

**AGENDA
DAYTON CITY COUNCIL
WORK/SPECIAL SESSION**



DATE: MONDAY, JULY 19, 2021
TIME: 6:30 PM
PLACE: CITY HALL ANNEX, 408 FERRY STREET; or
VIRTUAL: ZOOM MEETING – ORS 192.670/HB 2560

If you would like to attend the meeting virtually, please click the link: <https://us06web.zoom.us/j/94944509803> to join the webinar or Telephone: 1 720 707-2699

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

<u>ITEM</u>	<u>DESCRIPTION</u>	<u>PAGE #</u>
A.	CALL TO ORDER	
B.	ROLL CALL	
C.	APPEARANCE OF INTERESTED CITIZENS	
This time is reserved for questions or comments from persons in the audience on any topic.		
D.	CONSENT AGENDA	
	1. Work Special Session Meeting Minutes – June 21, 2021	1-4
E.	ACTION ITEMS	
	1. Approval of Resolution 21/22-01 Support for the Willamette Falls & Landing Heritage Area Coalition – Britta Stewart, Executive Director	5-17
	2. Approval of Planning Commission Appointment	19-21
	3. Approval of Resolution 21/22-02 Small City Allotment Grant Application	23-32
	4. COLA Discussion/Approval	33-41
	5. Approval of Resolution 21/22-03 City of Dayton Social Media Policy	43-57
F.	CITY COUNCIL COMMENTS/CONCERNS	
G.	INFORMATION REPORTS	
	1. City Manager’s Report	59-75
H.	ADJOURN	

Posted: 07/16/21
Patty Ringnalda, City Recorder

Persons with hearing, visual or manual impairments who wish to participate in the meeting should contact the City of Dayton AT LEAST 32 WORKING HOURS (4 DAYS) prior to the meeting date in order that appropriate communication assistance can be arranged. The City Hall Annex is accessible to the disabled. Please let us know if you need any special accommodations to attend this meeting.

NEXT MEETING DATES
City Council Regular Session, Tuesday, September 7, 2021, in Person and Virtually
City Council Regular Session, Monday, October 4, 2021, in Person and Virtually

MINUTES
DAYTON CITY COUNCIL
WORK/SPECIAL SESSION – VIRTUALLY VIA ZOOM
June 21, 2021

PRESENT: Mayor Elizabeth Wytoski
Council President Rosalba Sandoval-Perez
Councilor Annette Frank
Councilor Daniel Holbrook
Councilor Kitty Mackin
Councilor Darrick Price

ABSENT: Councilor Trini Marquez

STAFF: Rochelle Roaden, City Manager
Patty Ringnalda, City Recorder

A. CALL TO ORDER

Mayor Wytoski called the meeting to order at 6:30 pm.

B. ROLL CALL

Mayor Wytoski noted there was a quorum with Councilors Frank, Holbrook, Mackin, Price and Sandoval-Perez. Mayor Wytoski noted the absence of Councilor Trini Marquez.

C. PUBLIC HEARING

Proposed 2020-2021 Supplemental Budget

Mayor Wytoski opened the public hearing at 6:31 pm.
No one was in attendance to comment.
Mayor Wytoski closed the public hearing at 6:32 pm.

D. APPEARANCE OF INTERESTED CITIZENS

No one was in attendance to comment.

E. CONSENT AGENDA

1. Approval of Meeting Minutes

a. Regular Session Meeting Minutes – June 7, 2021

2. Ratification of Rescinding Emergency Declaration

KITTY MACKIN MOVED TO APPROVE THE MINUTES OF THE REGULAR SESSION MEETING OF JUNE 7, 2021 AS WRITTEN AND RADIFICATION OF RESCINDING EMERGENCY DECLARATION. SECONDED BY ANNETTE FRANK. Motion carried with Frank, Holbrook, Mackin, Price, Sandoval-Perez and Wytoski voting aye. Marquez absent.

F. ACTION ITEMS

1. Approval of Planning Commission Appointment

Mayor Wytoski advised that she met with Rob Hallyburton and recommended that he be appointed to the Dayton Planning Commission.

DANIEL HOLBROOK MOVED TO APPROVE THE APPOINTMENT OF ROB HALLYBURTON TO THE DAYTON PLANNING COMMISSION WITH A FOUR YEAR TERM EXPIRING DECEMBER 31, 2024. SECONDED BY ROSALBA SANDOVAL-PEREZ. *Motion carried with Frank, Holbrook, Mackin, Price, Sandoval-Perez and Wytoski voting aye. Marquez absent.*

2. Adopt a Prioritized List of Pedestrian System Improvements for Funding Eligibility

Rochelle Roaden, City Manager, reviewed the change to the pedestrian system improvement project, sidewalks will be constructed on one side of each street, instead of each side of the street, which will allow more streets to receive sidewalks in a shorter period of time.

ROSALBA SANDOVAL-PEREZ MOVED TO ADOPT THE PRIORITIZED LIST OF PEDESTRIAN SYSTEM IMPROVEMENTS FOR FUNDING ELIGIBILITY. SECONDED BY ANNETTE FRANK. *Motion carried with Frank, Holbrook, Mackin, Price, Sandoval-Perez and Wytoski voting aye. Marquez absent.*

3. Approval/Award to Develop the City of Dayton's Willamette Basin Mercury Total Maximum Daily Load (TMDL) Implementation Plan

Rochelle Roaden reviewed the City's requirement to develop an implementation plan for TMDL to reduce the human source of mercury. Development of a new plan is required to be completed by September 2022. Rochelle Roaden asked Council to allow the hiring of Elizabeth Sagmiller as an outside consultant to help implement this plan. Elizabeth Sagmiller was in attendance to answer questions.

DANIEL HOLBROOK MOVED TO APPROVE AWARDING THE DEVELOPMENT OF DAYTON'S WILLAMETTE BASIN MERCURY TOTAL MAXIMUM DAILY LOAD (TMDL) IMPLEMENTATION PLAN TO ELIZABETH SAGMILLER WITH A NOT TO EXCEED AMOUNT OF \$15,000. SECONDED BY ROSALBA SANDOVAL-PEREZ. *Motion carried with Frank, Holbrook, Mackin, Price, Sandoval-Perez and Wytoski voting aye. Marquez absent.*

4. Approval of Resolution 2020/21-16 - FY 2020/21 Supplemental Budget

Rochelle Roaden reviewed the proposed supplemental budget and fund transfers.

ROSALBA SANDOVAL-PEREZ MOVED TO APPROVE RESOLUTION 2020/21-16 A RESOLUTION ADOPTING THE FISCAL YEAR 2020/21 SUPPLEMENTAL BUDGET. SECONDED BY ANNETTE FRANK. *Motion carried with Frank, Holbrook, Mackin, Price, Sandoval-Perez and Wytoski voting aye. Marquez absent.*

5. Approval of Resolution 2020/21-17 Authorizing Year End Transfers

Rochelle Roaden reviewed the proposed year end transfers.

DANIEL HOLBROOK MOVED TO APPROVE RESOLUTION 2020/21-17 A RESOLUTION AUTHORIZING YEAR END TRANSFER OF FUNDS IN THE FY 2020/2021 BUDGET. SECONDED BY ANNETTE FRANK. *Motion carried with Frank, Holbrook, Mackin, Price, Sandoval-Perez and Wytoski voting aye. Marquez absent.*

6. Approval of Resolution 2020/21-18 Election to Receive State Revenues

ANNETTE FRANK MOVED TO APPROVE RESOLUTION 2020/21-18 A RESOLUTION DECLARING THE CITY OF DAYTON'S ELECTION TO RECEIVE STATE REVENUES FOR FISCAL YEAR 2021/2022. SECONDED BY DANIEL HOLBROOK. *Motion carried with Frank, Holbrook, Mackin, Price, Sandoval-Perez and Wytoski voting aye. Marquez absent.*

7. Approval of Resolution 2020/21-19 Adopting FY 2021/2022 Budget

Rochelle Roaden advised that there was one change to the budget, since it was approved by the Budget Committee on May 17, 2021. In the general fund, capital outlay the City will be paying for half of the EOC generator connection project with the Dayton High School and hookup estimates came in higher than expected, therefore the Capital Outlay EOC Generator Hookup at High School Gym fund went from \$10,000 to \$15,000 and the contingency line in the General Fund was reduced by \$5,000 to offset.

DANIEL HOLBROOK MOVED TO APPROVE RESOLUTION 2020/21-19 A RESOLUTION ADOPTING THE CITY OF DAYTON BUDGET FOR THE FISCAL YEAR 2021/2022; MAKING APPROPRIATIONS, CATEGORIZING AND LEVYING AND VALOREM TAXES. SECONDED BY ROSALBA SANDOVAL-PEREZ. *Motion carried with Frank, Holbrook, Mackin, Price, Sandoval-Perez and Wytoski voting aye. Marquez absent.*

8. Approval of Resolution 2020/21-20 Adding Ferry Street Newsletter Advertising Fees

Rochelle Roaden stated that the newly created newsletter offers advertising and to help offset the costs the City would like to charge for this service. These costs will be reflected in the City's Fee Schedule.

ANNETTE FRANK MOVED TO APPROVE RESOLUTION 2020/21-20, A RESOLUTION AMENDING THE CITY OF DAYTON FEE SCHEDULE TO INCLUDE ADVERTISING FEES FOR THE CITY'S QUARTERLY NEWSLETTER CALLED THE FERRY STREET NEWS. SECONDED BY KITTY MACKIN.
Motion carried with Frank, Holbrook, Mackin, Price, Sandoval-Perez and Wytoski voting aye. Marquez absent.

G. CITY COUNCIL COMMENTS AND CONCERNS

Councilor Price left the meeting at 6:55 pm.

There were no other comments.

H. INFORMATION REPORTS

1. City Manager's Report.

No reports were reviewed.

I. ADJOURN

There being no further business, the meeting adjourned at 7:01 pm.

Respectfully submitted:

APPROVED BY COUNCIL on July 19, 2021.

As Written **As Amended**

By: Patty Ringnalda
City Recorder

Elizabeth Wytoski, Mayor

To: Honorable Mayor and City Councilors
From: Rochelle Roaden, City Manager
Issue: Approval of Resolution 21/22-01 Support for the Willamette Falls & Landings Heritage Area Coalition
Date: July 19, 2021

Background and Information

In June of 2015, the Dayton City Council adopted Resolution 14/15-7 supporting efforts to create the Willamette Falls National Heritage Area. (See attached)

Jim Mattis, Immediate Past President of the Coalition, is requesting a refreshed resolution from cities and others who have shown support to further urge Congressional action for the Willamette Falls & Landings to obtain the National Heritage Area Designation.

Britta Stewart, Executive Director of the Coalition, and Mr. Mattis will attend Monday's meeting remotely to give a presentation to the Council.

Council Goal: *N/A*

City Manager Recommendation: I recommend approval.

Potential Motion to Approve: "I move to approve Resolution 21/22-01 a Resolution in Support of the Willamette Falls and Landings National Heritage Area."

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.

**RESOLUTION #14/15-7
CITY OF DAYTON, OREGON**

Title: A Resolution supporting efforts to create a Willamette Falls National Heritage Area and urging designation of such by Congress.

WHEREAS, National Heritage Areas are designated by Congress as places where natural, cultural, and historic resources combine to form a cohesive, nationally important landscape; and

WHEREAS, the Willamette Falls Area is an important nexus of the geologic formations created by the Missoula Floods, including the Willamette Meteorite and the foundation of the unmatched fertility of the Willamette Valley; and

WHEREAS, the Falls Area was a prominent gathering place for fishing and trade among numerous tribes for centuries prior to white settlement; and

WHEREAS, the Willamette River and Falls has been and continues to be an important transportation hub for tourism, commerce and recreation; and

WHEREAS, the 2,000-mile journey over the Oregon Trail ended in the Falls area (a destination point for one of the largest unforced migrations in world history), and helped to secure the nation's boundaries from the Atlantic to the Pacific; and

WHEREAS, the power of the Willamette Falls inspired human industry since its discovery, for early sawmills and flour mills, and eventually hydroelectric power for woolen and paper mills, but especially for the world's first long distance transmission of electricity; and

WHEREAS, the discovery of mineral wealth in Lake Oswego helped to build the Pacific Northwest's infrastructure, through its iron mines and iron smelters; and

WHEREAS, the industrialization in the Falls area was the birthplace of industry in the American Northwest; and

WHEREAS, the history of the City of Dayton is a part of and contributes to the history of the Willamette Falls area; and

WHEREAS, a coordinated approach to managing and promoting this area as a national and statewide resource is a unique opportunity to collaborate on cultural & heritage tourism, natural resources, recreation, and historic preservation.

The City of Dayton resolves as follows:

- 1) **THAT** the City of Dayton supports the efforts of the Willamette Falls National Heritage Area Coalition to attain National Heritage status for the Willamette Falls area; and
- 2) **THAT** the City of Dayton urges the National Park Service to find that such status is

merited, and urges Congress to designate and create a Willamette Falls National Heritage Areas.

ADOPTED this 1st day of **June 2015**.

In Favor: Bixler, Collins, Marquez, Price, Wytoski

Opposed: None

Absent: Frank, Taylor

Abstained: None

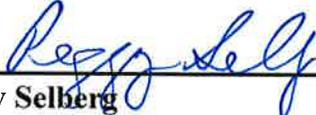


Elizabeth Wytoski, Mayor



Date of Signing

ATTEST:



Peggy Selberg
City Recorder



Date of Enactment

WHO WE ARE

- We are an umbrella organization with a common goal to create a National Heritage Area.
- We represent area governments, businesses, Tribes, heritage advocates, and private citizens.



OUR MISSION

We are leading efforts to enhance, assist and promote the Heritage Area.



OUR VISION

The Heritage Area is a source of pride and prosperity, where visitors, and residents experience the places, stories and abundance of culture and history.



What are National Heritage Areas?

- Designated by Congress as places where natural, cultural and historical resources combine to form a cohesive, nationally important landscape.
- NHAs tell nationally important stories that celebrate our nation's diverse heritage.
- NHAs are lived-in landscapes.



National Heritage Area Advantages

Locally administered and non regulatory

- Does not affect property rights

Sustainable economic development

- Job and business creation
- Community development
- Tourism opportunities

Supports a healthy environment and people

- Habitat Improvement
- Community involvement
- Recreational opportunities

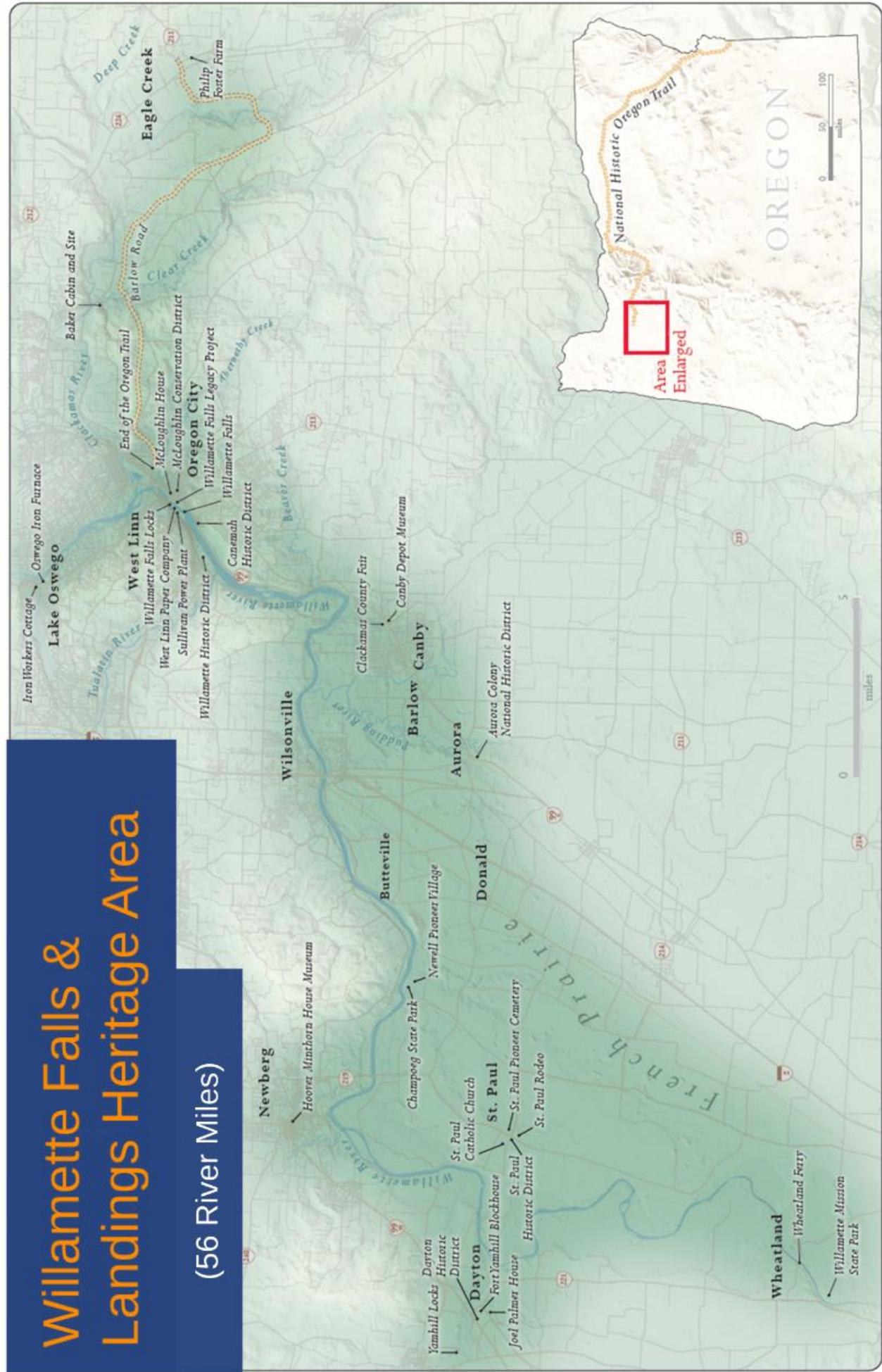
Educational opportunities

- Provides resources for learning for residents, visitors, and future generations



Willamette Falls & Landings Heritage Area

(56 River Miles)



**RESOLUTION NO. 21/22-01
CITY OF DAYTON, OREGON**

A Resolution in Support of the Willamette Falls and Landings National Heritage Area

WHEREAS, Willamette Falls (Hyas Tyee Tumwater in Chinook Jargon), the second largest waterfall by volume in the United States, was created by the combined geologic forces of the eruption of Mt. Hood (Wyeast to Native Americans) and multiple cataclysmic ice age floods of 15,000 to 17,000 years ago; and

WHEREAS, this thundering waterfall is the largest and oldest landing on the Willamette River, where Native Americans fished, gathered, and traded for centuries, from whom the name “Wallamet” (meaning spill water) is thought to be derived; and

WHEREAS, the area where the course of Oregon’s great river changes from north/south to running east/west for 30 miles of the gentle gradient of the Newberg Pool, bounding French Prairie on the east and north, before cutting through the volcanic basalt of the Tualatin Mountains to plunge over 40 feet at Willamette Falls; and

WHEREAS, the Kalapuya people called French Prairie home for thousands of years and depended on the land for the creator's gifts of sustenance and used the upriver Willamette for fishing, travel, and trade; and

WHEREAS, the British Northwest Fur Company established the Willamette Fur Post in 1813 on the Willamette River north of St. Paul, merging with the Hudson Bay Company in 1821, and remaining in service until 1830; and

WHEREAS, retired French Canadian Hudson Bay fur trappers married Native women and became the first non-native settlers in Oregon, and Etienne Lucier and Pierre Belleque came to be known as the first farmers, resulting in the name French Prairie and establishing the agricultural tradition that continues to this day; and

WHEREAS, Dr. John McLoughlin, *Father of Oregon*, was Chief Factor of the Hudson’s Bay Company based at Vancouver and was instrumental in supporting the settlement of both Oregon City and French Prairie and its surrounding area, as was Robert Newell, founder of Champoeg; and

WHEREAS, the vote to establish the Provisional American-style self-Government took place at Champoeg on May 2, 1843, wherein 52 out of 102 adult French Prairie males voted to establish the Provisional American-style self-Government and align with the United States rather than Great Britain, which led to the establishment of the Oregon Territorial Capitol at Oregon City in 1848 and ultimately to statehood in 1859; and

WHEREAS, in 1838 Father Frances Blanchet was appointed vicar general of Quebec with jurisdiction of the Oregon Country, and established the first Roman Catholic Parish by blessing

the cemetery ground and log church at St. Paul, followed by St. Joseph's College for Boys, Sisters of Notre Dame du Namur Convent and Girls School, and finally in 1846 he blessed the cornerstone for the first brick church in Oregon, and was later elevated to Bishop when the oldest Diocese west of the Rockies was established in Oregon City in 1846; and

WHEREAS, from the 1840's to the 1870's Oregon City served as the End of the Oregon Trail for many of the 300,000 pioneers making the overland journey from Missouri to the "Garden of Eden" in the lush plains of the Willamette Valley, was the first incorporated city west of the Rocky Mountains, served as the first seat of government and was the location of the federal land office; and

WHEREAS, from the 1840's through the early 20th century, French Prairie was the center of Oregon agriculture and Butteville was the primary upriver port on the Willamette River for passenger and freight transport; and

WHEREAS, the landings along the Willamette River served as locations for establishing ferries, mills, shipping ports, homesteads, towns, and sites for thriving commerce that supported settlement, communication and navigation throughout the Willamette Valley; and

WHEREAS, Oregon City and Canemah at Willamette Falls were the primary portage and trading connections between the upper river and the lower river; and

WHEREAS, a shallow draft stern-wheeler was developed at Canemah to ply the upriver Willamette from Canemah to Corvallis, and this new type of vessel developed into a fleet of passenger and freight stern-wheelers supporting travel and industry from 1851 to 1905; and

WHEREAS, the Willamette Falls Locks opened in 1873, enabling the uninterrupted navigation between the upper river and the lower river and eliminating the need for portage, opening the river to free market commerce; and

WHEREAS, the Willamette River and its landings supported Oregon's timber industry for more than a century into the 1980's by being the principal means of delivering logs in the form of giant log rafts floated downstream to hundreds of paper and saw mills; and

WHEREAS, the power of Willamette Falls drove industrial development at Oregon City and West Linn including a wide variety of mills: flour, woolen, paper and lumber; and

WHEREAS, the first iron smelter west of the Rockies was established below the Falls at the landing at Sucker Creek, near Oswego; and

WHEREAS, Willamette Falls provided the power for the first long distance transmission of electricity in North America and was responsible for the electrification of the city of Portland featured in the 1905 Lewis and Clark Centennial Exposition; and

WHEREAS, the Willamette River and its landings continue to connect historic and modern communities who share this river, marvel at its beauty and enjoy her many benefits including

drinking water, navigation, recreation, irrigated agriculture, industrial and commercial enterprise, hydropower and natural habitat for fish and wildlife; and

WHEREAS, the Willamette River running for 187 miles, through the heart of Western Oregon, from its headwaters in the Cascades and Coast Range, through our rich agricultural heartland, through cities with two-thirds of Oregon’s population, home to our great universities, our State Capitol, and Oregon’s largest metropolitan areas.

WHEREAS, the Congress of the United States adopted HR 1002: The National Heritage Area Act of 2017; and

WHEREAS, The Act establishes minimum criteria for designation of a National Heritage Area; and

WHEREAS, the Willamette Falls and Landings Heritage Area Coalition submitted to the National Park Service the requisite Feasibility Study dated July 2018; and

WHEREAS, the National Park Service has concluded that the Willamette Falls and Landings National Heritage Area meets the established criteria and qualifies for designation under the Act by the Congress of the United States;

NOW THEREFORE, BE IT RESOLVED:

1. The City of Dayton supports establishment of the Willamette Falls and Landings National Heritage Area.
2. The City of Dayton urges the Congress of the United States to enact legislation establishing the Willamette Falls and Landings National Heritage Area.

ADOPTED this 19th day of July 2021.

In Favor:

Opposed:

Absent:

Abstained:

Elizabeth Wytoski, Mayor

Date of Signing

ATTESTED BY:

Patty Ringnalda, City Recorder

Date of Enactment

To: Honorable Mayor and City Councilors
From: Rochelle Roaden, City Manager
Issue: Approval of Planning Commission Appointment
Date: July 19, 2021

Background and Information

The Planning Commission is comprised of five members who serve four year terms. Currently, the Planning Commission members are Jim Maguire, Ann-Marie Anderson, Tim Parsons, and Rob Hallyburton, leaving one seat open. Planning Commissioner Smurthwaite has recently resigned due to work conflicts.

Mayor Wytoski met with Mr. David Mackin and recommends his appointment to the Planning Commission.

Mr. Mackin meets all requirements to be appointed and his application is attached.

City Manager Recommendation: n/a

Potential Motion to Appoint: “I move to approve the appointment of David Mackin to the Dayton Planning Commission with a four-year term expiring December 31, 2024.”

City Council Options:

- 1 – Move to appoint Planning Commission member as recommended.
- 2 – Take no action and direct Staff to do more research and bring more options back to the City Council at a later date.

Name of Applicant:

Dave Mackin

Street Address:

1119 Ferry Street, Dayton, OR 97114

Mailing Address:

1119 Ferry St, Dayton, OR 97114

Telephone Number:

206-856-1698

Email

dispatchdave81@aol.com

Current Occupation:

Dispatcher

Please provide a brief description of your education, work or volunteer experience, skills, or interests that you feel would be useful as a member of the Planning Commission?

I have a BS degree in Sociology from Guilford College in North Carolina. My current work is trouble-shooting in a rapid-delivery dispatch environment. Primarily I look at the details of what has happened, quickly identify the problem, and correct it so the work in question can proceed.

Why do you want to serve as a member of the Commission?

At last I'm getting to live in Dayton full-time after being around on weekends since late 2002. I'd like to bring my experience living in small, medium, and large cities to help with planning the future character of Dayton as a community.

What is your vision for the City of Dayton in 5 years?

Dayton would do well to attract some new residents who are newly able to conduct their professions online from home. These higher income people will have more expensive homes bringing higher tax revenues. We'll also need to keep our farmland for that purpose. With residential expansion and a robust agricultural presence in Dayton, we'll likely need to get our Urban Growth Boundary expanded to use land less suitable for farming for residential expansion.

What is your vision for the City of Dayton in 20 years?

I see Dayton having grown in a controlled manner, That includes our having taken care of our farmland with sustainable practices as well as having used residential land efficiently. We'll need to have rebuilt our power, water, and sewer infrastructure to support these expansions. Also our broadband build-out will need to have kept pace with demand..

What steps do you feel need to be taken by local leaders, city staff, and community members to achieve these visions?

We will need to address our infrastructure and that will require funding efforts similar to the ones for the new sidewalk on Ferry Street. I am hoping our Federal government is coming to understand such investments are long overdue all over the country. Dayton could benefit from that understanding.

By typing my name below, I certify that I am at least 18 years of age and have read the additional requirements to which my application may be subject as set forth in Section 1.09.01(B) of the Dayton Municipal Code.

David J Mackin

To: Honorable Mayor and City Councilors
From: Rochelle Roaden, City Manager
Issue: Approval of Resolution 21/22-02 Small City Allotment Grant Application
Date: July 19, 2021

Background and Information

The Oregon Department of Transportation (ODOT) distributes \$5 million each year through the Small Cities Allotment (SCA) competitive grant program to cities with populations less than 5,000 for repairs to a city street or county road but not on a state highway.

In 2020, the City completed two previous overlay projects funded through the SCA grant program – Main Street 3rd to 5th and 5th Street, Ferry to Ash. With the completion of both grants, we are now able to apply for a new project.

We are applying for a road overly on 6th street from Ferry to Church Street which is estimated to cost \$100,000. We are not sure how asphalt prices are going to effect the budget (may be decreasing) so we may be able to complete a portion of the road from Church Street to Ash Street with the grant funding but we are not sure at this point. Staff would like to bid the entire project from Ferry Street to Ash Street and cover the additional cost over the \$100k with the city’s capital funds as we did on both the last two completed projects. I will bring this back to council for approval if that is the case. Our intention is to complete as much of 6th street as possible.

Denny Muchmore, City Engineer, has provided a project preliminary drawing (attached).

Council Goal: *Goal A: Develop and maintain infrastructure to support operations and meet growth.*

City Manager Recommendation: I recommend approval.

Potential Motion to Approve: “I move to approve Resolution 21/22-02 a Resolution Authorizing the Application for the 2021 Special City Allotment Grant.”

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.

Small City Allotment Grants

Call for Projects

2021 -2022

How much is available?

\$5 million each year, distributed annually through a competitive grant program.

Who can apply? Incorporated cities with a population of less than 5,000.

What kind of projects are eligible? A project may be on a City Street or a County Road within the City limits, but not on a State Highway. The project must address a capacity or safety issue, defined as follows:



Capacity projects must

address issues that increase the efficiency of transportation whether it is by vehicle or another mode such as walking or biking. Examples include: redesigning or reconfiguring a roadway to accommodate a higher volume of vehicles; repaving, sealing, resurfacing, or otherwise improving roadway conditions that impact traffic flow; paving a gravel road to an existing development/populated area; or adding walkways or bikeways where none exist. Capacity projects would *not* include paving a dirt or gravel road to a planned development.

Safety projects must address a safety issue or concern. Examples include: adding turn lanes, crosswalks, or other safety countermeasures to roadways, improving road surfaces that are in poor or severe condition and present a hazard to the traveling public; or adding walkways or bikeways where none exist.

THE MAXIMUM FUNDING REQUEST IS \$100,000.

What is the match requirement?

There is no match requirement and the ability to contribute is not considered when scoring applications. Grant recipients are responsible for all Project costs not covered by Grant Funds.

HOW TO APPLY

Where and when can I apply?

Applications are accepted June 1st through July 31st each year. The application form can be accessed by using this link: <https://www.oregon.gov/odot/Forms/2ODOT/7345255.pdf>

PROJECT SELECTION



What kinds of projects will rise to the top for funding?

Projects intended to improve severe roadway conditions consistently score high as do projects that include Multi-Modal elements, i.e., walkways and bikeways. Keep in mind that this is a *competitive* grant program and projects are scored on existing conditions and proposed improvements, you will be required to complete the project as described in your application.

Project Costs

Select a project that the City has the capacity to complete within two years from the time the grant agreement is executed. We recommend that Cities develop a project cost estimate and submit it with their application. Your project cost estimate should include all project elements required to complete the project, including ADA improvements.

ADA Requirements

Cities are required to comply with Section 504 of the Rehabilitation Act of 1973 and the Americans with Disabilities Act of 1990, as amended. Failure to comply with ADA requirements may jeopardize project funding. It is the Cities responsibility to determine if a project triggers ADA improvements that are on either the local system or on ODOT's system (if the project is on or along a state highway).

Additional resources can be found at:

<https://www.oregon.gov/ODOT/Engineering/Pages/Accessibility.aspx>

Time Frame

Small City Allotment projects are to be completed within two years of the Agreement execution date. The Small City Advisory Committee urges Cities who are not prepared to deliver their project within the two year time frame to wait for a subsequent funding cycle to apply.

NEXT STEPS

What happens once I have submitted my application?

Regional Transportation Project Managers (TPMs) will be busy performing site reviews August 1st through September 30th and will score and rank all eligible projects.

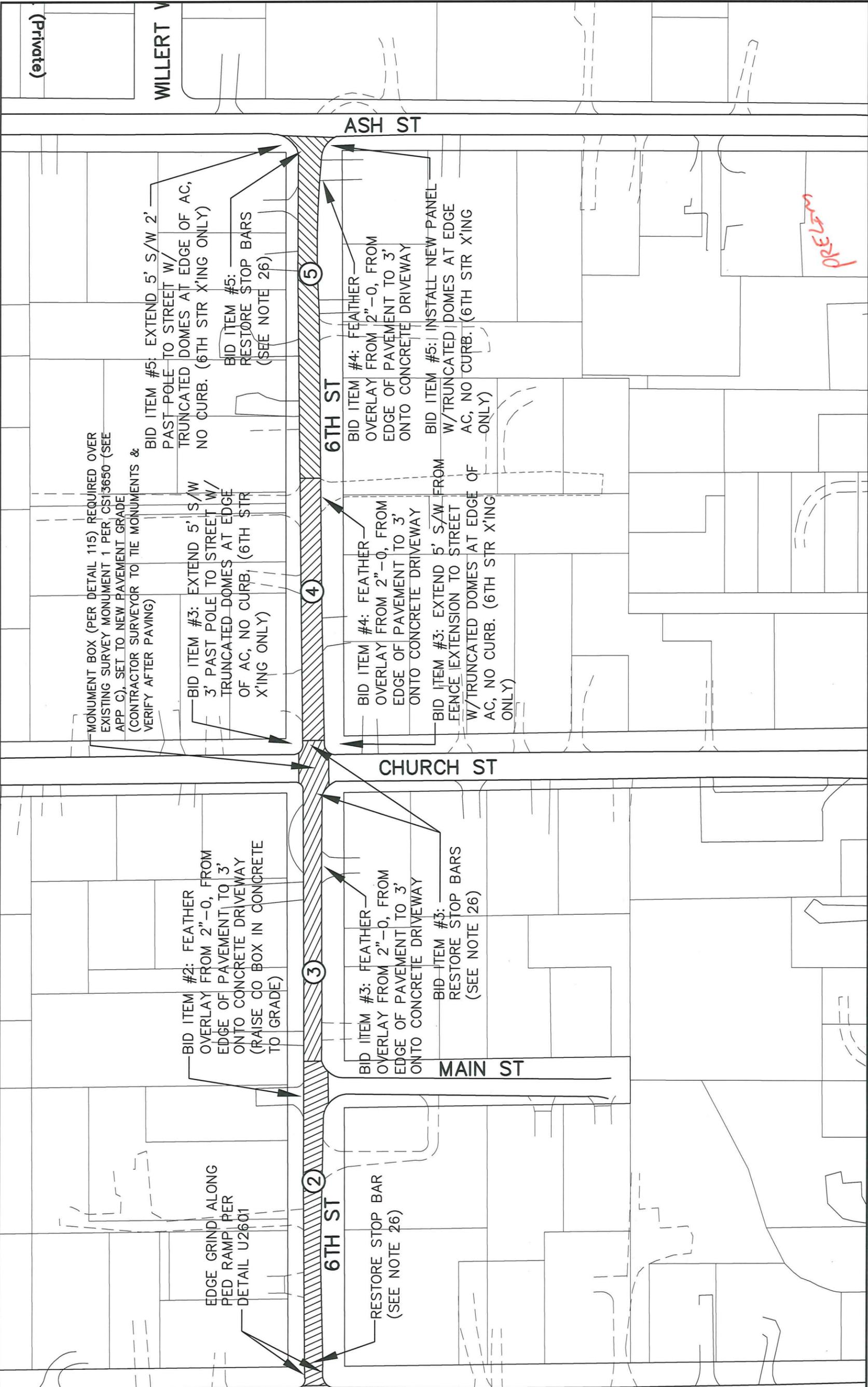
The Program Manager applies a funding distribution formula based on the total number of eligible cities, number of applications received and population, consistent with ORS 366.805. This allows us to determine the funding level available to each region and subsequently how many projects can be awarded. Projects compete only against other projects within the same region.

The Program Manager then presents a ranked list of the highest priority projects (per Region) to the SCA Advisory Committee as well as the funding allocation split. The Committee reviews the rankings and makes recommendations on the selection process. Upon the Committee's consent the list is presented to ODOT's Executive Director for final approval.

- Upon the Director's approval of the Project List the Cities will be notified whether or not their project will be funded. This information will be provided no later than October 31, 2021.
- ODOT staff will prepare Project Agreements which will be sent to the Cities for authorized signatures. Cities are required to return the appropriately signed agreement within 90 days of receipt.
- Once an executed Agreement is in place a City may request an advance payment equal to 50% of the award amount.
- Projects must be completed within two years of the Agreement execution date.
- Upon project completion the City will provide notification to ODOT along with the final invoice and pictures of the completed project.
- An ODOT Transportation Project Manager will schedule a site review of the completed project and upon Project Acceptance the final invoice will be processed for a payment.

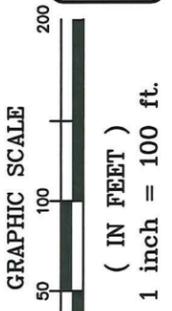
FERRY ST (HWY 155) ODOT HWY 155 STATIONING

© 6TH STREET CXL
 MP 8.92
 ENG STA 474+00



- 1. OVERLAY LIMITS SHOWN ARE THE APPROXIMATE LIMITS OF FULL DEPTH PAVING (ACTUAL LIMITS ARE PAINTED IN THE FIELD).
- 2. VERTICAL TAPERS REQUIRED AT END OF EACH BLOCK ARE NOT SHOWN (TO TRANSITION FROM FULL DEPTH OVERLAY TO EXISTING PAVEMENT GRADE).
- 3. VERTICAL TAPERS REQUIRED AT ALLEY, DRIVEWAY OR PARKING AREA PAVING ALONG EACH BLOCK ARE NOT SHOWN (TO TRANSITION FROM FULL DEPTH OVERLAY TO EXISTING PAVEMENT GRADE).
- 4. SIDEWALK IMPROVEMENT LIMITS ARE NOT GRAPHICALLY SHOWN ON THIS MAP (LIMITS ARE NOTED IN CALLOUTS NOTES ABOVE & ARE TO BE FIELD VERIFIED BY BIDDERS).

NOTE:
 OVERLAYS PER DETAIL U2601
 AND U2602 AS APPLICABLE.



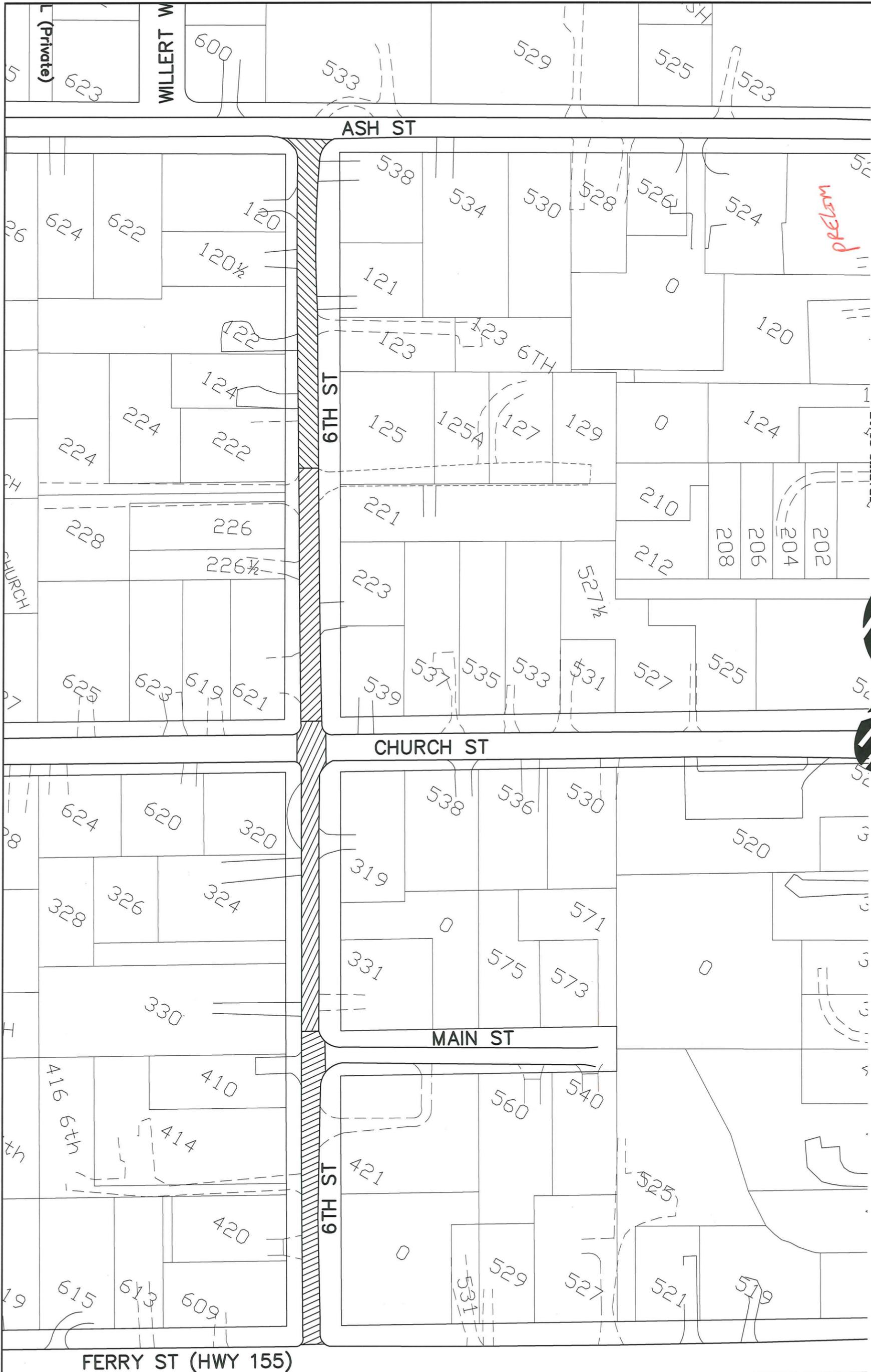
② = BID ITEM NO. (BID ITEM #1 IS MOB & BONDS)

DAYTON 2022 6th STREET OVERLAY
 (OVERLAY & SIDEWALK LOCATION/LIMITS MAP)

PRELIM

(Private)

WILLERT



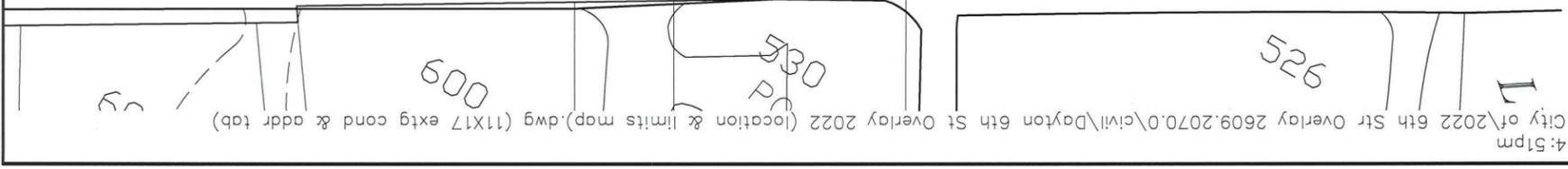
DAYTON 2022 6th STREET OVERLAY
(ADDRESS MAP FOR REFERENCE)



(IN FEET)
1 inch = 100 ft.



TRUE NORTH PLAN NORTH



R:\Dwg\Dayton City of\2022 6th Str Overlay 2609.2070.0\civil\Dayton 6th St Overlay 2022 (location & limits map).dwg (11x17 extg cond & addr tab) Jul 14, 2021 - 4:51pm

RESOLUTION No. 21/22-02
City of Dayton, Oregon

A Resolution Authorizing the Application for the 2021 Special City Allotment Grant

WHEREAS, under the provisions of ORS 366.800 and 366.805, there has been withdrawn from State Highway funds appropriated for allocation to all cities of the State of Oregon the sum of Two Million Five Hundred Thousand and No/100 Dollars (\$2,500,000.00); and

WHEREAS, in addition, there has been withdrawn from monies available to the Department of Transportation from the State Highway Fund the sum of Two Million Five Hundred Thousand and No/100 Dollars (\$2,500,000.00); and

WHEREAS, as provided in ORS 366.805, said sums have been set up in a separate account to be administered by the Oregon Transportation Commission and to be allotted each year by said Commission to be spent, within cities of 5,000 or fewer persons upon streets not part of the state highway system that are inadequate for the capacity they serve or are in a condition detrimental to safety; and

WHEREAS, the City of Dayton is an incorporated city of the State of Oregon and has a population of less than 5,000 as given by the latest official federal census, and;

WHEREAS, 6th Street from Ferry to Church meets the conditions required ORS 366.805

**NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY
OF DAYTON THAT:**

1. The aforementioned named street of the City of Dayton is inadequate for the capacity it serves or is in a condition detrimental to safety.
2. That said street of the City of Dayton needs repair, reconstruction, or other major improvement.
3. That said street is not part of the state highway system and is under the jurisdiction and control of the City of Dayton.
4. That the Oregon Transportation Commission hereby is respectfully requested to consider and declare said street as qualified for reconstruction, repair, or other improvements out of funds allocated and made available by and through the said \$5,000,000 appropriation of revenues which is to be administered and spent by the Transportation Commission.
5. That the City of Dayton does hereby offer to the Transportation Commission and does hereby pledge complete cooperation and assistance to the end, that said City may share and participate in the use and benefit of said special fund appropriation; and therefore, does designate Rochelle Roaden, City Manager, as the official representative of the City in all matters resulting from this request.

ADOPTED this 19th day of July, 2021.

In Favor:

Opposed:

Absent:

Abstained:

Elizabeth Wytoski, Mayor

Date Signed

ATTEST:

Patty Ringnald, City Recorder

Date of Enactment

To: Honorable Mayor and City Councilors
From: Rochelle Roaden, City Manager
Issue: Cost of Living Adjustment (COLA) Discussion/Approval
Date: July 19, 2021

Background Information:

Each year the City Council reviews the recommendations of the City Manager for a cost-of-living adjustment for the upcoming year. The FY 2021-22 budget includes a 3% COLA.

In the last five years, the city has used the Portland CPI-W –Size Class B/C wage earner index as a guide in determining the COLA offered to employees. The CPI-W index averaged over the first 5 months of 2021 is 3.5%. (See attached Consumer Price Index.) I have also included information from US Bureau of Labor Statistics regarding the record increases to the CPI.

Although I have budgeted 3% for the COLA in FY21-22, our worker’s compensation insurance costs are significantly lower than anticipated this fiscal year due to a provider change by CIS. This savings will cover the additional .5% needed to fund the 3.5% if the Council so chooses.

I recommend the City Council approve a cost-of-living adjustment in line with the Portland CPI-W index and provide City staff with a 3.5% cost of living adjustment for the 2021-22 fiscal year.

City Manager Recommendation: I recommend approval of a 3.5% COLA for FY 2021-22.

Potential Motion Verbiage: “I move to approve a 3.5% cost of living adjustment for city staff effective July 1, 2021.”

City Council Options:

- 1 – Move to approve a 3.5% COLA.
- 2 – Move to approve a COLA at a different percentage.
- 3 – Do not approve a COLA.

Consumer Price Index

Base period: 1982-84 = 100, not seasonally adjusted

These figures are reported by the Bureau of Labor Statistics. You can hear the current figures anytime by calling (202) 691-6994.

CPI-U is the newer index, reflecting the buying habits of all urban households.

CPI-W is the revision of the “old CPI,” reflecting the buying habits of urban wage earners and clerical workers.

West – Size Class B/C is the CPI based on cities with populations of less than 2,500,000 in 13 Western states.

Pacific—Size Class B/C is a division of the West Region including cities CA, OR, WA, AK and HI

All information and archives are online at www.bls.gov/cpi

CPI-U

	U.S. City Average		West – Size Class B/C		Pacific Size Class B/C	
	2021	2020	2021	2020	2021	2020
Jan.	1.4%	2.5%	1.6%	2.8%	1.5%	2.6%
Feb.	1.7%	2.3%	1.8%	2.9%	1.6%	2.8%
March	2.6%	1.5%	2.6%	2.5%	2.4%	2.2%
April	4.2%	0.3%	3.9%	1.5%	3.8%	0.9%
May	5.0%	0.1%	5.4%	0.5%	4.5%	0.6%
June	5.4%	0.6%	6.0%	0.8%	5.2%	0.9%
July		1.0%		1.5%		1.4%
Aug.		1.3%		1.8%		1.8%
Sept.		1.4%		2.0%		1.5%
Oct.		1.2%		1.6%		1.2%
Nov.		1.2%		1.6%		1.4%
Dec.		1.4%		1.5%		1.6%

CPI-W

	U.S. City Average		West – Size Class B/C		Pacific Size Class B/C	
	2021	2020	2021	2020	2021	2020
Jan.	1.6%	2.5%	1.9%	2.6%	1.7%	2.7%
Feb.	1.9%	2.3%	2.1%	2.8%	1.9%	2.9%
March	3.0%	1.5%	2.9%	2.5%	2.8%	2.3%
April	4.7%	0.1%	4.5%	1.3%	4.3%	0.9%
May	5.6%	-0.1%	6.1%	0.2%	5.2%	0.5%
June	6.1%	0.5%	6.9%	0.6%	6.0%	0.9%
July		1.0%		1.4%		1.5%
Aug.		1.4%		2.0%		2.2%
Sept.		1.5%		2.1%		1.8%
Oct.		1.3%		1.7%		1.2%
Nov.		1.3%		1.7%		1.5%
Dec.		1.4%		1.6%		1.8%

The CPI numbers are released mid-month, and LGPI will update this page when they are published. These figures are reported by the Bureau of Labor Statistics. You can hear the current figures anytime by calling (202) 691-6994.

Select Language

CPI-U

The newer index, reflecting the buying habits of all urban households.

CPI-W

The revision of the “old CPI,” reflecting the buying habits of urban wage earners and clerical workers.

West – Size Class B/C is the CPI based on cities with populations of less than 2,500,000 in 13 Western states (as of February 1, 2018).

Pacific - Size Class B/C is a division of the West Region including cities in CA, OR, WA, AK & HI.

Because they're new, we won't have 12-month data changes to report; so, for now, we're using the base period of December 2017 as reference. As time goes on the reference point will change to a look back of 12-months as with the other indexes.

LOCAL GOVERNMENT PERSONNEL SERVICES

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Howard Schussler

Government Services Director

[Email](#)

Ph: 541-682-4007

[View Full Contact Details](#)



Economic News Release



Consumer Price Index Summary

Transmission of material in this release is embargoed until
8:30 a.m. (ET) July 13, 2021 USDL-21-1313

Technical information: (202) 691-7000 • cpi_info@bls.gov • www.bls.gov/cpi
Media Contact: (202) 691-5902 • PressOffice@bls.gov

CONSUMER PRICE INDEX - JUNE 2021

The Consumer Price Index for All Urban Consumers (CPI-U) increased 0.9 percent in June on a seasonally adjusted basis after rising 0.6 percent in May, the U.S. Bureau of Labor Statistics reported today. This was the largest 1-month change since June 2008 when the index rose 1.0 percent. Over the last 12 months, the all items index increased 5.4 percent before seasonal adjustment; this was the largest 12-month increase since a 5.4-percent increase for the period ending August 2008.

The index for used cars and trucks continued to rise sharply, increasing 10.5 percent in June. This increase accounted for more than one-third of the seasonally adjusted all items increase. The food index increased 0.8 percent in June, a larger increase than the 0.4-percent increase reported for May. The energy index increased 1.5 percent in June, with the gasoline index rising 2.5 percent over the month.

The index for all items less food and energy rose 0.9 percent in June after increasing 0.7 percent in May. Many of the same indexes continued to increase, including used cars and trucks, new vehicles, airline fares, and apparel. The index for medical care and the index for household furnishings and operations were among the few major component indexes which decreased in June.

The all items index rose 5.4 percent for the 12 months ending June; it has been trending up every month since January, when the 12-month change was 1.4 percent. The index for all items less food and energy rose 4.5 percent over the last 12-months, the largest 12-month increase since the period ending November 1991. The energy index rose 24.5 percent over the last 12-months, and the food index increased 2.4 percent.

Table A. Percent changes in CPI for All Urban Consumers (CPI-U): U.S. city average

	Seasonally adjusted changes from preceding month							Un- adjusted 12-mos. ended June 2021
	Dec. 2020	Jan. 2021	Feb. 2021	Mar. 2021	Apr. 2021	May 2021	June 2021	
All items.....	.2	.3	.4	.6	.8	.6	.9	5.4
Food.....	.3	.1	.2	.1	.4	.4	.8	2.4
Food at home.....	.3	-.1	.3	.1	.4	.4	.8	.9
Food away from home (1).. <td>.4</td> <td>.3</td> <td>.1</td> <td>.1</td> <td>.3</td> <td>.6</td> <td>.7</td> <td>4.2</td>	.4	.3	.1	.1	.3	.6	.7	4.2
Energy.....	2.6	3.5	3.9	5.0	-.1	.0	1.5	24.5
Energy commodities.....	5.1	7.3	6.6	8.9	-1.4	-.6	2.6	44.2
Gasoline (all types)....	5.2	7.4	6.4	9.1	-1.4	-.7	2.5	45.1
Fuel oil (1).....	10.2	5.4	9.9	3.2	-3.2	2.1	2.9	44.5
Energy services.....	.2	-.3	.9	.6	1.5	.7	.2	6.3
Electricity.....	.4	-.2	.7	.0	1.2	.3	-.3	3.8
Utility (piped) gas service.....	-.4	-.4	1.6	2.5	2.4	1.7	1.7	15.6
All items less food and energy.....	.0	.0	.1	.3	.9	.7	.9	4.5
Commodities less food and energy commodities....	.1	.1	-.2	.1	2.0	1.8	2.2	8.7
New vehicles.....	.4	-.5	.0	.0	.5	1.6	2.0	5.3
Used cars and trucks....	-.9	-.9	-.9	.5	10.0	7.3	10.5	45.2
Apparel.....	.9	2.2	-.7	-.3	.3	1.2	.7	4.9
Medical care commodities (1).....	-.2	-.1	-.7	.1	.6	.0	-.4	-2.2
Services less energy services.....	.0	.0	.2	.4	.5	.4	.4	3.1
Shelter.....	.1	.1	.2	.3	.4	.3	.5	2.6
Transportation services	-.6	-.3	-.1	1.8	2.9	1.5	1.5	10.4
Medical care services...	-.1	.5	.5	.1	.0	-.1	.0	1.0

1 Not seasonally adjusted.

The food index increased 0.8 percent in June, as did the food at home index; both indexes rose 0.4 percent in May. As in May, the food at home increase was mostly due to the index for meats, poultry, fish, and eggs, which increased 2.5 percent over the month. The beef index rose 4.5 percent in June, its largest 1-month increase since June 2020. The index for fruits and vegetables rose 0.7 percent in June after being unchanged in the preceding month. The nonalcoholic beverages index increased 0.9 percent in June after declining 0.5 percent in May. The index for other food at home rose 0.2 percent in June, as did the index for dairy and related products.

In contrast to these increases, the index for cereals and bakery products was the only one of the six major grocery store category indexes to decline in June, falling 0.3 percent over the month after increasing 0.5 percent in May.

The food away from home index rose 0.7 percent in June following a 0.6-percent increase in May. The index for full service meals rose 0.8 percent, its largest monthly increase since last June. The index for limited service meals increased 0.6 percent in June.

The food at home index increased 0.9 percent over the past 12 months. All six major grocery store food group indexes increased, but the index for fruits and vegetables was the only one to rise more than 0.8 percent; increasing 3.2 percent.

The index for food away from home rose 4.2 percent over the last year, the largest 12-month increase in that index since the period ending in May 2009. The index for limited service meals rose 6.2 percent since June 2020 and the index for full service meals rose 4.1 percent over the last 12 months. The index for food at employee sites and schools declined sharply over the last year, falling 29.9 percent.

Energy

The energy index increased 1.5 percent in June after being unchanged in May. The gasoline index rose 2.5 percent in June after falling 0.7 percent in May. (Before seasonal adjustment, gasoline prices rose 2.2 percent in June.) The index for natural gas increased 1.7 percent in June, as it did in May. The electricity index, in contrast, fell 0.3 percent following a 0.3-percent increase the prior month.

The energy index rose 24.5 percent over the past 12 months. The gasoline index rose 45.1 percent since June 2020. The index for electricity increased 3.8 percent over the last year, while the index for natural gas rose 15.6 percent.

All items less food and energy

The index for all items less food and energy rose 0.9 percent in June following a 0.7-percent increase in May. The index for used cars and trucks rose sharply for the third consecutive month, increasing 10.5 percent in June. This was the largest monthly increase ever reported for the used cars and trucks index, which was first published in January 1953. The shelter index rose 0.5 percent in June. The index for rent rose 0.2 percent and the index for owners' equivalent rent increased 0.3 percent, the same increases as in May. The lodging away from home index increased 7.0 percent in June.

The index for new vehicles rose 2.0 percent in June, that index's largest 1-month increase since May 1981. The motor vehicle insurance index increased 1.2 percent over the month. The index for airline fares rose 2.7 percent in June after increasing 7.0 percent the previous month. The index for apparel increased 0.7 percent in June following a 1.2-percent rise in May. The recreation index and the education index each rose 0.2 percent over the month.

The index for household furnishing and operations fell 0.1 percent in June after rising 1.3 percent in May. The index for communication was unchanged for the month.

The medical care index declined 0.1 percent in June, as it did in May. Medical care component indexes were mixed. The index for prescription drugs declined 0.2 percent in June after falling 0.3 percent in May. The hospital services index increased 0.2 percent, while the physicians' services index rose 0.3 percent in June.

The index for all items less food and energy rose 4.5 percent over the past 12 months. The index for used cars and trucks increased 45.2 percent, the largest 12-month change ever reported for that index. The index for new vehicles rose 5.3 percent over the past 12 months, its largest 12-month increase since the period ending January 1987. The motor vehicle insurance index increased 11.3 percent in the last year, while the index for car and truck rental rose 87.7 percent over that period. The shelter index increased 2.6 percent over the last 12 months. The medical care index rose 0.4 percent over the past 12 months, its smallest 12-month increase since the period ending March 1941.

Not seasonally adjusted CPI measures

The Consumer Price Index for All Urban Consumers (CPI-U) increased 5.4 percent over the last 12 months to an index level of 271.696 (1982-84=100). For the month, the index increased 0.9 percent prior to seasonal adjustment.

The Consumer Price Index for Urban Wage Earners and Clerical Workers (CPI-W) increased 6.1 percent over the last 12 months to an index level of 266.412

(1982-84=100). For the month, the index rose 1.1 percent prior to seasonal adjustment.

The Chained Consumer Price Index for All Urban Consumers (C-CPI-U) increased 5.3 percent over the last 12 months. For the month, the index increased 0.9 percent on a not seasonally adjusted basis. Please note that the indexes for the past 10 to 12 months are subject to revision.

The Consumer Price Index for July 2021 is scheduled to be released on Wednesday, August 11, 2021 at 8:30 a.m. (ET).

Coronavirus (COVID-19) Pandemic Impact on June 2021 Consumer Price Index Data

Data collection by personal visit for the Consumer Price Index (CPI) program has been suspended since March 16, 2020. When possible, data normally collected by personal visit were collected either online or by phone. Additionally, data collection in June was affected by the temporary closing or limited operations of certain types of establishments. These factors resulted in an increase in the number of prices considered temporarily unavailable and imputed. While the CPI program attempted to collect as much data as possible, many indexes are based on smaller amounts of collected prices than usual, and a small number of indexes that are normally published were not published this month. Additional information is available at www.bls.gov/covid19/effects-of-covid-19-pandemic-on-consumer-price-index.htm.

Technical Note

Brief Explanation of the CPI

The Consumer Price Index (CPI) measures the change in prices paid by consumers for goods and services. The CPI reflects spending patterns for each of two population groups: all urban consumers and urban wage earners and clerical workers. The all urban consumer group represents about 93 percent of the total U.S. population. It is based on the expenditures of almost all residents of urban or metropolitan areas, including professionals, the self-employed, the poor, the unemployed, and retired people, as well as urban wage earners and clerical workers. Not included in the CPI are the spending patterns of people living in rural nonmetropolitan areas, farming families, people in the Armed Forces, and those in institutions, such as prisons and mental hospitals. Consumer inflation for all urban consumers is measured by two indexes, namely, the Consumer Price Index for All Urban Consumers (CPI-U) and the Chained Consumer Price Index for All Urban Consumers (C-CPI-U).

The Consumer Price Index for Urban Wage Earners and Clerical Workers (CPI-W) is based on the expenditures of households included in the CPI-U definition that meet two requirements: more than one-half of the household's income must come from clerical or wage occupations, and at least one of the household's earners must have been employed for at least 37 weeks during the previous 12 months. The CPI-W population represents about 29 percent of the total U.S. population and is a subset of the CPI-U population.

The CPIs are based on prices of food, clothing, shelter, fuels, transportation, doctors' and dentists' services, drugs, and other goods and services that people buy for day-to-day living. Prices are collected each month in 75 urban areas across the country from about 6,000 housing units and approximately 22,000 retail establishments (department stores, supermarkets, hospitals, filling stations, and other types of stores and service establishments). All taxes directly associated with the purchase and use of items are included in the index. Prices of fuels and a few other items are obtained every month in all 75 locations. Prices of most other commodities and services are collected every month in the three largest geographic areas and every other month in other areas. Prices of most goods and services are obtained by personal visits or telephone calls by the Bureau's trained representatives.

In calculating the index, price changes for the various items in each location are aggregated using weights, which represent their importance in the spending of the appropriate population group. Local data are then combined to obtain a U.S. city average. For the CPI-U and CPI-W, separate indexes are also published by size of city, by region of the country, for cross-classifications of regions and population-size classes, and for 23 selected local areas. Area indexes do not measure differences in the level of prices among cities; they only measure the average change in prices for each area since the base period. For the C-CPI-U, data are issued only at the national level. The CPI-U and CPI-W are considered final when released, but the C-CPI-U is issued in preliminary form and subject to three subsequent quarterly revisions.

The index measures price change from a designed reference date. For most of the CPI-U and the CPI-W, the reference base is 1982-84 equals 100. The reference base for the C-CPI-U is December 1999 equals 100. An increase of 7 percent from the reference base, for example, is shown as 107.000. Alternatively, that relationship can also be expressed as the price of a base period market basket of goods and services rising from \$100 to \$107.

Sampling Error in the CPI

The CPI is a statistical estimate that is subject to sampling error because it is based upon a sample of retail prices and not the complete universe of all prices. BLS calculates and publishes estimates of the 1-month, 2-month, 6-month,

and 12-month percent change standard errors annually for the CPI-U. These standard error estimates can be used to construct confidence intervals for hypothesis testing. For example, the estimated standard error of the 1-month percent change is 0.03 percent for the U.S. all items CPI. This means that if we repeatedly sample from the universe of all retail prices using the same methodology, and estimate a percentage change for each sample, then 95 percent of these estimates will be within 0.06 percent of the 1-month percentage change based on all retail prices. For example, for a 1-month change of 0.2 percent in the all items CPI-U, we are 95 percent confident that the actual percent change based on all retail prices would fall between 0.14 and 0.26 percent. For the latest data, including information on how to use the estimates of standard error, see <https://www.bls.gov/cpi/tables/variance-estimates/home.htm>.

Calculating Index Changes

Movements of the indexes from 1 month to another are usually expressed as percent changes rather than changes in index points, because index point changes are affected by the level of the index in relation to its base period, while percent changes are not. The following table shows an example of using index values to calculate percent changes:

	Item A	Item B	Item C
Year I	112.500	225.000	110.000
Year II	121.500	243.000	128.000
Change in index points	9.000	18.000	18.000
Percent change	$9.0/112.500 \times 100 = 8.0$	$18.0/225.000 \times 100 = 8.0$	$18.0/110.000 \times 100 = 16.4$

Use of Seasonally Adjusted and Unadjusted Data

The Consumer Price Index (CPI) produces both unadjusted and seasonally adjusted data. Seasonally adjusted data are computed using seasonal factors derived by the X-13ARIMA-SEATS seasonal adjustment method. These factors are updated each February, and the new factors are used to revise the previous 5 years of seasonally adjusted data. The factors are available at www.bls.gov/cpi/tables/seasonal-adjustment/seasonal-factors-2021.xlsx. For more information on data revision scheduling, please see the Factsheet on Seasonal Adjustment at www.bls.gov/cpi/seasonal-adjustment/questions-and-answers.htm and the Timeline of Seasonal Adjustment Methodological Changes at www.bls.gov/cpi/seasonal-adjustment/timeline-seasonal-adjustment-methodology-changes.htm.

For analyzing short-term price trends in the economy, seasonally adjusted changes are usually preferred since they eliminate the effect of changes that normally occur at the same time and in about the same magnitude every year—such as price movements resulting from weather events, production cycles, model changeovers, holidays, and sales. This allows data users to focus on changes that are not typical for the time of year. The unadjusted data are of primary interest to consumers concerned about the prices they actually pay. Unadjusted data are also used extensively for escalation purposes. Many collective bargaining contract agreements and pension plans, for example, tie compensation changes to the Consumer Price Index before adjustment for seasonal variation. BLS advises against the use of seasonally adjusted data in escalation agreements because seasonally adjusted series are revised annually.

Intervention Analysis

The Bureau of Labor Statistics uses intervention analysis seasonal adjustment for some CPI series. Sometimes extreme values or sharp movements can distort the underlying seasonal pattern of price change. Intervention analysis seasonal adjustment is a process by which the distortions caused by such unusual events are estimated and removed from the data prior to calculation of seasonal factors. The resulting seasonal factors, which more accurately represent the seasonal pattern, are then applied to the unadjusted data.

For example, this procedure was used for the motor fuel series to offset the effects of the 2009 return to normal pricing after the worldwide economic downturn in 2008. Retaining this outlier data during seasonal factor calculation would distort the computation of the seasonal portion of the time series data for motor fuel, so it was estimated and removed from the data prior to seasonal adjustment. Following that, seasonal factors were calculated based on this “prior adjusted” data. These seasonal factors represent a clearer picture of the seasonal pattern in the data. The last step is for motor fuel seasonal factors to be applied to the unadjusted data.

For the seasonal factors introduced for January 2021, BLS adjusted 72 series using intervention analysis seasonal adjustment, including selected food and beverage items, motor fuels, electricity, and vehicles.

Revision of Seasonally Adjusted Indexes

Seasonally adjusted data, including the U.S. city average all items index levels, are subject to revision for up to 5 years after their original release. Every year, economists in the CPI calculate new seasonal factors for seasonally adjusted series and apply them to the last 5 years of data. Seasonally adjusted indexes beyond the last 5 years of data are considered to be final and not subject to revision. For January 2021, revised seasonal factors and seasonally adjusted indexes for 2016 to 2020 were calculated and published. For series which are directly adjusted using the Census X-13ARIMA-SEATS seasonal adjustment software, the seasonal factors for 2020 will be applied to data for 2021 to produce the seasonally adjusted 2021 indexes. Series which are indirectly seasonally adjusted by summing seasonally adjusted component series have seasonal factors which are derived and are therefore not available in advance.

Determining Seasonal Status

Each year the seasonal status of every series is reevaluated based upon certain statistical criteria. Using these criteria, BLS economists determine whether a series should change its status from "not seasonally adjusted" to "seasonally adjusted", or vice versa. If any of the 81 components of the U.S. city average all items index change their seasonal adjustment status from seasonally adjusted to not seasonally adjusted, not seasonally adjusted data will be used in the aggregation of the dependent series for the last 5 years, but the seasonally adjusted indexes before that period will not be changed. Thirty-four of the 81 components of the U.S. city average all items index are not seasonally adjusted for 2021.

Contact Information

For additional information about the CPI visit www.bls.gov/cpi or contact the CPI Information and Analysis Section at 202-691-7000 or cpi_info@bls.gov.

For additional information on seasonal adjustment in the CPI visit www.bls.gov/cpi/seasonal-adjustment/home.htm or contact the CPI seasonal adjustment section at 202-691-6968 or cpiseas@bls.gov.

Information from this release will be made available to sensory impaired individuals upon request. Voice phone: 202-691-5200; Federal Relay Service: 1-800-877-8339.

- [Table 1. Consumer Price Index for All Urban Consumers \(CPI-U\): U. S. city average, by expenditure category](#)
- [Table 2. Consumer Price Index for All Urban Consumers \(CPI-U\): U. S. city average, by detailed expenditure category](#)
- [Table 3. Consumer Price Index for All Urban Consumers \(CPI-U\): U. S. city average, special aggregate indexes](#)
- [Table 4. Consumer Price Index for All Urban Consumers \(CPI-U\): Selected areas, all items index](#)
- [Table 5. Chained Consumer Price Index for All Urban Consumers \(C-CPI-U\) and the Consumer Price Index for All Urban Consumers \(CPI-U\): U.S. city average, all items index](#)
- [Table 6. Consumer Price Index for All Urban Consumers \(CPI-U\): U.S. city average, by expenditure category, 1-month analysis table](#)
- [Table 7. Consumer Price Index for All Urban Consumers \(CPI-U\): U.S. city average, by expenditure category, 12-month analysis table](#)
- [HTML version of the entire news release](#)

The PDF version of the news release

News release charts

Supplemental Files Table of Contents

Table of Contents

Last Modified Date: July 13, 2021

U.S. BUREAU OF LABOR STATISTICS Division of Consumer Prices and Price Indexes Suite 3130 2 Massachusetts Avenue NE Washington, DC 20212-0001

Telephone:1-202-691-7000_ www.bls.gov/CPI [Contact CPI](#)

To: Honorable Mayor and City Councilors
From: Rochelle Roaden, City Manager
Issue: Approval of Resolution 21/22-03 City of Dayton Social Media Policy
Date: July 19, 2021

Background and Information

The City of Dayton has not formally adopted a social media policy and up until now Staff has forwarded information to Council members to be posted on social media. During February “Valentine’s Day Storm” it became very apparent that the city needs to be able to post directly to social media platforms to effectively communicate with our residents, business owners and visitors in a timely manner. Additionally, being able to communicate information about city operations as well as our events, the newsletter, the annual survey, the library programs, and other information would enhance our communications and provide engagement with the community.

All communications on the City’s behalf create records that are required to be maintained according to state guidelines and retention schedules, and as such, anyone using social media on behalf of the City of Dayton should adhere to a set of guidelines for the use of social media.

The City of Dayton’s policy is based on the model social media policy provided by the League of Oregon Cities. The City Attorney has reviewed and approved this policy.

In order to maintain the public records, I have included information on Archive Social which the city would use to maintain our records. This service creates a mirrored website of any sites we use and captures all content including content deleted by any commenter. The service will cost \$250 a month and I included funding in the FY21-22 budget for this service. Important to note, some believe that social media platforms retain all history but that is not the case. By using Archive Social, we will be able to respond to any records requests in a timely manner providing all needed information.

Council Goal: *Goal F – Enhance communications to actively engage the community.*

City Manager Recommendation: I recommend approval.

Potential Motion to Approve: “I move to approve Resolution 21/22-03 a Resolution Adopting a Social Media Policy for the City of Dayton.”

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.



CITY OF DAYTON

SOCIAL MEDIA POLICY

Use

1. “Social media” includes blogs, Facebook, Instagram, Twitter, YouTube and other similar accounts.
2. All use of social media and any new form of social media must be reviewed and approved by the City Manager. The City of Dayton’s website will remain the City’s primary internet presence.
3. The city shall identify those employees authorized to use social media on behalf of the city. Only those employees who are authorized shall engage in social media activities on behalf of the city. The city manager shall maintain a list of authorized social media users.
4. All social media accounts shall be created using a city-issued email address, whenever possible.¹ This will ensure that:
 - a. Personal and professional communications are separated;
 - b. The city can back up public conversations because the city owns and controls the email address;
 - c. The city can access the site when the employee is out on vacation or otherwise away from the office or leaves employment with the city; and
 - d. The city can determine that the site is legitimately the city’s and not a rogue site generated from a private email address.
5. The city shall notify users and visitors to the social media site that the purpose of the site is to facilitate communication between the city and the public. Each site shall contain the following message:

¹ Some social media sites, such as Facebook, prohibit creation of a government “page” without the use of a personal account. In those instances, the city should provide a process for transition of page management in the event the person holding the primary personal account associated with the page leaves the city.

This site is created by the city of Dayton. This site is intended to serve as a mechanism for communication between the public and the city of Dayton on all topics relevant to city business. The city of Dayton reserves the right to remove comments or postings that violate any applicable laws. A list of content that will be removed may be viewed at:

https://www.ci.dayton.or.us/page/admin_social_media. Postings to this site are public records of the city of Dayton and may be subject to disclosure under the Oregon Public Records Law.

The city of Dayton does not endorse nor sponsor any advertising posted by the social media host, and notes that the social media is a private site, and the privacy terms of the site apply. The city of Dayton does not guarantee reliability and accuracy of any third-party links.

6. Where possible, all social media sites will display the city's logo for consistency and authenticity.
7. Social media posts are considered public records if posts are made on an official city account; *or* on a city staff member or official's private account which makes or receives comments on city matters.
8. The city and its employees and officials shall not discriminate against public speech based on content or viewpoint. The city, its staff and its officials may not engage in viewpoint discrimination but will remove content that does not meet the guidelines set forth below. All persons who wish to "friend," "follow," "re-tweet," etc. must be allowed to do so.
9. The following content posted by the public may be removed:
 - a. Comments not topically related to the particular article being commented upon;
 - b. Comments in support of or opposition to political campaigns or ballot measures;
 - c. Profane language or content;
 - d. Content that promotes, fosters or perpetuates discrimination upon the basis on race, religion, gender, gender identity, marital status, familial status, national origin, age, mental or physical disability, sexual orientation, source of income, or other protected status under applicable law;
 - e. Inappropriate sexual content or links to inappropriate sexual content;
 - f. Solicitations of commerce, *e.g.*, ads;
 - g. Conduct or encouragement of illegal activity;
 - h. Private and confidential information;

- i. Information that may tend to compromise the safety or security of the public or public systems; or
- j. Content that violates a legal ownership interest of any other party.

These guidelines shall be displayed to all users or made available by hyperlink. Any content removed must be retained, including the time, date, and identity of the poster when available.

Records Retention

1. The city must maintain and preserve social media records in compliance with the Oregon Public Records Law. The Public Records Law applies regardless of whether the social media site is hosted by the city or a third party.
2. Those engaged in social media activities must be familiar with the city's records retention schedule. Any posted original content that is not a copy of a preexisting city record must be captured and retained by saving a copy and providing it to the city's records custodian.
3. Social media content shall be retained by composing and retaining messages/posting in local software and noting the time and date posted, or by capturing screenshots of the post once it is on the page.²
4. Non-Original Social Media Content Maintained Elsewhere
Any posted content that is a copy of a city record that exists in another location does not need to be separately preserved, provided that the original content is being retained in compliance with the appropriate city retention schedule and media preservation requirements. Employees should use social media applications exclusively as a mechanism for providing the public with links or references to content that is maintained as an official city record elsewhere. Links or references posted to social media accounts are considered convenience copies which need to be retained only "as needed" or "until superseded."
5. Original Social Media Content
Any posted original content that constitutes a city record and that is not preserved and retained elsewhere in compliance with the appropriate city retention schedule, must be captured by the city and retained according to the appropriate schedule and preservation requirements. The person who posts the content is responsible for retaining and preserving the record.
 - a. Speeches/Statements/News Releases/Program Activity Records
Content that contains written or photographed accounts of a city event, or summary of such events posted to social media are considered statements and reports for retention

² The City of Dayton may also utilize third party software that can coordinate multiple social media accounts and capture social medial content automatically for a city.

purposes and should be retained generally for two years from the time they are “published.” If these posts contain policy or historically significant content, they must be retained permanently.

b. Correspondence

Incoming messages from the public that arrive via the city’s social media account should be treated as correspondence. Messages completely unrelated to the city’s activities does not need to be retained. If the message relates to the city’s activities or functions, it must be captured and retained per the retention category that most closely corresponds to the content of the message. Staff are advised to respond to correspondence via email or other “offline” messaging methods and if possible, communicate directly with the individual and maintain that correspondence.

c. Content Associated with a Specific Function or Activity

Information received from the public in response to social media posts used as a public entry point to solicit specific information—such as conducting a poll or to launch a process or placing an order—should be retained along with other records associated with that function or activity using the appropriate retention schedule.

Any staff member in violation of this social media policy is subject to disciplinary action pursuant to the city’s personnel manual, including but not necessarily limited to termination.

Appendix A – SOCIAL MEDIA USER GUIDELINES

The city of Dayton encourages the public to share thoughts as they relate to the topics being discussed on the city's social media sites. The views expressed in visitor comments reflect those of the comment's author and do not necessarily reflect the official positions of the city of Dayton. Public comments are considered public information and may be subject to monitoring, moderation and disclosure to third parties. Users shall refrain from posting and the city of Dayton reserves the discretion to remove:

- a. Comments not topically related to the particular article being commented upon;
- b. Comments in support of or opposition to political campaigns or ballot measures;
- c. Profane language or content;
- d. Content that promotes, fosters, or perpetuates discrimination upon the basis on race, religion, gender, gender identity, marital status, familial status, national origin, age, mental or physical disability, sexual orientation, source of income, or other protected status under applicable law;
- e. Inappropriate sexual content or links to inappropriate sexual content;
- f. Solicitations of commerce;
- g. Conduct or encouragement of illegal activity;
- h. Private and confidential information;
- i. Information that may tend to compromise the safety or security of the public or public systems; or
- j. Content that violates a legal ownership interest of any other party.

These user guidelines may be subject to modification at any time.

The most reliable social media archiving solution for public entities to remain compliant with public records laws and actively manage risk online.

OVERVIEW

Social media networks facilitate one-to-one and many-to-many engagements at a historically unprecedented scale. These networks are built for billions of private citizens and are increasingly useful to public and regulated institutions who want to communicate with their constituents. ArchiveSocial was purpose-built to allow these regulated organizations to utilize social networks to engage with their constituents in a rich and compliant manner.

Tailored to your public entity, ArchiveSocial captures your social media presence in-context and in near-real-time, so you can manage and access your online data in one secure location, and quickly find and produce the content you need whenever you need it with advanced search and custom tagging.

BENEFITS

ArchiveSocial helps you:

- 1. SAVE TIME.** Reduce human error and avoid time-consuming administrative work by automating your archiving process, and find answers quickly with smart filters and automated tags for deleted, edited, and hidden content.
- 2. SAVE MONEY.** Respond to record requests of any size and create reports quickly by finding the data you need, whenever you need it, with a solution proven to provide enormous cost savings.
- 3. GET TOTAL VISIBILITY.** See the full history of your accounts, manage your entire online presence, and collaborate with different access levels in one secure, centralized location.
- 4. GAIN COMPLETE CONTROL.** Improve overall efficiency with control over your online data, and define the retention period of records through custom disposition rules for flexibility while maintaining compliance.
- 5. STAY COMPLIANT.** Ensure compliance with social media retention requirements and your state's public records law, and easily respond to FOIA, eDiscovery, and litigation requests.
- 6. HAVE PEACE OF MIND.** Streamline your social content documentation and eliminate surprises with active monitoring that alerts you on account connection, so you always know what data is being captured.

FEATURES

ArchiveSocial's robust feature set includes:

- 1. COMPREHENSIVE ARCHIVING.** Connect directly with your social media platforms to capture and preserve all content your public entity posts and engages with, in one secure location.
- 2. NEAR REAL-TIME CAPTURE.** Capture various content formats in full resolution and near-real-time, even if it's been edited, deleted, or hidden.
- 3. ADVANCED SEARCH.** Find and export the records you need quickly with filters, keywords, and custom and automated tags that let you organize and easily manage your content.
- 4. ON-DEMAND DATA.** Get access to your data at any time to support requests and easily produce reports for your monthly record volumes, connected accounts, and plan usage.
- 5. BLOCKED LISTS MANAGEMENT.** Create and maintain a single list of all blocked users and pages, for all of your managed accounts, with clear timelines and supporting evidence to defend your actions.
- 6. ACCURATE CONTEXT PRESERVATION.** Replay any record in its original context, and ensure its authenticity with digital signatures, timestamps, and unmodified meta-data.

As the leading provider of social media archiving technology in the public sector, ArchiveSocial enables more than 5,000 forward-thinking government entities, law enforcement agencies, and K-12 school districts to openly and transparently communicate across social networking platforms while ensuring legal protection and compliance with public records.



**RESOLUTION NO. 21/22-03
CITY OF DAYTON, OREGON**

A Resolution Adopting a Social Media Policy for the City of Dayton

WHEREAS, the City of Dayton desires to openly and transparently communicate with residents about City operations; and

WHEREAS, the City of Dayton uses many electronic tools and forums to communicate with residents and visitors about City operations; and

WHEREAS, emerging technologies bring new challenges for recordkeeping, free speech, transparency, and communications with them; and

WHEREAS, social media platforms can provide important tools to help the City disseminate time-sensitive information in a quick and efficient manner, including emergency situations; and

WHEREAS, these platforms are also effective tools for communication with residents, supporting City activities, and promoting our community; and

WHEREAS, it is important to provide guidelines to all users for conduct and use of social media to engage residents and visitors on the City’s behalf; and

WHEREAS, the City of Dayton desires to establish a social media policy to address the use of those electronic communications and information online;

NOW THEREFORE, BE IT RESOLVED:

1. The City of Dayton hereby establishes a Social Media Policy, as described in Exhibit A, to provide guidelines for electronic communications and information shared online.

ADOPTED this 19th day of July 2021.

In Favor:
Opposed:
Absent:
Abstained:

Elizabeth Wytoski, Mayor

Date of Signing

ATTESTED BY:

Patty Ringnalda, City Recorder

Date of Enactment

Attachment: Exhibit A

EXHIBIT A



CITY OF DAYTON

SOCIAL MEDIA POLICY

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 - a. Personal and professional communications are separated;
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² Social media user guidelines are provided in Appendix A.

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These user guidelines may be subject to modification at any time.



Oregon

Kate Brown, Governor

Parks and Recreation Department

State Historic Preservation Office

725 Summer St NE Ste C

Salem, OR 97301-1266

Phone (503) 986-0690

Fax (503) 986-0793

www.oregonheritage.org



April 26, 2021

Cyndi Park
City of Dayton
PO Box 339
Dayton, OR 97114

Dear Cyndi:

Congratulations! Your application for a 2021 Certified Local Government Grant has been funded for the amount and purpose listed below.

Grant Amount: \$12,000

Grant No.: OR-21-06

Start Date: 4/1/2021

End Date: 8/31/2022

Summary: Grant Administration. Create and print a brochure with information and a map of the Brookside Cemetery, listed in the National Register of Historic Places. Provide historic marker cleaning workshop. Complete ground penetrating radar survey of Brookside Cemetery. Provide approved training for staff and commissioners.

Attached is a copy of your grant agreement packet. Carefully review the scope of work and requirements for each category to be sure they are summarized correctly. Have the authorized person electronically sign the agreement within 30 days; if not signed in that period, it will be assumed that you are not accepting the grant award. We will return a signed copy and grant reporting information at that time.

I am looking forward to working with you. Please let me know if you have any questions, and, again, congratulations and best wishes for a successful project.

Sincerely,

Kuri Gill
Grant and Outreach Coordinator
(503) 986-0685
Kuri.Gill@oregon.gov

Enclosures

STAFF REPORT

TO: Honorable Mayor and City Councilors
 Through: Rochelle Roaden, City Manager
 From: Isaac Sullens, Code Enforcement Officer
 Subject: Code Enforcement Activities Report June 2021
 Date: July 1, 2021

Type of Violation	June 2021	May 2021	April 2021	March 2021	February 2021
Animals	3	3	4	2	2
Building	0	1	0	1	0
Burning	0	0	0	0	0
Clear vision	1	0	1	1	0
Encroachment	0	1	0	0	0
Junk	3	3	3	5	0
Noise	0	3	1	1	0
Noxious Vegetation	2	3	4	0	0
Parking	14	27	16	3	2
Attractive Nuisance	0	0	0	0	0
Posting	1	1	2	2	1
RV - Camping	0	0	3	3	0
Sidewalks	3	2	3	0	0
Towed	2	1	0	1	1
Land Use	0	0	1	0	0
Citations Issued	0	0	0	1	0
Right-of-Way	13	13	4	14	1
Other	0	3	0	2	0
TOTAL	42	61	42	36	7

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



**Yamhill County Sheriff's Office
Crime Summary for DAYTON
From 6/1/2021 to 6/30/2021**

City	UCR Description	6/1/2020 to 6/30/2020	6/1/2021 to 6/30/2021	Percentage Change	YTD	Prior Year
DAYTON						
Part 1						
	Aggravated Assault	1	1		4	3
	Arson	0	0			1
	Burglary-Business	1	0			5
	Burglary-Non-Residence	0	0		2	5
	Burglary-Residence	0	0		1	2
	Larceny	4	1	-75.00 %	17	45
	Motor Vehicle Theft-Auto	0	0		2	6
	Rape	0	0		1	1
	Robbery	0	0		1	1
	Part 1 Total	6	2	-66.67 %	28	69
Part 2						
	All Other	3	1	-66.67 %	7	12
	Animal Problems	0	0		1	1
	Disorderly Conduct	1	0		3	5
	Drug Laws	2	0		3	12
	DUII	2	0		3	12
	Forgery	0	1		2	3
	Fraud	1	2	100.00 %	2	4
	Liquor Laws	0	0			1
	Runaway	1	0			4
	Sex Offenses	1	0		4	2
	Simple Assault	2	1	-50.00 %	8	22
	Stolen Property	1	0		4	5
	Trespass/Prowler	2	0		11	17
	Vandalism	3	1	-66.67 %	8	18
	Weapons	0	1		2	5
	Part 2 Total	19	7	-63.16 %	58	123
	Total For DAYTON	38	24	-36.84 %	166	377

Report run date: 7/1/2021



**Yamhill County Sheriff's Office
Crime Summary for DAYTON
From 6/1/2021 to 6/30/2021**

City	UCR Description	6/1/2020 to 6/30/2020	6/1/2021 to 6/30/2021	Percentage Change	YTD	Prior Year
DAYTON						
Part 3						
	All Other	6	4	-33.33 %	30	57
	Non-Reportable Offenses	7	11	57.14 %	50	128
	Part 3 Total	13	15	15.38 %	80	185
	Total For DAYTON	38	24	-36.84 %	166	377

TO: MAYOR WYTOSKI AND CITY COUNCIL MEMBERS

THROUGH: ROCHELLE ROADEN, CITY MANAGER

FROM: CYNDI PARK, LIBRARY DIRECTOR

SUBJECT: LIBRARY ACTIVITIES REPORT JUNE 2021

Our new employee, Treva Gentry, will begin working in the Library July 1st – the day that I am writing this report. Treva has volunteered in the library for over 15 years, so she will be able to step in and help out immediately. We're getting very close to opening for some in-person services!!

Summer reading kicked off on June 29th when Rhys Thomas brought his show to Courthouse Square Park. We had 50 people in attendance at what was the first performance in the park since the beginning for COVID restrictions. I've heard lots of really positive reviews about the performance, and even though the day was really warm, everyone found shade and space in our park to relax and watch the show.



Angel Ocasio will be our next performer on July 13th. His show will be presented in English and Spanish and I'm sure will be very high energy and hilarious!

Summer Reading will end the same day as National Night Out, so we are combining events with the City to have one large community event! More details to come soon, but rest assured there will be free books!



TO: MAYOR WYTOSKI AND CITY COUNCIL MEMBERS

**THROUGH: ROCHELLE ROADEN
CITY MANAGER**

**FROM: STEPHEN SAGMILLER
PUBLIC WORKS DIRECTOR**

SUBJECT: PUBLIC WORKS ACTIVITIES REPORT JUNE 2021

Water:

Regulatory Samples bi weekly
Locates
Chlorine generator maintenance
Daily rounds
Work orders
Locates
Meter reading
Turn ons / turn offs
Water Report to Lafayette
Water report to State
Emergency shut offs
Receive chemicals at Treatment Plant
Check chlorine feed daily

Wastewater:

Regulatory Samples bi weekly
Daily Rounds
Check operation of lift stations daily
Locates
DMR to DEQ
Mowing at lagoons

Parks:

Dump garbage all parks
Mow at CH Square
Mow at AS Park
Mow at Alderman Park
Mow at Cemetery
Mow at Four Corners
Prep benches

Facilities:

Fire extinguisher checks
Prep cooling center
Prep site for building

Storm water:

Locates

Streets:

Street sweeping
Dump garbage on Ferry

Misc:

NA

Description	Commercial	Hydrant	None	Other	Public	Residential	Totals
Water Usage	140,144	0	0	0	46,919	851,819	1,038,882
<hr/>							
Description	Commercial	Hydrant	None	Other	Public	Residential	Totals
Water Amount	9,164.71	-	-	-	2,927.61	62,523.84	74,616.16
Sewer Amount	3,495.29	-	-	-	1,821.91	38,200.31	43,517.51
Misc Amount	-	-	-	-	-	-	-
Backflow Amount	-	-	-	-	-	-	-
NSFCheck Amount	-	-	-	-	-	50.00	50.00
Late Chrg Amount	-	-	-	-	-	.92	.92
<hr/>							
Total Charges:	12,660.00	-	-	-	4,749.52	100,775.07	118,184.59

Description	Commercial	Hydrant	None	Other	Public	Residential	Totals
Previous Balance	12,089.85	-	-	60.00	5,138.79	147,353.50	164,642.14
Payments	10,311.08-	-	-	60.00-	5,138.79-	88,577.57-	104,087.44-
Contract Adjustments	-	-	-	-	-	-	-
Assistance Applied	-	-	-	-	-	-	-
Deposits Applied	-	-	-	-	-	303.97-	303.97-
Interest Applied	-	-	-	-	-	-	-
Balance Transfers	-	-	-	-	-	-	-
Balance Write-offs	-	-	-	-	-	-	-
Reallocations	-	-	-	-	-	-	-
Total Charges	12,660.00	-	-	-	4,749.52	100,775.07	118,184.59
<hr/>							
Current Balance:	14,438.77	-	-	-	4,749.52	159,247.03	178,435.32

Year To Date: 07/01/2020 - 06/30/2021

Description	Commercial	Hydrant	None	Other	Public	Residential	Totals
Water Usage	1,445,445	1,700	0	1	543,721	8,464,564	10,455,431

Description	Commercial	Hydrant	None	Other	Public	Residential	Totals
Water Amount	97,857.91	171.03	-	-	45,803.88	709,656.49	853,489.31
Sewer Amount	41,857.23	-	-	-	19,993.50	453,279.55	515,130.28
Misc Amount	-	-	-	-	-	125.00	125.00
Backflow Amount	500.00	-	-	100.00	620.00	2,280.00	3,500.00
NSFCheck Amount	-	-	-	-	-	225.00	225.00
Late Chrg Amount	-	-	-	-	-	11.04	11.04
<hr/>							
Total Charges:	140,215.14	171.03	-	100.00	66,417.38	1,165,577.08	1,372,480.63

Description	Commercial	Hydrant	None	Other	Public	Residential	Totals
Previous Balance	11,161.98	50.00	-	-	4,912.22	120,814.45	136,938.65
Payments	136,938.35-	121.03-	-	100.00-	66,580.08-	1,121,540.77-	1,325,280.23-
Contract Adjustments	-	-	-	-	-	-	-
Assistance Applied	-	-	-	-	-	-	-
Deposits Applied	-	100.00-	-	-	-	5,602.36-	5,702.36-

Description	Commercial	Hydrant	None	Other	Public	Residential	Totals
Interest Applied	-	-	-	-	-	-	-
Balance Transfers	-	-	-	-	-	-	-
Balance Write-offs	-	-	-	-	-	1.37-	1.37-
Reallocations	-	-	-	-	-	-	-
Total Charges	140,215.14	171.03	-	100.00	66,417.38	1,165,577.08	1,372,480.63
Current Balance:	14,438.77	-	-	-	4,749.52	159,247.03	178,435.32

Wellfield Production and Distribution 2021

	Well 1	Well 2	Well 3	Well 4	Well 5	Total	Treatment Plant Inflow	Backwash	Lafayette Distribution	Dayton Distribution	Lafayette Percentage	Dayton Percentage	L + D	Diff Between Well Total and Distribution
Jan	1,072,000	698,000	806,000	946,000	911,000	4,433,000	4,857,000	180,000	2,090,000	2,740,000	43%	57%	4,830,000	-397,000
Feb	1,326,000	758,000	1,242,000	1,336,000	1,394,000	6,056,000	6,413,000	210,000	2,682,000	2,327,000	54%	46%	5,009,000	1,047,000
Mar	1,756,000	892,000	1,755,000	1,755,000	1,855,000	8,013,000	8,229,000	277,000	5,298,000	1,984,000	73%	27%	7,282,000	731,000
Apr	2,001,000	805,000	1,885,000	2,025,000	1,663,000	8,379,000	9,269,000	294,000	5,813,000	2,171,000	73%	27%	7,984,000	395,000
May	1,541,000	260,000	1,753,000	2,043,000	1,672,000	7,269,000	7,849,000	254,000	3,986,000	2,879,000	58%	42%	6,865,000	404,000
Jun	1,860,000	0	2,587,000	2,586,000	2,558,000	9,571,000	10,422,000	353,000	4,330,000	4,714,000	48%	52%	9,044,000	527,000
Jul						0					#DIV/0!	#DIV/0!	0	0
Aug						0					#DIV/0!	#DIV/0!	0	0
Sep						0					#DIV/0!	#DIV/0!	0	0
Oct						0					#DIV/0!	#DIV/0!	0	0
Nov						0					#DIV/0!	#DIV/0!	0	0
Dec						0					#DIV/0!	#DIV/0!	0	0
Total	9,556,000	3,413,000	10,028,000	10,691,000	10,033,000	43,721,000	47,039,000	1,568,000	24,199,000	16,815,000	59%	41%	41,014,000	2,707,000

Wellfield Production and Distribution 2020

	Well 1	Well 2	Well 3	Well 4	Well 5	Total	Treatment Plant Inflow	Backwash	Lafayette Distribution	Dayton Distribution	Lafayette Percentage	Dayton Percentage	L + D	Diff Between Well Total and Distribution
Jan	2,212,000	1,352,000	2,504,000	2,571,000	1,781,000	10,420,000	10,777,000	307,000	6,480,000	3,390,000	66%	34%	9,870,000	550,000
Feb	2,605,000	1,392,000	2,727,000	2,727,000	1,795,000	11,246,000	11,503,000	321,000	6,968,000	3,606,000	66%	34%	10,574,000	672,000
Mar	1,869,000	1,346,000	2,856,000	2,858,000	2,736,000	11,665,000	11,087,000	324,000	7,290,000	3,922,000	65%	35%	11,212,000	453,000
Apr	2,105,000	1,542,000	4,197,000	2,229,000	2,424,000	12,497,000	13,705,000	404,000	7,856,000	3,826,000	67%	33%	11,682,000	815,000
May	2,125,000	1,251,000	3,702,000	2,196,000	1,470,000	11,470,000	13,866,000	424,000	8,919,000	2,678,000	77%	23%	11,597,000	-127,000
Jun	1,427,000	1,413,000	1,426,000	1,427,000	1,465,000	7,158,000	9,782,000	315,000	5,093,000	3,859,000	57%	43%	8,952,000	-1,794,000
Jul	1,754,000	1,593,000	1,771,000	1,773,000	1,823,000	8,714,000	11,720,000	344,000	5,027,000	5,155,000	49%	51%	10,182,000	-1,468,000
Aug	1,638,000	892,000	1,902,000	1,902,000	1,945,000	8,279,000	11,106,000	283,000	4,833,000	5,501,000	47%	53%	10,336,000	-2,057,000
Sep	1,109,000	1,177,000	1,359,000	1,359,000	1,387,000	6,391,000	7,421,000	257,000	3,383,000	4,089,000	45%	55%	7,472,000	-1,081,000
Oct	931,000	1,096,000	1,287,000	1,289,000	1,314,000	5,917,000	6,809,000	211,000	3,764,000	2,825,000	57%	43%	6,589,000	-672,000
Nov	1,293,000	1,661,000	2,001,000	1,705,000	1,733,000	8,393,000	9,077,000	304,000	5,943,000	3,071,000	66%	34%	9,014,000	-621,000
Dec	1,127,000	1,462,000	1,711,000	1,437,000	1,433,000	7,170,000	7,184,000	251,000	3,258,000	3,349,000	49%	51%	6,607,000	563,000
Total	20,195,000	16,177,000	27,443,000	23,473,000	22,032,000	109,320,000	124,037,000	3,745,000	68,816,000	45,271,000	60%	40%	114,087,000	-4,767,000

Wellfield Production and Distribution 2019

	Well 1	Well 2	Well 3	Well 4	Well 5	Total	Treatment Plant Inflow	Backwash	Lafayette Distribution	Dayton Distribution	Lafayette Percentage	Dayton Percentage	L + D	Diff Between Well Total and Distribution
Jan	1,894,000	1,827,000	1,894,000	2,144,000	2,037,000	9,796,000	11,148,000	410,000	7,724,000	2,599,000	75%	25%	10,323,000	-527,000
Feb	1,837,000	1,823,000	1,561,000	2,030,000	2,342,000	9,593,000	10,594,000	355,000	8,137,000	1,533,000	84%	16%	9,670,000	-77,000
Mar	1,462,000	1,662,000	1,718,000	2,579,000	2,566,000	9,987,000	11,659,000	255,000	8,527,000	2,081,000	80%	20%	10,608,000	-621,000
Apr	1,928,000	1,327,000	1,424,000	1,926,000	1,966,000	8,571,000	10,486,000	248,000	7,443,000	1,892,000	80%	20%	9,335,000	-764,000
May	2,526,000	1,550,000	1,547,000	2,797,000	1,423,000	9,643,000	10,796,000	240,000	5,615,000	3,256,000	63%	37%	8,871,000	772,000
Jun	1,889,000	891,000	1,583,000	3,004,000	2,425,000	9,792,000	10,794,000	245,000	5,097,000	4,116,000	55%	45%	9,213,000	579,000
Jul	2,045,000	1,817,000	1,630,000	3,288,000	2,926,000	11,706,000	12,452,000	318,000	6,902,000	4,582,000	60%	40%	11,484,000	222,000
Aug	1,786,000	827,000	1,446,000	1,560,000	1,506,000	7,125,000	7,227,000	213,000	4,378,000	3,249,000	57%	43%	7,627,000	-502,000
Sep	1,471,000	829,000	1,540,000	1,582,000	1,701,000	7,123,000	7,752,000	203,000	4,081,000	2,832,000	59%	41%	6,913,000	210,000
Oct	2,232,000	1,219,000	2,315,000	2,166,000	2,239,000	10,171,000	10,961,000	285,000	7,410,000	2,599,000	74%	26%	10,009,000	162,000
Nov	2,249,000	1,257,000	2,247,000	2,411,000	2,282,000	10,446,000	11,611,000	257,000	7,044,000	3,463,000	67%	33%	10,507,000	-61,000
Dec	2,418,000	1,658,000	2,083,000	28,383,000	25,915,000	115,895,000	128,832,000	3,336,000	81,476,000	34,501,000	70%	30%	115,977,000	-82,000
Total	24,184,000	16,580,000	20,833,000	28,383,000	25,915,000	115,895,000	128,832,000	3,336,000	81,476,000	34,501,000	70%	30%	115,977,000	-82,000

Report Criteria:

Report type: Summary

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Invoice Number	Invoice Sequence	Invoice GL Account	Discount Taken	Check Amount	
05/21	05/31/2021	23875	151	Beery, Elsner & Hammond	JUNE 2018	1	100.100.700.00	.00	473.00-	V
05/21	05/15/2021	26828	238	A&E Security & Electronic	185943	11	100.100.707.30	.00	509.25	
05/21	05/15/2021	26829	329	Alexonet Inc	1784	11	105.105.705.30	.00	949.75	
05/21	05/15/2021	26830	1791	Angel and Isabell Aguiar	DEPOSIT RE	2	400.400.750.00	.00	16.66	
05/21	05/15/2021	26831	127	Baker & Taylor	2035918165	1	100.104.715.00	.00	12.08	
05/21	05/15/2021	26832	1064	Botten's Equipment Rental	1-604112	1	600.600.930.60	.00	110.39	
05/21	05/15/2021	26833	166	Cascade Form Systems	4245	10	400.400.601.00	.00	350.86	
05/21	05/15/2021	26834	105	City of Dayton	Multiple	1	300.301.707.00	.00	2,188.01	
05/21	05/15/2021	26835	362	City of Newberg	APRIL 2021	4	100.106.716.00	.00	921.89	
05/21	05/15/2021	26836	423	Comcast Cable	8778105130	1	300.301.602.00	.00	104.85	
05/21	05/15/2021	26837	904	Consolidated Supply Co.	S010124826.	1	300.300.616.00	.00	280.74	
05/21	05/15/2021	26838	111	DCBS Fiscal Services	APRIL 2021	1	100.106.700.35	.00	141.47	
05/21	05/15/2021	26839	350	DEMCO	6950976	2	100.104.601.00	.00	157.73	
05/21	05/15/2021	26840	120	DND Electrical Contractors	41032	1	400.400.614.50	.00	329.00	
05/21	05/15/2021	26841	231	DOWL	2860.80118.0	1	700.700.910.41	.00	372.50	
05/21	05/15/2021	26842	789	Edge Analytical	Multiple	1	300.300.751.00	.00	252.60	
05/21	05/15/2021	26843	513	Elizabeth Wytoski	MAY EXPEN	1	500.500.752.00	.00	100.00	
05/21	05/15/2021	26844	1790	Environmental Equipment Engine	4693	1	400.400.910.00	.00	51,574.00	
05/21	05/15/2021	26845	543	Ferrellgas	Multiple	1	100.100.600.10	.00	904.46	
05/21	05/15/2021	26846	1630	Gerry Butler	MAY 2021	1	100.104.715.00	.00	416.00	
05/21	05/15/2021	26847	167	GSI Water Solutions, Inc	Multiple	1	300.300.705.00	.00	1,189.08	
05/21	05/15/2021	26848	134	Iron Mountain Records Mgmt	DNNM587	10	400.400.601.00	.00	77.14	
05/21	05/15/2021	26849	1792	Kristina Bert	DEPOSIT RE	2	400.400.750.00	.00	3.42	
05/21	05/15/2021	26850	107	League of Oregon Cities	R14160	1	500.500.611.00	.00	25.00	
05/21	05/15/2021	26851	1572	McMinnville Commercial Cleaners	1678	10	400.400.707.00	.00	625.00	
05/21	05/15/2021	26852	124	Mid-Willamette Valley COG	202104DAYT	1	100.105.705.20	.00	1,801.50	
05/21	05/15/2021	26853	110	Northwest Logging Supply	302649	6	400.400.617.00	.00	190.47	
05/21	05/15/2021	26854	1017	Northwest Tree Care	4013	1	100.103.619.00	.00	1,800.00	
05/21	05/15/2021	26855	871	Office Depot, Inc	Multiple	1	101.101.601.00	.00	140.46	
05/21	05/15/2021	26856	173	One Call Concepts, Inc.	1040356	2	400.400.799.00	.00	76.44	
05/21	05/15/2021	26857	163	Oregon Dept of Revenue	APRIL 2021	1	101.101.700.35	.00	120.00	
05/21	05/15/2021	26858	103	PGE	Multiple	1	300.301.600.00	.00	6,439.22	
05/21	05/15/2021	26859	106	Recology Western Oregon	16208027	2	200.200.603.00	.00	303.99	
05/21	05/15/2021	26860	224	Ridgeway Supply	RSC000869	1	100.103.619.00	.00	59.66	
05/21	05/15/2021	26861	268	Schneider Automation, Inc	12011	1	300.300.614.40	.00	5,013.68	
05/21	05/15/2021	26862	1763	Terrence D. Mahr	21-004	1	101.101.705.40	.00	250.00	
05/21	05/15/2021	26863	1006	US Bank	Multiple	19	400.400.614.40	.00	5,938.86	
05/21	05/15/2021	26864	186	VFW post # 10626	21-004	1	101.101.705.00	.00	37.50	
05/21	05/15/2021	26865	154	Westech Engineering, Inc	Multiple	1	770.770.910.70	.00	6,444.46	
05/21	05/15/2021	26866	1785	Western Systems	Multiple	1	750.750.903.00	.00	245.50	
05/21	05/15/2021	26867	112	Wilco	167522	7	400.400.614.10	.00	911.10	
05/21	05/15/2021	26868	114	Yamhill County Sheriff	MAY 2021	1	101.101.705.10	.00	13,438.26	
05/21	05/15/2021	26869	115	Yamhill County Sheriff	21-004	1	101.101.700.35	.00	32.00	
05/21	05/15/2021	26870	117	YCOM	FY21-12-DA	1	101.101.770.00	.00	2,777.42	
05/21	05/15/2021	26871	614	Ziplyfiber	Multiple	1	300.300.602.00	.00	303.94	
05/21	05/31/2021	26872	190	AFLAC	862875	1	100.000.220.00	.00	313.81	
05/21	05/31/2021	26873	127	Baker & Taylor	2035944037	1	100.104.715.00	.00	23.50	
05/21	05/31/2021	26874	125	Canon Solutions America	26721050	10	400.400.601.00	.00	495.11	
05/21	05/31/2021	26875	189	CIS Trust	JUNE 2021	22	400.400.594.00	.00	16,987.90	
05/21	05/31/2021	26876	423	Comcast Cable	8778105130	1	300.301.602.00	.00	104.85	
05/21	05/31/2021	26877	519	Comcast Cable - internet	8778105130	11	400.400.705.30	.00	143.35	
05/21	05/31/2021	26878	466	Copy Cats	406934	1	500.500.752.60	.00	270.00	
05/21	05/31/2021	26879	789	Edge Analytical	21-16994	1	400.400.751.00	.00	72.00	

M = Manual Check, V = Void Check

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Invoice Number	Invoice Sequence	Invoice GL Account	Discount Taken	Check Amount
05/21	05/31/2021	26880	1794	Evelyn Hines	DEPOSIT RE	2	400.400.750.00	.00	61.56
05/21	05/31/2021	26881	891	Gopher Patrol	KS05202120	1	100.103.619.10	.00	150.00
05/21	05/31/2021	26882	694	GPEC Electrical Contractors	7503	1	780.780.920.35	.00	1,376.70
05/21	05/31/2021	26883	542	Grainger	9900533895	1	200.200.616.00	.00	238.52
05/21	05/31/2021	26884	139	Lowe's	Multiple	1	100.103.707.20	.00	782.00
05/21	05/31/2021	26885	1572	McMinnville Commercial Cleaners	Multiple	10	400.400.707.00	.00	1,480.00
05/21	05/31/2021	26886	121	McMinnville Water & Light	67508 521	1	300.300.600.00	.00	294.72
05/21	05/31/2021	26887	109	News Register	121279	10	400.400.705.00	.00	245.33
05/21	05/31/2021	26888	256	Oregon Dept of Revenue	053121 PR	1	100.000.212.00	.00	2,840.51
05/21	05/31/2021	26889	1245	PBS Engineering and Environmen	0075319.003	1	700.700.910.41	.00	803.75
05/21	05/31/2021	26890	103	PGE	8721021000	1	300.300.600.00	.00	33.74
05/21	05/31/2021	26891	171	Terminix Processing Center	407893183	10	100.104.707.00	.00	89.00
05/21	05/31/2021	26892	1793	The Heat Pump	REFUND OV	1	100.000.416.00	.00	39.68
05/21	05/31/2021	26893	937	United Site Services	Multiple	1	100.103.619.00	.00	856.39
05/21	05/31/2021	26894	189	CIS Trust	JUNE 2021	23	400.400.594.00	.00	13,987.90
Grand Totals:								.00	149,153.66

YOUR COMMUNITY
mediation



P.O. Box 444, McMinnville, OR 97128

503.435.2835

ycmediation.org

June 30, 2021

City of Dayton
PO Box 339
Dayton, OR 97114

Dear City of Dayton,

Thank you so much for your recent tax-deductible donation of \$4,000.00 to Your Community Mediation! You are an important partner in helping to sustain YCM's core programs and services for all of those in Dayton.

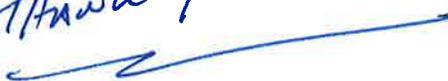
Your financial support for our critically important mission of "empowering people to make positive changes in the way they respond to conflict" goes a long way in developing a culture of peaceful conflict resolution that enriches all our lives, and that of generations to come. Your contribution does a good thing in many ways, and it is very much appreciated on both an organizational and personal level.

We look forward to your continued support for this invaluable service that we (and YOU!) provide.

With warmest regards and best wishes,


Chuck Pattishall
Executive Director

Thank you!!



YCM Tax ID: 931247644