

# AGENDA

## DAYTON URBAN RENEWAL AGENCY

DATE: MONDAY, JUNE 2, 2025

TIME: 7:15 PM

PLACE: DAYTON CITY HALL ANNEX – 408 FERRY STREET, DAYTON, OREGON

VIRTUAL: ZOOM MEETING – ORS 192.670/HB 2560

You may join the Urban Renewal Agency Meeting online via YouTube at:

<https://youtube.com/live/NypJV6GKcGk?feature=share>

*Dayton – Rich in History . . . Envisioning Our Future*

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<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.	APPROVAL OF MINUTES	
	1. May 6, 2024, Meeting Minutes	
E.	PUBLIC HEARING	
	<i>The Urban Renewal Agency will hold a public hearing to obtain citizen input on the budget for Fiscal Year (FY) beginning July 1, 2025, as approved by the URA Budget Committee.</i>	
F.	ADJOURN	

Posted: May 30, 2025

By: Rocio Vargas

### NEXT MEETINGS

June 16, 2025, City Council Special Session Meeting

June 16, 2025, Urban Renewal Agency Meeting

City of Dayton, PO Box 339, Dayton OR 97114-0339

Phone: (503)864-2221 Fax: (503)864-2956 [www.daytontoregon.gov](http://www.daytontoregon.gov)

The public is strongly encouraged to relay concerns and comments to the Urban Renewal Agency of any other topic in one of the following ways:

- Email - at any time up to 5 pm the day of the meeting to [rvargas@daytonoregon.gov](mailto:rvargas@daytonoregon.gov). The Chair will read the comments emailed to the City Recorder.
- Appear in person - If you would like to speak during public comment, please sign up on the sign-in sheet located on the table when you enter the City Hall Annex.
- Appear by Telephone only - please sign up prior to the meeting by emailing the City Recorder at [rvargas@daytonoregon.gov](mailto:rvargas@daytonoregon.gov) the chat function is not available when calling by phone into Zoom.
- Appear Virtually via Zoom - once in the meeting send a chat directly to the City Recorder Rocio Vargas, use the raise hand feature in Zoom to request to speak during public comment, **you must give the City Recorder your First and Last Name, Address and Contact Information (email or phone number) before you are allowed to speak.**

When it is your turn, the Chair will announce your name and unmute your mic.

**MINUTES  
DAYTON CITY COUNCIL  
URBAN RENEWAL AGENCY  
MAY 6, 2024**

**PRESENT:** Jim Maguire, Chair  
Annette Frank, Vice Chair  
Trini Marquez  
Drew Hildebrandt  
Kitty Mackin  
Luke Wildhaber

**ABSENT:** Rosalba Sandoval-Perez

**STAFF:** Rochelle Roaden, City Manager and Executive Director  
Rocio Vargas, City Recorder  
Dave Rucklos, Tourism & Economic Development Director  
Don Cutler, Public Works Supervisor

**A. CALL TO ORDER & PLEDGE OF ALLEGIANCE**

Mayor Marquez called the meeting to order at 7:16pm.

**B. ROLL CALL**

Mayor Marquez noted that there was quorum with Urban Renewal Agency (URA) Councilors Frank, Hildebrandt, Mackin, Maguire, and Wildhaber present in person. Councilor Sandoval-Perez was absent.

**C. APPEARANCE OF INTERESTED CITIZENS**

None.

**D. APPROVAL OF MINUTES**

None.

**E. ACTION ITEMS**

**1. Elect a Chair & Vice Chair**

Kitty Mackin moved to nominate Annette Frank to Chair. Seconded by Drew Hildebrandt.

Annette Frank declined the Chair Position.

**ANNETTE FRANK MOVED TO NOMINATE COUNCIL  
PRESIDENT MAGUIRE TO CHAIR. SECONDED BY LUKE  
WILDHABER.** *Motion carried Frank, Hildebrandt, Mackin, Maguire,  
Marquez, and Wildhaber voting aye. Councilor Sandoval-Perez was  
absent.*

**VICE-CHAIR ANNETTE FRANK MOVED TO NOMINATE HERSELF AS VICE CHAIR.** *Motion carried Frank, Hildebrandt, Mackin, Maguire, Marquez, and Wildhaber voting aye. Councilor Sandoval-Perez was absent.*

**2. Approve Urban Renewal Agency Resolution No. 01 Adopting Bylaws for the Dayton Urban Renewal Agency**

Amendments to the Bylaws were discussed and made.

**VICE-CHAIR ANNETTE FRANK MOVED TO APPROVE URBAN RENEWAL AGENCY RESOLUTION NO. 01 ADOPTING THE BYLAWS AS AMENDED.** *Motion carried with Motion carried Frank, Hildebrandt, Mackin, Maguire, Marquez, and Wildhaber voting aye. Councilor Sandoval-Perez was absent.*

**3. Dayton Urban Renewal Agency Plan Presentation, Elaine Howard Consulting LLC, Scott Vanden Bos**

Scott Vanden Bos, with Elaine Howard Consulting LLC, presented the Dayton Urban Renewal Agency plan.

There was a discussion to understand the plan that was presented.

**LUKE WILDHABER MOVED TO FORWARD THE DAYTON URBAN RENEWAL PLAN TO THE TAXING DISTRICTS FOR A 45-DAY REVIEW PERIOD, TO THE DAYTON PLANNING COMMISSION FOR THEIR REVIEW OF THE PLAN'S CONFORMANCE TO THE DAYTON COMPREHENSIVE PLAN, TO THE YAMHILL COUNTY COMMISSION FOR A BRIEFING AND THEN TO THE DAYTON CITY COUNCIL FOR A PUBLIC HEARING ON THEIR REVIEW AND VOTE ON ADOPTION. SECONDED BY VICE-CHAIR ANNETTE FRANK.** *Motion carried with Motion carried Frank, Hildebrandt, Mackin, Maguire, Marquez, and Wildhaber voting aye. Councilor Sandoval-Perez was absent.*

**F. COUNCILOR COMMENTS AND CONCERNS**

**G. ADJOURN**

There being no further business Chair Jim Maguire adjourned the meeting at 8:20pm.

Respectfully submitted:

APPROVED BY COUNCIL on **Date**

By:

☐ As Written

☐ As Amended

Rocio Vargas, City Recorder

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Trini Marquez, Mayor



jcaudle@daytonoregon.gov   
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503-864-2221   
www.DaytonOregon.gov 

**To:** Dayton Urban Renewal Budget Committee  
**From:** Jeremy Caudle, City Manager  
**Re:** Recommended FY 2025/2026 budget for the Dayton Urban Renewal Agency  
**Date:** April 28, 2025

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This is to present the recommended FY 2025/2026 budget for the Dayton Urban Renewal Agency (URA). The total URA budget is \$7,769. The City Council established the URA through Ordinance 664, adopted October 21, 2024. This will be the first year that the URA starts collecting revenues.

The consultant who assisted us in establishing the URA projects tax increment revenues of \$7,769 for FY 2025/2026. This is due to construction on Merchant Block project still underway as of the date of this letter. As such, the increase in taxable value over the frozen base is not yet reflected in the county's tax records.

The budget provides for a \$691 payment to the Dayton Fire District, representing 7.946% of the projected tax increment revenues. The budget also sets aside \$215, or 2.76% of projected revenues, for the School District. These arrangements are pursuant to our intergovernmental agreements with both agencies.

Sincerely,



Jeremy B. Caudle  
City Manager

**RESOURCES**  
**Urban Renwal Agency**  
(Fund)

**Dayton Urban Renewal Agency**

	Historical Data			RESOURCE DESCRIPTION		Budget for Next Year 2025-2026			
	Actual		Adopted Budget This Year Year 2024/25			Proposed By Budget Officer	Approved By Budget Committee	Adopted By Governing Body	
	Second Preceding Year 2022/23	First Preceding Year 2023/24							
1	0	0	0	1	Available cash on hand* (cash basis) or	0			1
2				2	Net working capital (accrual basis)	0			2
3				3	Previously levied taxes estimated to be received	0			3
4				4	Interest	0			4
5				5	Transferred IN, from other funds	0			5
6				6	OTHER RESOURCES				6
7				7					7
8				8					8
9				9					9
10				10					10
11				11					11
12				12					12
13				13					13
14				14					14
15				15					15
16				16					16
17				17					17
18				18					18
19				19					19
20				20					20
21				21					21
22				22					22
23				23					23
24				24					24
25				25					25
26				26					26
27				27					27
28				28					28
29	0	0	0	29	Total resources, except taxes to be levied	0	0	0	29
30			0	30	Taxes estimated to be received	7769			30
31	0	0		31	Taxes collected in year levied				31
32	0	0	0	32	TOTAL RESOURCES	7769	0	0	32

FORM  
LB-30

**REQUIREMENTS SUMMARY**  
**NOT ALLOCATED TO AN ORGANIZATIONAL UNIT OR PROGRAM**  
Urban Renewal Agency  
(name of fund)

Dayton Urban Renwal Agency

	Historical Data			REQUIREMENTS DESCRIPTION	Budget For Next Year 2025/26				
	Actual		Adopted Budget  This Year 2024/25		Proposed By Budget Officer	Approved By Budget Committee	Adopted By Governing Body		
	Second Preceding Year 2022/23	First Preceding Year 2023/24							
1				1	PERSONNEL SERVICES NOT ALLOCATED			1	
2				2				2	
3				3				3	
4	0	0	0	4	TOTAL PERSONNEL SERVICES	0	0	0	4
5	0	0	0	5	Total Full-Time Equivalent (FTE)	0	0	0	5
6				6	MATERIALS AND SERVICES NOT ALLOCATED			6	
7	0	0	0	7	Professional services	6,863			7
8				8					8
9	0	0	0	9	TOTAL MATERIALS AND SERVICES	6,863	0	0	9
10				10	CAPITAL OUTLAY NOT ALLOCATED			10	
11				11					11
12				12					12
13	0	0	0	13	TOTAL CAPITAL OUTLAY	0	0	0	13
14				14	DEBT SERVICE			14	
15				15					15
16				16					16
17	0	0	0	17	TOTAL DEBT SERVICE	0	0	0	17
18				18	SPECIAL PAYMENTS			18	
19				19	Fire District TIF share	691			19
20				20					20
21	0	0	0	21	TOTAL SPECIAL PAYMENTS	691	0	0	21
22				22	INTERFUND TRANSFERS			22	
23				23					23
24				24					24
25				25					25
26				26					26
27				27					27
28	0	0	0	28	TOTAL INTERFUND TRANSFERS	0	0	0	28
29				29	OPERATING CONTINGENCY			29	
30				30	RESERVED FOR FUTURE EXPENDITURE	215			30
31				31	UNAPPROPRIATED ENDING BALANCE				31
32	0	0	0	32	Total Requirements NOT ALLOCATED	7,769	0	0	32
33				33	Total Requirements for ALL Org.Units/Programs within fund	0			33
34				34	Ending balance (prior years)				34
35	0	0	0	35	TOTAL REQUIREMENTS	7,769	0	0	35