 5: Develop a Trail Network to Connect Parks, Neighborhoods, Schools & Public Amenities

Objective: Secure and develop trail corridors to provide for an interconnected park system that offers a variety of year-round recreation opportunities and experiences to support and enhance Dayton's access to its natural environment.

- 5.1. Connect the community to nature, parks and open spaces through a system of local trails and paths for walking and bicycling.
- 5.2. Ensure trail connectivity is accessible to strollers/wheels, if feasible, even if full ADA compliance is not achievable.
- 5.3. Pursue the extension and development of the Palmer Creek Trail.
- 5.4. Pursue and enable water trail development and water-dependent shoreline access opportunities along the Yamhill River.
- 5.5. Work with regional agencies, utilities and private landholders to secure trail rights-of-way and easements and access to open space for trail connections.
- 5.6. Integrate the planning for and prioritization of recreational trails with the City's Transportation System Plan, utilizing the classifications and conceptual alignments provided within this Plan.
- 5.7. Integrate the siting of proposed trail segments into the development review process; require development projects along designated trail routes to be designed to incorporate trail segments as part of the project.
- 5.8. Prepare development standards for trails and open space to provide adequate recreational facilities and accommodate pedestrians and bicycle users.
- 5.9. Whenever feasible, locate trailheads at or in conjunction with park sites, schools, and other community facilities to enhance local access and minimize redundant supporting infrastructure.
- 5.10. Provide trailhead facilities, as appropriate, to include parking, wayfinding signage, restrooms and other amenities.



CAPITAL PROJECTS & IMPLEMENTATION

This chapter describes a range of strategies to consider in the implementation of the Plan and details a 20-year program for addressing park and amenity enhancement projects.

The preceding chapters provided an overview of Dayton's park and open space system, along with goals and policies to guide future planning, development, and operations. This chapter focuses on specific project actions, including the proposed 20-year capital project list, and offers recommendations on additional strategies for successful implementation.

Key Project Recommendations

The following is a summary of key project recommendations which will require commitment from the City and its residents for the continued support a healthy park and recreation system that preserves and enhances the safety, livability and character of the Dayton community.

Park Development & Enhancements

Considering both the local needs and national trends for types of park facilities, renovations and upgrades to existing parks should include some of the following amenities to expand recreational opportunities as funding allows, in addition to always supporting walking trails:

- Shade structures for playgrounds
- Splash pad
- All-inclusive playgrounds
- Boat launch and river access upgrades at Dayton Landing
- Gathering spaces (picnic shelters, etc.)
- Multi-sport courts (e.g., futsal/hockey, pickleball/tennis)
- Public art & interpretive elements (e.g., city history, nature)

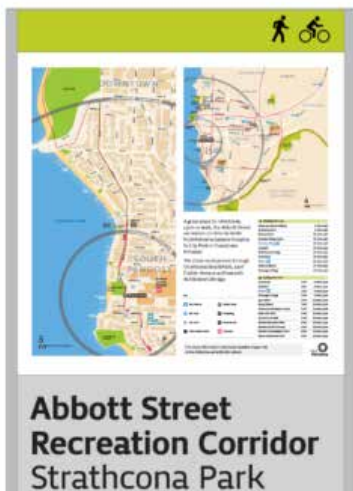
Opportunities and facilities for other alternative sports could be expanded in the city. Fitness amenities, natural play, and more creative play equipment can provide more outdoor opportunities for physical health, fun, and social interaction.

As older benches and tables are replaced, they should be re-installed with ADA-compliant versions that also include accessible routes to at least half of the furnishings per park. Other projects may include adding amenities to existing parks, such as picnic shelters for small gatherings and paved pathway connections to improve user circulation and ADA-compliant routes. A general consideration for the public is to create a park system that provided year-round facilities for all ages and all abilities to gather and recreate in diverse range of safe, clean and well-maintained park facilities that also balance fiscal stability.

Trail Connections

Trail connections, including sidewalk and bike lanes improvements led by Public Works, are needed to help link destinations across Dayton. The east-west extension of the Palmer Creek Trail should continue to be pursued, acquiring additional lands, easements and/or rights-of-way for the expansion of the trail network are recommended. Recreational trail corridors should be coordinated with the planned alignments illustrated in this Plan and the Transportation System Plan. The City also should continue to review, comment and coordinate on local land development applications to facilitate the inclusion of pedestrian and bicycle routes that connect to the conceptual trail network. There may also be opportunities to explore trail development partnerships with local user groups and pursue additional trail segments and connections, as appropriate.





ADA & Other Accessibility Enhancements

Minor improvements to access, such as providing ramped entrances to playgrounds or stable surface access to site furnishings, are necessary to conform to the Americans with Disabilities Act (ADA) and ensure universal accessibility. The site assessment summaries and the capital project list identified and includes upgrades to remove barriers and improve universal access. In general, the City should make improvements to existing parks as needed to ensure proper maintenance, usability, accessibility, and quality of park features and grounds.

Acquisitions to Fill Park System Gaps

The acquisition of additional neighborhood parks are necessary to address existing and projected gaps in park services for the western edge of Dayton and within the urban growth boundary. As land development continues, opportunities to acquire sufficiently large park sites will be more difficult and require Dayton to follow an intentional acquisition program, as well as think creatively and foster partnerships to provide desired public parkland with sufficient room for park amenities. To implement the acquisition program, the City may need to actively search out potential locations and property owners to secure future park sites, ahead of or concurrent with anticipated new development. Additionally, the City should continue to coordinate with local residential developers to include public parks in new subdivisions and utilize tools, such as system development charges, to facilitate the process.

Wayfinding & Signage

Parks, trails, and other public open spaces are the primary opportunities for unifying an urban environment into a cohesive, accessible, and connected community through an identifiable wayfinding program. Dayton should pursue a comprehensive wayfinding program that includes both visual graphic standards and site furnishing standards. Colors, sign types, and information can help users navigate the outdoor recreation experiences offered by the city. Signage should be installed at key trail nodes and at all City parks (primary and secondary entry points); signage should include directional and mileage information, site and system maps, unique features, and user etiquette information.

Communications

To broaden public awareness, the city's website should be expanded to facilitate quick links to popular destinations and be designed with mobile users in mind. Communications should include social media and improved access to park system maps, trail maps, and an up-to-date listing of park sites and amenities. The City should introduce and utilize QR codes or comparable technology on signage as a means to share with or receive information from visitors about maintenance, restoration, or monitoring data.

Implementation Tools

A number of strategies exist to enhance and expand park and recreation service delivery for the City of Dayton; however, clear decisions must be made in an environment of competing interests and limited resources. A strong community will be necessary to bring many of the projects listed in this Plan to life, and the Dayton City Council has demonstrated its willingness in the past to support parks and recreation opportunities and a high quality of life for local residents.

The recommendations for park and recreation services noted in this Plan may trigger the need for funding beyond current allocations and for additional staffing, operations, and maintenance responsibilities. Given that the operating and capital budget for park planning and maintenance is finite, additional resources may be needed to leverage, supplement, and support the implementation of proposed objectives, initiatives, and projects. While grants and other efficiencies may help, these alone will not be enough to realize many ideas and projects noted in this Plan.

The following recommendations and strategies are presented to offer near-term direction to realize these projects and as a means to continue dialogue between City leadership, local residents, and partners. Additionally, a review of potential implementation tools is included as Appendix E, which addresses local financing, federal and state grant and conservation programs, acquisition methods and others.

Enhanced Local Funding

According to the City budget, Dayton maintains reserve debt capacity for local bonds and voter approved debt. The potential to bundle several projects from the Park Capital Improvement Plan or take advantage of unique opportunities, such as land acquisition for trail or park development, may warrant a review of debt implications and operating costs for the City, along with the need to conduct polling of voter support for such projects.

To finance a large capital project, the City could explore the use and timing of General Obligation (G.O.) bonds, which are debt instruments sold by the City to fund new facilities or to make improvements to existing facilities. Bonds are repaid with property tax revenue generated by a special levy that is outside the limits imposed by ballot Measures #5 (1990) and #50 (1997). Voters

must approve G.O. Bond sales either in a General Election, or in another election in which a minimum of 50% of registered voters participate. G.O. Bond revenues may not be used for operations, maintenance or repairs, but they may be used for renovations to existing facilities.

Urban Renewal District – Tax Increment Financing

Urban renewal allows for the use of tax increment financing, a funding source that is unique to urban renewal, to fund its projects. In general, urban renewal projects can include construction or improvement of streets, utilities, and other public facilities; assistance for rehabilitation or redevelopment of property; acquisition and re-sale of property (site assembly) from willing sellers; and improvements to public spaces including parks and open spaces.

Parks Utility Fee

A parks utility fee is an ongoing fee (often billed monthly) that provides revenue for the needs of the park system. When charged by a city, such a fee can be an additional line item on an existing utility bill. The revenue received can be used for both operational and capital needs, and it can be pledged to the debt service of revenue bonds. Establishment of a parks utility fee in Oregon requires compliance with legal requirements at both state and local levels. Several jurisdictions across Oregon have implemented and utilized a parks utility fee as supplemental funding to maintain and enhance their park systems. Dayton could consider enacting a parks utility fee for the purpose of providing for the operation and maintenance of parks and facilities within the City and to ensure adequate resources are available for the sound and timely maintenance of existing recreation amenities.

System Development Charges (SDCs)

Park System Development Charges (SDCs) are fees paid by new development to meet the increased demand for parks resulting from the new growth. Park SDCs can only be used for parkland acquisition, planning and/or development. They cannot be used for operations and maintenance of parks and facilities. The City of Dayton currently assesses a Parks System Development Charges (SDC) on new residential development to assist with the cost of improvements needed to accommodate new growth. The City should prioritize the usage of Parks SDCs to secure new park properties and

finance park or path/trail development consistent with the priorities within this Plan. Also, the City should periodically update the methodology and rate structure, as appropriate, to be best positioned to obtain future acquisition and development financing from residential development.

Local Option Levies

Local option levies are separate property tax levies that can be assessed to fund capital improvements or operations and maintenance activities. Such levies are outside of the City's permanent tax rate limit, subject to the combined rate limit imposed under Measure #5. Local option levies require voter approval and are subject to the double majority (50% voter turnout and 50% approval) requirement of Measure #5. If used to fund capital improvements, revenues can be used to secure bonds or complete one or more projects on a pay-as-you-go basis, over a period of up to 10 years. Operations and maintenance levies are limited to a period of five years.

Parkland Donations & Dedications

Land donations from development projects, individuals, or conservation organizations could occur to complement the acquisition of park and open space lands in the City or as the City expands into its UGB. Gift deeds or bequests from philanthropic-minded landowners could allow for lands to come into City ownership upon the death of the owner or as a tax-deductible charitable donation. Parkland dedication by a developer could occur in exchange for Park SDCs or as part of a planned development where public open space is a key design for the layout and marketing of a new residential project. Any potential dedication must be vetted by the City Planner and Public Works Departments to ensure that such land is located in an area of need or can expand an existing City property and can be developed appropriately with site amenities meeting the intent of this Plan.

Grants & Appropriations

Several state, federal and private grant programs are available on a competitive basis, including those offered by the Oregon State Parks & Recreation Department (such as the Land and Water Conservation Fund). Pursuing grants is not a cure-all for park system funding, since grants are both competitive and often require a significant percentage of local funds to match the request to the granting agency, which depending on the grant program can be as much as 50% of the total project

budget. Dayton should continue to leverage its local resources to the greatest extent by pursuing grants independently and in cooperation with other local partners.

Appropriations from state or federal sources, though rare, can supplement projects with partial funding. State and federal funding allocations are particularly relevant on regional transportation projects, and the likelihood for appropriations could be increased if multiple partners are collaborating on projects.

Internal Project Coordination & Collaboration

Continued internal coordination between the Planning and Public Works staff can increase the potential of discrete actions toward the implementation of the proposed trail and path network, which relies on creekway and street right-of-way enhancements, and in the review of development applications with consideration toward potential property acquisition areas, planned trail corridors, and the need for easement or set-aside requests. However, to expand the extent of the park system and recreation programs, additional partnerships and collaborations must be pursued.

Public-Private Partnerships

Public-private partnerships are increasingly necessary for local agencies to leverage their limited resources in providing park and recreation services to the community. Corporate sponsorships, health organization grants, conservation stewardship programs and non-profit organizations are just a few examples of partnerships where collaboration provides value to both partners. The City has existing partners in the Dayton School District and Dayton Development Community Association. The City should continue to explore additional and expanded partnerships to help implement these Plan recommendations.

Coordination with local sport leagues and potential providers of recreation activities and classes should be ongoing to assess the range and type of recreation options in demand within Dayton and to maximize use of community facilities, such as the Palmer Creek Lodge, sport fields and courts, and other park spaces.

Volunteer & Community-based Action

Successful volunteer efforts – through volunteer groups, students, neighborhood groups, or sport and service organizations – can result in significant site improvements and can allow community members to gain a sense of ownership in the park and recreation system. Volunteers and community groups already contribute to a variety of community activities and events, such as Palmer Creek Trail clean-ups, among others. In addition to the existing city webpage on volunteering, Dayton should expand, update and promote lists of specific volunteer-appropriate projects on the website and social media platforms, and via partnerships with school district.

While supporting organized groups and community-minded individuals adds value to the Dayton parks system, volunteer coordination requires a substantial amount of staff time. Additional resources may be necessary to expand volunteer coordination to more fully utilize the community’s willingness to support park and recreation efforts.

Other Implementation Tools

Appendix E identifies other implementation tools, such as voter-approved funding, grants and acquisition tactics, that the City could utilize to further the implementation of the projects noted in the Park Improvement Plan projects List.

Capital Improvements Plan

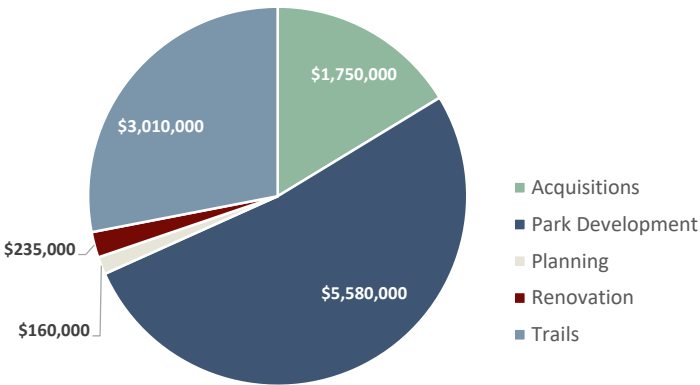
The following Park Capital Improvement Plan (CIP) identifies the park, trail, and facility projects considered for the next 20 years, along with brief project descriptions. The majority of these projects entail the maintenance, acquisition, and development of parks, recreational amenities, and trails. Based on survey results and other feedback, Dayton residents have indicated an interest in park facility upgrades and enhanced trail connections as priorities, and the Park Capital Improvement Plan is reflective of that desire.

The following table summarizes the aggregate capital estimates by park types for the next 20 years.

The following Park Capital Improvement Plan provides brief project descriptions and sequencing to assist staff in preparing future capital budget requests.

As projects are phased over the next ten or more years, the planning-level project costs have been inflated at an increase of 3.5% annually. Overall, the inflated costs for projects identified in the CIP total over \$17.2 million (\$10.7 million in 2025 dollars). The proposed project list focuses primarily on improving existing facilities through timely repairs, replacements, and upgrades to ensure an ongoing, healthy, and safe recreation system for Dayton.

Figure 23. 20-Year Capital Project Expenditures (2025 dollars)



Dayton Parks 20- Year Capital Improvement Plan

Inflation factor of 6% added to outgoing years to address rising rates and construction costs (rounded to \$1000).

Project Name	Description	Project Type	2025 Cost	Opinion	2025-26	2027-28	2029-30	2031-32	2033-34	2035-44	Totals
PARK IMPROVEMENTS											
Alderman Park	Paved loop pathway, shade trees, ADA entry access (for the off-leash area)	D	\$100,000				\$134,000				\$134,000
	Shelter & portable restrooms with enclosure (outside the off-leash area)	D	\$75,000				\$100,000				\$100,000
Andrew Smith Park	Basketball court upgrades & picnic shelter/gazebo	D	\$250,000			\$298,000					\$298,000
Courthouse Square	Upgrades - electric, clock, irrigation, etc.	R	\$175,000		\$186,000						\$186,000
Dayton Landing	Playground shade structure	D	\$200,000			\$238,000					\$238,000
	Design & Permitting - improvements	P	\$80,000				\$107,000				\$107,000
	Parking, Lighting, Shelter	D	\$250,000					\$376,000			\$376,000
Legion Field	Paved pathway connections	D	\$75,000				\$100,000				\$100,000
	Master plan for park redesign	P	\$80,000				\$107,000				\$107,000
	Sports courts, restroom, playground, splash pad, etc.	D	\$4,500,000						\$7,603,000		\$7,603,000
Yamhill River Ped Bridge	Improved paved ADA access pathway	D	\$50,000		\$53,000						\$53,000
Elementary School Fields	Youth soccer fields - shared project	R	\$60,000					\$90,000			\$90,000
Systemwide Enhancements	Wayfinding & signage (design & install park identification signs)	D	\$45,000		\$48,000						\$48,000
	Add accessible routes, ADA-compliant benches & tables	D	\$35,000		\$37,000		\$47,000		\$59,000	\$84,000	\$227,000
Total Park Improvements			\$5,975,000		\$324,000	\$536,000	\$595,000	\$466,000	\$7,662,000	\$84,000	\$9,667,000
PARK ACQUISITIONS (* Acquisition target areas are estimations and will require due diligence & negotiation with current landowners)											
Dayton Landing	Acquisition in Gap Area A (1.5-2 acres)	A	\$550,000		\$583,000						\$583,000
Neighborhood Park	Acquisition in Gap Area B (1-1.5 acres)	A	\$400,000				\$535,000				\$535,000
	Acquisition in Gap Area C (1-1.5 acres)	A	\$400,000			\$476,000		\$601,000			\$1,077,000
	Acquisition in Gap Area D (1-1.5 acres)	A	\$400,000					\$676,000			\$676,000
Total Park Acquisitions			\$1,750,000		\$583,000	\$476,000	\$535,000	\$601,000	\$676,000	\$0	\$2,871,000
TRAILS											
Palmer Creek Trail Extension (to Dayton Landing)	Acquisitions/easements for trail alignment (~1/2-mile)	A	\$200,000			\$238,000					\$238,000
	Trailhead construction	D	\$60,000				\$80,000				\$80,000
	Trail design, engineering, permitting & construction for extensions	D	\$1,500,000					\$2,255,000			\$2,255,000
UGB Open Space Buffer Trail	Acquisitions/easements & development for trail alignment (~3/4-mile)	A/D	\$750,000						\$1,267,000		\$1,267,000
Trail System Acquisitions/Easements	Acquisitions or easements to support conceptual trail alignments	A	\$300,000				\$150,000	\$150,000	\$150,000		\$450,000
Trail System Management	Surfacing & structure repairs or rehabilitations	R	\$200,000				\$50,000	\$50,000	\$80,000	\$250,000	\$430,000
Total Trail Projects			\$3,010,000		\$0	\$238,000	\$280,000	\$2,455,000	\$1,497,000	\$250,000	\$4,720,000
Total CIP Projects			\$10,735,000		\$907,000	\$1,250,000	\$1,410,000	\$3,522,000	\$9,835,000	\$334,000	\$17,258,000

- AcquisitionA
- Planning/PermittingP
- Renovation/RepairR
- Development/ExpansionD

NOTES:

This list identifies planning-level cost estimates and does not assume the value of volunteer or other non-City contributions. Detailed engineering, design and/or costing may be necessary for projects noted.

This list is not an official budget and is intended as a guiding document for City staff in the preparation of departmental budgets.

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Appendix A:

Community Survey Summary

To: Dave Rucklos, Dayton Economic Development & Tourism Director
From: Steve Duh, Conservation Technix, Inc.
Date: April 10, 2025
Re: **Dayton Parks & Recreation Master Plan**
Community Survey Summary Results

Conservation Technix is pleased to present the results of a survey of the general population of the City of Dayton that assesses residents' recreational needs and priorities.

KEY FINDINGS

Dayton residents strongly value their parks and recreation facilities.

Nearly all respondents (96%) think parks and recreation are important or essential to quality of life in Dayton. Very few, about 4%, feel they are useful, but not necessary, or not important at all.

Residents visit Dayton parks frequently to participate in a range of activities.

Residents of Dayton frequently use the city's parks and recreation facilities, with more nearly four in ten visiting at least once a week, if not every day. The most common reasons for park visits included attending a community event or walking or running. Dayton's community events are quite popular, especially Dayton Friday Nights. Nearly all residents who responded to the survey said they had attended at least one event in the past year.

While residents prioritize maintaining existing parks and facilities, they are generally supportive of improving the City's park and recreation system as well.

Residents are generally satisfied with the parks and recreation system overall and with the condition of each of the City's parks. Residents showed strong support for expanding, improving, and maintaining walking and nature trails, especially the Palmer Creek Trail. They would also like to see the City maintain and improve the boat ramp at Dayton Landing and add river access elsewhere along the Yamhill River. Residents would also welcome improvements to the City's parks such as additional picnic areas, playgrounds, sports courts, and community gardens.

SURVEY METHODOLOGY

In close collaboration with City of Dayton staff, Conservation Technix developed the 18-question survey that was estimated to take less than ten minutes to complete.

The survey was mailed to all 896 households within the city limits of Dayton from a utility customer mailing list provided by the City on January 31, 2025, and reminder postcards were mailed to all households on February 12, 2025. An additional reminder was included in the March utility bill mailer to city residents. The survey was accessible from the City website also. The survey was closed on March 24, 2025, and the full dataset was compiled and reviewed. Overall, 160 surveys were completed and returned (18.4% response rate, 7.5% margin of error).

This report includes findings on general community opinions. Since the survey was open to the general public and respondents were not selected through statistical sampling methods, the results are not necessarily representative of all City residents. Survey responses significantly underrepresent residents under 35 years of age and over-represent residents over the age of 35. See Figure 1 below for age demographics for the survey respondents, as well as comparative percentages for Dayton's population.

Figure 1. Age demographics of survey respondents

Age group	Survey Respondents	Dayton	
		All	Over 20
Under 20	1%	29%	--
20 to 34	9%	19%	27%
35 to 44	16%	10%	13%
45 to 54	19%	11%	15%
55 to 64	21%	16%	23%
65 to 74	18%	9%	13%
75 and older	18%	6%	9%
Total	100%	100%	100%

This report includes findings of community opinions based on the survey responses. Each section also notes differences between different demographic groups, where applicable. However, the limited number of responses prevents determining whether any differences between age groups and household makeup are statistically significant. Percentages in the report may not add up to 100% due to rounding.

DETAILED FINDINGS

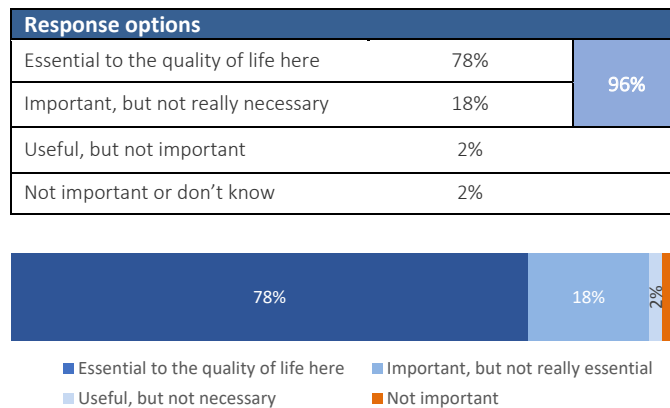
Usage and satisfaction of parks and recreation facilities

How much do residents value parks and recreation?

Virtually all respondents (96%) feel that local parks and recreation opportunities are important or essential to the quality of life in Dayton. Seventy-eight percent of respondents overall feel that they are essential; while an additional 18% believe that they are important to quality of life, but not essential, see Figure 2. Only about 2-3% of respondents believe parks are useful, but not important, or not important.

Residents of all ages value parks and recreation similarly – there were minimal differences based on age, area of residence, and household makeup.

Figure 2. When you think about what contributes to quality of life in Dayton, would you say city parks and recreation opportunities are...

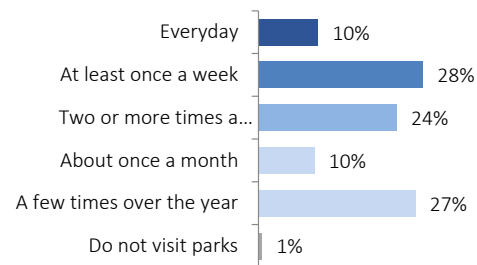


How often do residents use City parks and recreation facilities?

Respondents were asked how often they visit a City park or open space in a typical year. Approximately 38% visit at least once a week, if not every day, see Figure 3. Another 34% visit one to three times per month, while about 27% visit a few times per year. Very few respondents (1%) do not visit a park at all.

Survey respondents showed a high use of parks regardless of age and location of residence. Respondents with one or no children at home were more likely to visit every day, while those with two or more children were more likely to visit at least once per week.

Figure 3. In a typical year, how often do you visit or use City of Dayton parks or open spaces?



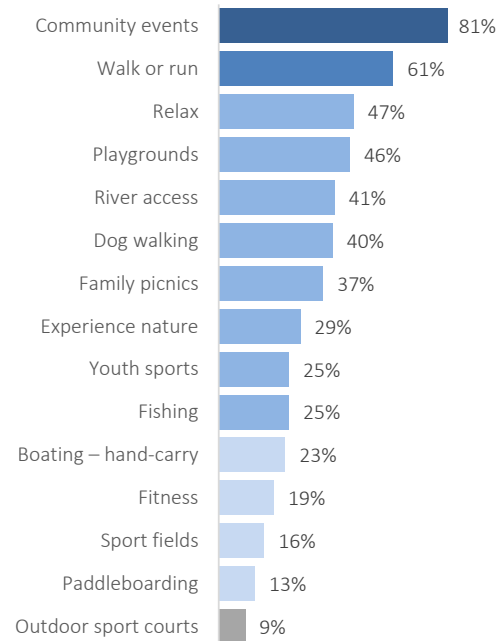
Why do residents visit Dayton’s parks and recreation facilities?

Respondents visit local parks and recreation facilities for a variety of reasons, but the most frequently cited reason is to attend a community event (81% have visited for this reason) or to walk or run (61%). Nearly half of residents have visited to relax (47%), use a playground (44%), access the river (41%), or walk a dog (40%). Between 20% and 40% have visited for a family gathering or picnic (37%), to experience nature or view wildlife (29%), or for youth sports (25%), fishing (25%), or boating (23%). Fewer than one in five respondents chose fitness, sports fields, paddleboarding, or sports courts, as a primary reason why they visit local parks.

Respondents under the age of 54 were more likely than older residents to visit for playgrounds, youth sports and sports fields, and standup paddleboarding. However, many activities, including running and walking, fitness or exercise, relaxation, dog walking, and community events are similarly popular across all age groups.

Respondents with children in their home were generally more likely to visit parks for playgrounds, youth programs, and water activities, compared to respondents without children in the home. Residents who live northeast of 7th Street were more likely than those to the southwest to visit for outdoor sports courts, boating, and standup paddleboarding.

Figure 4. What are the main reasons your household visits Dayton’s parks and recreation facilities?



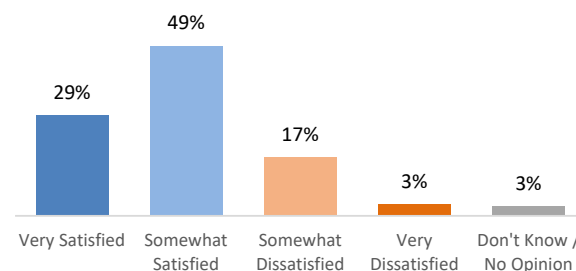
Satisfaction with existing recreation and parks

Are residents satisfied with Dayton’s recreation, parks, and open spaces?

Most residents are somewhat to very satisfied with Dayton’s parks and open spaces (77%). However, one in five survey respondents are either somewhat (17%) or very dissatisfied (3%) in the city’s park and recreation system, see Figure 5.

There were no consistent differences in satisfaction between residents of various ages, between those with versus those without children at home, or between residents living in various areas of the city.

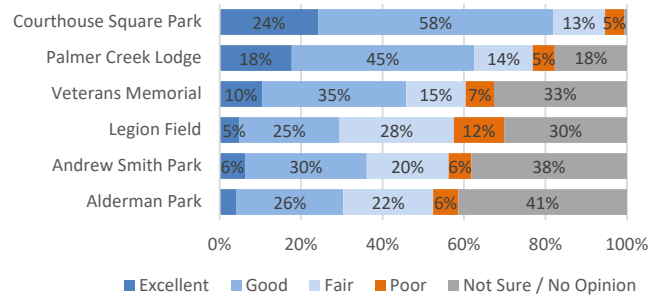
Figure 5. Rate your household’s satisfaction with City of Dayton’s parks or open spaces.



How would residents rate the condition of parks they have visited?

Survey respondents who have an opinion generally rate the condition of Dayton's individual parks as fair, good, or excellent, as shown in Figure 6. Large majorities of respondents rate the condition of Courthouse Square Park (95%) and Palmer Creek Lodge (77%) as fair, good, or excellent. Fewer respondents expressed an opinion about the condition about other city parks. Looking just at those who rated each park, approximately 17% were dissatisfied with the condition of Legion Field and Off-Leash Dog Park and 10% were dissatisfied with the condition of Alderman, Andrew Smith, Veterans Memorial Parks.

Figure 6. How would you rate the condition of each of the following parks or facilities?



Respondents who live northeast of 7th Street were significantly more likely than those living to the southwest to rate the condition of Palmer Creek Lodge as 'excellent'. There were no consistent differences in how residents of various ages or household makeup rated the condition of the City's parks.

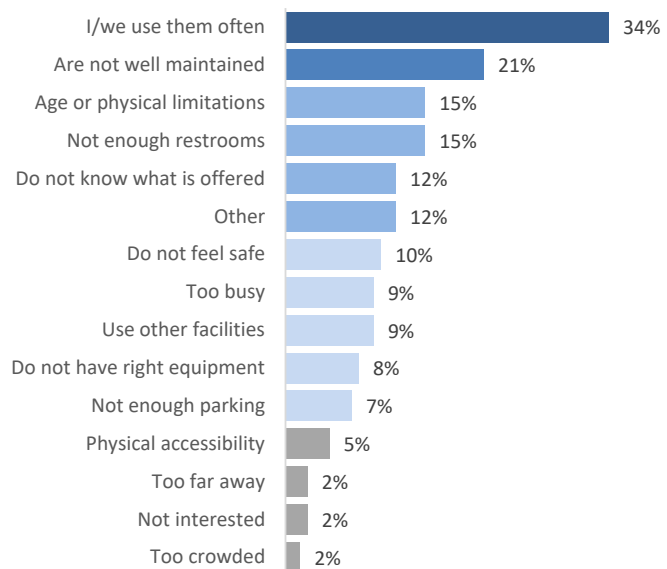
Why don't residents visit more often?

When asked why they do not visit Dayton's parks and open spaces more often, over one-third responded that they do visit often. The largest percentages of respondents do not visit more because they feel parks are not well maintained (21%), because there are not enough restrooms (15%), don't know what is offered (12%), or do not feel safe (10%), or see Figure 7.

Smaller percentages of respondents noted that parks do not have the right equipment (8%), have insufficient parking (7%), have accessibility barriers (5%), are too far away (2%), or are too crowded (2%), preventing them from visiting local parks more often.

Some residents face age or physical limitations (15%), are too busy (9%), use parks or facilities provided by other cities or organizations (9%), or are generally not interested (2%), suggesting that further improvements may not increase their use of parks.

Figure 7. Check ALL the reasons why your household does not use does not use Dayton's parks or open spaces more often.



In addition, 15 respondents wrote in responses citing desires for additional play equipment, trails, recreational programming, and boat launch improvements and as well as concerns about off-leash dogs as reasons why they do not visit more frequently.

Does the number of existing park and recreation amenities meet residents' needs?

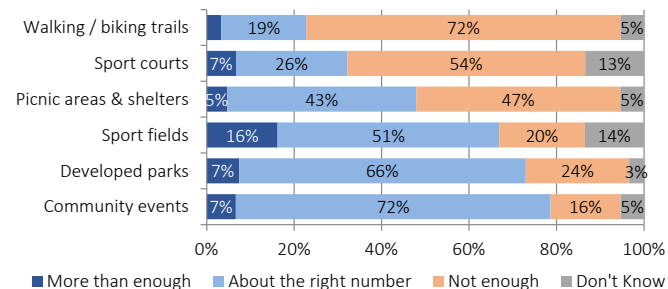
Residents were generally split on whether they feel the City provides enough park, trails, and recreation facilities.

About two-thirds of survey respondents would like to see more walking and biking trails (72%), while 54% would like the City to provide more sports courts for basketball, tennis, pickleball, etc. Just under half (47%) would like to see more picnic areas and shelters, see Figure 8.

Smaller percentages of respondents think that the City does not provide enough developed parks with playgrounds (24%), sports fields (20%), and community events (16%).

Residents with children in their home (especially those with one or two children) were generally more likely than those without to believe there are not enough of the listed amenities. There were no consistent differences between respondents based on age or location.

Figure 8. When it comes to meeting your household's needs for park and recreation facilities, how would you rate the availability of each of the following?



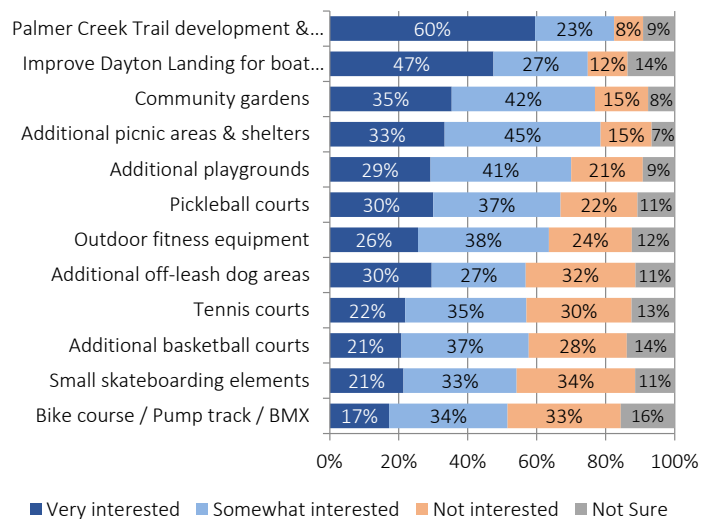
Investment Priorities

What park and recreation amenities would residents support adding in Dayton?

The survey asked residents about their support for a variety of potential additions to the park system. More than half of residents were either very interested or somewhat interested in all listed amenities.

As shown in Figure 9, large majorities of respondents were either very or somewhat interested in developing and extending the Palmer Creek Trail (83%), adding picnic areas and shelters (78%), community gardens (77%), improving Dayton Landing for trailered and hand carry boat launching (74%), and additional playgrounds (70%).

Figure 9. The following list includes additional amenities that the City of Dayton could consider adding to the park system. Please



Between half and two-thirds of respondents were also interested in pickleball courts (67%), outdoor fitness equipment (64%), basketball courts (58%), off-leash dog areas (57%), tennis courts (57%), small skateboarding elements (54%), and a bike course, pump track, or BMX features (51%).

There were no consistent differences between respondents based on age, children in the home, or location.

What park and recreation investments would residents prioritize?

The survey asked residents which of four general park investments would best meet their needs. Half of respondents chose an extended trail system for walking and cycling, while approximately 20-25% chose either a large community park or a smaller neighborhood park. Few (5%) of residents chose undeveloped and natural open spaces with limited or no improvements. Respondents from households with children were more likely to prioritize developing a large community park compared to those without.

Respondents were also asked to rank a list of potential park system improvements. They identified expanding trail opportunities as their top priority, followed by improving and upgrading existing parks, see Figure 11. Expanding access to the Yamhill River for water-based recreation was the third highest ranked priority, followed by renovating Legion Field to support additional recreational use. Acquiring land for future parks was ranked as the lowest average priority by respondents.

Respondents who live northeast of 7th Street were significantly more likely than those to the southwest to rate “expanding access to the Yamhill River” as their top priority.

Figure 10. Which ONE of the following best meets your needs?

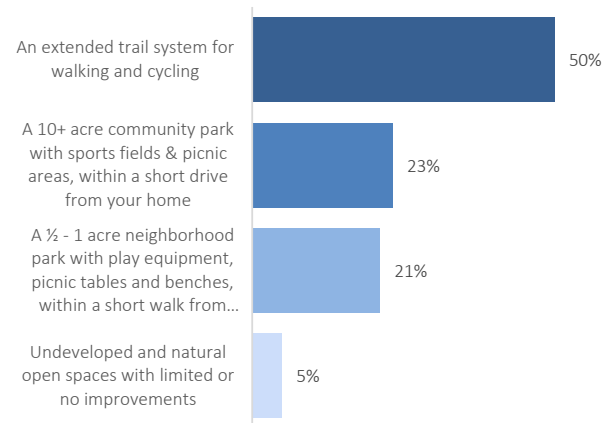
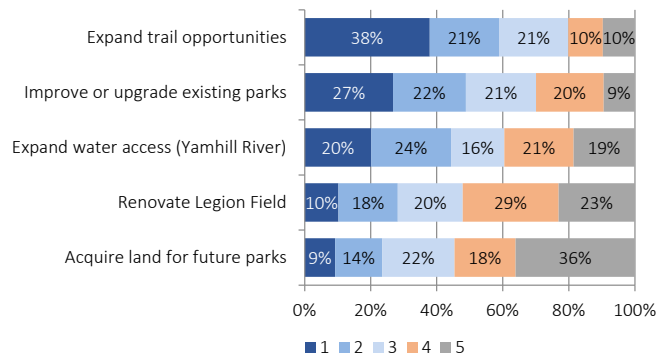


Figure 11. For the following list, indicate how you would rank the priority for each (1st priority is highest and 5th priority is lowest).



Do residents have specific improvements they would like to see?

Respondents were asked to describe one thing that they would like to see the City of Dayton do to improve parks, trails, and/or programming. While respondents provided 110 specific comments and ideas, a few themes emerged:

- **River Access:** There is strong interest in improving and maintaining the boat ramp and river access at Dayton Landing and along the Yamhill River. Suggestions include fixing the boat launch,

adding restrooms, improving safety, ADA accessibility, and enhancing the overall area for fishing, boating, and walking.

- **Trails:** Many respondents voiced their support for expanding, improving, and maintaining walking and nature trails, especially the Palmer Creek Trail. Respondents would like to see more trail signage, bike lanes, and connectivity via the trail and larger active transportation system to nearby towns and natural features like the river.
- **Parking:** Respondents want more and better-maintained parking, especially near recreational areas like the high school baseball field and boat ramp. Some are concerned that people parking illegally affecting safety and accessibility.
- **Sports and Recreation Facilities:** Many respondents requested that the City develop new, or improve existing, recreation facilities in the community such as basketball courts, pickleball and tennis courts, splashpads, skate parks, tennis courts. Residents also want sports facilities to be accessible after school hours.
- **Playgrounds:** Multiple respondents requested improvements to playgrounds, including additional equipment and covered areas.
- **Programming and Events:** The community values existing events like Dayton Friday Nights and some respondents would like to see more programming such as exercise classes, music in the park, and activities for kids and teens.

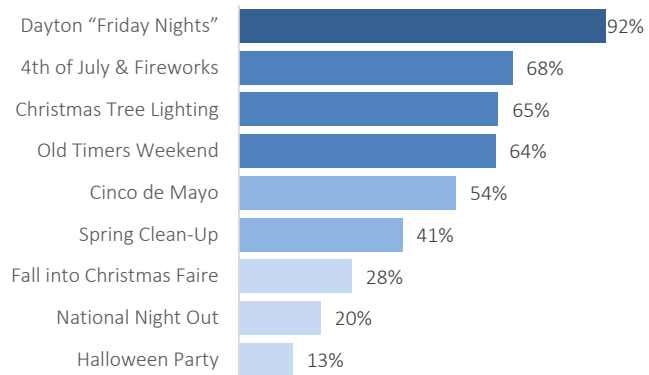
The full list of write-in comments is provided in Appendix 2.

Community events

What community events do residents attend?

Dayton's community events are quite popular. Impressively, nearly all survey respondents (92%) stated that they attended a Dayton Friday Nights event in the past year, see Figure 12. More than half had also attended the City's 4th of July event (68%), Christmas Tree Lighting (65%), Old Timers Weekend (64%), or Cinco de Mayo (54%). About four in ten respondents attended the Spring Clean-Up event, while smaller numbers attended the Fall into Christmas Faire (28%), National Night Out (20%), and Halloween Party (13%).

Figure 12. Please check all the community events you and members of your household have participated in over the past 12 months.



Respondents who have children in the home were more likely to state that they had attended the 4th of July, National Night Out, Halloween Party, and Christmas Tree Lighting than those without children.

Would residents like to see more or different community events in Dayton?

Survey respondents were asked two different questions to better understand their interest in seeing more, or different, community events in Dayton. In one question, twelve percent of respondents stated that the City of Dayton does not provide enough community events. However, over half of respondents (57%) are satisfied with the number of events but feel the City could add more, see Figure 13. Just over one in four respondents believe the City already holds enough community events. In the other question, 45% of respondents stated that they would like to see more, or different, events offered, see Figure 14. A smaller number (17%) did not, while the remainder stated they did not know.

There were no consistent differences in opinion based on where respondents live, their age, or whether they have children in the home.

Figure 13. How do you feel about the amount or frequency of events in Dayton?

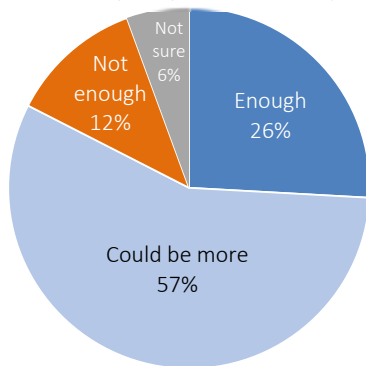
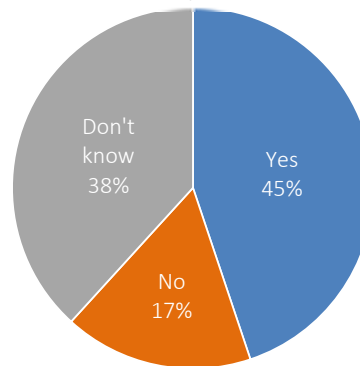


Figure 14. Are you interested in seeing more or different community events offered?



What types of community events would residents like to see in Dayton?

In an open-ended question, survey respondents were asked what types of community events they would like to see in Dayton. Forty-six residents wrote in their ideas, which included a variety of art, music, or theater events (mentioned by 7 respondents); additional seasonal or cultural festivals (7); park, trail, or community clean-up events (7); farmer's market (5); running or walking events (3); and movies in the park (2). Additionally, seven respondents stated that they would like the City to focus on or improve existing events rather than expanding offerings. The full list of open-ended responses can be found in Appendix 2.

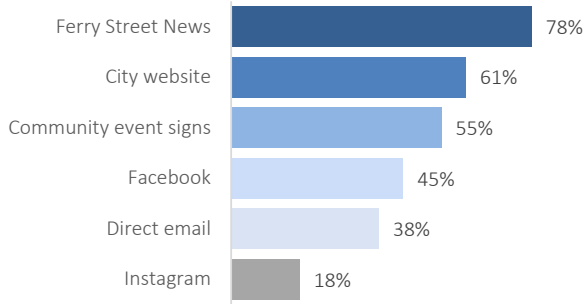
Communication preferences

How do residents want to hear about Dayton’s parks, programs, and events?

A majority of residents prefer to learn about City parks, amenities, and special events through the Ferry Street News, the City’s newspaper (78%), the City website (61%), or community event signs (55%), see Figure 15. These methods were popular across all age groups.

Digital sources were popular with many respondents as well. Approximately 45% of respondents prefer to learn about Dayton’s parks from Facebook, 38% prefer email, and 18% prefer Instagram.

Figure 15. Please check ALL the ways you would prefer to learn about Dayton’s parks, amenities, and events.



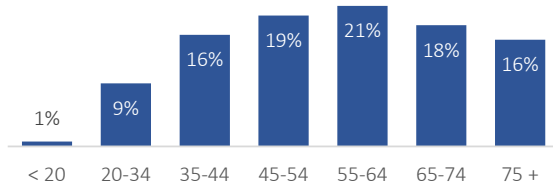
Residents with children at home were more likely to prefer communication through Facebook and Instagram than those without children at home. There were no significant differences in communication preferences between residents living in different areas of the city.

Demographics

Age groups

Just over one third of survey respondents were over 65 years of age (34%), see Figure 16. Another 40% of respondents were between 45 and 64 years of age. Approximately one quarter of respondents were 44 years old or younger.

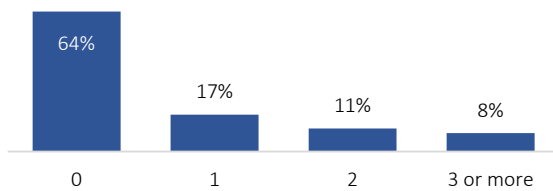
Figure 16. Age of survey respondents



Number of children in household

The majority (64%) of respondents to the survey live in households with no children under 18, while about forty percent live in a household with either one (17%), two (11%), or three or more (8%) children, see Figure 17.

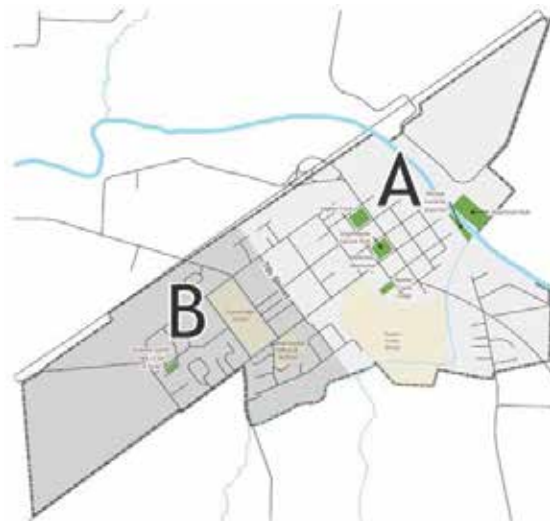
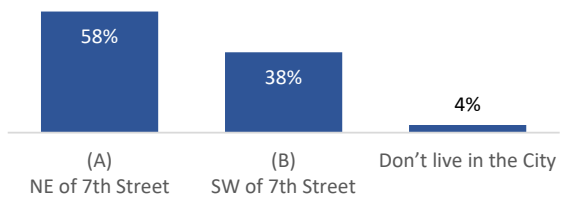
Figure 17. Number of children in respondent's household



Location of residence

Nearly all survey respondents live within the City of Dayton. About 58% of respondents live to northeast of 7th Street (map area A) while 38% live to the southwest of 7th Street (map area B). Only 4% of respondents live outside of Dayton's city limits.

Figure 18. Where respondents live



ATTACHMENT 1. SURVEY INSTRUMENT



Community Survey on Parks and Recreation

Dear Dayton Resident:

The City of Dayton has started a community-led process to update its citywide Parks and Recreation Master Plan. We need your help to determine how to prioritize projects and what we should focus on to keep our parks and activities thriving into the future. As an initial step, the City is conducting this short survey to assess the community's recreation needs. We ask that you consider your needs for the future as you evaluate recreation amenities. Your opinions are important to the City.

Use the QR code to take this survey online at <https://www.surveymonkey.com/r/DaytonParks>



1. When you think about what contributes to the quality of life in Dayton, would you say that city parks and recreation opportunities are...

- ☐ Essential to the quality of life here
- ☐ Important, but not really essential
- ☐ Useful, but not necessary
- ☐ Not Important
- ☐ Don't know

2. In a typical year, how often did you visit or use City of Dayton parks or open space?

- ☐ Everyday
- ☐ At least once a week
- ☐ Two or more times a month
- ☐ About once a month
- ☐ A few times over the year
- ☐ Do not visit facilities / parks / open spaces
- ☐ Don't know

3. When it comes to meeting your households parks or recreation facilities needs, how would you rate the availability of each of the following? (Check only one box in each row)

	More than Enough	About the Right Amount	Not Enough	Don't Know
Developed parks with playgrounds	☐	☐	☐	☐
Walking / biking trails	☐	☐	☐	☐
Picnic areas & shelters	☐	☐	☐	☐
Sport fields (soccer, baseball, softball, etc.)	☐	☐	☐	☐
Sport courts (basketball, tennis, pickleball, etc.)	☐	☐	☐	☐
Community events (Easter Egg Hunt, Cinco de Mayo, etc.)	☐	☐	☐	☐

4. Rate your household's satisfaction with the City of Dayton's parks or open space.

- ☐ Very Satisfied
- ☐ Somewhat Satisfied
- ☐ Somewhat Dissatisfied
- ☐ Very Dissatisfied
- ☐ Don't Know

Save a stamp! Use the QR code and take this survey online:

<https://www.surveymonkey.com/r/DaytonParks>

Or send it back in the enclosed Return-Reply envelope provided. Thanks for participating!



5. How would you rate the condition of each of the following parks or facilities?

	Excellent	Good	Fair	Poor	Not Sure / No Opinion
Alderman Park / Off-leash dog park	☐	☐	☐	☐	☐
Andrew Smith Park (11th St Park)	☐	☐	☐	☐	☐
Courthouse Square Park	☐	☐	☐	☐	☐
Legion Field	☐	☐	☐	☐	☐
Palmer Creek Lodge	☐	☐	☐	☐	☐
Veterans Memorial	☐	☐	☐	☐	☐

6. What are the main reasons your household visits Dayton parks or recreation facilities? (Check all that apply)

- | | |
|---|---|
| ☐ Fitness | ☐ Outdoor sport courts |
| ☐ Playgrounds | ☐ Wildlife viewing / Experience nature |
| ☐ Walking or running | ☐ River access |
| ☐ Dog walking or dog park | ☐ Boating – hand-carry (canoe/kayak) |
| ☐ Family gatherings / picnicking | ☐ Standup Paddleboarding |
| ☐ Community events / concerts | ☐ Fishing |
| ☐ Youth sport activities | ☐ Relaxation |
| ☐ Sport fields | ☐ N/A – I didn't use any Dayton facilities |
| | ☐ Other: _____ |

7. Please CHECK ALL the reasons why your household does not use Dayton's parks or open spaces more often. (Check all that apply)

- | | |
|---|---|
| ☐ N/A - Does not apply; I/we use them often | ☐ Do not feel safe in park or open space |
| ☐ Age or physical limitations | ☐ Not enough parking |
| ☐ Are not well maintained | ☐ Not enough restrooms |
| ☐ Barriers related to physical accessibility | ☐ Too busy to go to parks or open spaces |
| ☐ Too far away / Lack transportation | ☐ Too crowded |
| ☐ Do not know what is offered | ☐ Not interested in park or recreation activities |
| ☐ Do not have the right equipment | ☐ Use facilities and parks provided by another city, organization, or private club |
| ☐ Do not feel safe in park or open space | ☐ Other: _____ |

8. Which ONE of the following best fits your needs? (Check one)

- ☐ A smaller, ½ - 1 acre neighborhood park with basic amenities such as play equipment, picnic tables and benches, within a short walk from your home
- ☐ A larger, 10+ acre community park suitable for wide use including sports fields, picnic areas and pathways, within a short drive from your home
- ☐ An extended trail system for walking and cycling
- ☐ Undeveloped and natural open spaces with limited or no improvements



Community Survey on Park & Recreation

9. The following list includes park amenities that the City of Dayton could consider adding to the park system. Please indicate your level of support for each.

	Very Supportive	Somewhat Supportive	Not Supportive	Not Sure
Additional picnic areas & shelters for group gatherings	☐	☐	☐	☐
Additional playgrounds	☐	☐	☐	☐
Palmer Creek Trail development & extension	☐	☐	☐	☐
Community gardens	☐	☐	☐	☐
Outdoor fitness equipment	☐	☐	☐	☐
Bike skills course / Pump track / BMX	☐	☐	☐	☐
Small skateboarding elements (ramps, bumps, rails)	☐	☐	☐	☐
Additional off-leash dog areas (dog parks)	☐	☐	☐	☐
Additional basketball courts	☐	☐	☐	☐
Tennis courts	☐	☐	☐	☐
Pickleball courts	☐	☐	☐	☐
Improve Dayton Landing for trailered & hand-carry boat launches	☐	☐	☐	☐

10. For following list, rank the priority for each (1st is highest and 5th is lowest). Use each ranking only once.

	Select each priority ONLY ONCE . Highest priority → Lowest priority					Don't know / No opinion
	1st	2nd	3rd	4th	5th	
Renovate Legion Field to support additional recreation	☐	☐	☐	☐	☐	☐
Acquiring additional land for future parks	☐	☐	☐	☐	☐	☐
Expanding trail opportunities	☐	☐	☐	☐	☐	☐
Expanding water access to the Yamhill River	☐	☐	☐	☐	☐	☐
Improvements or upgrades to existing parks	☐	☐	☐	☐	☐	☐

11. From the following list, please **CHECK ALL** the Dayton community events you and members of your household have participated in over the past 12 months.

- | | |
|--|--|
| ☐ Spring Clean-Up | ☐ Dayton "Friday Nights" |
| ☐ Cinco de Mayo | ☐ Halloween Party |
| ☐ 4th of July & Fireworks | ☐ Fall into Christmas Faire |
| ☐ National Night Out | ☐ Christmas Tree Lighting |
| ☐ Old Timers Weekend | |

12. Are you interested in seeing more or different community events offered? If so, what are your ideas?

- ☐ Yes ☐ No ☐ Don't know

13. How do you feel about the amount or frequency of events in Dayton?

- ☐ There are enough events ☐ There are not enough events
☐ Satisfied with amount of events, but could add more ☐ Not sure / No opinion

14. Please check ALL the ways you would prefer to learn about Dayton's parks, amenities and events. (check all that apply).

- ☐ City website ☐ Direct email
☐ Ferry Street News (city newsletter) ☐ Community event signs
☐ Facebook ☐ None of these
☐ Instagram ☐ Other: _____

15. If you wanted the City of Dayton to do just one thing to improve park, trail, and/or recreation options, what would it be?

The following questions help us understand whether we have gathered responses from a broad segment of the community. It's important that you provide a response to each question.

16. How many children under age 18 live in your household?

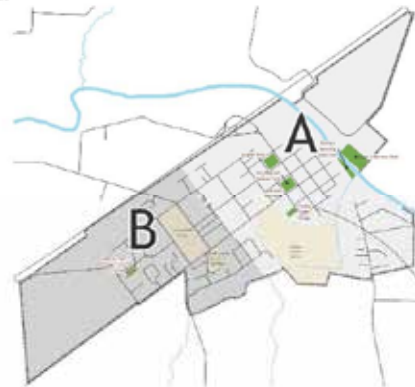
- ☐ 0 ☐ 2
☐ 1 ☐ 3 or more

17. What is your age?

- ☐ Younger than 20 ☐ 55 to 64
☐ 20 to 34 ☐ 65 and 74
☐ 35 to 44 ☐ 75 and older
☐ 45 to 54

18. Using the map, in which section of Dayton do you live?

- ☐ (A) - Northeast of 7th Street
☐ (B) - Southwest of 7th Street
☐ Don't live within City of Dayton



Thank you for taking the time to complete this survey!

Your input will help guide the development of the 2025 Dayton Parks and Recreation Master Plan.

Save a stamp! Take this survey online with the QR code or at:

<https://www.surveymonkey.com/r/DaytonParks>

Learn more about Dayton parks, trails and events and stay informed about the Parks and Recreation Master Plan process at www.daytonoregon.gov



The City of Dayton is using the services of a consultant team who specializes in park and recreation planning.

Please return your completed survey in the enclosed Return-Reply Envelope addressed to:

Conservation Technix Inc., PO Box 12736, Portland, OR 97212

ATTACHMENT 2. OPEN-ENDED RESPONSES

Question 6. What are the main reasons your household visits Dayton parks or recreation facilities? (open-ended other responses)

- Easter egg hunt at the playground
- Motorized Boats

Question 7. Check ALL the reasons why your household does not use Dayton's parks or open spaces more often. (open-ended responses)

- A lawn is not a park
- Don't know where parks are / how to reserve if needed - also main park is so open to anyone driving by.
- Drug addicts hanging out at the courthouse park and doing their drugs in the bathrooms
- I am 72 years old living downtown area. I don't frequent parks outside the downtown area, so aren't familiar.
- Job, aches, life
- Lack of facilities, example: jogging track, tennis court, too little play equipment, no fountain/water to play in
- Love the summer Friday nights
- No parks & recreation classes/sports programs provided for teens and adults. No walking trail's and zero transportation
- No where to sit by the river
- Not enough play equipment for toddlers
- Now that pedestrian bridge is open, that's not a barrier anymore.
- Our children are now grown and have moved
- The boat launch area is in very very poor condition and can be very busy.
- The boat ramp is getting harder to use! It's such a nice popular spot I know a ton of people that come use Dayton to get out on the water and I think doing a small upgrade would benefit this town a ton!
- Too many dogs
- We use them with our Grandchildren.

Question 13. If you are interested in seeing more or different community events offered, what you're your ideas? (open-ended responses)

- 5K
- 5k, farmers markets, scavenger hunts involving middle school/ high school kids.
- A community garden project would support a 'Saturday mornings in the garden work party' type event on a recurring basis spring through fall. Imagine a community garden children's section where kids can walk through and interact with, pick flowers and veggies to munch as they go. Gardeners replant through the season for continued availability of pickable goodies. If you needed some kind of perimeter fence, what about summer art installations along the fence? Art classes in the park for children! Are there USDA grant projects maybe for community gardens?
- A mix of Posada - going to different churches + ghost walk history and telling ghost stories. Community Christmas party.
- Art in the Park
- Bi weekly or monthly Farmers market with live music
- Bunco Night and single group events 21+ over
- City Beautification; Wine; Cars; Motorcycle Shows
- Clean up and monitor nature trail by elementary school
- Clothing swap at the Community Center / They already do appliance and furniture swap
- Craft classes
- Disc Golf course
- Dog show, pet show, baby show, etc.
- Elementary program to clean up Ferry Street of garbage 1x/month to teach pride in community and waste management early!
- Fall festival, winter festival with music
- Family In Nights
- Farmer market. More family friendly community events year round. More diverse concerts/events (to appeal to many different demographics, not just old timers), local sports tournaments (3 on 3 basketball, etc.)
- Farmer's Market, Community Events at Palmer Lodge
- Farmers market, or street market. Opening it up to vendors and people in the county. Dining in the park - when we have more restaurants, there could be evenings in the summer where the restaurants could serve fixed meals, with tables and lights set up.
- Festival de primavera
- Fishing event for kids
- Food trucks on the weekends and evening especially in good weather with more picnic areas around the center of town
- FYI - we LOVED the 7/4 fireworks this past year!
- Garden Club at DGS
- I don't have any specific ideas, but I do believe the more community events and spaces make a community stronger.
- I just want to see the current events continue

- Lectures, concerts
- Less firework related events. It scares animals and vets with PTSD.
- Marathon
- Mix it up!
- More community gatherings not centered around a Holiday
- More cultural events, Lunar new year, Black History Month
- More events for youth.
- More involvement. The parades are laughable they are so small. Friday nights are just a drunk fest.
- More music events in the park
- More music opportunities in the park. Nature trail cleanup.
- Movies in the Park. A Dayton bike ride.
- Need to improve on the ones you have
- Parades for the kids
- PRIDE just Because we are a small town doesn't mean we can't be inclusive!
- Start the "friday night" festivities earlier in the year, and go a little later
- Theater and the arts in the Courthouse Square and Palmer House
- Thriller - Michael Jackson Dance Thru Town
- What we have is great. Maybe revisit this question in a couple years.
- Winter lights, Movies in the Park
- You won't listen to us you will do what you want why try

Question 16. If you wanted the City of Dayton to do just one thing to improve park, trail, and/or recreation options, what would it be? (open-ended responses)

- Accessible access for fishing.
- ADA access to the river
- Add a pickleball court (multiple courts)
- Add a skate park. I myself would prefer walking trails but a skate park would be very popular with our community.
- Add art, possibly sculpture. The art on the side of the building across the street from the park gives me a smile everytime I see it
- Add basic city facilities to exercise like tennis/pickle ball courts, jogging/walking track, etc. And/or consider making the high school track and gym accessible to all local residence after school hours and weekends. Same for the elementary school playground and "covered" play areas after school hours and weekends.
- Add more sidewalks for walking
- Add more walking paths
- Add pickleball courts
- Add some exercise classes at Palmer Creek Lodge
- Add trails to existing parks
- Another nice park with restrooms, dog park, walking trails, picnicking, and gathering areas

- Better access to the river
- Better maintenance and amenities for the dog park.
- Better parking
- Boat ramp, clean it up.
- Clean up access to the Yamhill River
- Clean up and improve the boat launch area. It's a thing so many communities lack, and could be developed into a really neat space, but it's dirty and seems uncared for.
- Clean up and monitor nature trail by elementary school and expand it to the Yamhill River.
- Create bike lanes to get to other areas. And create fun pathways for walking/cycling i.e. to Lafayette i.e. to Evergreen Airport.
- Create more parking down at HS Varsity baseball field
- Definitely the boat ramp! We are so lucky to have free water access in our town, and our family uses it year round! We still will enjoy and love using it by It is a little rundown!
- deport illegals
- Develop Legion Field to keep our youth in sports
- Develop Palmer Creek Trail
- Don't know
- Enlist Dayton Christian Church to help. We are ready to be involved and on your team.
- Ensure that current levels of recreational opportunities are well maintained and that community events have enough volunteer participation before adding anything new.
- Exercise classes, such as Pilates, weight training, or Zumba, or exercise classes with weights.
- Expand walking trail to the river
- Expanding and renovating Palmer Creek Trail could become a community volunteer event, which could be one of the easier/more cost effective of the projects to start with. Our household would help!
- Fix boat ramp
- Fix the boat ramps. It's public record that former Mayors have had their own interest in mind and denied grants because of a bathroom. It's also public record paperwork wasn't filled out in a timely matter, and we missed another opportunity for a grant to improve the boat ramp. Less money spent on things that are in the interest of the city council (water fountain and now bandstand) and more things that are going to improve ALL of Dayton's citizens quality of life. This isn't Carlton nor does anyone care to turn it into Carlton.
- Fix the hiking trail on Palmer Creek.
- Fix up the nature trail to it's old glory.
- Growing up I enjoyed fishing and using the dock at the Dayton landing. Friends and I would put boats in and go out the Yamhill to the Willamette for fishing and the last decade the ramp is in bad disrepair and its dangerous and at your own risk to try and put a decent boat in down there without risking damage to your trailer. I took my kids down there a lot growing up just walking, fishing, and looking for crawdads. Now my kids don't want my grandkids down there as its not taken care of, there is no longer a dock, and it's just plain dangerous anymore. My family would absolutely use it again if it was brought back into repair and maintenance. I thought there was a

grant to fix this for several years now and the city was going to put in bathrooms. What happened to those funds and this plan? The next page only asks for who lives in the house. My wife takes care of our six grandkids that may not live at our house per se but are there a majority of the daytime when we use the recreational parks, trails, waterway and dog parks provided.

- Hiking and trails
- How about we put money into our wells? Let's do something about our water restrictions.
- I would love more trail options and marked trails. I didn't grow up here, so I don't always know where they are.
- Improve and add basketball court
- Improve and add more access to river
- Improve and expand boat launch area, better ramp, better parking!
- Improve Dayton Landing - safety, lighting, parking, grade signing, and enforcement
- Improve Dayton Landing (I know it is currently a County Park)
- Improve existing parks including trails
- Improve restrooms and provide more restrooms in parks (not porta potties)
- Improve river access
- Improve the access to the river!
- Improve the courthouse square playground, by adding more equipment and cover the equipment.
- Improve trail options
- Keep the bathrooms a little cleaner
- Keep them up - clean and safe - but having a nice walking or biking trail would be amazing.
- Keep up the quality of the Friday nights - good bands, good food, horse-drawn carriage rides, lots of vintage cars, good ice cream.
- Leave Courthouse Square Park alone - use it, yes, but don't try and put other things there; in fact you could get rid of the basketball court and add more green space that way.
- Look into working with county and providing direct access to the Willamette.
- Love to see a water park for small children
- Maintain the trail we already have behind the grade school and add to it :)
- Make access for wheelchairs in parks, trails, or motorized scooters
- Make it more attractive! Clean up the town!
- Make sure there is safe pedestrian access from our homes to the parks/schools - crosswalks/sidewalks!
- Make town and trails more walking and bike friendly
- More bathrooms
- More maintenance. Btw, thanks to city staff for doing a great job in 2024.
- More music in park during the summer. Play events for kids get together. Another area for community garden.
- More paved walking trails
- More picnic areas for families
- More picnic tables
- More playground equipment!

- More trails and places to swim
- More trails for walking/running.
- More trees around the playground for shade in the summer. The equipment is hot to the touch and children can't get on.
- More walking trails
- More walking trails (and things for kids to do)
- More walking trails! Let us see the beauty of our town, especially the wine tasting tourists that pass by.
- More Yamhill river access
- Moving here in 2020 - haven't really got around to see everything. Where would I find it instead of stopping by City Hall or knowing someone?
- Nature trails
- Nature walking trails, I don't care if its shared with bikes and dogs.
- No improvements are needed but if I had to choose one then more playground space for kids (swings, slides, monkey bars)
- Offer more walking/biking trails
- Offer recreational after school and during summer classes for teens. Even classes for adults residents would be great.
- Open a gym and inside basketball courts, swimming pool
- Open and improve the Palmer Creek Trail
- Organize a community work day or days to help extend and work on the Palmer Creek Trail.
- Palmer creek trail work
- Pickleball
- Please don't cut down any more trees in City Park.
- Please improve accessibility for wheelchairs and other mobility devices at Dayton Friday Nights, including access to areas off the concrete.
- Please remove the rock wall and close off the dangerous gap at the top of the play structure! If a kid falls, they will definitely be hurt or killed. Also the rails on the play structure stairs need more closure to them.
- Provide a covered play area for children
- Provide incentive for groups to use city facilities - car clubs, wine tasting event, kayak race to Willamette River - We need more businesses. Large sign on Hwy 18 Welcome to Dayton "Historic Town"
- Purchase land to expand
- Redo area down by boat ramp
- Restrooms at boat ramp
- Safer areas of staying
- Safer walk ways
- Sidewalks!
- Splash pad!

- Start at the river, that's what put Dayton on the map originally. There are millions passing us by each day. I think they will come! Thanks for the questionnaire!
- Start real substantial collaboration w/ school district via MOU or contract to cooperatively develop and maintain the walking trail.
- Stop the illegal parking on 3rd & Church. People are parking vehicles on sidewalk, and this creates not only an obstruction for handicap pedestrians but creates a visual impairment when looking South when pulling out from church onto 221.
- The boat ramp & fishing area need to be maintained better!
- trails for walking
- Try to include the Spanish speaking in more activities - plan events to include them.
- Turn the water back on at the dog park .. PLZZZZZ
- Update boat launch
- Update the boat launch area
- Use common sense something I don't see in our city gov.
- Walking trails
- Walking trails

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Appendix B:

Event Tabling Summary

MEETING NOTES

PROJECT NUMBER: #24-156PLN ISSUE DATE: May 5, 2025
PROJECT NAME: Dayton Parks & Recreation Master Plan

RECORDED BY: Steve Duh
TO: FILE
PRESENT: Members of the public
City staff
Project team members from Conservation Technix

SUBJECT: Parks Master Plan: Cinco de Mayo Event Tabling Notes (May 4th)

The City of Dayton sponsored a Cinco de Mayo celebration on Sunday, May 4, 2025 from noon to 5:00 p.m. at Courthouse Square, which included information booths and displays from several organizations. This event was used as a way to inform people about the citywide Parks and Recreation Plan project and gather community feedback for potential park system enhancements. The project team prepared dual-language informational displays, which included project overview, parks and outdoor recreation enhancements, recreational trail alignments, and potential park project and investment ideas.

Attendees were encouraged to talk to project team members and record their comments. City staff and project team staff engaged with event attendees to identify general needs and interests for parks and recreation in Dayton. Approximately 45 people reviewed the tabling materials and provided comments.

PUBLIC COMMENTS

The following represents a summary of the comments received during the community event.

Existing Park Upgrades

- Add kayak launch at Dayton Landing
- Splash pad at Courthouse Square
- More shade trees at playground at Courthouse Square
- Add paved walking loop for Palmer Creek Trail around the school
- Improve the basketball court and remove the chain link fencing at Andrew Smith Park

Recreational Trails

- Consider trail access from across the bridge (HWY 221)
- Correct the UGB line in the southeast corner of Dayton

Legion Field Concept Graphic (dot exercise)

- 16 - Outdoor splash pad
- 7 - Playground
- 7 - Pickleball courts

Parks Master Plan: Cinco de Mayo Event Tabling Notes (May 4th)

Dayton Parks & Recreation Master Plan

Project Number #24-156PLN

Page 2

- 6 - Skate spot
- 4 - Picnic shelter

Dayton Landing Concept Graphic (dot exercise)

- 8 - Palmer Creek trail extension
- 6 - Improved boat ramp
- 3 - Seating areas
- 2 - Boat trailer parking
- 1 - Picnic shelters

Investment Priorities (dot exercise)

- 14 - Outdoor splash pad
- 8 - Renovate Legion Field
- 6 - Improve & expand Palmer Creek Trail
- 5 - Improve Dayton Landing river access
- 5 - Additional in-city walking trails
- 2 - Additional picnic shelters
- 1 - Dog park amenities
- 1 - Renovate existing basketball courts
- Others
 - Community pool (x3)
 - Bigger covered are (shelter) at Courthouse Square
 - Add a covered area (shelter) at Legion Field

Other Comments

- Splash pad
- Boat ramp
- Trails (x2)
- Green infrastructure
- Please focus on better parks!!! Bigger, modernized parks, like McMinnville's wooden horse (City Park or Wortman?) park
- Establish and promote a memorial and giving policy and program

EXPLORING INVESTMENT IDEAS / EXPLORANDO IDEAS DE INVERSIÓN

UPGRADING EXISTING PARKS / MODERNIZACIÓN DE PARQUES EXISTENTES

Potential Project Recommendations

POTENTIAL PROJECTS

1. Dayton Landing: Purchase property parcel, purchase from the County, improve and develop as water recreational with boat launch, Raccoon Creek Trail extension, parking.
2. Lagoon Park: Redevelop with splash pad, picnic shelter, skatepark & sport courts, all sport fields are added, amenity.
3. Andrew Smith Park: Upgrade with picnic shelter, splash pad, new basketball court, backboards.
4. Andrew Smith Park: Upgrade with paved loop path, picnic shelter, amenity, trees.
5. Courthouse Square: Renovate playground, lighting, upgrade irrigation system.
6. Future Park & Linear Park: Develop with specific locations TBD. UGR area.

WHAT OTHER PARK PROJECTS SHOULD THE CITY CONSIDER IN THE NEXT 10 YEARS?

Posibles recomendaciones de proyectos

Proyectos potenciales

1. Dayton Landing: Comprar parcela de terreno, comprar de la Condado, mejorar y desarrollar como recreación acuática con rampa para embarcaciones, extensión del sendero Raccoon Creek, estacionamiento.
2. Lago Park: Redesarrollar con piscina, picnic shelter, área para picnic, parque de patinaje y deportes, amenidades (por ejemplo: áreas de recreación en el lago).
3. Parque Andrew Smith: Mejorar con piscina, picnic shelter, cancha de baloncesto.
4. Parque Andrew Smith: Mejorar con sendero circular pavimentado, mejorar el área de picnic y árboles.
5. Courthouse Square: Renovar la cancha de juegos infantiles, mejorar el sistema de riego.
6. Desarrollo de parques futuros y parques lineales: ubicaciones TBD por definir dentro del UGR.

¿QUE OTROS PROYECTOS DE PARQUES DEBERÍA CONSIDERAR LA CIUDAD EN LOS SIGUIENTES 10 AÑOS?

DAYTON CITYWIDE PARKS & RECREATION MASTER PLAN

EXPLORING INVESTMENT IDEAS / EXPLORANDO IDEAS DE INVERSIÓN

RECREATIONAL TRAILS / SENDEROS RECREATIVOS

MULTI-USE, PAVED TRAILS

SOFT-SURFACED TRAILS

COMMUNITY RIDES

SAFE CROSSINGS

1. Multi-use paved trail from downtown to the river.

2. Soft-surfaced trail from downtown to the river.

3. Community ride route from downtown to the river.

4. Safe crossing at the river.

Safe & Accessible Recreational Trails / Senderos recreativos seguros y accesibles

What trail improvements or connections would encourage you to walk or bike more frequently?

What destinations would be better served by safe bicycle and pedestrian trails?

Where are the missing links?

¿Qué mejoras o conexiones en los senderos lo animarían a caminar o andar en bicicleta con más frecuencia?

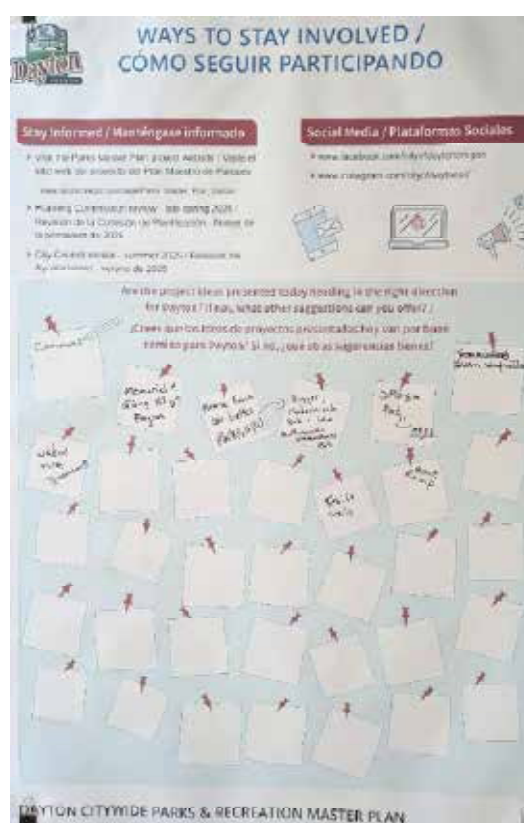
¿Qué destinos se beneficiarían más con senderos seguros para bicicletas y peatrones?

¿Dónde están los tramos faltantes?

Use the map and write your comments / Marca el mapa y escribe otros comentarios.

DAYTON CITYWIDE PARKS & RECREATION MASTER PLAN

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Parks Master Plan: Cinco de Mayo Event Tabling Notes (May 4th)

Dayton Parks & Recreation Master Plan

Project Number #24-156PLN

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Every effort has been made to accurately record this meeting. If any errors or omissions are noted, please provide written response within five days of receipt.

-- *End of Notes* --

cc: Dave Rucklos, Tourism and Economic Development Director
File

Appendix C:

Stakeholder Summaries

PROJECT NUMBER: #24-156PLN ISSUE DATE: May 30, 2025
PROJECT NAME: Dayton Parks & Recreation Master Plan

NOTES BY: Steve Duh
TO: FILE
PRESENT: Sheryl Walsh
Chris Teichroew
Annette Frank
Chas Van Genderen
Savannah Schmaltz
Wendy Stec
Judy Gerrard
Maria Alcaraz-Reyes
Dave Mackin
Jeremy Caudle, City Manager
Dave Rucklos, Tourism and Economic Development Director
Don Cutler, Public Works
Steve Duh, Conservation Technix

SUBJECT: Parks Master Plan: Stakeholder Group Discussion (May 21st)

PURPOSE

To discuss current issues, opportunities and needs for City park, trail and recreation amenities in Dayton. The discussion occurred on May 21, 2025, in person at the Palmer Creek Community Center.

DISCUSSION

The discussion began with a brief introduction and an overview of the City's Parks and Recreation Master Plan process. A set of questions were used to initiate the discussion and explore ideas about park system planning and local recreation needs.

General Comments

- Courthouse Square is the town's 'living room'.
- It would be good to make improvements at other parks (e.g., Legion Field) to spread the use around.
- Review the 2004 Plan and see what was on the project list that the City didn't do. Also, identify the accomplishments to tell the story of what's been done.
- The new plan should include a review of funding options and sources
- Community work groups and volunteers have made improvements. Recent clearing of the Palmer Creek Trail is a good example
- The Dayton Development Community Association could be a partner in the area around the downtown and Courthouse Square

Parks Master Plan: Stakeholder Group Discussion (May 21st)

Dayton Parks & Recreation Master Plan

Project Number #24-156PLN

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- Identify other potential partners for various projects. The local church used to do annual projects around town years ago, but none lately.
- Is there a way to capture additional funds from the community (e.g., GoFundMe)? Also, the City should track all its in-kind volunteer labor as match for grants
- The plan should also build in an annual review cycle with Council to highlight park and recreation needs and keep a focus on park improvements.

Improvement Ideas

- Courthouse Square needs a shade structure at the playground
- Alderman Park: Need restroom at the off leash dog park and a covered picnic shelter. Also, there is loose gravel, which is too loose for a wheelchair. The lagoons near the dog park also attract birds, and the space is good for wildlife viewing.
- Pay attention to the barriers caused by lips or heaves along pathways or where different surfaces meet to improve accessibility
- Dayton needs soccer fields for little kids. The school doesn't have the budget to maintain and upgrade the space behind the elementary school.
- Middle school staff want to offer soccer for grades 6-8 and use the elementary fields, but they are in poor condition. The fields behind the elementary school have gophers and are not safe for play
- The Palmer Creek Trail should be extended to Alderman Park to the northeast and to the edge of the UGB to the west.
- The City should support a regional non-motorized trail that connects Dayton to Lafayette and McMinnville

Palmer Creek Lodge

- Utilize the Lodge more – build in usage/operational fees
- The City may need to close the Lodge soon due to the maintenance and upkeep costs
- How can the site be better used for indoor and outdoor needs (e.g., bocce, cornhole, etc.)? It has parking and is underutilized
- Could it serve as an indoor play space (romper room) in the winter for parents with small children, as a fee for use option? Or for indoor yoga classes, exercise, arts & crafts?

Dayton Landing

- Dayton should capitalize on the Yamhill River and improve Dayton Landing as a launch site.
- Use the river as a water trail. Kayakers, paddlers and sport fishermen would use the river access.
- With the future hotel, there is a need for nearby activities, and an improved river access can be a draw; add sidewalks from the Courthouse Square to the river.
- It also opens opportunities for small businesses and concessionaires for equipment rentals, coffee, etc. Highlight Dayton Landing's history.

Other Project Ideas or Needs for the Next 10 Years

- Provide donated food from the community gardens
- Acquire Dayton Landing and control of Ferry Street
- Have a thriving community center for classes, exhibits, plays and concerts

Parks Master Plan: Stakeholder Group Discussion (May 21st)

Dayton Parks & Recreation Master Plan

Project Number #24-156PLN

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- Visualize and communicate the ideas in the new plan
 - Build momentum, have a way to engage the community, have ways to say what's happening and what funding provides.
- Maintenance staff needs – sustainable maintenance and operations
- Prioritize the project list and sequence, steady and incremental improvements

Every effort has been made to accurately summarize this meeting. If any errors or omissions are noted, please provide written response within five days of receipt.

-- *End of Notes* --

cc: Dave Rucklos, Tourism and Economic Development Director
File

Appendix D:

Recreation Trends

The following summaries from recognized park and recreation resources provide background on national, state and local park and recreation trends. Examining current recreation trends may inform potential park and recreation improvements and opportunities to enhance programs and services.

2024 NRPA Agency Performance Review

In the 2024 National Recreation and Parks Association (NRPA) Agency Performance Review and its accompanying Park Metrics share comprehensive park and recreation-related data collected and analyzed to inform park and recreation professionals and key stakeholders about the state of the industry. The 2024 NRPA Agency Performance Review presents data from nearly 1,000 unique park and recreation agencies across the United States as reported from 2021 to 2023. These resources provide guidance to inform decisions and demonstrate the full breadth of service offerings and responsibilities of park and recreation agencies throughout the United States. This data can offer a perspective for Dayton, Oregon parks and recreation to compare their service provision to other agencies across the country. However, every park & rec agency has its own unique characteristics, combination of responsibilities and community composition. This comparison of nationwide data with the City of Dayton can provide guiding insights rather than target benchmarks. The agency performance report indicated recent trends in staffing and volunteers for park and recreation agencies show that numbers of authorized full-time positions has steadily rebounded since 2011.

Key Findings & Characteristics

Park facilities and operations vary greatly across the nation. The typical agency participating in the NRPA park metric survey serves a jurisdiction of approximately 45,000 people, but population size varies widely across all responding jurisdictions. The typical park and recreation agency has jurisdiction over 22 parks comprising over 571 acres. When including non-park sites (such as city halls and roadway medians), the median management scale for park agencies increases to 30 sites encompassing 676 acres. Park facilities also have a range of service levels in terms of acres of parkland per population and residents per park. These metrics are categorized by the agency's population size.

Park Facilities

The typical park and recreation agency has:

- One park for every 2,386 residents
- 83% of agencies offer summer camp
- 10.6 acres of park land for every 1,000 residents in its jurisdiction
- \$99.47 operating expenditures per capita
- 8.9 full-time equivalent employees per 10,000 residents
- 93% of agencies have playgrounds
- An average of 16 miles of trails across all agencies

Figure D1. Median Residents per Park Based On Population Size

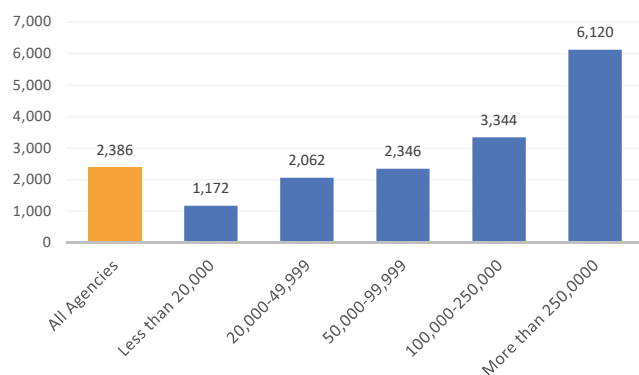
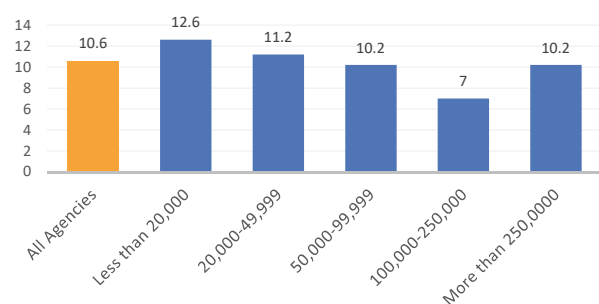


Figure D2. Acres of Parkland per 1,000 Residents based on Population Size



A large majority of park and recreation agencies provide playgrounds (93%) as their most common facility in their portfolio of outdoor assets. Eighty-five percent have diamond fields (baseball, softball), 84 percent have standalone basketball courts and 83 percent have rectangular fields (soccer, field hockey, lacrosse). Other common facilities include tennis courts (72%) and dog parks (68%).

The breakdown of the most common types of outdoor facilities includes:

- One playground/play structure for every 3,750 residents
- One diamond field for every 4,063 residents
- One basketball court for every 8,000 residents
- One rectangular field for every 5,000 residents
- One tennis court for every 6,003 residents
- One dog park for every 46,917 residents

Most agencies (three in five) offer community and/or recreation centers. Recreation centers (63%) are provided more often than community centers (59%). Senior centers (41%), performance amphitheaters (37%) and nature centers (33%) are also common.

Currently, 40 percent of agencies report providing Pickleball courts in their inventory. National trends indicate Pickleball as the fastest growing sport so it is expected that this percentage will rapidly change in the future.

The typical park and recreation agency that manages or maintains trails for walking, hiking, running and/or biking has 15 miles of trails. Agencies serving more than 250,000 residents have a median of 89 miles of trails under their care.

Park and recreation agencies often take on responsibilities beyond their core functions of operating parks and providing recreational programs. Other responsibilities may include tourist attractions, golf courses, outdoor amphitheaters, indoor swim facilities, farmer's markets, indoor sports complexes, campgrounds, performing arts centers, stadiums/arenas/racetracks, fairgrounds and/or marinas.

Programming

At least eight in ten agencies provide themed special events (89% of agencies), social recreation events (88%), team sports (86%), youth summer camps (83%), fitness enhancement classes (82%), and health and wellness education (80%).

Staffing

Park and recreation employees are responsible for operations and maintenance, programming and administration. The typical park and recreation agency has:

- 57.6 full-time equivalent staff (FTEs) on payroll
- 8.9 FTEs on staff for every 10,000 residents in its jurisdiction

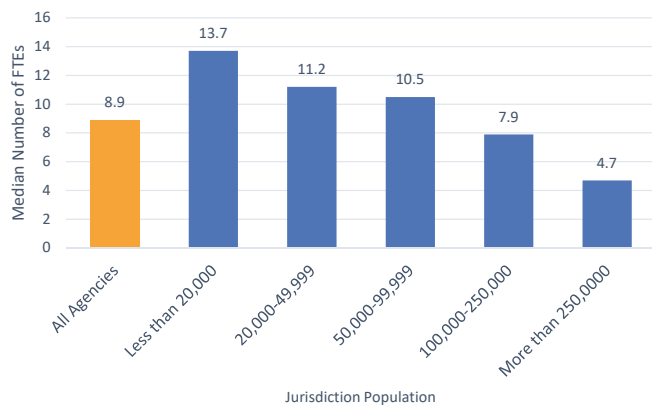
Median FTE counts also positively correlate with the number of acres maintained, the number of parks maintained, operating expenditures, and the population served. For example, agencies that serve populations between 20,000 and 49,999 residents employ an average of 34.2 FTE, while agencies that serve 50,000 to 99,999 people employ an average of 70.3 FTE.

Figure D3. Park and Recreation Agency Staffing: Full-Time Equivalents (By Jurisdiction Population)



Another way of comparing agency staffing across different park and recreation agencies examines number of staff per 10,000 residents. These comparative numbers hold fairly steady across population sizes with the median for all agencies at 8.9 FTEs.

Figure D4. Park and Recreation Agency FTEs Per 10,000 Residents



Capital and Operating Expenses

For capital expenses, the typical park agency:

- Dedicates about 56% to renovation projects and 30% to new development projects.
- Plans to spend about \$8 million on capital expenditures over the next five years.
- For operations, the typical park agency spends:
 - \$6.45 million per year on total operating expenses
 - \$8,260 on annual operating expenses per acre of park and non-park sites managed by the agency
 - \$99.47 on annual operating expenses per capita
 - \$110,912 in annual operating expenditures per employee
- 54% of the annual operating budget on personnel costs, 38% on operating expenses, and 6% on capital expenses not included in the agency's capital improvement plan (CIP)
- 39% of its operating budget on park management and maintenance, 35% on recreation, 17% on administration and 9% on other activities

Agency Funding

The typical park and recreation agency:

- Derives 62% of their operating expenditures from general fund tax support, 21% from generated revenues, 8% from dedicated taxes or levies, 3% from other dedicated taxes, 2% from grants, and the remaining 3% from sponsorships, private donations and other sources
- Generates \$22.58 in revenue annually for each resident in the jurisdiction

2024 State of the Industry Report

Recreation Management magazine's 2024 Report on the State of the Managed Recreation Industry summarizes the opinions and information provided by a wide range of professionals with the majority of respondents in leadership positions working in the recreation, sports, and fitness industry. While the respondents came from a wide range of sports-related entities, 42.5% were from park and recreation providers. The vast majority of respondents from parks—98.5%—were with public or governmental organizations. Park respondents manage the most facilities, with an average of 9.4, down from 13.3 in 2023, but in line with 2022, when park respondents averaged nine facilities.

Partnerships

The 2024 report indicated that most (85.4%) recreation, sports, and fitness facility owners form partnerships with other organizations as a means of expanding their reach, offering additional programming opportunities or as a way to share resources and increase funding. Local schools are shown as the most common partner (59.9%) for all facility types. Youth-serving organizations (Ys, JCC, Boys & Girls Clubs) and park and recreation organizations were the most likely to report that they had partnered with outside organizations, at 96.1% and 92.9% respectively.

Facilities and Improvements

A majority of park respondents (74.6%) said they had plans for construction, on par with 2022. More than half (54%) of park respondents were planning renovations to their facilities, and 36.9% of park respondents were planning to new construction with 31.5% planning additions. The top 10 planned features for all facility types include:

- Splash play areas (26.5% of respondents with plans to add features are planning to add splash play)
- Fitness trails and outdoor fitness equipment (21.1%)
- Park restroom structures (19%)
- Park shelters (17.8%)

- Playgrounds (17.6%)
- Walking and hiking trails (17.3%)
- Synthetic turf sports fields (17.3%)
- Dog parks (16.4%)
- Outdoor sports courts (14.3%)
- Community gardens (13.6%)

Programming

Nearly all respondents (95.2%) offer programming of some kind. The top 10 most commonly offered programs include: holiday events and other special events (provided by 78% of respondents); group exercise programs (65%); fitness programs (62%); educational programs (62%); day camps and summer camps (60%); youth sports teams (57%); arts and crafts programs (55%); mind-body balance programs such as yoga and tai chi (54%); programs for active older adults (53%); swimming programs such as learn-to-swim or swim teams (47%) and sports tournaments and races (46%).

2024 saw a great deal of growth in a large number of program types. The programs that saw an increase of at least five percentage points include: arts and crafts (up 11.9 percentage points); group exercise programs (up 11.5); festivals and concerts (up 10); active older adult programs (up 9.7); holiday events and other special events (up 9.2).

Parks respondents were more likely than others to offer sports tournaments and races, sport training such as golf instruction or tennis lessons, and festivals and concerts.

The ten most commonly planned program additions in 2024 were:

1. Environmental education programs (26.4%, up from 22.2% in 2023)
2. Educational programs (24.1%, down slightly from 24.8%)
3. Holiday events and other special events (23.8%, up from 18.1%)
4. Fitness programs (22.5%, up from 20.3%)
5. Mind-body balance programs (22.2%, down from 23.3%)
6. Adult sports teams (22.2%, up from 19.9%)
7. Teen programming (22.2%, down from 23.3%)
8. Programs for active older adults (22.2%, up from 19%)
9. Group exercise programs (20.6%, down from 22%)
10. Special needs programs (19.6%, up from 18.8%)

General Challenges

Over the past three years, staffing troubles has dominated the list of top industry challenges. Filling positions with qualified staff creates a challenge for recreation providers to meet the demanding needs of their members or visitors. In 2024, 56% of respondents identified staffing as their top challenge, while equipment and facility maintenance was the next most common concern with 53% calling it a top issue.

2024 Outdoor Participation Report

According to 2024 Outdoor Participation Trends Report, published by the Outdoor Foundation in Boulder, Colorado, the outdoor recreation participant base grew 4.1% in 2023 to a record 175.8 million Americans (57.3%) ages 6 and older. The number of outdoor participants has grown as new and more casual participants began hiking, biking, camping, running and fishing. Key Insights include the following:

Growth

The recreational participant base is growing. New and young outdoor participants are driving growth and increased diversity in the outdoor recreation participant base. While the number of participants increased the average number of outings per participant fell 11.4% from 70.5 outings per participant in 2022 to 62.5 outings per participant in 2023. The declining frequency of participation offers a cautionary warning that the loss of committed participants may result in declining retail sales of outdoor products.

Diversity

The participant base became more ethnically and racially diverse in 2023 but not by much. The number and percentage of Hispanic and Black people in the core participants has increased but the slower rate of increase compared to growth in the overall participant base indicates a lack of engagement in the more diverse participant base. Diversity brings new participants, new ideas, and new ways of engaging outdoors, more support for outdoor and environmental policies, and more dollars into the outdoor recreation market.

Women as Trailblazers

More than half of American women are participating on outdoor recreation for the first time ever. Female participation reached 51.9% in 2023, up from 50% in 2022. American males reached a higher level in their participation rate with a new record of 62.9% in 2023.

Seniors

Americans aged 55 to 64 showed increased participation of 49.7% in 2023, up from 41.2% in 2019. The participation rate for Americans aged 65 and older grew 11.5% between 2022 and 2023. Those participants aged 65 and older reached a 39.5% rate for 2023.

Inclusion

Members of the LGBTQ+ community make up 11.3% of the outdoor participant base (19.9M) and continue to be the most active adult cohort in outdoor recreation with total participation rates above 60%.

The report suggests that efforts to build core participation in a more diverse market will be key to growing outdoor participation in depth as well as breadth.

2025 Sports, Fitness & Leisure Activities Topline Participation Report

Prepared by a partnership of the Sports and Fitness Industry Association (SFIA) and the Physical Activity Council (PAC), this nationwide study represents 18,000 individual interviews conducted in 2024 that summarize levels of activity and identifies key trends in sports, fitness, and recreation in the US. The 2025 report provides a high degree of statistical accuracy using strict quotas for gender, age, income, region, and ethnicity. The study looked at more than 124 different team and individual sports and outdoor activities. The overall aim of the survey is to establish levels of activity and identify key trends in sports, fitness, and recreation participation.

In 2024, activity levels among Americans reached a historic high, with 80% of Americans aged 6+ being classified as active.

Compared to 2023, participation has grown with both CORE and Casual activity. Activity in the U.S. continues to increase for the seventh consecutive year. This CORE participation (seriously committed athletes) made up 41.2% of participants with Casual participants hitting 58.8% of all participants in 2024. This widening gap points to an evolving trend in how Americans approach their engagement with activities.

Pickleball is still the fastest growing sport in America with 45.8% growth year-over-year and an extraordinary 331% over three years. Other activities also experienced notable growth with Yoga, snowboarding, and wrestling recording year-over-year increases of 9.9%, 9.3% and 8.6% respectively, reflecting a diverse set of interests among participants.

Figure D5. 2023 Total Actives (U.S. population, ages 6+)

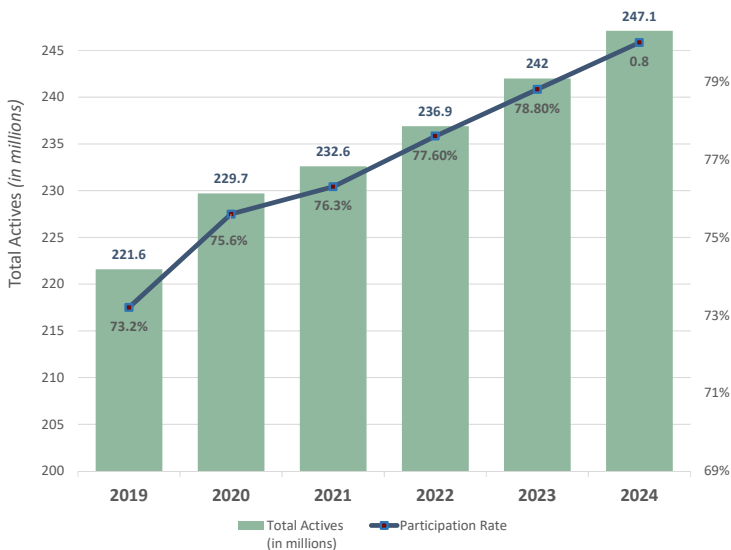
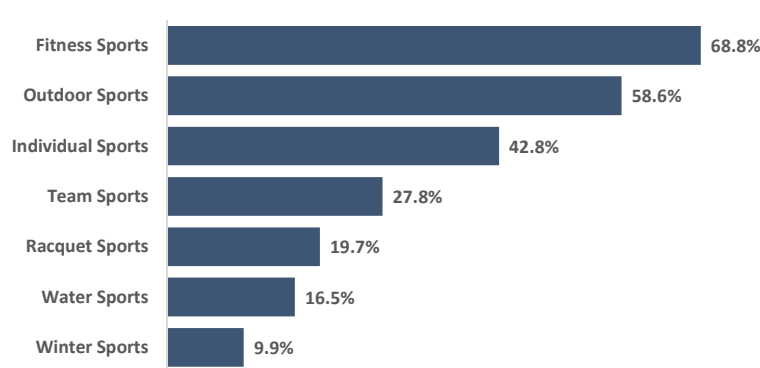


Figure D6. 2023 Total Participation Rate by Activity Category (U.S. population, ages 6+)



Health club-based activities (Treadmill, Stair-Climbing Machine, Stationary Cycling, and Rowing Machine) all had good participation increases from 2022. Class-based fitness activities (Barre, Pilates, Aquatic Exercise, Boot Camp Style Training, Dance, and Yoga) all had good gains in participation from 2022 to 2023. Trail Running and Hiking (Day) both continued to grow their sport’s participation. Trail Running grew 12.3% from 2022 to 2023 while Hiking (Day) grew 3.1% from 2022. Golf (on-or-off course) continues its momentum, increasing participation by 3.9% from 2022. This was driven by an 18.8% increase in off course golf, though on course golf showed a modest increase of 9.6%

Oregon State Comprehensive Outdoor Recreation Plan

The Draft 2025-2029 Statewide Comprehensive Outdoor Recreation Plan (SCORP), entitled “Balance and Engagement: Sustaining the Benefits for all Oregonians”, constitutes Oregon’s basic five-year plan for outdoor recreation. As of June 2024, the draft was still under review and accepting public comment. With the completion of the 2025-2029 plan, the state maintains eligibility to participate in the Land and Water Conservation Fund up through December 2029.

The draft SCORP addresses three important priorities facing outdoor recreation providers in the coming years, including:

1. The importance and benefits of recreation to Oregonians and the local economy.
2. Balancing conservation with outdoor recreation.
3. Engaging with underserved communities in outdoor recreation efforts.

As part of developing the SCORP, the Oregon Parks and Recreation Department (OPRD) conducted a statewide survey of Oregon residents regarding their 2022 outdoor recreation participation in Oregon, as well as their opinions about park and recreation management.

The resident survey measured the top ten outdoor recreation activities for Oregon residents that occur within their community. Walking rated the most participation whether on local streets and sidewalks or along paved paths or natural trails.

Figure D7. Top Ten Activities for Oregon Resident in their Community

Activiy	Percent
Walking on streets or sidewalks	79.1%
Walking on paved paths or natural trails	71.8%
Nature immersion	52.6%
Attending outdoor concerts/events	40.6%
Visiting historical sites/parks	40.5%
Picnicking	40.4%
Nature observation	37.4%
Taking children/grandchildren to a playground	34.2%
Visiting nature centers	34.2%
Pedaling bicycles on streets or sidewalks	30.9%

The resident survey also gathered input on where respondents liked to experience outdoor recreation. Local parks were the most frequently visited by 83% of respondents.

Figure D8. Types of Outdoor Recreation Areas Used

Outdoor Recreation Area	Percent
Local/city park	83%
State park, forest, or game land	71%
County park	48%
National park, forest & recreation area	49%

Further survey questions explored where residents felt future investments were needed in their community outdoor recreation areas. Their highest two priorities covered clean and well-maintained facilities and provision of restrooms.

Figure D9. Priorities for Future Investments in their Community

Recreation Priority	Mean*
Clean & well-maintained facilities	4.16
Restrooms	4.06
Free recreation opportunities	3.99
Parks & recreation areas	3.78
Directional/info signs for trails	3.71
Nature & wildlife viewing areas	3.64

**Means for 5-point Likert Scale (1="lowest priority need" to 5="highest priority need")*

This data can help local park and recreation providers better understand public opinions and the preferences of outdoor recreation participants.

In addition to the resident survey, land managers and public recreation providers in Oregon were also surveyed regarding their needs, challenges and priorities for recreation management in their jurisdiction. The most challenging management issues for local outdoor recreation providers (within urban growth boundaries) were identified.

Figure D10. Local Providers: Top 5 Challenges

Management Issues
Reducing illegal activities
Creating new park and recreation facilities
Maintaining existing local parks and facilities
Addressing ADA and other accessibility issues
Providing safe walking and biking routes to parks and trails

The results illustrate that providers face large challenges when increasing opportunities and access to outdoor recreation through resident-supported actions like creating new park and recreation facilities and providing safe walking and biking routes to parks and trails. These larger challenges require more significant investments and longer term planning.

The SCORP report also offers management recommendations to outdoor recreation providers to help protect natural resources and visitor experiences, triggered partly due to issues created by crowding.

- Promote outdoor practices and principles to minimize visitor impacts.
- Utilize web presence to provide information about crowding and encourage visitors to explore less-busy locations.
- Implement timed-entry systems, reservation requirements, and permit requirements to manage crowding.
- Adapt current infrastructure to address crowding and natural resource impacts.

Another series of studies measured the benefits of outdoor recreation on public land systems through healthy lifestyles, lower health care costs and overall quality of life. The research findings were included

in the 2025-2029 SCORP. Physical health benefits are demonstrated in the SCORP chapter titled, “Health Benefits Estimates for Oregonians from their Outdoor Recreation Participation in Oregon,” showing how energy expenditure from physical activity related to outdoor recreation participation may lead to \$2.965 billion in cost of illness savings for these chronic illnesses.

Research also included the total net economic value for recreation participation in Oregon from their participation in 76 outdoor recreation activities in 2022 for a total of 1.27 billion user occasions. The total net economic value for a recreation activity is the value per activity day times the number of activity days. Filtering the top ten contributors for outdoor recreation activities and their associated economic value reveals walking and enjoying nature as the top generators followed by bicycling, running/jogging, field sports, and playground and dog park users.

Figure D11. User Occasions, Activity Days, and Total Net Economic Value

Top Ten: SCORP Activity in your Community	RUVD* Activity	Total Annual Activity Days	Value/Activity Day (2023 USD)	Total Net Economic Value (2023 USD)
Walking on streets or sidewalks	Walking	357,558,563	\$21.83	\$7,804,896,510
Nature immersion	Wildlife viewing	59,056,930	\$67.36	\$3,978,126,928
Nature observation	Wildlife viewing	54,981,854	\$67.36	\$3,703,626,212
Pedaling bicycles on streets or sidewalks	Leisure biking	42,666,036	\$67.19	\$2,866,672,617
Pedaling bikes on paved or natural trails (incl. mtn bikes)	Mtn biking	22,888,395	\$115.68	\$2,647,691,141
Jogging or running on streets or sidewalks	Jogging/running	28,791,816	\$67.69	\$1,948,961,000
Field sports (soccer, softball, baseball, football, disc golf, etc)	Jogging/running	17,130,797	\$67.69	\$1,159,609,218
Jogging or running on on paved paths or natural trails	Jogging/running	19,867,529	\$67.69	\$1,344,862,692
Taking children/grandchildren to a playground	Walking	48,003,644	\$21.83	\$1,047,838,067
Going to dog parks or off-leash areas	Walking	45,415,364	\$21.83	\$991,340,308

The total net economic value for recreation participation in Oregon by Oregonians is estimated to be \$57.1 billion (2023 USD) annually based on 2022 use levels. Total consumer spending on outdoor recreation in 2022 supported 198,000 full and part-time jobs in Oregon, associated with \$8.4 billion in wages and other compensation.

Americans Engagement with Parks Survey

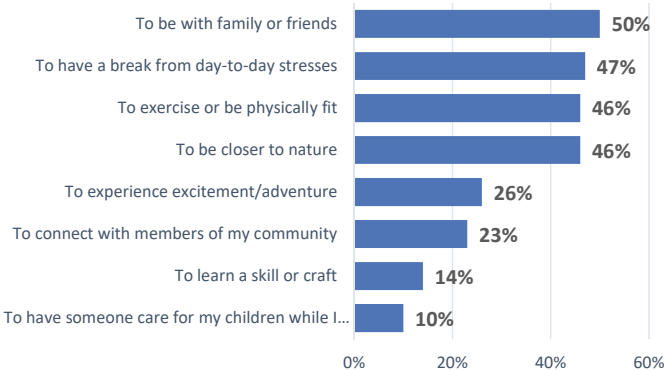
This annual study from the National Park and Recreation Association (NRPA) probes Americans’ usage of parks, the key reasons that drive their use, and the greatest challenges preventing greater usage. Each year, the study examines the importance of public parks in Americans’ lives, including how parks compare to other services and offerings of local governments. The survey of 1,000 American adults looks at frequency and drivers of parks/recreation facilities visits and the barriers to that prevent greater enjoyment. Survey respondents also indicate the importance of park and recreation plays in their decisions at the voting booth and their level of support for greater funding. Key findings include:

- Eighty-four percent of U.S. adults seek high-quality parks and recreation when choosing a place to live.
- Nearly 3 in 4 U.S. residents have at least one local park, playground, open space or recreation center within walking distance of their homes.
- Nine in ten people agree that parks and recreation in an important service provided by the local government.
- Nearly 3 in 4 adults agree that equity should be an extremely or very important goal for their local park and recreation agency.

People who live near parks and recreation facilities are more likely to be park and recreation users. Individuals living near at least one park are much more likely to arrive at that park by an “active” means (e.g., walking, biking, running), with walking being the most common method of transport. Conversely, 80 percent of U.S. adults who do not live within a walkable distance to parks or recreation opportunities travel to those amenities by car. The typical adult in the United States visits their local parks or recreation facilities every other month. Four main reasons for visiting local parks and recreation facilities stand out: being with family

and friends, exercising and being physically fit, taking a break from day-to-day stresses, and being closer to nature. Park and recreation agencies can customize their offerings to the specific needs, wants and desires of their community members by knowing their motivation for visiting parks.

Figure D12. NRPA Park Engagement: Key Reasons for Park Visits



According to the Americans Engagement with Parks report,

“Parks and recreation’s success results from its vast offerings of parks, trail networks and other recreation facilities that deliver critical programs for every segment of a community. Each person’s relationship with parks and recreation is unique. Some people flock to their local park to stay physically fit, meet with friends and family, or reconnect with nature. Others depend on their local park and recreation agency for indispensable services that improve their lives.

But there remains much work to do. One-hundred million people do not live within a walkable distance of at least one park or recreation facility. Further, many survey respondents indicate they have felt unwelcome at a park or recreation facility or say the infrastructure and programming are not inclusive. Parks and recreation is for everyone — regardless of age, income, race, ethnicity, ability, gender identity or sexual orientation. Professionals, advocates and political leaders have the opportunity to narrow any accessibility or inclusivity gaps through greater community engagement and addressing inequitable funding and infrastructure investments that have deprived millions of people of access to parks and recreation.”

Outdoor Recreation Economy

In November 2023, the U.S. Bureau of Economic Analysis (BEA) released its annual report on the economic impact of the outdoor recreation industry at national and state levels. The gross economic output for the outdoor recreation economy was \$1.1 trillion in 2022, accounting for 2.2% of the gross domestic product that year.

The GDP contribution from outdoor recreation economic activity increased by 4.8% from 2021 to 2022. People finding employment in the outdoor recreation industry increased by 7.4% from 2021 to 2022. Outdoor recreation remains a significant sector of the U.S. economy. A wide range of activities—from hiking, boating, and hunting to golf and tennis—result in outdoor recreation jobs in a wide variety of industries.

Oregon Outdoor Recreation Industry

The research group Headwaters Economics, in collaboration with the State Outdoor Recreation Business Alliance, published a report in 2023 on the state of the outdoor recreation economy nationally. In the State of Oregon, the outdoor recreation industry employed approximately 72,737 people in 2022 with a total compensation level of \$3,760,711. The total recreation value contributed \$7,502,130 to Oregon’s economy. The report emphasizes that investments in outdoor recreation directly result in visitor spending that supports jobs, businesses, and industries across the country.

Oregon Trails Plan (2026–2035)

The Oregon Trails Plan comes as a summary report from the 2025-2029 SCORP that measures the latest data on trail usage in Oregon, the economic and health benefits of trails, management issues, and funding priorities. The report provides data on motorized and non-motorized trail activities and water trail (non-motorized) activities. Oregon has an extensive network of federal, state, and local non-motorized trails, including state designated scenic and recreational trails. Scenic trails showcase Oregon's outstanding natural features including rivers, mountains, waterfalls, and the Pacific Ocean. Regional trails connect recreation sites, schools, and communities to provide recreation and active transportation routes. Oregon has over 50 designated motorized riding areas that provide a high level of trail maintenance, signs, maps, and staging areas.

A water trail is a designated route along a lake, river, reservoir, or bay specifically designed for people using small, primarily non-motorized watercraft. Designated National Water Trails in Oregon are the Tualatin River Water Trail and Willamette River Water Trail. The Willamette River Water Trail and Deschutes River Water Trail were identified as Oregon Signature Trails. Water trail facilities are supported by local agencies along many other water bodies across the state.

Trail Use

- Oregon residents participated in nearly 275 million trail activities in 2022. Walking on local paved paths and natural trails is the second most frequent outdoor activity in Oregon after walking on streets and sidewalks, with over 149 million use occasions. Walking on local trails accounts for over half (54%) of all trail use in Oregon by residents. Walking/hiking on non-local paved paths or natural trails is the number one outdoor recreation activity that Oregon residents travel outside their community to participate in.
- Motorized trail activities such as riding ATVs and snowmobiling make up 3.5% of trail use.
- Non-motorized water paddle sports are one of the fastest growing forms of recreation and amongst the top three activities Oregonians started doing during the COVID-19 pandemic. Water trail activities such as canoeing, kayaking, rafting, and sailing accounted for just under 3% of trail use by Oregon residents.
- A major change that has occurred on Oregon's trail network since the 2016 Trails Plan is the rapid increase in availability and adoption of electric bicycles ("e-bikes")⁵ and electric micromobility devices ("e-micromobility"). The majority (53%) of reported e-bike and e-micromobility use occurred on streets and sidewalks, nearly 9 million use occasions. Thirty-one percent of e-bike and e-micromobility use (over 5 million use occasions) occurred on local trails.
- "Walking on streets or sidewalks" and "Walking on local trails" are the most common outdoor activities for all Oregon resident demographic groups to participate in within their communities. Oregon's trail network supports outdoor recreation, access to nature, and physical activity; all of which are associated with positive impacts on physical and mental health.

The 2025-29 Oregon SCORP estimated the net economic value of outdoor recreation in Oregon by residents to be \$57.1 billion based on 2022 use levels. One quarter (25%) of the total economic value of outdoor recreation in Oregon comes from trail activities, with an annual estimated economic value of \$14.5 billion.

Inclusion & Universal Access

Across the country, local municipalities and park and recreation providers with older public infrastructure have been upgrading their facilities to comply with the outdoor recreation guidelines for universal access and the Americans with Disabilities Act (ADA). The removal of existing architectural barriers in park facilities has been ongoing and should continue until renovations, upgrades and newer construction provide barrier-free access to all users. Access and inclusion in public parks extends beyond the physical amenities and incorporates considerations of language, technology, wayfinding, program equity and equitable geographic distribution of facilities.

Park and recreation agencies are in a unique position to champion efforts that advance diversity, equity and inclusion (DEI). By assuring representation of diverse life experiences and voices, park and recreation

professionals will better reflect the communities their agencies serve. Inequity is the ultimate challenge facing the nation, and parks and recreation can make a profound difference.

Parks for Climate Resiliency

Numerous studies have been documenting the contributions of parks and public lands to better climate resiliency. Parks, open space and natural lands can cool urban heat islands, buffer flood impacts, improve water quality and improve air quality. Urban tree canopy in parks can remove air pollution and sequester carbon. Parks and greenways along storm-affected coastlines are being created to help buffer impacts of anticipated flooding due to sea level rise, storm surges, and increased precipitation. Climate resilience strategies involving parks can focus on resilient shoreline development, green stormwater infrastructure and increased tree groves.

As the climate changes, outdoor recreation opportunities and availability can become more inconsistent. Wildfires, flooding, reduced snowpack and other environmental impacts from climate changes can directly and indirectly affect visitor-use patterns. Recreation planners and managers play a role in climate resiliency by protecting vulnerable resources that can impact outdoor recreation opportunities.

Special Report on Paddlesports & Safety

In 2019, the Outdoor Foundation produced a report focused on paddlesports data based on a participation survey (over 20,000 online interviews with a nationwide sample of individuals and households). In 2018, 22.9 million Americans (approximately 7.4% of the population) participated in paddle sports. This represents an increase of more than 4 million participants since the study began in 2010. Over the last five years, there continues to be an increase in paddlesports popularity among outdoor enthusiasts, with significant portions of the nationwide growth occurring in the Pacific region.

Recreational kayaking continues to grow in popularity but may be driving some of the decline in canoeing. The popularity of stand-up paddling has soared, increasing by 1.5 million participants over the past five years, though it does not have nearly as high a participation rate as either recreational kayaking or canoeing.

One in eight paddlers have been participating in the sport for 21 years or more. However, many participants – between 30%-60%, depending on the discipline – tried a paddlesport for the first time in 2018. Such high levels of first-time participation may produce longer term growth in paddling, assuming participants continue to enjoy the sport.

Among adult paddlers, most participate for excitement and adventure, for exercise, or to be close to nature. Kayakers, rafters, canoers and stand-up paddlers often enjoy, or would be willing to try, other paddlesports. Many also enjoy similar outdoor “crossover” activities such as hiking, camping, walking, and nature viewing.

Appendix E:

Implementation Tools & Tactics

LOCAL FUNDING OPTIONS

General Obligation Bond

These are voter-approved bonds with the authority to levy an assessment on real and personal property. The money can only be used for capital construction and improvements, but not for maintenance. This property tax is levied for a specified period of time (usually 15-20 years). Passage requires a simple majority in November and May elections, unless during a special election, in which case a double majority (a majority of registered voters must vote and a majority of those voting must approve the measure) is required. Cities in Oregon have a legal debt limit on general obligation (GO) debt equal to 3% of their real market value.

Park Utility Fee

A park utility fee provides dedicated funds to help offset the cost of park maintenance and could free up general fund dollars for other capital project uses. Most city residents pay water and sewer utility fees. Park utility fees apply the same concepts to city parks, and a fee is assessed to all businesses and households. The monthly fee would be paid upon connection to the water and sewer system. Dayton does not assess a park utility fee.

System Development Charges

Dayton currently assesses a parks system development charge (SDC). SDCs are charged for new residential development to help finance the demand for park facilities created by the new growth.

Urban Renewal District

The purpose of urban renewal is to improve specific areas of a city that are poorly developed or underdeveloped, called blighted areas in Oregon Revised Statutes (ORS) 457.010. These areas can have deteriorated buildings, changing uses, streets and utilities in poor condition, a complete lack of streets and utilities altogether, or other obstacles to development. Urban renewal allows for the use of tax increment financing, a funding source that is unique to urban renewal, to fund its projects. In general, urban renewal projects can include construction or improvement of streets, utilities, and other public facilities; assistance for rehabilitation or redevelopment of property; acquisition and re-sale of property (site assembly) from willing sellers; and improvements to public spaces including parks and open spaces.

Fuel Tax

Oregon gas taxes are collected as a fixed amount per gallon of gasoline purchased. The Oregon Highway Trust Fund collects fuel taxes, and a portion is paid to cities annually on a per-capita basis. By statute, revenues can be used for any road-related purpose, which may include sidewalk repairs, ADA upgrades, bike routes and other transportation-oriented park and trail enhancements.

FEDERAL / STATE GRANTS & CONSERVATION PROGRAMS

Rivers, Trails and Conservation Assistance Program – National Park Service

The Rivers, Trails and Conservation Assistance Program, also known as the Rivers & Trails Program or RTCA, is a community resource administered by the National Park Service and federal government agencies, so they can conserve rivers, preserve open space and develop trails and greenways. The RTCA assists communities and public land managers in developing or restoring parks, conservation areas, rivers, and wildlife habitats, as well as creating outdoor recreation opportunities and programs that engage future generations in the outdoors.

Urban and Community Forestry Grants – Oregon Department of Forestry

The Oregon Department of Forestry provides a range of grants and incentives for private landowners and municipalities. Program areas range from community forestry to weed control to conservation and resiliency efforts.

North American Wetlands Conservation Act Grants Program – US Fish & Wildlife Service

The North American Wetlands Conservation Act of 1989 provides matching grants to organizations and individuals who have developed partnerships to carry out wetland conservation projects in the United States, Canada, and Mexico for the benefit of wetlands-associated migratory birds and other wildlife. Both are Two competitive grants programs exist (Standard and a Small Grants Program) and require that grant requests be matched by partner contributions at no less than a 1-to-1 ratio. Funds from U.S. Federal sources may contribute towards a project, but are not eligible as match.

The Standard Grants Program supports projects in Canada, the United States, and Mexico that involve long-term protection, restoration, and/or enhancement of wetlands and associated uplands habitats. In Mexico, partners may also conduct projects involving technical training, environmental education and outreach, organizational infrastructure development, and sustainable-use studies.

The Small Grants Program operates only in the United States; it supports the same type of projects and adheres to the same selection criteria and administrative guidelines as the U.S. Standard Grants Program. However, project activities are usually smaller in scope and involve fewer project dollars. Grant requests may not exceed \$75,000, and funding priority is given to grantees or partners new to the Act's Grants Program.

Local Government Grant – Oregon Parks and Recreation

Local government agencies who are obligated by state law to provide public recreation facilities are eligible for OPR's Local Government Grants, and these are limited to public outdoor park and recreation areas and facilities. Eligible projects involve land acquisition, development and major rehabilitation projects that are consistent with the outdoor recreation goals and objectives contained in the Statewide Comprehensive Outdoor Recreation Plan.

Land and Water Conservation Fund (LWCF) Grant – Oregon Parks and Recreation

LWCF grants are available through OPR to either acquire land for public outdoor recreation or to develop basic outdoor recreation facilities. Projects must be consistent with the outdoor recreation goals and objectives stated in the Statewide Comprehensive Outdoor Recreation Plan and elements of local comprehensive land use plans and park master plans. A 50% match is required from all successful applicants of non-federal funds, in-kind services and/or materials.

Recreational Trails Program Grant – Oregon Parks and Recreation

Recreational Trails Grants are national grants administered by OPRD for recreational trail-related projects, such as hiking, running, bicycling, off-road motorcycling, and all-terrain vehicle riding. Yearly grants are

awarded based on available federal funding. RTP funding is primarily for recreational trail projects, rather than utilitarian transportation-based projects. Funding is divided into 30% motorized trail use, 30% non-motorized trail use and 40% diverse trail use. A 20% minimum project match is required.

Oregon Heritage Grants – Oregon Parks and Recreation

Oregon Heritage offers a variety of grant programs for heritage projects from historic building preservation to oral history projects and more. Grant programs focus on specific foci, including façade renovation, main street revitalization, Veterans’ and War Memorials, the preservation of historic resources, among others.

Bicycle & Pedestrian Program Grants – Oregon Department of Transportation

The Pedestrian and Bicycle Grant Program is a competitive grant program that provides resources to Oregon cities, counties and ODOT regional and district offices for design and construction of pedestrian and bicycle facilities. Proposed facilities must be within public rights-of-way. Grants are awarded by the Oregon Bicycle and Pedestrian Advisory Committee. Project types include sidewalk infill, ADA upgrades, street crossings, intersection improvements, minor widening for bike lanes.

Oregon Watershed Enhancement Board Grant

The Oregon Watershed Enhancement Board focuses on projects that approach natural resources management from a whole-watershed perspective. OWEB encourages projects that foster interagency cooperation, include other sources of funding, provide for local stakeholder involvement, include youth and volunteers and promote learning about watershed concepts. There are five general categories of projects eligible for OWEB funding: watershed management (restoration and acquisition), resource monitoring and assessment, watershed education and outreach, and technical assistance.

Arts Grants – Oregon Arts Commission

The Oregon Arts Commission funds arts programs and individual artistic innovation throughout Oregon. Grant programs serve as investments in our state’s culture. They are supported by contributions from the State of Oregon, the Oregon Cultural Trust, and the National Endowment for the Arts.

OTHER METHODS & FUNDING SOURCES

Private Grants, Donations & Gifts

Many trusts and private foundations provide funding for park, recreation and open space projects. Grants from these sources are typically allocated through a competitive application process and vary dramatically in size based on the financial resources and funding criteria of the organization. Philanthropic giving is another source of project funding. Efforts in this area may involve cash gifts and include donations through other mechanisms such as wills or insurance policies. Community fund raising efforts can also support park, recreation or open space facilities and projects.

Meyer Memorial Trust

The Meyer Memorial Trust seeks opportunities to make program-related investments in Oregon and Clark County, WA. General Purpose Grants support projects related to arts and humanities, education, health, social welfare, and a variety of other activities. Proposals may be submitted at any time under this program, and there is no limitation on the size or duration of these grants.

Business Sponsorships/Donations

Business sponsorships for programs may be available throughout the year. In-kind contributions are often received, including food, door prizes and equipment/material.

Interagency Agreements

State law provides for interagency cooperative efforts between units of government. Joint acquisition, development and/or use of park and open space facilities may be provided between parks, school districts, other municipalities and utility providers.

ACQUISITION TOOLS & METHODS

DIRECT PURCHASE METHODS

Market Value Purchase

Through a written purchase and sale agreement, the city purchases land at the present market value based on an independent appraisal. Timing, payment of real estate taxes and other contingencies are negotiable.

Partial Value Purchase (or Bargain Sale)

In a bargain sale, the landowner agrees to sell for less than the property's fair market value. A landowner's decision to proceed with a bargain sale is unique and personal; landowners with a strong sense of civic pride, long community history or concerns about capital gains are possible candidates for this approach. In addition to cash proceeds upon closing, the landowner may be entitled to a charitable income tax deduction based on the difference between the land's fair market value and its sale price.

Life Estates & Bequests

In the event a landowner wishes to remain on the property for a long period of time or until death, several variations on a sale agreement exist. In a life estate agreement, the landowner may continue to live on the land by donating a remainder interest and retaining a "reserved life estate." Specifically, the landowner donates or sells the property to the city, but reserves the right for the seller or any other named person to continue to live on and use the property. When the owner or other specified person dies or releases his/her life interest, full title and control over the property will be transferred to the city. By donating a remainder interest, the landowner may be eligible for a tax deduction when the gift is made. In a bequest, the landowner designates in a will or trust document that the property is to be transferred to the city upon death. While a life estate offers the city some degree of title control during the life of the landowner, a bequest does not. Unless the intent to bequest is disclosed to and known by the city in advance, no guarantees exist with regard to the condition of the property upon transfer or to any liabilities that may exist.

Option to Purchase Agreement

This is a binding contract between a landowner and the city that would only apply according to the conditions of the option and limits the seller's power to revoke an offer. Once in place and signed, the option agreement may be triggered at a future, specified date or upon the completion of designated conditions. Option agreements can be made for any time duration and can include all of the language pertinent to closing a property sale.

Right of First Refusal

In this agreement, the landowner grants the city the first chance to purchase the property once the landowner wishes to sell. The agreement does not establish the sale price for the property, and the landowner is free to refuse to sell it for the price offered by the city. This is the weakest form of agreement between an owner and a prospective buyer.

Conservation Easements

Through a conservation easement, a landowner voluntarily agrees to sell or donate certain rights associated with his or her property – often the right to subdivide or develop – and a private organization or public agency agrees to hold the right to enforce the landowner's promise not to exercise those rights. In

essence, the rights are forfeited and no longer exist. This is a legal agreement between the landowner and the city (or private organization) that permanently limits uses of the land in order to conserve a portion of the property for public use or protection. Typically, this approach is used to provide trail corridors where only a small portion of the land is needed or for the strategic protection of natural resources and habitat. The landowner still owns the property, but the use of the land is restricted. Conservation easements may result in an income tax deduction and reduced property taxes and estate taxes. The preservation and protection of habitat or resources lands may best be coordinated with the local land trust or conservancy, since that organization will likely have staff resources, a systematic planning approach and access to non-governmental funds to facilitate aggressive or large scale transactions.

LANDOWNER INCENTIVE MEASURES

Density Bonuses

Density bonuses are a planning tool used to encourage a variety of public land use objectives, usually in urban areas. They offer the incentive of being able to develop at densities beyond current regulations in one area, in return for concessions in another. Density bonuses are applied to a single parcel or development. An example is allowing developers of multi-family units to build at higher densities if they provide a certain number of low-income units or public open space. For density bonuses to work, market forces must support densities at a higher level than current regulations.

Transfer of Development Rights

The transfer of development rights (TDR) is an incentive-based planning tool that allows land owners to trade the right to develop property to its fullest extent in one area for the right to develop beyond existing regulations in another area. Local governments may establish the specific areas in which development may be limited or restricted and the areas in which development beyond regulation may be allowed. Usually, but not always, the “sending” and “receiving” property are under common ownership. Some programs allow for different ownership, which, in effect, establishes a market for development rights to be bought and sold.

IRC 1031 Exchange

If the landowner owns business or investment property, an IRC Section 1031 Exchange can facilitate the exchange of like-kind property solely for business or investment purposes. No capital gain or loss is recognized under Internal Revenue Code Section 1031 (see www.irc.gov for more details).

OTHER LAND PROTECTION OPTIONS

Land Trusts & Conservancies

Land trusts are private non-profit organizations that acquire and protect special open spaces and are traditionally not associated with any government agency. The Columbia Land Trust is the local land trust serving the Dayton area. Other national organizations with local representation include The Nature Conservancy, Trust for Public Land and the Wetlands Conservancy.

Appendix F:

Summary of City Plans

Past community plans and other relevant documents were reviewed for policy direction and goals as they pertain to the provision and planning for parks, trails and recreation opportunities in Dayton. The development of each involved public input and adoption by their respective responsible legislative body.

City of Dayton Parks and Recreation Master Plan 2004

The City's first Parks and Recreation Master Plan was completed in 2004 when the population was approximately 2,230 residents. City-owned parks included Courthouse Square, Alderman Park (undeveloped), 11th Street Park and Legion Field. A Parks Advisory Committee (PAC), comprised of representatives from the City Council, School District, Chamber of Commerce, local community and sports program volunteers and the City Administrator, was appointed by the City Council to guide the planning process for the parks master plan. Public outreach included community meetings, stakeholder interviews, park inventory/assessments, and regional and national recreation trends and standards. The Plan noted that the city's 1986 Comprehensive Land Use Plan cited the standard of 2.5 acres of parkland for each 1,000 residents. The Plan defined future goals for the park system as:

Goal #1 Maintain & 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

Urban Growth Boundary Amendment

Following the prescribed process through a set of Oregon Administrative Rules (OAR) for amending an urban growth boundary, the City conducted a land swap of UGB land in 2022 removing 176.83 acres from one area and adding 106.34 acres to a more appropriate area. The lands removed from the UGB were heavily parcelized and difficult to provide city infrastructure. The added lands were more feasible as future growth areas to help provide the required 20-year supply of land for residential and employment needs. Following the approval of the UGB land swap the City conducted a comprehensive plan map amendment to designate the added land as "residential". The report on the UGB amendment concluded that the land swap would not trigger the need for additional parkland due to the lack of change in the residential capacity and minimal impact on the population. The report also cited the 2004 Parks Master Plan as not specifying the need for additional parkland. The area to be added to the UGB is located in proximity to Dayton High School, Dayton Elementary School and 11th Street Park (aka Andrew Smith Park).

City of Dayton Planning Atlas and Comprehensive Plan 2008 (revised in 2022)

The Planning Atlas provided the land area, physical setting, population, land use, public and private facilities transportation and existing development in the City of Dayton. The Comprehensive Plan established the goals and policies for the City's future. In Chapter 3, Natural, Scenic and Historic Resources, the Plan recognizes that recreational opportunities such as bicycling and pedestrian paths could be integrated into the natural areas along the Yamhill River and Palmer Creek. The Yamhill River from Dayton to the Willamette River is cited as an important angling area for warm-water game fish. The Dayton Landing boat launch provides critical access. Winter steelhead, a threatened species, also use the Yamhill River making riparian corridors important for protection of the river ecology. The plan notes that the Oregon State Historic Preservation Office lists a number of historic sites and structures in the city that should be preserved. The plan identified 19 acres of park and recreational facilities located within the City's Public Zone with approximately 8.5 acres under city or county ownership. The plan cited the 2004 Parks Master Plan and its conclusion that existing park land acreage was sufficient and there were adequate park and recreational opportunities. Exploring the feasibility of a skateboard park community center was mentioned. The City's Development Code require d residential development to dedicate park land or pay a fee in lieu of to a park fund and system development charges could help purchase new land.

Dayton Economic Development Questionnaire Results

The Economic Development Questionnaire conducted in 2023 explored attitudes for future growth and community characteristics that resonated with residents. When queried about Dayton's strengths, almost 90% of respondents identified "small town feeling" as the key character. The rural surrounding (70%) and classic town square (60%) were also important local features for residents. The top two challenging shortcomings in Dayton were the limited town retail resources and the difficulty for young people to find employment and limited recreational activities. Attitudes towards growth and change showed a majority being very to somewhat positive about growth in population, commercial activity and tourism with commercial growth as the highest preference by 70%. When identifying the type of business growth desired respondents focused on restaurants (63%), small scale grocery (54%), bank (50%) and coffee shop (49%) and retail variety (45%) as the top five business needs. The interest in future changes to downtown relative to design, building type and size seemed to be positive although some mixed perspectives were expressed regarding architectural changes. There were positive reactions to the potential for the addition of public art in and around downtown. Events were received with strong support including farmers market, holiday festivals, concerts, wine and beer festivals and plays and cultural festivities. Comments received from the questionnaire were expansive and suggested many ideas for downtown improvements with the caveat to retain "small town" atmosphere.



City of Dayton
PO Box 339
Dayton, OR 97114
daytonoregon.gov

To: Honorable Mayor and City Councilors
From: Jeremy Caudle, City Manager
Issue: Approval of Resolution 2025/26-10, 'A resolution authorizing interfund operating loans pursuant to ORS 294.468.'
Date: November 3, 2025

Background and Information:

At the last regular Council meeting, the Council authorized the issuance of a Tax and Revenue Anticipation Note (TRAN) to address short-term cash flow needs in several governmental funds. Since that authorization, staff were informed that the bank elected not to extend credit for the TRAN.

As a result, and with the arrival of property tax revenues expected shortly, staff have determined that the most expedient and cost-effective alternative is to implement an interfund operating loan from the Water Fund. The Water Fund maintains sufficient unrestricted cash balances to temporarily support other funds that are currently operating with limited cash until property tax and other revenues are received.

The proposed resolution authorizes interfund operating loans from the Water Fund to the General Fund, Local Option Levy Fund, and State Revenue Sharing Fund. These loans are strictly short-term in nature and will be repaid within the current fiscal year (FY 2025-2026) once sufficient revenues are received. This approach complies with ORS 294.468, which permits interfund loans by resolution, and avoids unnecessary borrowing costs or delays associated with external financing.

This action ensures continued operations and maintains positive cash balances across the affected funds during this brief period before tax revenues are distributed.

The amounts listed on the resolution are what I've projected are necessary for each of the governmental to meet cash flow needs until property taxes and other revenues are received. We have historically received over 90% of property taxes by the end of December.

City Manager Recommendation: Approve the resolution as presented.

Potential Motion: "I move to approve Resolution 2025/26-10, 'A resolution authorizing interfund operating loans pursuant to ORS 294.468.'"

Council Options:

1. Approve the Resolution Authorizing Interfund Operating Loans (Recommended). This action authorizes short-term operating loans from the Water Fund to the General Fund, Local Option Levy Fund, and State Revenue Sharing Fund, ensuring adequate cash flow until property tax revenues are received. The loans will be repaid within FY 2025-2026, in compliance with ORS 294.468.

2. Direct Staff to Identify an Alternative Financing Method. Council could direct staff to explore other short-term financing options, such as external borrowing or delayed expenditures. However, this option would likely delay cash availability and could incur additional administrative or borrowing costs.
3. Take No Action. If no action is taken, certain funds will experience temporary cash shortages before property tax revenues are received.

Resolution No. 2025/26-10
City of Dayton, Oregon

A RESOLUTION AUTHORIZING INTERFUND OPERATING LOANS PURSUANT TO ORS 294.468

WHEREAS, ORS 294.468 authorizes a local government to loan money from one fund to another, provided the loan is authorized by an official resolution or ordinance stating the funds involved, the purpose of the loan, and the principal amount of the loan; and

WHEREAS, the Water Fund has sufficient unrestricted cash balances available to provide temporary operating loans to certain governmental funds; and

WHEREAS, the operating loans are necessary to meet short-term cash flow needs in the General Fund, Local Option Levy Fund, and State Revenue Sharing Fund due to the timing of property tax receipts and other revenues; and

WHEREAS, the loans are made to ensure that operations can continue uninterrupted and that each of the receiving funds maintains a positive cash balance; and

WHEREAS, the loans are made in Fiscal Year 2025–2026 and will be repaid to the Water Fund within the same fiscal year upon receipt of property taxes and other anticipated revenues;

Therefore, the City of Dayton resolves as follows:

Section 1. Authorization of Loans

The following interfund operating loans are hereby authorized:

From Fund To Fund		Purpose	Amount
Water Fund	General Fund	To meet temporary operating cash flow needs	\$50,000
Water Fund	Local Option Levy Fund	To meet temporary operating cash flow needs	\$85,000
Water Fund	State Revenue Sharing Fund	To meet temporary operating cash flow needs	\$5,000

Section 2. Loan Terms

1. These loans are classified as operating loans under ORS 294.468.
2. The loans shall bear no interest.
3. The loans shall be repaid in full to the Water Fund by the end of Fiscal Year 2025–2026.
4. Repayment shall occur upon receipt of property tax revenues or other available resources within the respective borrowing funds.

Section 3. Budgetary and Accounting Treatment

1. As the loans will be repaid within the same fiscal year, no budget adjustment is required under ORS 294.468 and related OARs.
2. The interfund loans and subsequent repayments shall be recorded in the City's accounting records.
3. Staff are authorized to execute the cash transfers and repayment transactions consistent with this resolution.

Section 4. Effective Date

This resolution shall take effect immediately upon its passage.

Adopted this 3rd day of November 2025.

In Favor:

Opposed:

Absent:

Abstained:

Annette Frank, Mayor

Date Signed

ATTESTED BY:

Rocio Vargas, City Recorder

Date of Enactment

To: Honorable Mayor and City Councilors

From: Jeremy Caudle, City Manager

Issue: First Reading of Ordinance 667 An Ordinance of the City Council of the City of Dayton Authorizing the Establishment of a Public Safety Fee, Enacting Section 20 to Municipal Code Chapter 1.

Date: November 3, 2025

Background and Information:

During the FY 25/26 budget process, I recommended implementation of a public safety fee. This fee is intended to supplement the local option levy. The reason for the fee is that the costs associated with law enforcement services have outstripped revenues received from the local option levy. In addition, the cash balance in the local option levy fund has been depleted. An additional revenue source is necessary to fill the gap.

The adopted budget assumes that this new fee will be implemented this fiscal year, resulting in collection of \$67,641 in new revenues. If the fee goes into effect by January 2026, then the estimated monthly fee to collect that amount of revenues by June 30, 2026, would be \$12.53 per month per utility customer. The exact amount would be set by resolution, to be adopted at a future meeting, following more in-depth staff analysis on projected revenues versus expenditures for this fund through June 30, 2026.

Our legal counsel drafted the ordinance presented to you. Following the ordinance's enactment, staff will prepare a separate resolution to set the fee amount for the December 1, 2025, City Council meeting.

City Manager Recommendation: I recommend approving the first reading of Ordinance 667.

Potential Motion:

[A MEMBER OF CITY COUNCIL WILL READ THE TITLE OF ORDINANCE 667.]

"I move to approve the first reading of Ordinance 667 by title only."

Council Options:

- 1 - Approve as recommended.
- 2 - Approve with amendments.
- 3 - Take no action and direct staff to do further research or provide additional options.

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**ORDINANCE NO. 667
CITY OF DAYTON, OREGON**

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF DAYTON AUTHORIZING THE ESTABLISHMENT OF A PUBLIC SAFETY FEE, ENACTING SECTION 20 TO MUNICIPAL CODE CHAPTER 1.

WHEREAS, the Dayton City Council (Council) is responsible for maintaining a sound financial basis for ongoing City operations; and

WHEREAS, after extensive review the Council has determined that reductions in police department revenue, as well as continual increases in police department costs, have created a significant budget deficit; and

WHEREAS, the Council further desires a long-term funding mechanism to support general operations of the police department in order to provide adequate services; and

WHEREAS, the purpose of this ordinance is to protect and ensure the health, safety and welfare of the residents and businesses of the City; and

WHEREAS, the Council recognizes that each property connected to the City's utility system is benefitted by and receives direct and indirect services from the police department; and,

WHEREAS, the Council believes that a public safety fee charged to utility customers in exchange for such services is in the best interests of the community and is necessary to protect and ensure ongoing public health and safety; and

WHEREAS, the public safety fee is a fee and not a tax and as a result is not subject to any limitation under state law.

NOW THEREFORE, THE CITY OF DAYTON ORDAINS AS FOLLOWS:

Section 1. Municipal Code Section 20, Public Safety Fee, is hereby added to Chapter 1 of the Dayton Municipal Code as set out in Exhibit A.

Section 2. This Ordinance shall become effective thirty (30) days after its adoption.

PASSED AND ADOPTED by the Dayton City Council this __ day of _____, 2025.

Mode of Enactment:

Date of first reading: _____, In full _____ or by title only _____

Date of second reading: _____, In full _____ or by title only _____

____ No Council member present at the meeting requested that the ordinance be read in full

____ A copy of the ordinance was provided to each Council member; three copies of the ordinance were provided for public inspection in the office of the City Recorder no later than one week before the first reading of the ordinance.

Final Vote:

In Favor:

Opposed:

Absent:

Abstained:

Annette Frank, Mayor

Date of Signing

ATTESTED BY:

Rocio Vargas, City Recorder

Date of Enactment

Attachments: Exhibit A

EXHIBIT A

CHAPTER 1 SECTION 20

PUBLIC SAFETY FEE ACT

1.20.00	PUBLIC SAFETY FEE ACT
1.20.01	TITLE
1.20.02	PURPOSE AND INTENT
1.20.03	DEFINITIONS
1.20.04	IMPOSITION OF PUBLIC SAFETY FEE
1.20.05	DEDICATION OF FUNDS
1.20.06	COLLECTION
1.20.07	APPEAL PROCESS
1.20.08	ENFORCEMENT

1.20.01. TITLE.

Sections 1.20.00 to 1.20.08 shall be known as the Public Safety Fee Act.

1.20.02. PURPOSE AND INTENT.

(A) The principal purpose of this Public Safety Fee Act (Act) is to protect and ensure the health, safety, and welfare of the residents and businesses of the City. The Council also finds that continuous and consistent police services provide a multitude of economic and social benefits to the public, including, but not limited to:

1. Police protection;
2. Prevention of crime;
3. Protection of property;
4. Promotion of business and industry; and
5. Promotion of community spirit and growth.

(B) It is the intent of this Act to provide a steady funding mechanism to help pay for the benefits conferred on city residents and businesses by the provision of an adequate program of public safety; and further to help maintain the police department at acceptable service levels.

(C) The structure of this Public Safety Fee Act is intended to be a surcharge for service within the city limits. However, it is not intended to provide full funding for the police department.

1.20.03. DEFINITIONS.

For the purpose of this chapter, the following definitions shall apply unless the context clearly indicates or requires a different meaning.

- (1) "Developed Property" means a parcel or portion of real property on which an improvement exists. Improvement on developed property includes, but is not limited to, buildings, parking lots, outside storage, and other uses that increase demand for police services.
- (2) "Nonresidential Unit" means a developed property which is primarily not for personal domestic accommodation. A Nonresidential Unit includes but is not limited to business or commercial enterprise. A nonresidential structure which provides facilities for one or more businesses or tenants, including, but not limited to, permanent provisions for access to the public, shall have each distinct unit or tenancy considered as a separate Nonresidential Unit. A business that leases storage space does not create separate units for each storage space so long as the lease does not provide for general public access to the storage space from which the lessee runs a business.
- (3) "Person" means a natural person, unincorporated association, tenancy in common, partnership, corporation, limited liability company, cooperative, trust, governmental agency or other entity in law or in fact.
- (4) "Residential Unit" means a Developed Property primarily used for personal domestic accommodation which provides complete individual living facilities for one or more Persons including but not limited to permanent provisions for living, sleeping, and sanitation. A home business within a Residential Unit is not a separate Nonresidential Unit. An accessory dwelling unit on a parcel is a separate Residential Unit. Each individual dwelling unit within a multifamily residential property, condominium, or mobile home park is a separate Residential Unit. A business that provides long-term assisted living care, including but not limited to a long-term care facility, but that does not provide full individualized living facilities for each dwelling unit is a single Nonresidential Unit, not separate Residential Units.
- (5) "Undeveloped Property" means a parcel or portion of real property, on which no improvement exists or has been constructed. An Undeveloped Property becomes a Developed Property for purposes of this Act when an improvement exists or has been constructed, when Yamhill County issues a certificate of occupancy permit for the property, or such similar occurrence takes place.
- (6) "Utility Customer" means the Person in whose name a water, wastewater and/or stormwater account exists and who is responsible for payment of charges on such account.

1.20.04. IMPOSITION OF PUBLIC SAFETY FEE.

(A) There is hereby created a Public Safety Fee to accomplish the above stated purposes. The Public Safety Fee is imposed by the City monthly on all utility accounts connected to City utilities.

(B) The Public Safety Fee amount will be set by a resolution of the Council. The City Council may, in its fee resolution, provide for penalties for delinquency of payments to ensure prompt payment of the Public Safety Fee. Billing shall be as a line item on the City's utility bill unless otherwise specified below.

(C) Except as the fees may be reduced or eliminated under Section 1.20.07, the obligation to pay a Public Safety Fee arises when a Utility Customer uses or otherwise benefits from police services. It is presumed that police services are used, and that a benefit arises, whenever the subject real property is a Developed Property within the City limits.

(D) All Developed Properties within the City limits shall be charged the Public Safety Fee.

(E) Undeveloped Properties shall not be charged a Public Safety Fee.

(F) It is the Council's intention to review the Public Safety Fee annually, as part of the budget review process.

1.20.05. DEDICATION OF FUNDS.

All Public Safety Fee revenues derived shall be distinctly and clearly noted as revenue in the City budget and shall be expended on the improvement, maintenance, administration and operation of the police department, and for no other purpose, in order to help provide for a safe, well-functioning police department and safe community.

1.20.06. COLLECTION.

(A) The Public Safety Fee shall be collected monthly. Statements for the fee shall be included as an item on the City monthly utility billing.

(B) The Utility Customer shall pay the Public Safety Fee at the same time and in the same manner as payment is made for City utility services. The Public Safety Fee shall be prorated based on utility billing cycles and, for utility accounts that are opened or closed during the period the Public Safety Fee is in effect, the date the utility account is opened or closed.

(C) Charges for water, sewer, other City services and the Public Safety Fee may be billed on the same utility bill. In the event funds received for payments on a monthly utility bill are inadequate to satisfy in full all of the water, sewer, other City services charges and the Public Safety Fee, credit shall be given first to the Public Safety Fee, second to sewer service charges, third to charges for water service and fourth to other City services charges. Any future payment will be applied first to any previous unpaid balances before this priority payment schedule will apply in any given month.

(D) The imposition of the fee shall be calculated on the basis of one fee per utility account with the exception of Developed Properties that have more than one Residential Unit or Nonresidential Unit, which are billed as one utility account or combined utility accounts. In this circumstance the charges are based on individual Residential Units or Nonresidential Units as the case may be.

(E) Creation of a city utility account is the basis for imposing the Public Safety Fee. The Public Safety Fee does not in any way create an obligation of the real property. Rather, the obligation to pay the Public Safety Fee is a personal obligation of the Utility Customer. No lien will attach to the real property at which the account is located because of the nonpayment of the Public Safety Fee.

1.20.07. APPEAL PROCESS.

(A) A Public Safety Fee may be appealed for change or relief in accordance with the following criteria:

- (1) Any Utility Customer who disputes any interpretation given by the City as to property classification may appeal such interpretation. If the appeal is successful, relief will be granted by reassignment to a more appropriate billing category. In such instances, reimbursement will be given for any overpayment, retroactive to the filing date of the appeal. Factors to be taken into consideration include, but are not limited to: availability of more accurate information; equity relative to billing classifications assigned to other developments of a similar nature; changed circumstances; and situations uniquely affecting the party filing the appeal.

(B) Application for appeal shall state the reason for appeal, with supporting documentation to justify the requested change or relief.

(C) The Utility Customer will first file the appeal with the City Manager. The City Manager will investigate and determine if an error has been made, and if an error exists the City Manager will authorize the appropriate correction to the Utility Customer's account. The decision shall be in writing and shall be sent to the appellant at the address provided in the application for appeal. If the Utility Customer is not satisfied with the City Manager's decision he/she may appeal to the City Council by filing a notice of appeal with the City Recorder within 20 days of the date of the City Manager's decision.

(D) The City Council shall hear all appeals of the City Manager decisions at a scheduled public meeting. Upon such further appeal, the City Council shall at its first regular meeting held subsequent to the filing of the appeal with the City Council, set a hearing date. The matter shall be heard solely upon the record. In no event shall a final decision be made later than 90 days after the matter was formally appealed to the City Council. The City Council's decision shall be in writing and shall be sent to the appellant at the address provided in the application for appeal. The City Council's decision shall be the final decision of the City.

(E) The initial filing fee for an appeal shall be fifty dollars (\$50.00). An additional fifty dollar (\$50.00) fee is required for further appeal to the City Council. These fees are fully refundable should the appellant adequately justify and secure the requested change or relief.

1.20.08. ENFORCEMENT.

(A) In addition to other lawful enforcement procedures, the City may enforce the

collection of charges required by this chapter by withholding delivery of water or sewer services to any premises where Public Safety Fees are delinquent or unpaid consistent with the provisions in Code Chapter 8.2.

(B) Notwithstanding any provision herein to the contrary, the City may institute any necessary legal proceedings, other than foreclosure proceedings, to enforce the provisions of this chapter, including but not limited to collection of charges owing. The City's enforcement rights shall be cumulative. If the City commences any legal proceeding to enforce the provision of this Chapter, and the City prevails, the City is entitled to all fees and costs it incurred, as well as any sum that a court, including any appellate court, may deem reasonable as attorney's fees

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To: Honorable Mayor and City Councilors
From: Jeremy Caudle, City Manager
Issue: Approval of MOU between Dayton and Lafayette
Date: November 3, 2025

Background and Information:

For the entirety of this fiscal year and the preceding fiscal year, Dayton has exclusively used the water produced by the wellfield that we share jointly with Lafayette. Dayton's use of the wellfield to supplement our water needs has been through an informal agreement with Lafayette. Lafayette requested that the cities memorialize this temporary agreement through a MOU.

Dayton's legal counsel drafted the attached MOU, which the City Engineer also reviewed. This document is the outcome of good faith negotiations with my counterpart in Lafayette.

If approved, this MOU would allow Dayton exclusive use of the joint wellfield. In exchange, Dayton agrees to cover the maintenance costs of the wellfield. Dayton also agrees to assume Lafayette's payment obligations for their share of the debt that was incurred to finance the joint well field and associated assets. I anticipated that Lafayette would request this of Dayton, and I factored Lafayette's debt payment into the adopted FY 25/26 budget.

As stated in the resolution's recitals, "Lafayette has less of an immediate need for...the [joint wellfield] ... and Dayton desires to exclusively use the [joint wellfield] while it considers its long-term water options...."

As such, I expect this MOU will be temporary and transitional in nature as both cities evaluate the future disposition of the assets that we hold jointly.

City Manager Recommendation: Approve the MOU as presented.

Potential Motion: "I move to approve the Memorandum of Understanding with the City of Lafayette as presented and to authorize the City Manager to sign."

Council Options:

1. Approve the MOU as presented.
2. Approve the MOU with amendments. (Please specify.)
3. Do not approve the MOU.
4. Some other option.

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MEMORANDUM OF UNDERSTANDING

This Memorandum of Understanding (MOU) is entered into by and between the City of Dayton (Dayton) and the City of Lafayette (Lafayette).

RECITALS

WHEREAS, Dayton and Lafayette are parties to that certain Intergovernmental Agreement Between the Cities of Dayton and Lafayette, Oregon Concerning the Financing, Ownership and Operation of the Joint Water Project Improvements, executed as of March 9, 2009 (the IGA) (Attachment 1); and

WHEREAS, per the terms of the IGA, the parties each own, use, and maintain separate capital assets, and share equally in the cost and maintenance of joint capital assets, attached hereto as Attachment 2 (the Project Assets); and

WHEREAS, in April 2004, the Cities modified the Original IGA with Addendum No. 2, which included a Financing Agreement, entered into by the parties to address the following:

To fund the construction of the Project as agreed in the IGA, the City of Dayton secured a loan from the State of Oregon in the amount of \$3,383,000.00 (the “ECDD Loan”) and the City of Lafayette issued bonds in the amount of \$3,275,000. Because the City of Dayton has increased its loan obligation in an amount up to \$600,000.00 to cover an additional portion of the project costs (the “Additional Loan”), the City of Lafayette has agreed to repay such increased loan amount to the City of Dayton so that each city will ultimately contribute equally to the engineering, design and construction of the joint capital assets of the Project; and

WHEREAS, due to changing water related needs, Lafayette entered a water purchase agreement with the City of McMinnville, by and through its Water and Light Commission (MWL) on March 20, 2019. As a result, Lafayette has less of an immediate need for, and interest in, the Project Assets; and

WHEREAS, due to changing water related needs, Dayton desires to exclusively use the Project Assets while it considers its long-term water options; and

WHEREAS, the parties wish to enter into this MOU to permit Dayton to exclusively use the Project Assets and suspend Lafayette payments under the Loan Agreement; and

WHEREAS, the Parties intend to be bound by the IGA and the amendments to the IGA memorialized in this MOU, and upon termination of this MOU, the IGA shall continue to be in full force and affect.

NOW, THEREFORE, the parties hereby agree as follows:

1. Recitals.

The Recitals are a material part of this MOU and are incorporated herein.

2. Term and Termination.

The term of this MOU shall commence upon execution by both parties and shall continue until terminated by either party. Termination of this MOU may be made at any time by mutual agreement of the Parties. Notice of intent to terminate this MOU shall be given by a Party 365 days prior to the date of termination.

3. Project Assets.

- a. Dayton shall exclusively use the Project Assets for the duration of the term. Dayton shall operate and maintain all Project Assets for the term, and bear all costs and expenses associated with the same (excluding any maintenance costs of the Lafayette booster pumps at the Dayton water treatment plant which will no longer be in operation during the term). Notwithstanding the foregoing, Dayton will not be responsible for maintenance and operation costs resulting from Lafayette's own negligent acts or omissions.
- b. The parties shall continue to equally share the cost of construction of those Project Assets designated in as "joint capital assets" However, for the purpose of this MOU, notice shall be given by a Party for the need for a Capital Improvement, allowing a Party to adopt a supplemental budget or adopt a budget during the Party's normal budget cycle. Parties must agree on the Capital Improvement. Disputes shall be resolved by the dispute resolution methods in the IGA.
- c. The parties agree that Project Asset ownership shall remain as designated in the IGA.

4. Financing Agreement.

In consideration of the terms provided herein, Dayton shall assume Lafayette's payment obligations under the Financing Agreement for the duration of the term.

5. Joint Water Project Maintenance and Operating Agreement.

Dayton shall suspend its collection of the maintenance fee from Lafayette pursuant to the terms of the Joint Water Project Maintenance and Operating Agreement for the duration of the term.

6. Indemnification.

Both parties mutually agree to indemnify, defend, and hold each other and each other's officers, agents, and employees harmless against any and all claims, demands, damages, liabilities, and costs incurred by the other party, as the result of a third party claim, arising out of, or in connection with, either directly or indirectly, the terms of this MOU.

7. Miscellaneous.

- a. All notices required or permitted under this MOU shall be made in writing and may be given by personal delivery, first class mail, certified mail (return receipt requested), or email (read receipt requested). Mailed notices shall be deemed

given upon deposit in the United States mail, postage prepaid. In all other instances, notices shall be deemed given at the time of actual delivery.

- b. This MOU is governed by the laws of the State of Oregon without reference to its “conflict of laws” provisions that might otherwise require the application of the law of any other jurisdiction. Any action or suits involving any question arising under this Agreement shall be brought in the appropriate court of Yamhill County, Oregon.
- c. Neither party shall assign or transfer any interest in or duty under this MOU without the written consent of the other party and no assignment shall be of any force or effect whatsoever unless and until the other party has consented.
- d. In the event any provision or portion of this MOU is held to be unenforceable or invalid by any court of competent jurisdiction, the validity of the remaining terms and provisions shall not be affected to the extent that it did not materially affect the intent of the Parties when they entered into the Agreement.
- e. Dayton and Lafayette are the only parties to this MOU and are the only parties entitled to enforce its terms. Nothing in this MOUs gives, is intended to give, or shall be construed to give or provide any benefit or right, whether directly or indirectly or otherwise, to third persons unless such third persons are individually identified by name herein and expressly described as intended beneficiaries of the terms of this MOU.
- f. This MOU and attached Exhibits constitute the entire MOU between the parties. There are no understandings, agreements, or representations, oral or written, not specified in this MOU regarding this MOU.
- g. No waiver, consent, modification, or change of terms of this MOU shall bind either party unless in writing and signed by both parties. Such waiver, consent, modification, or change if made, shall be effective only in specific instances and for the specific purpose given.
- h. This MOU may be executed in any number of counterparts, each of which so executed shall be deemed to be an original and such counterparts shall together constitute but one and the same MOU.

- i. The parties represent and warrant that they have the right and authority to execute this MOU. The parties further represent and warrant that the person executing this MOU is duly authorized to do so.

For the City of Dayton:

For the City of Lafayette:

Jeremy Caudle
City Manager

Branden Dross
City Administrator

Date: _____

Date: _____

**INTERGOVERNMENTAL AGREEMENT
BETWEEN THE CITIES OF DAYTON AND LAFAYETTE, OREGON
CONCERNING THE FINANCING, OWNERSHIP AND OPERATION
OF THE JOINT WATER PROJECT IMPROVEMENTS**

A. DESIGNATION OF JOINT, SEPARATE, AND JOINTLY UTILIZED ASSETS

B. FINANCING AGREEMENT (LOAN REPAYMENT)
(INCLUDING PLEDGE OF SECURITY OF INTEREST IN EASEMENT BY CITY OF
LAFAYETTE TO CITY OF DAYTON)

C. WATER PROJECT MAINTENANCE AND OPERATING AGREEMENT

RECITALS

1. In August 1995, the Cities of Dayton and Lafayette, Oregon ("Cities"), entered into an Intergovernmental Agreement ("Original IGA") for the purpose of locating a site to jointly develop well fields and transmission mains to distribute water to each city, construct a water treatment plant and related improvements, and to conduct engineering, design and construction of the wells, plant, and related improvements ("the Project").

2. In January 1997, the Cities modified the Original IGA with Addendum No. 1, intending to divide into equal parts the 40-acre easement on the Brill property, to be held in common by assigning the "front" 20-acre parcel to the City of Dayton and the "back" 20-acre parcel to the City of Lafayette (Exhibit B, Addendum No. 1), as originally anticipated by Section 7 of the Original IGA, as well as agreeing to share equally in the cost of:

- a. Constructing a temporary or permanent road to the front parcel in order to construct a test well;
- b. Constructing, maintaining, and operating a permanent roadway the length of the transmission main on both the front and back parcels;
- c. All costs of constructing, operating and maintaining the first well that are directly related to its performance as a test well.

3. On August 27, 1998, a Settlement was reached between the Cities and the Brills which superseded the original 40-acre easement, referred to in section 2 above. The Settlement conveyed a perpetual easement, to the City of Dayton, for a one acre well site, a 20 foot wide Underground Utility Easement, and a 20 foot wide Roadway and Underground Utility Easement. The Cities shared the cost of this easement. The test well was constructed with the Cities agreeing to share the costs and subsequently became Well No. 1. Later, the city of Dayton shared the cost of Lafayette's first well, Well No. 4, to offset Lafayette's expenditures on Well No. 1.

4. In April 2004, the Cities modified the Original IGA with Addendum No. 2, which included a Designation of Joint, Separate, and Jointly Utilized Capital Assets ("Project Assets"), and a Joint Water Project Maintenance and Operating Agreement, as required by the original IGA. Addendum No. 2 also included a Financing Agreement, entered into by the Cities to address the following:

To fund the construction of the Project as agreed in the IGA, the City of Dayton secured a loan from the state of Oregon in the amount of \$3,983,000.00 and the City of Lafayette issued bonds in the amount of \$3,275,000. Because the City of Dayton has increased its loan obligation in an amount up to \$600,000.00 to cover an additional portion of the project costs, the City of Lafayette has agreed to repay such increased loan amount to the City of Dayton so that each city will ultimately contribute equally to the engineering, design and construction of the joint capital assets of the Project.

As security for the Financing Agreement, the City of Lafayette was required to pledge its interest in the easement for Well No. 2 to the City of Dayton. Due to an error in recording the easement for Well Site No. 2, which has now been remedied, this requirement was not timely fulfilled. The City of Lafayette remains current on all other aspects of the Financing Agreement, and now, having been properly recorded, the City of Lafayette wishes to pledge its interest in the easement for Well No. 2 to the City of Dayton as required by the Financing Agreement.

5. In order to more accurately document the development of the Project, designate the ownership of Project Assets, and to update the Cities' operation and maintenance obligations for the Project, the Cities now wish to supersede the Original IGA, as amended by Addendum No. 1 and Addendum No. 2, and enter into this Intergovernmental Agreement. Once this Agreement is fully executed, the Original IGA, as amended by Addendum No. 1 and Addendum No. 2, shall no longer be in effect.

TERMS

1. **Adoption of Agreement.** Based on the recitals above, the Cities of Dayton and Lafayette agree to supersede the Original IGA, as amended by Addendum No. 1 and Addendum No. 2, including all recitals and terms therein and exhibits thereto, and replace it with this Intergovernmental Agreement Between the Cities of Dayton and Lafayette, Oregon, Concerning the Financing, Ownership and Operation of the Joint Water Project Improvements, including Exhibits A, B, and C which are described and attached hereto, and incorporated herein as if fully set forth, as follows:

A. **Exhibit A: Designation of Joint, Separate, and Jointly Utilized Capital Assets.**

The Cities agree to share equally in the cost of the construction, maintenance, and operation of those assets designated in Exhibit A as "joint capital assets". The Cities also agree that unless otherwise designated as "jointly utilized assets," the cost of engineering and construction, as well as maintenance and operation of any assets owned solely by one city shall be paid by that city, either Dayton or Lafayette. Relevant separate assets of the City of Dayton and separate assets of the City of Lafayette are also listed in Exhibit A.

Exhibit A to this Agreement shall replace Exhibit A to the Original IGA, which shall no longer be in effect after this Agreement is executed.

B. Exhibit B: Financing Agreement (Loan Repayment)

In April 2004, the Cities entered into a Financing Agreement (Loan Repayment) for a portion of the cost of project engineering and construction. The Financing Agreement was attached as Exhibit B to the Original IGA.

The Financing Agreement as executed in April 2004 is also attached as Exhibit B to this Agreement and shall remain in full force and effect under this Agreement.

C. Exhibit C: Water Project Maintenance and Operating Agreement

The Cities agree to maintain and operate the Project as set forth in the Joint Water Project Maintenance and Operating Agreement attached as Exhibit C to this Agreement. The City of Dayton will maintain all jointly owned or utilized aspects of the Project, with the City of Dayton assessing the City of Lafayette a maintenance fee based on water usage as determined by the methodology defined in Exhibit C.

Exhibit C to this Agreement shall replace Exhibit C to the Original IGA, which shall no longer be in effect after this Agreement is executed.

2. **Ownership of Project Assets.** Both Cities agree that ownership of Project Assets shall be as designed in Exhibit A to this Agreement.

3. **Maintenance.** Both Cities agree that maintenance and operation of the Project shall be as provided in Exhibit C to this Agreement.

4. **Liability.** Each City agrees to contribute equally to any damages that may be assessed arising from the use or condition of any of those shared capital assets specified in Exhibit A to this Agreement. Each City shall be solely liable for any damages that may be assessed arising from the use or condition of those parts of the Project not jointly shared.

5. **Termination of the Agreement.** This Agreement shall continue in full force and effect in perpetuity unless terminated by one or both of the parties. Either city may terminate this Agreement by providing written notice to the other party a minimum of two years prior to the effective date of termination. If written notice of termination is given, representatives of the Cities shall meet to attempt to arrive at a division of assets and a mutually agreeable price therefore. The price of an asset shall be based upon the capital improvement's depreciated value. The depreciated value shall be based upon the useful life of the capital improvement under generally accepted accounting principles using a straight line method of depreciation. If the Cities are unable to agree to a division of assets within sixty (60) days, the dispute shall be submitted to an arbitrator mutually agreed upon by the parties. In the event that parties cannot agree on an arbitrator, then the arbitrator shall be appointed by the Presiding Judge of the Yamhill County Circuit Court.

6. **Assignment.** Neither city shall have the right to assign its interest in this Agreement (or any portion thereof) without prior written consent of the other city.
7. **Amendment.** Amendments or addendum to the Agreement shall be in writing and must be approved by the respective City Councils of Dayton and Lafayette.
8. **Severability.** If any provision of this Agreement is determined by a court of competent jurisdiction to be invalid or unlawful, such unlawful or invalid provision shall be severed from the Agreement and the remaining provisions shall continue in full force and effect.
9. **Approval by Lafayette.** In a public meeting held on February 12, 2009, the City Council of the City of Lafayette adopted Resolution No. 2009-01, approving this Intergovernmental Agreement in form and substance and agreeing to supersede the Original IGA under the terms set forth herein.
10. **Approval by Dayton.** In public meeting held on February 2, 2009, the City Council of the City of Dayton adopted Resolution No. 08/09-30, approving this Intergovernmental Agreement in form and substance and agreeing to supersede the Original IGA under the terms set forth herein.
12. **Effective Date.** This Agreement shall be effective upon the last date signed by the parties.

CITY OF DAYTON, OREGON

By: Christy M. [Signature]

Title: City Manager

Date: 3/9/09

Approved as to form:

[Signature]

Paul Elsner
Beery & Elsner LLP
City Attorney
City of Dayton

CITY OF LAFAYETTE, OREGON

By: Diane Rulis

Title: CITY ADMINISTRATOR

Date: 2-23-09

[Signature]
for

Andrew E. Jordan
Jordan Schrader Ramis PC
City Attorney
City of Lafayette

Exhibit A

DESIGNATION OF ASSETS OF JOINT WATER PROJECT CONSTRUCTED BY THE CITIES OF DAYTON AND LAFAYETTE

1. JOINT CAPITAL ASSETS

- Easements (2) for Well No. 2, Transmission Main and Electrical.
- Permanent Access Roadway between Wells #1 and #4.
- Easement for Well No. 3.
- Easement for Well No. 4.
- Easement for Well No. 5.
- Well No. 5 and appurtenant structures including lines from wellhead to transmission main.
- Transmission Main from Well #1 to Dayton reservoir/clear well.
- Treatment Plant Building and related accessory structures and equipment (including fire pump, filters and generator).

2. SEPARATE CAPITAL ASSETS

A. City of Lafayette:

- Well No. 4 and appurtenant structures including lines from wellhead to transmission main.
- Well No. 2 and appurtenant structures including lines from wellhead to transmission main.
- Transmission main from Dayton reservoir/clear well to Lafayette distribution system.

B. City of Dayton

- Well No. 1 and appurtenant structures including lines from wellhead to transmission main.
- Water Line, Access Road and Well Site Easement – Brill Property.
- Well No. 3 and appurtenant structures including lines from wellhead to transmission main.
- Reservoir/clear well.
- All transmission mains from reservoir/clear well to Dayton distribution system.
- Real property for site of Treatment Plant, Reservoir, and other accessory structures.

3. JOINTLY UTILIZED (CAPITAL) ASSETS

(Assets separately owned and jointly used)

- 1.5 million gallon reservoir*

* Per previous agreements, 25% of the costs associated with the engineering, construction, operation and maintenance of the reservoir was paid by the City of Lafayette, since the reservoir is intended to perform in lieu of a clear well constructed solely by the City of Lafayette for its use.

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To: Honorable Mayor and City Councilors

Through: Jeremy Caudle, City Manager

From: Dave Rucklos - TED Director

Issue: Local Government Grant Program (LGGP)

Date: November 3, 2025

Background and Information

The Local Government Grant Program (LGGP) is a voter approved, State lottery funded grant program administered by the Oregon Parks and Recreation Department. Typically, the program awards over \$5 million annually to qualified projects, and has awarded over \$60 million in grant funding since the program began in 1999.

Goal - To increase accessibility, usability, and year-round enjoyment of the City of Dayton's Alderman Dog Park, city staff propose applying for an LGGP Small Grant to fund improvements that include:

- Improving the eastside entrance to the footbridge for smoother, ADA-compliant transitions.
- Paving the gravel parking lot and main entrance to Alderman Park.
- Installing an asphalt walking path around the park's perimeter to support all-season activity.

The maximum grant request of \$100,000 requires a 20% local match. The city has already secured a discounted contractor quote covering approximately 13% of retail project costs, with the remaining match met through staff time and in-kind support. Given the project scope, the city will solicit competitive bids through a formal Request for Proposal (RFP) process to ensure cost efficiency and transparency.

Objective: The objective of this project is to enhance safety, accessibility, and visitor experience at Alderman Dog Park through the installation of durable, low-maintenance surfaces in key use areas. Improvements will include grading, gravel underlayment, and asphalt paving, resulting in ADA-compliant access and significantly improved usability during all weather conditions.

City Manager Recommendation: I recommend approving staff to submit an LGGP grant request to the Oregon Parks and Recreation Department by May 1, 2026.

Potential Motion to Approve: "I move that City of Dayton staff submit an LGGP grant as specified above."

City Council Options:

- 1 - Approve as recommended.
- 2 - Approve with amendments.
- 3 - Take no action and direct staff to do further research or provide additional options.

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To: Honorable Mayor and City Councilors
From: Dave Rucklos, TED Director
Issue: Proposed Ordinance and Amendments to Chapter 5 of the Dayton Municipal Code "Door to Door Solicitation or Material Distribution"
Date: November 3, 2025

Background and Information:

To make amendments to Chapter 5 Section 6 of the Dayton Municipal Code an ordinance will need to be passed by City Council with proposed amendments to Chapter 5 Section 6 of the DMC.

City Manager Recommendation: I recommend approval.

Potential Motion: "I move direct staff to proceed with all necessary steps to schedule the first reading on the proposed ordinance."

Council Options:

- 1 - Approve as recommended.
- 2 - Approve with amendments.
- 3 - Take no action and direct staff to do further research or provide additional options.

ORDINANCE NO. ____
CITY OF DAYTON, OREGON

AN ORDINANCE AMENDING CHAPTER 5 OF THE DAYTON MUNICIPAL CODE

WHEREAS, City Council adopted Ordinance #485, on November 3, 1994, which established Chapter 5, Abatement of Public Nuisance, of the Dayton Municipal Code; and amended same by ordinance #496, on April 7, 1997; and amended by Ordinance 616, on October 7, 2013, and

WHEREAS, City Council finds that it is desirable to add new language or modify language in certain portions of this chapter; now, therefore

NOW THEREFORE, THE CITY OF DAYTON ORDAINS AS FOLLOWS:

Section 1. City Council hereby adopts the amendments to Chapter 5 of the Dayton Municipal Code shown in "Exhibit A", attached hereto and made a part hereof; and

Section 2. this ordinance shall become effective thirty (30) days after its adoption.

PASSED AND ADOPTED by the Dayton City Council this ____day of _____ 2025.

Mode of Enactment:

Date of first reading_____ In full ____ or by title only____

Date of second reading_____ In full ____or by title only____

___No council member at present at the meeting requested that the ordinance be read in full.

___A copy of the ordinance was provided for each council member; three copies were provided for public inspection in the office of the city recorder no later than one week before the first reading of the ordinance; and notice of the availability of copies is given by written posting at city hall and two other public places in the city or by advertisement in a newspaper of general circulation in the city.

Final Vote

In Favor:

Opposed:

Absent:

Abstained:

Annette Frank, Mayor

Date Signed

ATTESTED BY:

Rocio Vargas, City Recorder

Date of Enactment

Attachment: Exhibit A

Exhibit A

5.6 Door-to-Door Solicitation or Materials Distribution

5.6.1 Definitions.

- (a) Distribute, distributor or materials distribution : Any printed or written matter including but not limited to placards, handbills, advertisements or posters, including signs for garage sales placed upon real property used for residential purposes with the intent of communicating with a resident of the property.
- (b) Notice: Any printed or written matter including but not limited to placards, commercial or non-commercial handbills, advertisements or posters, including signs for garage sales.
- (c) Solicit, solicitor or solicitation: Entry onto real property used for residential purposes with the intent of visually or verbally communicating with a resident of the property.

5.6.2 Application and Exemptions.

- (a) All solicitors shall obtain a permit from the City of Dayton prior to engaging in any activities defined in DMC 5.6.1. Application for a permit shall be filed with the city utility clerk or city code enforcement officer together with a non-refundable permit fee. Said application shall be on a form made available by the city.
- (b) The fee provided under DMC 5.6.3 shall not be charged to those persons whose entire profit from such activity is contributed to a charitable, religious or educational organization, association or institution.

5.6.3 Fees.

The permit fee required by this chapter shall be established by resolution of the council.

5.6.4 Solicitation and Materials Distribution Violations.

It shall be unlawful for any person to:

- (a) Solicit or distribute before 9 a.m. or after 6 p.m. when the local time is daylight savings time or after 5 p.m. when local time is standard time, without the consent of the occupant to do so.

- (b) Solicit or distribute materials upon real property where a sign conforming to the requirements of Subsection 5.6.6 is posted.

5.6.5 Consent to Enter onto Real Property, Exemptions.

- (a) It shall be an affirmative defense to an alleged violation of Subsection 5.6.4 that the person charged with the violation had received actual or constructive consent of the resident prior to entering onto the real property. Constructive consent to enter onto real property may be implied from the circumstances of each instance, the relationship of the parties and actual or implied contractual relationships.
- (b) The resident of the real property shall be considered to have given constructive consent to enter onto the real property for the purpose of solicitation or materials distribution between the hours of 9:00 a.m. and 6:00 p.m. when the local time is daylight savings time or after 5:00 p.m. when the local time is standard time, if they have not posted a "No Solicitation" sign, pursuant to Subsection 5.6.6.
- (c) Nothing in this subsection shall be construed to authorize the entry into a structure located on real property. The right to enter any structure must be otherwise provided for by law.
- (d) Political, Religious, Government, School and Civic solicitation are exempt from the requirements of Chapter 5.6.
- (e) No person may be charged with a violation of Subsection 5.6.4 in connection with an act committed between 4:00 p.m. and 9:00 p.m. on each October 31st.

5.6.6 "No Solicitation" Sign.

- (a) If a resident of real property chooses to not invite solicitors or distributors onto their property the resident may post a "No Solicitation" sign pursuant to this subsection. The effect of the posting of such a sign is to express the refusal of the resident to grant consent to any person to enter onto their real property to solicit or distribute, except to those persons exempt from these provisions by subsection 5.6.5.
- (b) Signs posted pursuant to this section shall be posted on or near the

boundaries of the property at the normal points of entry and must be no smaller than 3 inches by 5 inches in height or width and must contain wording sufficient to notify potential solicitors and distributors that solicitation and distribution is not allowed upon the property.

- (c) For real property possessing no apparent barriers to entry at the boundaries of the property which limit access to the primary entrance of a structure located on the property, placement of the sign at the primary entrance to the structure constitutes compliance with this subsection.

5.6.7 Posting or Distribution Restrictions.

- (a) No person may affix any notice on utility poles, streetlights, stop signs, other street signs, trees in the public right of way, public places or premises. This section shall not be construed as an amendment to or repeal of any regulation now or hereafter adopted by the City regulating the use and location of signs and advertising.
- (b) No person, either as principal or agent, may scatter, distribute or cause to be scattered on public places or premises any notice.

5.6.8 Evidentiary Matters.

- (a) It shall be prima facie evidence of a violation of Subsection 5.6.4 if written material is found on real property upon which a sign conforming to the requirements of Subsection 5.6.6 has been posted. The person responsible for such written material shall be the person identified in the written material as its proponent, sponsor, distributor or potential beneficiary of the communication conveyed.
- (b) It shall be prima facie evidence of a violation of Subsection 5.6.7 if written material is found on the property described by that subsection.

5.6.9 Violation.

A violation of Chapter 5.6 of the Dayton Municipal Code is a Class B violation, subject to fine and permit being revoked.

To: Honorable Mayor and City Councilors
From: Rob Walker, Finance Director
Through: Jeremy Caudle, City Manager
Issue: Dayton CODE 1 Distribution of Funds
Date: November 3, 2025

Background and Information:

Dayton CODE 1 was set up for charitable purposes under Section 501(c)(3) of the Internal Revenue Code for public benefit. It has been inactive for quite a while. There is a balance of \$2,134.19 in a dedicated checking account.

Upon dissolution, the remaining assets shall be distributed to a nonprofit fund, foundation or corporation which is organized and operated exclusively for educational and charitable purposes and organized under Section 501(c)(3) of the Internal Revenue Code.

Seeking Council direction on a nonprofit organization to distribute the funds.

City Manager Recommendation: Select a 501(c)(3) nonprofit organization to distribute the funds.

Potential Motion: "I move to authorize distribution of the remaining Dayton CODE 1 funds to _____, a qualified 501(c)(3) nonprofit organization."

Council Options:

- 1 - Approve as recommended.
- 2 - Approve with amendments.
- 3 - Take no action and direct staff to do further research or provide additional options.

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To: Honorable Mayor and City Councilors
From: Rocio Vargas, City Recorder
Through: Jeremy Caudle, City Manager
Issue: Local Option Levy Update
Date: November 3, 2025

Background and Information: On October 20, 2025, the City Council directed staff to implement the approved workplan to present a levy renewal to the voters. Staff will prepare materials for Council review, approval, and eventual distribution.

Management staff will prepare the following materials by November 17th:

- Dedicated Levy Webpage (Rocio and Cyndi)
 - History
 - FAQs
 - Levy at a Glance Fact Sheet
- Survey (Dave)
- Townhall Meeting Set-up (Rocio and Jeremy)
- Research Levy revenue and expenditure trends 2022-2025 (Rob)
- YCSO Service Stats 2022-2025 (Jason)

City Manager Recommendation: n/a

Potential Motion: n/a

Council Options: This item does not require a motion.

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To: Honorable Mayor and City Councilors
From: Jeremy Caudle, City Manager
Sponsor: Mayor Frank
Issue: Open Burning Policy Discussion
Date: November 3, 2025

Background and Information: At the Mayor's request, this item is on the agenda for discussion about a possible open burning ordinance to amend Chapter 2.9 of the Dayton Municipal Code. The example presented here for comparison is what I drafted while City Administrator of Lowell. Certain details, such as coordination with LRAPA (the local air quality agency in Lane County) would not apply to Dayton.

Dayton Municipal Code Excerpt:

2.9 Burning

2.9.1 Wrongful Burning

No person shall burn trash, brush or other items outdoors except on designated burn days as they are determined by the Oregon Department of Environmental Quality.

2.9.2 Penalty For Violation

A violation of any provision of Section 2.9 of the Dayton Municipal Code is a Class B violation.

City Manager Recommendation: n/a

Potential Motion: n/a

Council Options:

As this is a discussion item, I am seeking direction from Council on how you would like to proceed with possible amendments to Dayton's open burning rules.

Sec. 5.106. - Open burning.

No person shall start or maintain an open fire within the boundaries of the City of Lowell unless authorized by this section.

(a) The following open burning is prohibited:

- (1) The burning of any refuse, garbage, or other waste products.
- (2) The burning of any construction or demolition waste.
- (3) Field, ditch or weed burning.
- (4) Commercial or industrial burning as defined by the Lane Regional Air Protection Agency ("LRAPA").
- (5) The burning of wet woody yard trimmings, leaves and grass clippings.

(b) The following open burning is allowed subject to compliance with the regulations as prescribed by LRAPA or the Lowell Rural Fire Protection District ("LRFPD"):

- (1) Fires initiated for firefighting training purposes.
- (2) Recreational fires no larger than three feet in diameter and two feet in height using manufactured logs or clean, dry, natural firewood as fuel. This is limited to fires in chimineas, patio fireplaces, fire pits, or other similar devices on private property.
- (3) Religious ceremonial fires that burn legal materials in a controlled outdoor fire. A LRAPA permit and LRFD authorization are required if the religious ceremonial fire is larger than three feet in diameter and two feet in height.
- (4) The residential outdoor burning season is October 1 through June 15, with the following restriction:
 - A. Residential outdoor burning is allowed only on LRAPA approved burning days. The start and end times for burning vary and are set as part of the daily burning advisory by LRAPA.
 - B. Outdoor burn piles must be extinguished by the end time set by LRAPA.
 - C. The total fuel area must be no more than four feet in width by four feet in length by four feet in height.
 - D. Open flames are prohibited on or within 25 feet of any structure or within 15 feet of a fence.
 - E. Vegetation must be cleared a minimum of six feet around piles prior to burning.
 - F. A garden hose connected to a water supply must be readily available to extinguish the fire.

(Adopted, Ord. 295; Ord. No. 308, §§ 1—3, 1-3-23)

To: Honorable Mayor and City Councilors
From: Rocio Vargas, City Recorder
Sponsor: Councilor Pederson
Issue: Tree Lighting
Date: November 3, 2025

Background and Information: The annual Christmas Tree Lighting will be November 29, 2025, from advertised to begin at 5:00pm.

Staff will order all the supplies for the event and prepare the light displays at the park.

Volunteer opportunities:

- Set-up before the event
 - Heat water for hot coco
 - Decorate
- Serving hot coco and cookies
- Clean-up after the event

Other discussion items:

- Santa: If there is a volunteer, staff will coordinate with the Fire Department for a curtesy ride.
- Light Parade: to be discussed
- Pre-Santa arrival: to be discussed (story, music, or choir)

City Manager Recommendation: n/a

Potential Motion: n/a

Council Options: This item is intended for discussion and planning of the Tree Lighting event and does not require a motion. If Council provides additional direction to staff, a motion can be made at that time.

Join us for the City of Dayton's Annual

CHRISTMAS TREE LIGHTING

SATURDAY, NOVEMBER 29

5:00 PM

COURTHOUSE SQUARE PARK

MORE DETAILS TO COME
SOON!

WWW.DAYTONOREGON.GOV

*Save
the
Date*



City of Dayton presents the:

Christmas Tree Lighting

SATURDAY, NOVEMBER 30, 2024

COURTHOUSE SQUARE PARK

3RD & FERRY STREET

6-8PM Hot Cocoa, Abuelita Hot
Cocoa, Churros & Cookies

6:30PM The Night Before Christmas

7PM Christmas Tree Lighting

7PM Santa and Mrs. Claus Arrival

7-8PM Photos with Santa and Mrs.
Claus

www.daytonoregon.gov



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To: Mayor Frank and City Council
From: City Manager Jeremy Caudle
Re: City Manager's report – 11/3/25 meeting
Date: 11/3/2025

MEMO

This is to update you on City business since the 10/6/25 meeting.

OWRD communications of \$1.2 million direct award. On 10/29/25, I received a meeting request from the Oregon Water Resources Department (OWRD) in relation to our \$1.2 million direct legislative award. This is for the Fisher Farms well construction project.

I met with OWRD's Director, as well as their Grant Manager. OWRD's Director informed me that state budget personnel have directed agencies to identify cuts to their General Fund allocations. To meet cutback targets for their agency, OWRD proposes cuts to their grant programs. This includes a potential \$200,000 cut to our \$1.2 million grant.

OWRD staff have informed me that they will still enter into a grant agreement so we can start on the project and start requesting reimbursements. The grant agreement will be for the full amount awarded. OWRD personnel have explained that, "If, during the 2026 legislative session, your budget is reduced, we will amend your grant agreement to reflect that reduction."

At this stage in the process, OWRD staff are processing the contract, which they expect to have back to the City for signature soon.

Our legislative delegation are aware that OWRD propose to meet their targeted cuts by reducing grants, including to Dayton.

Community center temporary closure. As a reminder, the Palmer Creek Lodge Community Events Center is scheduled for a temporary closure to the public beginning December 31, 2025. This action follows the reduction in operations funding for the facility approved in the adopted budget.

The community center's operations are subsidized by the General Fund. Given the Fund's current financial condition, the budget I recommended, and that the Budget Committee endorsed, emphasizes the need for a more sustainable operating model. We must evaluate how to ensure the center at least breaks even, rather than continuing to rely on increasing General Fund support.

Over the past several months, I have discussed the potential for the Veterans of Foreign Wars (VFW) to assume management responsibilities for the center. The VFW is a frequent user of the building, hosting regular meetings and monthly bingo events, and I recognize that the temporary closure presents challenges for them. Their interest in supporting or managing operations reflects a positive commitment to the facility and to the community.

That said, third-party management of the center, whether by the VFW or any other organization, should be approached through a competitive process. This would ensure that the City receives the best value and that facility management, programming, and marketing responsibilities are placed with the most qualified firm or partner. Such a process would require careful planning, staff time, and ongoing oversight of any resulting contract.

Given the City's current workload and priorities, including major initiatives such as securing a new water source, I do not believe this is the right moment to initiate a competitive management process. Additionally, the long-term future of the Palmer Creek Lodge campus remains under review. We expect to begin a comprehensive facilities needs analysis soon, which will examine options for relocating municipal offices to that site. With the potential for construction or relocation activities over the next 12–24 months, it would not be prudent to enter into a new management arrangement or otherwise encumber the facility during this period of uncertainty.

For these reasons, my recommendation is to revisit the community center's fee structure at the start of 2026, as part of a broader review of all City fees. By that point, we will have half a fiscal year of revenue data, a clearer picture of the General Fund's outlook, and a stronger basis for determining whether reopening the community center is financially feasible. If conditions improve, the City may be able to reopen the facility with an updated fee schedule to better support sustainable operations.

New Councilor orientation. At the last regular meeting, Council appointed two new members. On 10/16/25, staff and I held an orientation for these two new members. The orientation included a tour of city facilities, opportunity to meet the management team, review with the City Recorder of ethics and other procedures, and a one-on-one meeting with me to get up to speed on projects.

Ziply franchise renewal. I have developed a rough draft of a franchise ordinance renewal with Ziply. The City's legal counsel recommended that I work with a different attorney who specializes in telecommunications issues on reviewing this draft. I am waiting to hear back on this attorney's availability.

Procurement process for integrator of record. As noted in my last report, I have been working with the City Engineer, City Attorney, and Public Works on the procurement documents to select an integrator of record. I anticipate placing those documents on your December meeting agenda to start the procurement process. According to the tentative schedule, the City would issue an RFP in December. With the time involved in reviewing proposals and contract negotiation, I anticipate having a new integrator on board by March of next year.

New stormwater fee. The adopted budget anticipates approval of a new stormwater fee. Now that most of the work is completed on preparing a public safety fee ordinance for approval, staff are now turning to the possible implementation of a new stormwater fee. As part of that process, I have asked Public Works to contact other cities with stormwater fees to inquire about how they developed their methodology. Specifically, we are seeking information on how these other cities calculated area of impermeable surface on properties. This appears to be a common basis for levying a stormwater fee. Once we have a better understanding of how to calculate impermeable area, we will begin drafting an ordinance to authorize collection of a stormwater fee.

Follow up from 10/9 joint meeting. Following the 10/9 joint meeting with the Planning Commission, during which you considered the Transportation System Plan, staff have issued public notices for the next steps in the process. The next steps include public hearing before Planning Commission and City Council for final adoption. We anticipate completing this project by the end of the calendar year.

Yamhill regional water feasibility study. Earlier this year, MWVCOG convened a series of meetings with Yamhill County cities on the possibility of a regional water feasibility study. With support from these cities, MWVCOG applied for grant funding to hire a consultant, and the grant funding was approved. MWVCOG has prepared documents to begin the process of hiring a consultant for the project. On 11/13/25, the Project Advisory Committee on the project, comprising participating cities, including Dayton, will meet to conduct a kickoff meeting. I will participate in this meeting. Deliverables for this feasibility study include an existing systems inventory; intertie opportunity analysis; governance model analysis; and the production of a master plan, along with feasibility and financial analyses.

Citizen contacts.

- 10/7 – The developer for an 8-lot subdivision at Mill and 4th St. informed me that they are withdrawing from the project, citing increasing costs that no longer make the project feasible. Planning Commission approved this project on 3/13/25. (Applications SUB 2024-07 and VAR 2024-10.)
- 10/8 – Staff and I met with the owner of a large parcel within the UGB. We offered ideas to this property owner on how to move forward with potential development of this property.
- 10/14 – Coordinated conference call with a local business owner, R&H Construction, Public Works, and Economic Development. This was in response to R&H's relocation of electric panels in the alley behind the Inn at Dayton. This business owner contacted me with concerns about the construction project. The purpose of the call was to communicate R&H's plan to mitigate impacts to businesses while construction was underway.
- 10/15 – With City Recorder, met with a property owner interested in developing an auto parts or similar business on an undeveloped property. We reviewed zoning regulations with them and advised them on what is needed to prepare for a preapplication conference.
- 10/16 – Issued violation notice to a property owner in relation to a stormwater issue. This was following previous conversations with this property owner about the issue in question.

- 10/20 – Directed staff to research remaining steps for issuing a certificate of occupancy for the food pantry project and to communicate those next steps to the builder on the project. This was in response to an inquiry from the builder on the status of final public works inspections.

Other items.

- On 10/30/25, I participated in a panel discussion at the Oregon Government Finance Officers Association conference in Eugene. The title of our session was “Recruiting and finding finance employees.” Joining me on the panel was a Senior Manager with TKW, as well as the Finance Manager for the City of Hillsboro. While there, I attended a federal funding update session. I also connected with financial advisory and bond counsel firms that could assist us when we’re ready to start financing the URA projects.
- The public notice for a site development review is online, and staff have mailed the notice to surrounding properties. This is for the proposed Dayton Hotel. The public notice is available here: https://www.daytonoregon.gov/page/admin_cc_agendas_minutes. The link following that notice will take users to the page where the application is located.
- 10/9 – My former Mayor from Lowell visited Dayton, and I gave him a tour of the City. I continue to maintain positive relationships with my previous city. My successor, who was Public Works Director during my time, has graciously offered advice to members of our Public Works teams on a few questions that we have had.
- 10/13 – The Finance Director and I developed a 15-point roadmap for success to guide the Finance Department’s activities over the next 6 months. Key priorities include implementing new fees, as well as planned fee increases, starting with the January billing cycle; completing in-person training on Caselle by the end of November; and continuing our momentum on accurate and timely financial reporting.
- 10/27 – The City Recorder and I met with the School District Superintendent to share updates. Among other items, we discussed the local option levy renewal and the possibility of coordinating outreach with the district.
- 10/29 – The liberty tree planting at Courthouse Square Park was completed. A representative of the Yamhill Chapter of the Daughters of the American Revolution presented this project to Council at a previous meeting. Thanks to Public Works for their time and effort in preparing the site for the tree.
- 10/29 – Public Works and I met with representatives of a company that prepares utility rate studies. We discussed a study that would evaluate the City’s water system needs, including liquidation or acquisition of the joint well field, possible tie-in to MW&L, and so on. The study would analyze the impact of these scenarios on rates and provide recommendations. At this stage, I am requesting an estimated project budget. My plan is to request grant funding from Business Oregon through the Sustainable Infrastructure Planning Projects program. The next grant deadline closes on February 15, and I want to start preparing an application.
- 10/30 – Received confirmation from DOWL, project manager on the utility bridge project, that the US Army Corps of Engineers has received our compliance certification that we submitted. With this confirmation, all remaining steps of the project have been completed.

I) Revenue Questions: Covered Separately

II) Workers Compensation Appears to be over Budget

Total Worker's compensation account is 50.91% of budget at the end of September, it will show very little activity the rest of the year. Workers Comp is paid in July of each year, as an estimate for the upcoming current year. Then in August, an adjustment is made for the prior fiscal year to true up the year for actuals. Total expenditure for the year is \$7,639, with a budget of \$15,004.

III) Insurance

Insurance is 121.68% over budget. When the budget was created, a % increase was supplied from the insurer; when the actual came in it was considerably more. Insurance also works similar to Workers Compensation, where the year is paid in advance using an estimate, and then trued up early the next fiscal year; both have happened for the current year and no more will be added to this account this fiscal year. Total expenditure for the year is \$94,197, with a budget of \$77,411.

IV) Public Works Laborer/Janitor

392.32% of budget, \$9,173 expenditure vs. \$2,338 budget.			
100.XXX.530-534.XXX	Actual	12,747.80	
	Budget	35,446.00	
		35.96%	

V) Why is Tourism Director (Dave) under Water and Sewer?

Water:	300.300.526.300	Actual	3,111.57	Budget:	12,447.00	Percent:	25.00%
Sewer:	400.400.526.300	Actual	3,111.57	Budget:	12,447.00	Percent:	25.00%
This is the way the prior administration was able to pay for the posiiton.							

VI) Fireworks Cost?

		Actual	October
Donations:	100.000.495.000	740.00	94.00
Expenditures:	100.103.715.000	7,500.00	

VII) Legal Services

Legal Services is 76.90% of budget. Actual Expenditures is \$17,570 and the total budget is \$22,849
Unusual - Lafayette MOU, Implemetation of New Fees

VIII) What are we doing about fund raising for next years fireworks?

This needs to be discussed with the DCDA

VIV) What are the Data Processing expenditures under the General Fund, Building Program?

100.106.705.300
\$9,480 is annual subscription for GoGov, which is a Payment System for Code Enforcement. Subscription runs July to June and is due 6/30 but was paid 7/10/25.
Account is 88.57% of budget. We will have to pay next year's subscription late also.

X) Professional Services

	Expenditures	Budget	Percentage
Without Parks Master Plan:	83,562.42	124,150.00	67.31%
Non Reoccurring Expenditures:			
VanderHouwen & Associates, Inc.		56,935.00	
CivicPlus LLC		4,617.27	
		<u>61,552.27</u>	73.66%
Reoccurring Expenditures:		22,010.15	
	divide by 25%	88,040.60	
Budget		<u>124,150.00</u>	
Excess Budget		<u>36,109.40</u>	

City of Dayton Oregon
Estimated Funding Timing
Based on FY 24-25

Revenue Source	July	September	October	November	December	January	February	March	April	May	June	Total
Property Taxes	0.64%	0.20%	0.49%	58.65%	34.62%	0.96%	0.53%	1.46%	0.42%	0.34%	1.33%	100.00%
Franchise Fees	1.12%	1.43%	1.29%	3.03%	1.53%	0.92%	3.06%	78.62%	0.56%	3.17%	1.98%	100.00%
Alcohol Tax	9.34%	8.88%	8.53%	5.78%	5.88%	14.64%	12.30%	6.11%	4.98%	2.80%	9.86%	100.00%
Smoking Taxes	2.68%	21.11%	2.22%	2.59%	2.70%	20.02%	1.89%	2.25%	19.51%	2.36%	20.23%	100.00%
Library	6.31%	15.89%	5.93%	0.00%	0.44%	23.22%	2.76%	15.80%	6.34%	0.75%	22.54%	100.00%
Fire Department	0.00%	0.00%	36.40%	0.00%	0.00%	0.00%	34.99%	0.00%	28.61%	0.00%	0.00%	100.00%
CLG Grant	5.54%	94.46%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	100.00%
Local Option Levy	0.96%	0.30%	0.74%	88.21%	1.67%	1.44%	0.79%	2.19%	0.62%	0.51%	2.00%	100.00%
Transient Lodging	2.94%	20.98%	3.48%	34.96%	14.78%	3.83%	0.00%	9.91%	2.48%	6.36%	0.00%	100.00%
State of Oregon	0.00%	0.00%	0.00%	22.43%	0.00%	0.00%	33.52%	0.00%	0.00%	14.04%	0.00%	100.00%
Total	1.57%	4.14%	1.69%	49.83%	15.40%	2.46%	2.78%	14.37%	1.32%	1.88%	2.33%	

Description	Commercial	Hydrant	None	Other	Public	Residential	Totals
Water Usage	125,490	4,100	785	1	59,875	591,201	781,452

Description	Commercial	Hydrant	None	Other	Public	Residential	Totals
Water Amount	9,536.35	50.00	118.59	-	6,305.51	61,247.37	77,257.82
Sewer Amount	4,517.04	-	116.36	-	2,382.38	50,232.25	57,248.03
Misc Amount	-	-	-	-	-	300.00	300.00
Backflow Amount	-	-	-	-	-	-	-
NSFCheck Amount	-	-	-	-	-	-	-
Late Chrg Amount	30.00	-	-	-	-	1,450.00	1,480.00
Total Charges:	14,083.39	50.00	234.95	-	8,687.89	113,229.62	136,285.85

Description	Commercial	Hydrant	None	Other	Public	Residential	Totals
Previous Balance	21,500.02	2,419.00	240.80	-	8,051.52	152,203.75	184,415.09
Payments	13,093.52-	2,279.00-	-	-	7,905.37-	118,419.54-	141,697.43-
Contract Adjustments	-	-	-	-	-	-	-
Assistance Applied	-	-	-	-	-	-	-
Deposits Applied	-	-	-	-	-	305.96-	305.96-
Interest Applied	-	-	-	-	-	-	-
Balance Transfers	-	-	-	-	-	-	-
Balance Write-offs	-	-	-	-	-	-	-
Reallocations	-	-	-	-	-	-	-
Total Charges	14,083.39	50.00	234.95	-	8,687.89	113,229.62	136,285.85
Current Balance:	22,489.89	190.00	475.75	-	8,834.04	146,707.87	178,697.55

Year To Date: 07/01/2024 - 10/31/2024

Description	Commercial	Hydrant	None	Other	Public	Residential	Totals
Water Usage	631,100	93,500	3,179	1	307,011	3,252,319	4,287,110

Description	Commercial	Hydrant	None	Other	Public	Residential	Totals
Water Amount	46,205.50	2,906.00	379.27	-	30,042.62	293,313.12	372,846.51
Sewer Amount	18,068.16	-	312.23	-	9,645.88	200,590.95	228,617.22
Misc Amount	-	-	-	-	-	1,344.26	1,344.26
Backflow Amount	-	-	-	-	-	-	-
NSFCheck Amount	36.00	-	-	-	-	216.00	252.00
Late Chrg Amount	130.00	30.00	20.00	-	10.00	3,900.00	4,090.00
Total Charges:	64,439.66	2,936.00	711.50	-	39,698.50	499,364.33	607,149.99

Description	Commercial	Hydrant	None	Other	Public	Residential	Totals
Previous Balance	26,319.26	845.00	214.10	90.00	10,142.90	145,117.05	182,728.31
Payments	68,269.03-	3,591.00-	449.85-	90.00-	41,007.36-	495,896.21-	609,303.45-
Contract Adjustments	-	-	-	-	-	-	-
Assistance Applied	-	-	-	-	-	-	-
Deposits Applied	-	-	-	-	-	1,877.30-	1,877.30-

Description	Commercial	Hydrant	None	Other	Public	Residential	Totals
Interest Applied	-	-	-	-	-	-	-
Balance Transfers	-	-	-	-	-	-	-
Balance Write-offs	-	-	-	-	-	-	-
Reallocations	-	-	-	-	-	-	-
Total Charges	64,439.66	2,936.00	711.50	-	39,698.50	499,364.33	607,149.99
Current Balance:	22,489.89	190.00	475.75	-	8,834.04	146,707.87	178,697.55

Description	Commercial	Hydrant	None	Other	Public	Residential	Totals
Water Usage	100,993	600	0	1	24,230	569,775	695,599

Description	Commercial	Hydrant	None	Other	Public	Residential	Totals
Water Amount	7,981.18	18.00	-	-	4,243.12	59,836.06	72,078.36
Sewer Amount	6,454.50	-	-	-	3,230.25	61,604.91	71,289.66
PSF Amount	-	-	-	-	-	-	-
Stormwater Amount	-	-	-	-	-	-	-
Debt Amount	-	-	-	-	-	-	-
Misc Amount	-	-	-	-	-	560.00	560.00
Backflow Amount	-	-	-	-	-	-	-
NSFCheck Amount	-	-	-	-	-	72.00	72.00
Late Chrg Amount	10.00	-	-	-	-	1,200.00	1,210.00
Total Charges:	14,445.68	18.00	-	-	7,473.37	123,272.97	145,210.02

Description	Commercial	Hydrant	None	Other	Public	Residential	Totals
Previous Balance	17,921.21	69.00	-	-	8,773.99	166,444.62	193,208.82
Payments	16,241.13	-	-	-	7,021.61	120,519.89	143,782.63
Contract Adjustments	-	-	-	-	-	-	-
Assistance Applied	-	-	-	-	-	-	-
Deposits Applied	-	-	-	-	-	54.75	54.75
Interest Applied	-	-	-	-	-	-	-
Balance Transfers	-	-	-	-	-	-	-
Balance Write-offs	-	-	-	-	-	-	-
Reallocations	-	-	-	-	-	-	-
Total Charges	14,445.68	18.00	-	-	7,473.37	123,272.97	145,210.02
Current Balance:	16,125.76	87.00	-	-	9,225.75	169,142.95	194,581.46

Year To Date: 07/01/2025 - 10/31/2025

Description	Commercial	Hydrant	None	Other	Public	Residential	Totals
Water Usage	555,290	3,700	0	1	262,114	3,109,627	3,930,732

Description	Commercial	Hydrant	None	Other	Public	Residential	Totals
Water Amount	40,756.81	161.00	-	-	27,158.42	285,321.39	353,397.62
Sewer Amount	25,655.14	-	-	-	12,921.00	247,251.00	285,827.14
PSF Amount	-	-	-	-	-	-	-
Stormwater Amount	-	-	-	-	-	-	-
Debt Amount	-	-	-	-	-	-	-
Misc Amount	-	-	-	-	-	1,515.00	1,515.00
Backflow Amount	-	-	-	-	-	-	-
NSFCheck Amount	-	-	-	-	-	324.00	324.00
Late Chrg Amount	120.00	20.00	-	-	-	5,140.00	5,280.00
Total Charges:	66,531.95	181.00	-	-	40,079.42	539,551.39	646,343.76

Description	Commercial	Hydrant	None	Other	Public	Residential	Totals
Previous Balance	16,576.60	226.00	-	90.00	12,430.62	159,946.90	189,270.12
Payments	66,982.79-	190.00-	-	90.00-	43,284.29-	527,591.04-	638,138.12-
Contract Adjustments	-	-	-	-	-	-	-
Assistance Applied	-	-	-	-	-	-	-
Deposits Applied	-	130.00-	-	-	-	2,764.30-	2,894.30-
Interest Applied	-	-	-	-	-	-	-
Balance Transfers	-	-	-	-	-	-	-
Balance Write-offs	-	-	-	-	-	-	-
Reallocations	-	-	-	-	-	-	-
Total Charges	66,531.95	181.00	-	-	40,079.42	539,551.39	646,343.76
Current Balance:	16,125.76	87.00	-	-	9,225.75	169,142.95	194,581.46