

**AGENDA
CITY OF DAYTON
CITY COUNCIL SPECIAL / EXECUTIVE SESSION**

DATE: TUESDAY, JANUARY 20, 2026
TIME: 6:30 PM
PLACE: PALMER CREEK LODGE COMMUNITY CENTER - 606 4TH Street, Dayton, or 97114
VIRTUAL: ZOOM MEETING - ORS 192.670/HB 2560

You may join the Council Meeting online via YouTube: <https://youtube.com/live/r7vnzPmrfvl?feature=share>

Dayton - Rich in History . . . Envisioning Our Future

<u>ITEM</u>	<u>DESCRIPTION</u>	<u>PAGE #</u>
A. CALL TO ORDER & PLEDGE OF ALLEGIANCE		
B. ROLL CALL		
C. APPEARANCE OF INTERESTED CITIZENS		
D. PUBLIC HEARING		
1. <i>The City Council will hold a Public Hearing to obtain public comments on a proposed supplemental budget for FY2025/2026.</i>		1
E. ACTION ITEMS		
1. Approval of Resolution 2025/26-17 Adopting a Supplemental Budget for fiscal year 2025-2026.		3-9
2. Review of the Request for Quotes of the Facilities Condition and Needs Analysis.		11-57
3. Town Hall Planning		59-66
F. CITY COUNCIL COMMENTS AND CONCERNNS		
G. ADJOURN		
H. EXECUTIVE SESSION		

Executive sessions are closed to the public. Representatives of the news media and designated staff may attend executive sessions. Representatives of the news media are specifically directed not to report on any of the deliberations during the executive session, except to state the general subject of the session as previously announced. No decision will be made in this executive session. The City Council will adjourn directly from the executive session and will not be returning to open session.

The executive session held pursuant to ORS 192.660(2)(i) - To review and evaluate the employment-related performance of the chief executive officer of any public body, a public officer, employee or staff member who does not request an open hearing.

Posted: January 15, 2026
By: Rocio Vargas, City Recorder

NEXT MEETING

February 2, 2026, Regular Sessions Meeting
February 17, 2026, Work Session Meeting

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

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

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

NOTICE OF SUPPLEMENTAL BUDGET HEARING

City of Dayton, Oregon

A public hearing on a proposed supplemental budget for the current fiscal year will be held at the Palmer Creek Lodge Community Events Center, 606 4th St., Dayton, Oregon 97114. The hearing will take place on January 20, 2026 at 6:30 pm. The purpose of the hearing is to discuss the supplemental budget with interested persons. A copy of the supplemental budget document may be inspected or obtained on or after January 12, 2026 at Dayton City Hall, 416 Ferry Street, Dayton 97114 during regular business hours, Monday through Thursday, 8:00 am to 5:30 pm (except from 12:00 pm to 12:30 pm).

SUMMARY OF PROPOSED BUDGET CHANGES

AMOUNTS SHOWN ARE REVISED TOTALS IN THOSE FUNDS BEING MODIFIED

FUND: Water Capital

Resource	Amount	Expenditure - indicate Org. Unit / Prog. & Activity, and Object Class.	Amount
1 Loan proceeds	156,588	1 Water Department / Capital Improvements	156,588
Revised Total Fund Resources	1,734,538	Revised Total Fund Requirements	1,734,538

Explanation of change(s):

This is to account for a loan from the Oregon Business Development Department to fund the Fisher Nursery Well Development Feasibility Study.

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To: Honorable Mayor and City Councilors
From: Jeremy Caudle, City Manager
Issue: Approval of Resolution 2025/26-17 Adopting a Supplemental Budget for fiscal year 2025-2026.
Date: January 20, 2026

Background and Information:

As detailed in the resolution's recitals sections, the City received a financing contract from the Oregon Business Development Department ("Business Oregon") for the Fisher Nurseries Well Development Feasibility Study.

At the first January meeting, City Council accepted the \$50,000 grant associated with this financing contract pursuant to the section in the Local Budget Law related to exceptions to the supplemental budget process. Appropriation of the remaining loan amount is now on the agenda for approval through the supplemental budget process. The anticipated loan proceeds are \$156,588.

NB: The "budget" column in the resolution below incorporates the \$1,218,750 of OWRD grants and \$50,000 in Business Oregon grants accepted pursuant to Resolution 2025/26-15.

Following the schedule public hearing, which was advertised in the *News-Register* pursuant to the Local Budget Law, City Council may vote to adopt the supplemental budget.

City Manager Recommendation: Approval of Resolution 25/26-17

Potential Motion: "I move to approve Resolution 25-26-17, 'A Resolution Adopting a Supplemental Budget for Fiscal Year 2025-2026.'"

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.

NOTICE OF SUPPLEMENTAL BUDGET HEARING

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Explanation of change(s):

This is to account for a loan from the Oregon Business Development Department to fund the Fisher Nursery Well Development Feasibility Study.

RESOLUTION NO. 2025/26-17
City of Dayton, Oregon

A Resolution Adopting a Supplemental Budget for fiscal year 2025-2026.

WHEREAS, the City of Dayton, Oregon ("City") adopted its fiscal year 2025-2026 budget in accordance with Oregon Local Budget Law; and

WHEREAS, Oregon Revised Statutes (ORS) 294.471(1)(a) authorizes a supplemental budget when an occurrence or condition arises that was not ascertained at the time of preparing the original budget or a prior supplemental budget and that requires a change in financial planning; and

WHEREAS, ORS 294.471(1)(c) further authorizes a supplemental budget when funds are made available by another unit of federal, state, or local government, the availability of which could not reasonably have been foreseen at the time of preparing the original budget or a prior supplemental budget; and

WHEREAS, after adoption of the City's FY 2025-2026 budget, the City received a Financing Contract from the Oregon Infrastructure Authority of the Oregon Business Development Department ("OBDD") for the Fisher Nursery Well Development Feasibility Study, which Financing Contract was executed on November 12, 2025; and

WHEREAS, the Financing Contract provides loan proceeds in the amount of \$156,588, which were not anticipated in the adopted FY 2025-2026 budget and therefore require appropriation through a supplemental budget; and

WHEREAS, notice of the proposed supplemental budget and public hearing was published in the *News-Register* on January 9, 2026, in compliance with the Local Budget Law and at least five days prior to the public hearing; and

WHEREAS, a public hearing on the supplemental budget was held on January 20, 2026, in accordance with the requirements of the Local Budget Law; and

WHEREAS, the City desires to accept and appropriate the loan proceeds from OBDD in the Water Capital Fund to utilize the financing in accordance with the Financing Contract, including analysis of project feasibility, permitting, and other tasks necessary and precedent to construction and operation of the Fisher Nursery wells as a municipal water source; now therefore

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

Section 1. Supplemental Appropriations

The City Council hereby adopts a supplemental budget for fiscal year 2025-2026 as summarized in Schedule A, which reflects revised appropriation totals by fund and category. The underlying line-item detail, explanations, and justifications for these changes are provided in Schedule B. The supplemental appropriations shown in both schedules are hereby authorized and appropriated with immediate effect.

ADOPTED this 20th day of January 2026.

In Favor:

Opposed:

Absent:

Abstained:

Annette Frank, Mayor

Date Signed

ATTESTED BY:

Rocio Vargas, City Recorder

Date of Enactment

Attachments: Schedule A, Schedule B

SCHEDULE A

Revenues and other financing sources

	FY 25/26 Budget	\$ Change	FY 25/26 Amended
ARPA Fund	0	0	0
Building Reserve	866,529	0	866,529
Debt Service	766,529	0	766,529
Equipment Replacement	44,817	0	44,817
General	764,287	0	764,287
Local Option Levy	378,006	0	378,006
Parks Reserve	35,661	0	35,661
Sewer	1,086,484	0	1,086,484
Sewer Reserve	1,232,863	0	1,232,863
State Revenue Sharing	27,206	0	27,206
Stormwater	25,380	0	25,380
Street Fund	396,427	0	396,427
Street Reserve	179,959	0	179,959
Transient Lodging Tax	296,907	0	296,907
Water	1,749,639	0	1,749,639
Water Capital	1,577,950	156,588	1,734,538
Grand Total	9,428,644	156,588	9,585,232

Expenditures and other financing uses- By fund and showing category of appropriation for the Water Capital Fund

	FY 25/26 Budget	\$ Change	FY 25/26 Amended
ARPA Fund	0	0	0
Building Reserve	866,529	0	866,529
Debt Service	766,529	0	766,529
Equipment Replacement	44,817	0	44,817
General	764,287	0	764,287
Local Option Levy	378,006	0	378,006
Parks Reserve	35,661	0	35,661
Sewer	1,086,484	0	1,086,484
Sewer Reserve	1,232,863	0	1,232,863
State Revenue Sharing	27,206	0	27,206

	FY 25/26 Budget	\$ Change	FY 25/26 Amended
Stormwater	25,380	0	25,380
Street Fund	396,427	0	396,427
Street Reserve	179,959	0	179,959
Transient Lodging Tax	296,907	0	296,907
Water	1,749,639	0	1,749,639
Water Capital	1,577,950	156,588	1,734,538
Capital	1,568,553	156,588	1,725,141
Contingency	9,397		9,397
Materials and Services	0	0	0
Transfers out	0	0	0
Unappropriated fund balance and reserves	0	0	0
Grand Total	9,428,644	156,588	9,585,232

SCHEDULE B

Revenues and other financing sources - Changes in Water Capital Fund

	FY 25/26 Budget	\$ Change	FY 25/26 Amended	Explanation
600-000-440-110-OBDD Loan Proceeds	0	156,588	156,588	Receipt of loan proceeds from OBDD for the Fisher Nursery Well Development Feasibility Study.
Grand Total	0	156,588	156,588	

Expenditures and other financing uses - Changes in Water Capital Fund

	FY 25/26 Amended	\$ Change	FY 25/26 Amended	Explanation
600-600-920-100-Fisher Farms Intertie	1,268,750	156,588	1,425,338	Appropriation of OBDD loan proceeds for the Nursery Well Development Feasibility Study.
Grand Total	1,268,750	156,588	1,425,338	

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To: Honorable Mayor and City Councilors
From: Jeremy Caudle, City Manager
Issue: Review of the Request for Quotes of the Facilities Condition and Needs Analysis.
Date: 1/20/2026

Background and Information:

I am requesting City Council buy-in to program Building Reserve Fund monies towards completing a facilities condition and needs analysis.

In February 2024, we closed on the Dayton Villages property, netting \$308,515 in sales revenues. During the budget process for FY 25/26, I recommended programming those sales proceeds towards the City Hall construction project. The Budget Committee at the time elected not to decide how to program those monies. I did, however, budget all of the Building Reserve Fund's anticipated resources for FY 25/26 in the "building construction" capital outlay account. I now request City Council direction on allocating those funds towards completing this study.

As detailed in the request for quotations, the study would undertake a comprehensive analysis of the City Hall Annex and Community Center. The analysis would encompass the building systems (structural, electrical, plumbing, and mechanical), an analysis of code (including seismic) and accessibility needs, and an identification of capital improvements needed. The next phase would be a facility needs analysis. This would analyze our workspace needs and broader community goals, including an opportunity for public involvement. These data would then flow into planning level designs and cost estimates, which we would then use to select a design team to prepare bid documents, building permit sets, and project specifications. In other words, the project I'm proposing here would be both due diligence and pre-design.

With Council's buy-in to use Building Reserve Fund monies to pay for this initial consulting engagement, I will issue the request for quotations under intermediate procurement procedure. The plan will be to select a consultant and negotiate a contract for your approval at the first March meeting. By the end of 2026, we would have a building plan selected. This would set the stage for bringing a design team on board in 2027. Assuming we have a plan in place to finance the project, construction could begin sometime between 2027 and 2028.

City Manager Recommendation: Approve the Request for Quotations presented to obtain a facilities condition and needs analysis.

Potential Motion: "I move to authorize the City Manager to issue the Request for Quotations for a 'Facility Conditions Assessment and Facility Needs Analysis' as presented."

Council Options:

- 1 - Approve as recommended.
- 2 - Approve with amendments.
- 3 - Take no action and direct staff to do further research or provide additional options.

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Request for Quotes

Facility Conditions Assessment and Facility Needs Analysis

City of Dayton, Oregon

The City of Dayton (“City”) is requesting quotes from qualified architectural, engineering, planning, or owner’s representative firms to assist the City with evaluating its municipal building facilities and long-term City Hall needs.

This informal request is being issued in accordance with the City’s purchasing policies and applicable state law for personal services at the intermediate procurement threshold. Selection will be made based on what the City determines to be in its best interest.

1.0 Project Background

The City is located in Yamhill County between the cities of McMinnville and Newberg. The City has 13 employees providing the full range of municipal services for a population of around 2,700.

The City’s existing City Hall has exceeded its useful life. For that reason, and due to projected growth, the City Hall is no longer adequate to meet current or future operational needs.

The current City Hall houses the Finance Director, Utility Billing, and Code Enforcement, as well as the Mary Gilkey City Library (“Library”). The City Hall, including the Library, spans approximately 3,040 square feet. The Library has a collection of approximately 10,500 items. This building is located at 416 Ferry Street, and its tax map and lot number from the Yamhill County Assessor is R4317DD 00201.

Other City functions—including the City Manager, City Recorder, Tourism/Economic Development, and City Council chambers/courtroom—are located in the City Hall Annex (“Annex”), which is a separate building on the same campus. This is approximately 6,000 square feet in size. The address for the Annex is 408 Ferry Street, and it is located on the same campus as the City Hall. The total City Hall/Annex campus is 0.63 acre. This campus also includes a trailer that houses the Public Works staff, as well as staff parking and several storage areas for Public Works equipment and materials. The construction dates for City Hall and the Annex are unknown.

In addition, the City owns the Palmer Creek Lodge Community Events Center (“Community Center”), a two-story facility constructed in 1955 with a combined square footage of approximately 8,000. This building is located at 606 4th St, Dayton, OR 97114. The tax map and lot number from the Yamhill County Assessor is R4317DD 01000. The Community Center campus totals 0.66 acre and includes a parking lot.

Photos of the Annex and Community Center are included for reference. Photos of the Annex start on page 7. Photos of the Community Center start on page 28.

For the purposes of this project, it is assumed that City Hall and Library functions will be permanently relocated from the existing City Hall/Library facility. The final disposition of the current City Hall/Library is to be determined, though it could include demolition or sale.

2.0 Project Purpose

The City is seeking professional assistance to perform both:

1. A facility conditions assessment of the Annex and Community Center; and
2. A facility needs analysis to define current and future space, functional, and operational requirements and to develop preliminary facility solutions.

These services are intended to serve as owner's due diligence and pre-design. The resulting work will inform the City's selection of a preferred facility option and will serve as the foundation for future selection of a design team and preparation—at a later stage—of a full building permit plan set. The professional assistance sought under this request for quotes does not include at this time preparation of construction documents or permit drawings.

3.0 Options Under Consideration

The City is currently evaluating several potential approaches, including but not limited to:

- Complete interior renovation of the Annex and relocation of all City functions to that building, potentially including expansion of the footprint and abandonment or demolition of the existing City Hall; or
- Relocation of all City functions to the Community Center and conversion of that facility into a consolidated municipal complex; or
- A combination of these two approaches. For instance, some City functions may move to the Annex while other functions (such as municipal court/City Council meetings) may move to the Community Center.

The selected consultant will assist the City in evaluating these options and identifying other viable alternatives, as appropriate.

4.0 Scope of Services and Deliverables

The City anticipates the work generally to include the deliverables listed below. The City is open to consultant input on refining the scope and level of effort within budget constraints.

Facility Conditions Assessment (Annex and Community Center)

- Site visits and review of existing City facilities.
- Assessment of structural, mechanical, electrical, and plumbing systems.

- Evaluation of facility condition, remaining useful life, capacity, efficiency, code (including seismic), and accessibility considerations.
- Identification of major deficiencies and capital improvement needs.

Facility Needs Analysis, Programming, and Conceptual Design

- Meetings with City staff and leadership to understand operational needs, service delivery models, and long-term goals.
- Identification of current and future space needs, adjacencies, and functional requirements.
- Analysis of staffing levels, public interface needs, and growth projections.
- Development of conceptual facility options, including:
 - Model or test-fit floor plans illustrating space layouts and adjacencies;
 - Conceptual exterior massing and elevation drawings sufficient to illustrate building form and scale; and
 - Cost estimates for each conceptual option.
- Development of a high-level phased implementation approach (short-, mid-, and long-term).

Public and Council Engagement

- Facilitation of one (1) town hall-style public meeting or design charrette to gather community input on facility options.
- Participation in up to four (4) City Council meetings. The first three will be to present findings, review options, and facilitate the Council's selection of a preferred facility approach. The fourth meeting will be a formal presentation of the final report and recommended path forward.

Implementation and Funding Considerations

- Development of a high-level implementation roadmap.
- Identification and discussion of potential funding approaches (e.g., grants, bonds, partnerships).
- Guidance on next steps toward design procurement, permitting, and construction.

5.0 Additional Notes on Community Center Integration and Project Phasing

Community Center Integration

The programming analysis should include an evaluation of community programming needs within the Community Center, which is currently underutilized. Particular attention should be given to how municipal functions may be integrated thoughtfully or co-located with community-oriented uses, while maintaining appropriate security, accessibility, and operational separation where required.

The consultant should assess opportunities to merge or coordinate municipal space needs with community functions, including but not limited to:

- Community events and public gatherings
- Recreational programming
- Senior programming and services
- Rental of meeting rooms or event spaces
- Flexible multi-purpose spaces capable of serving both civic and community uses

The Community Center has historically served as a venue for weddings and other special events and was rented for public and private use. Due to budget constraints, the facility is currently temporarily closed; however, the City considers it a significant underutilized asset and desires to activate and utilize the Community Center to its fullest potential.

Phasing and Operational Continuity

The phasing analysis of this project should address current temporary relocations and operational constraints, including:

- Flooding and water incursion at the existing City Hall, resulting in temporary relocation of staff to the Annex and closure of City Hall to the public;
- Continued operation of the Library within a separate portion of the existing City Hall building until a permanent new location is found; and
- Temporary relocation of City Council and court functions to the upper room of the Community Center.

The consultant should develop phased implementation strategies that account for these realities and propose ways to maintain continuous public access to essential City services during the construction and move-in phases to new facilities.

Phasing recommendations should address:

- Short-term operational needs and interim use of facilities;
- Sequencing of renovations, relocations, or expansions;
- How to minimize disruption to staff, the public, and community programming; and
- Safe and accessible public access during all phases.

The goal of the phasing plan is to ensure uninterrupted municipal operations while transitioning toward a long-term, integrated facility solution.

6.0 Final Report and Presentation

- Compilation of the facility conditions assessment, facility needs analysis, conceptual designs, cost estimates, and implementation roadmap into a comprehensive final report.
- Preparation of presentation materials summarizing findings and recommendations.
- Formal presentation of the final report and recommended path forward at a City Council meeting.

7.0 Requested Information

Interested firms are asked to provide a brief response including:

- A description of the firm and relevant experience.
- Identification of the proposed project lead and key team members, along with a description of their qualifications.

- A general description of the firm's approach to facility conditions assessments and facility needs analyses, including a description of such assessments/analyses completed within the past 5 years;
- An estimated fee or not-to-exceed amount, including assumptions regarding scope and deliverables.
- Availability and anticipated project schedule.

The City anticipates a target budget of approximately \$75,000 - \$100,000 for this work. Firms are encouraged to propose a scope and level of effort consistent with this budget.

8.0 Schedule, Contact, and Miscellaneous

Responses are requested by February 11, 2026 at 4:00 pm, but early responses are welcome.

Contact information for responses and questions:

Contact: Jeremy Caudle, City Manager
Email: jcaudle@daytonoregon.gov
Phone: 503-864-2221 ext. 504

Submit responses electronically to the email address listed above. Interested firms are welcome to schedule an in-person site visit prior to submitting their quotes by contacting the City Manager to arrange an appointment.

The City anticipates the following schedule:

Description	Date
January 21, 2026	Issue request for quotations
February 11, 2026	Responses to the request for quotations due by 4:00 pm
February 16, 2026	City Manager selects consultant and begins contract negotiations
March 2, 2026	City Council approval of the professional services agreement with the selected consultant
March 3, 2026	Schedule project kick-off with the selected consultant

Consistent with the informal selection procedure for personal services contracts, the City may select the firm it determines to be in the City's best interest or it may elect not to make a selection. The City reserves the right to negotiate the final scope of services, schedule, and compensation with the selected firm. Any resulting contract will be executed using the City's standard "Personal Services Agreement," which governs the terms and conditions for personal services engagements.

All responses submitted to the City in response to this informal "Request for Quotes" are subject to disclosure under Oregon public records law and may be made available for public inspection.

Firms may identify specific portions of their response that they believe qualify as confidential trade secrets by clearly marking those portions as "Confidential." The City does not guarantee that such information will be exempt from disclosure and will handle requests for disclosure in accordance with applicable law.

The City appreciates your interest and looks forward to learning more about your firm's capabilities.

Sincerely,

Jeremy B. Caudle
City Manager

City Hall Annex Pictures



Annex - Rear of building



Annex - Rear/side



Annex - Side facing northeast



Annex - Front/facing Ferry Street



Annex – Meeting room area



Annex - Meeting room area



Annex – Meeting room area



Annex - Meeting room area



Annex - Meeting room area



Annex – Hallway from meeting room to exit on west side of building



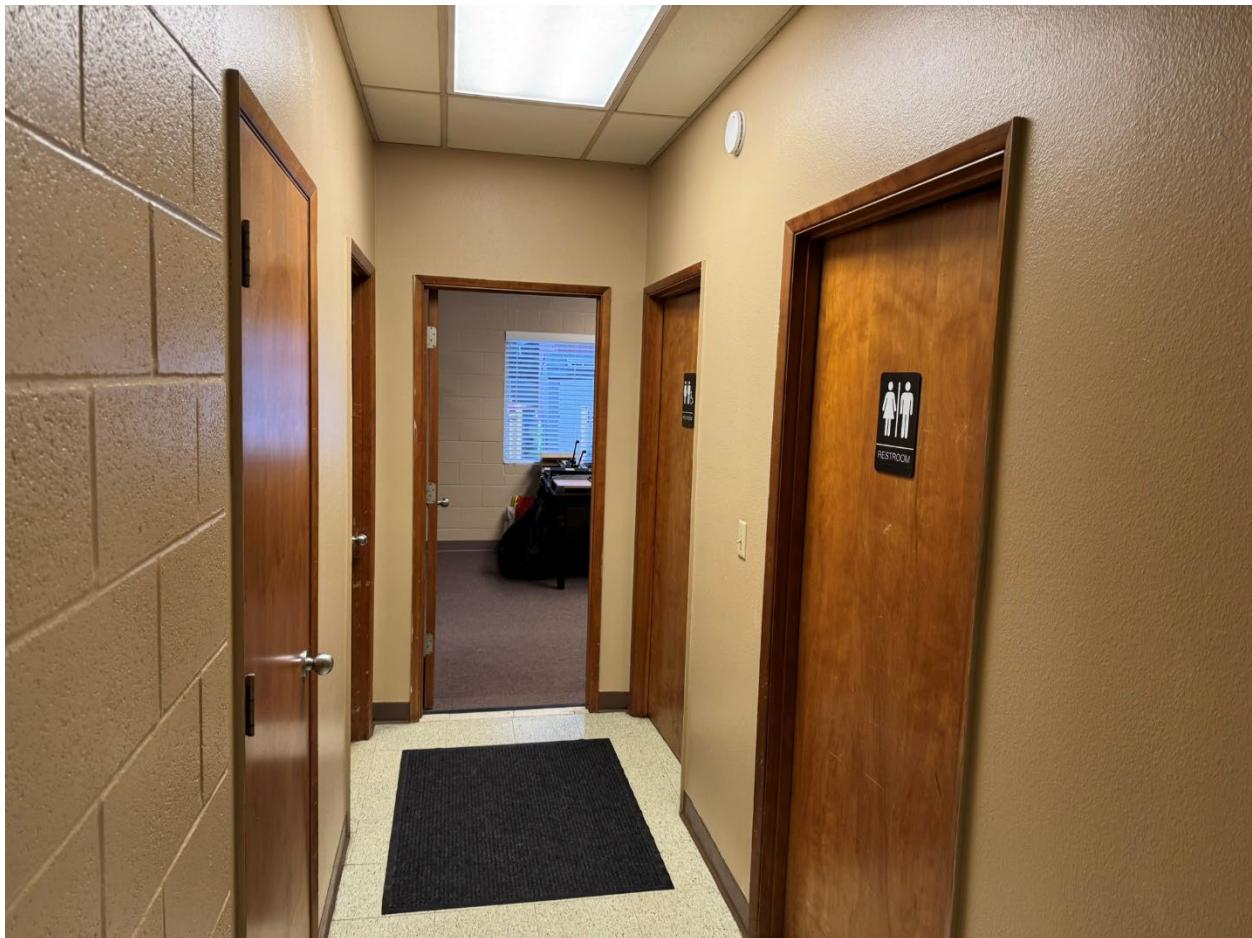
Annex - Kitchen



Annex - Laboratory behind kitchen



Annex – Hallway leading from rear office space to meeting room



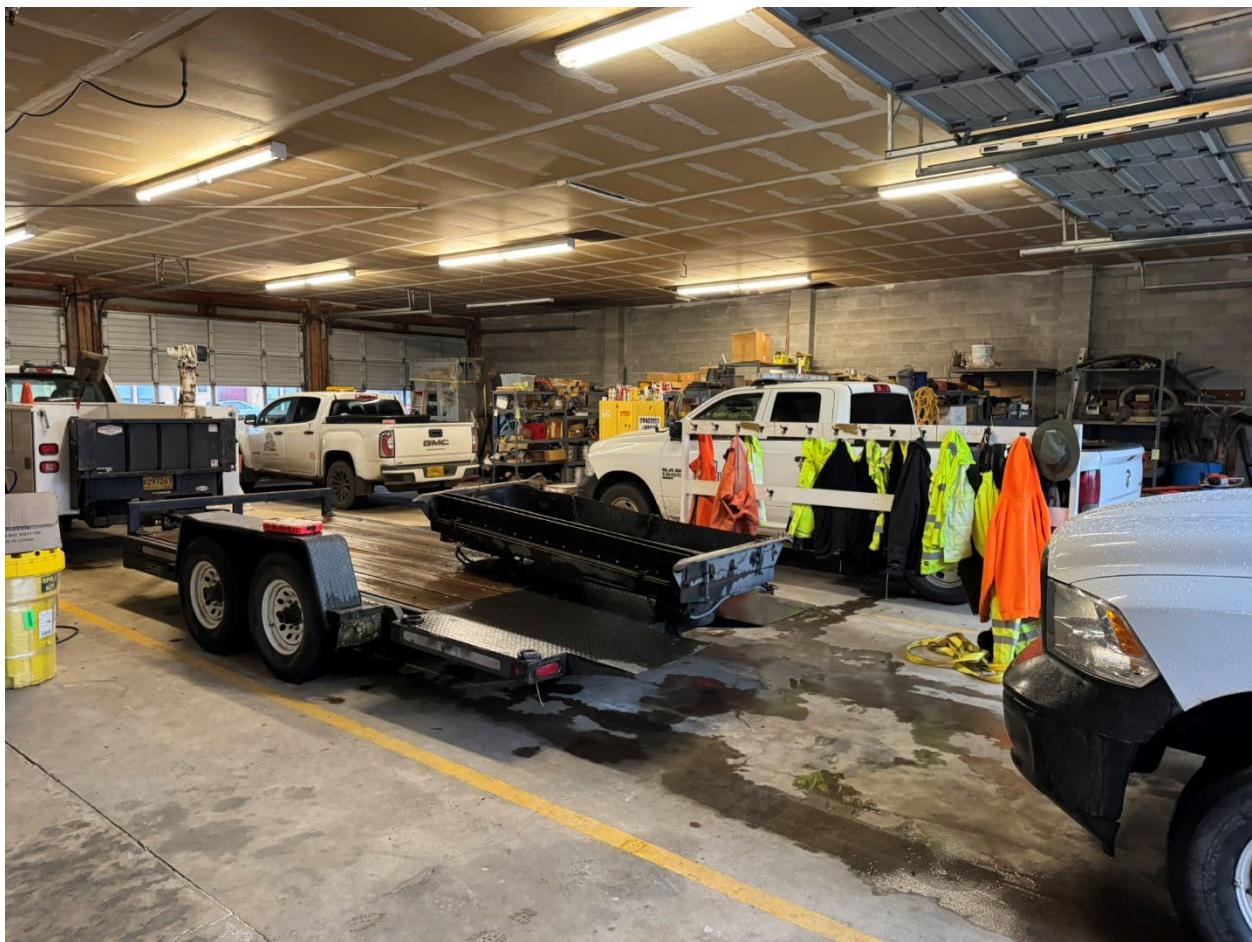
Annex – Hallway from meeting space to offices/restrooms



Annex – Offices in rear of building on west side



Annex – Offices in rear of building on west side facing north



Annex - Garage bays on east side of building facing Ferry Street



Annex - Garage bays on east side of building facing west of building



Annex - Garage bays on east side of building looking towards wall leading to meeting room



Annex - Garage bays on east side of building facing building rear



Annex – City Manager office on northwest corner of building

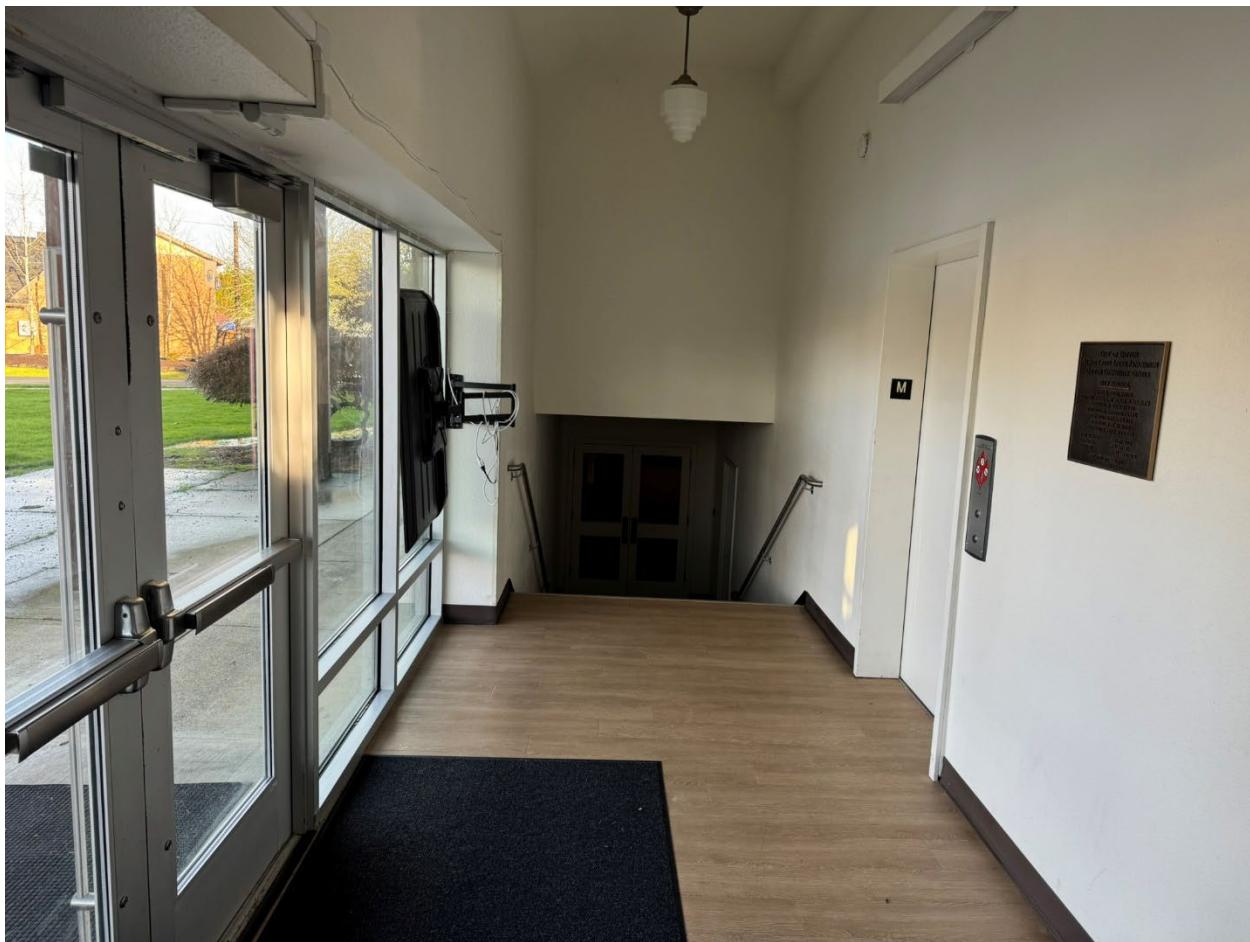
Community Center Pictures



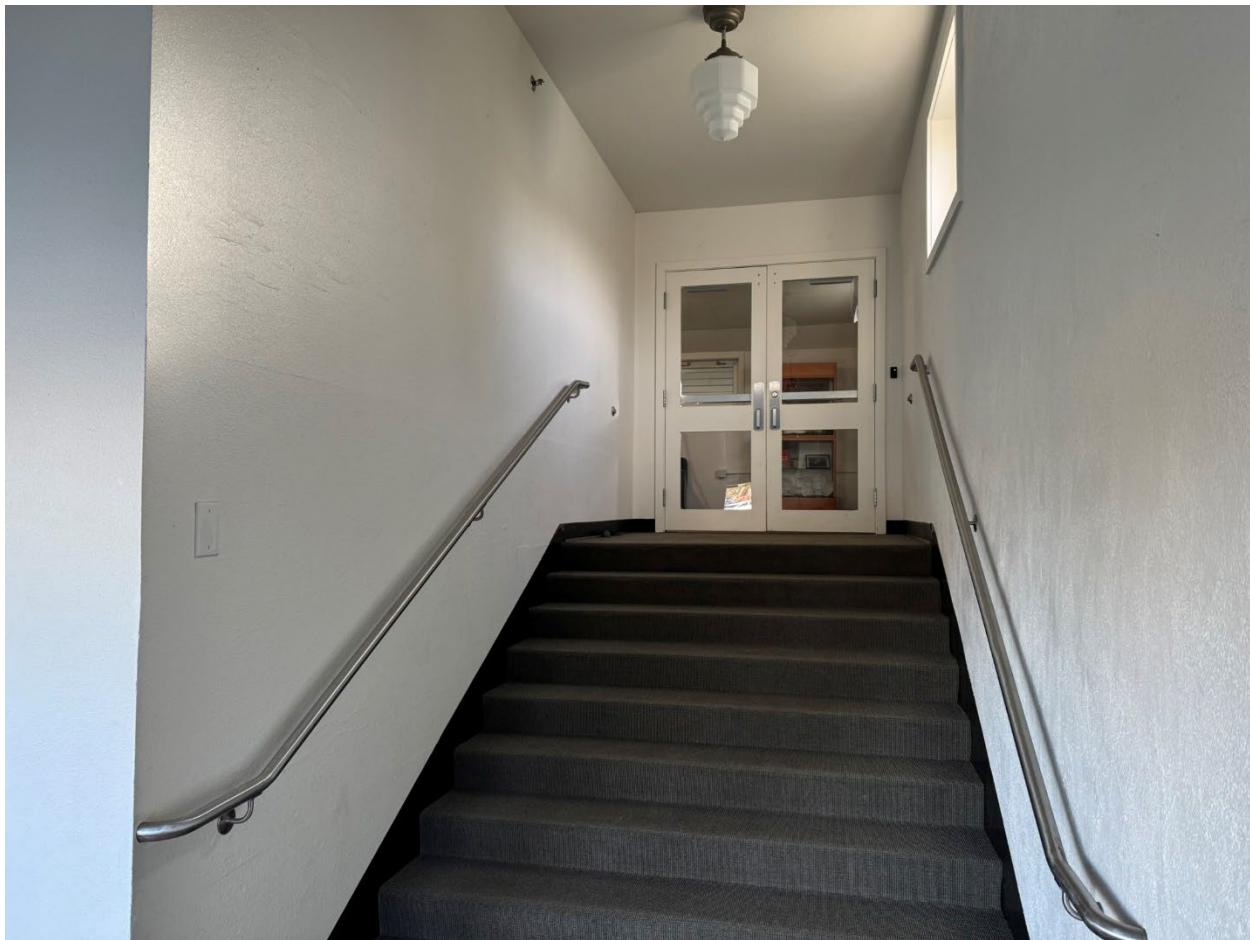
Community center - front of building



Community center - front of building



Community center – Entryway facing stairs to lower level



Community center - Stairs to upper level



Community center – kitchen in downstairs



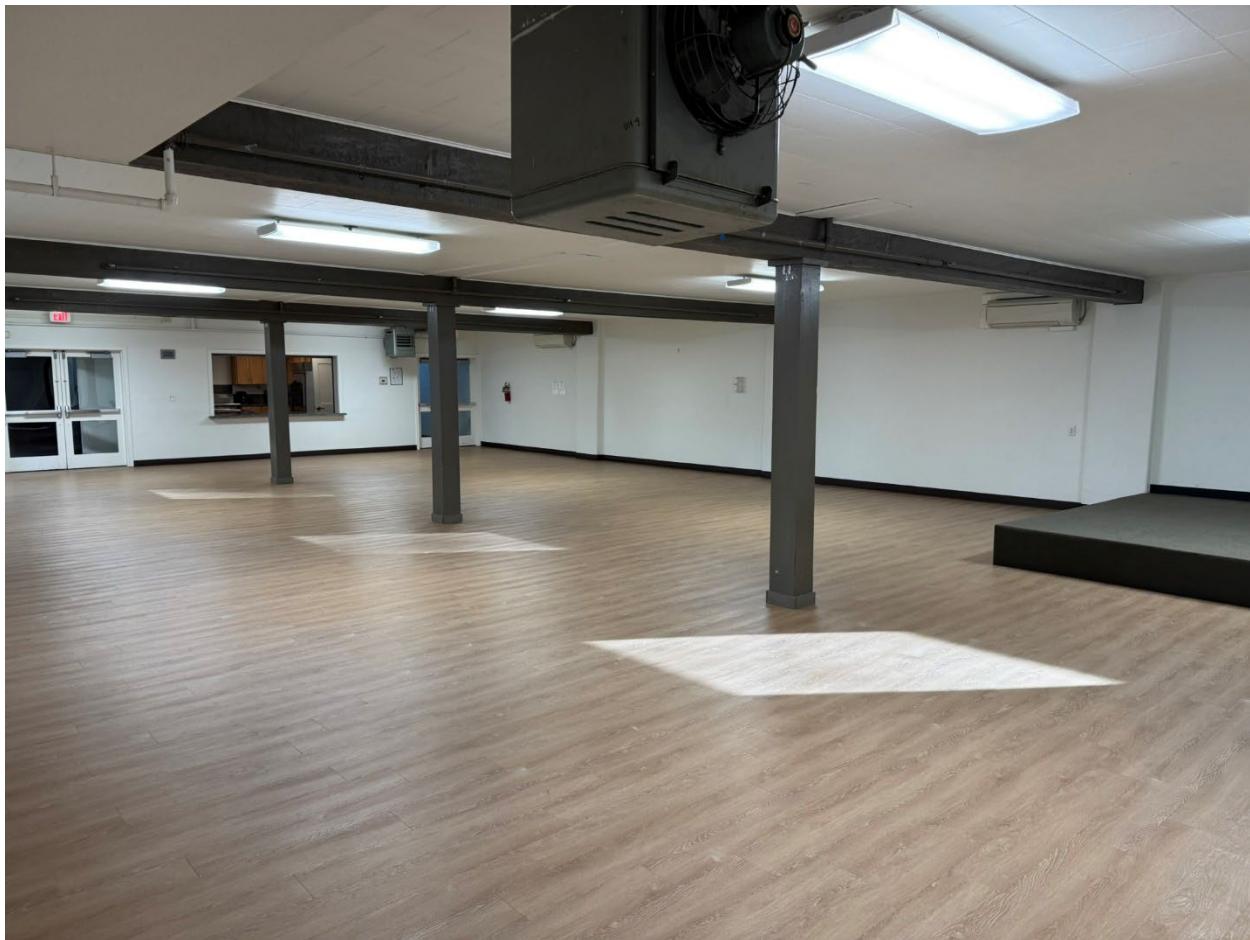
Community center – kitchen in downstairs



Community center – storage area behind kitchen in rear of building



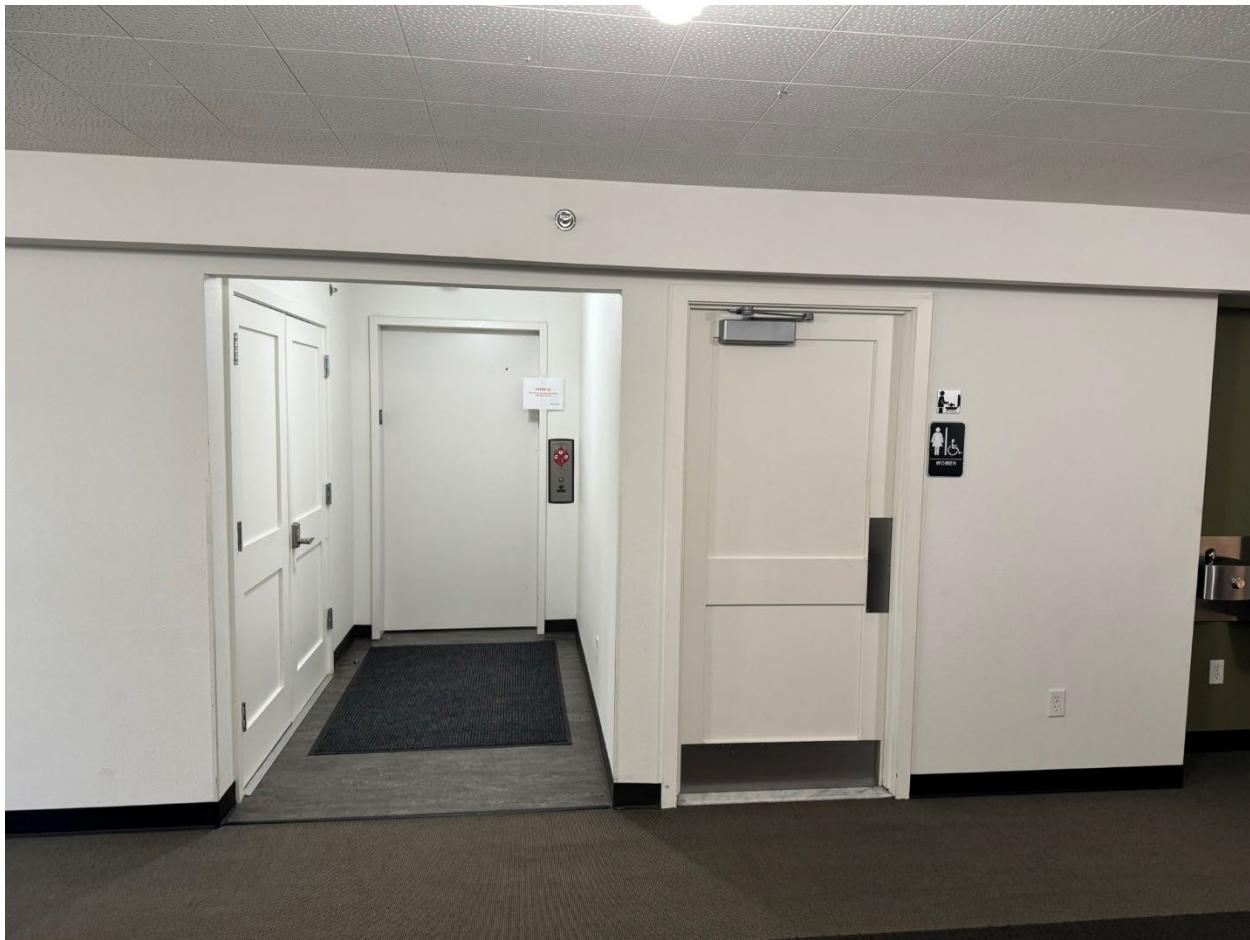
Community center - Meeting space in downstairs facing northeast



Community center - Downstairs meeting space facing kitchen/exist to upstairs



Community center - Upper level hallway to meeting space



Community center - Upper level hallway facing elevator, restrooms, and stairs to attic



Community center - Upstairs meeting space



Community center – Upstairs meeting space facing exit to hallway



Community center - Upstairs meeting space facing east of building



Community center – Attic



Community center – Side of building face west



Community center – Front of building including parking lot



Community center - Front of building including parking lot

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To: Honorable Mayor and City Councilors
From: Rocio Vargas, City Recorder
Through: Jeremy Caudle, City Manager
Issue: Local Option Levy Update
Date: January 20, 2026

Background and Information:

The Town Hall flyer was mailed to all utility account holders on January 14, 2026. The Jr./Sr. High School commons has been reserved for the Town Hall on February 11, 2026, at 6:30pm. Sheriff Elliott and Captain Bowdle will be present, representing YCSO. The School and Fire Department reader boards will also project the town hall information.

Proposed agenda:

- Presentation by staff
- Presentation by the Sheriff's Office
- Public questions and feedback

Staff request Council's direction on whether additional information or materials should be included for the Town Hall presentation preparation.

Attached is the information staff prepared regarding the current Local Option Levy in anticipation of questions from the public.

Attachments:

- Dayton Public Safety Narrative
- Local Option Levy Fact Sheet
- Public Safety Survey

City Manager Recommendation: n/a

Potential Motion: n/a

Council Options: This item does not require a motion.

Dayton Survey Prelude

The City of Dayton currently contracts with the Yamhill County Sheriff's Office for law enforcement services. Because Dayton's property tax rate is permanently capped at \$1.70 per thousand of assessed value—the lowest of any city in Yamhill County—law enforcement coverage is funded through a supplemental public safety levy approved by voters in 2022. This five-year levy is set to expire June 30, 2027.

Under the current agreement, the Sheriff's Office provides one full-time deputy dedicated to Dayton 40 hours per week. At all other times, the city is served by roving county deputies who respond as available. Given the county's large geographic area, response times can vary significantly, particularly during high-demand periods or when deputies are responding to incidents in other jurisdictions.

To maintain a consistent law enforcement presence, the City is evaluating its contract with the county and considering placing a renewal levy measure before voters in November 2026. In preparation, the City is seeking input from residents to better understand community safety needs and expectations.

Your feedback is vital to shaping the future of public safety in Dayton. Please take a few moments to complete the community survey and help guide our next steps.

Preámbulo de la Encuesta de Dayton

La Ciudad de Dayton actualmente tiene un contrato con la Oficina del Sheriff del Condado de Yamhill para la prestación de servicios de seguridad pública. Debido a que la tasa del impuesto predial de Dayton está permanentemente limitada al \$1.70 por cada mil del valor tasado—la más baja de todas las ciudades del Condado de Yamhill—la cobertura policial se financia mediante un impuesto suplementario de seguridad pública aprobado por los votantes en 2022. Este impuesto, con una duración de cinco años, vencerá el 30 de junio de 2027.

Según el acuerdo vigente, la Oficina del Sheriff asigna a un agente de tiempo completo dedicado a Dayton 40 horas por semana. En todos los demás horarios, la ciudad es atendida por agentes del condado en patrullaje general que responden según su disponibilidad. Dado el amplio territorio del condado, los tiempos de respuesta pueden variar considerablemente, especialmente durante periodos de alta demanda o cuando los agentes atienden incidentes en otras jurisdicciones.

Para mantener una presencia policial constante, la Ciudad está evaluando su contrato con el condado y considerando presentar ante los votantes una medida para renovar el

impuesto en noviembre de 2026. Como parte de esta preparación, la Ciudad busca recibir la opinión de los residentes para comprender mejor las necesidades y expectativas en materia de seguridad comunitaria.

Su opinión es fundamental para definir el futuro de la seguridad pública en Dayton. Le invitamos a tomarse unos minutos para completar la encuesta comunitaria y ayudar a guiar nuestros próximos pasos.

Local Option Levy Fact Sheet

History:

In May 2022, Dayton voters approved a Local Option Levy for police services with a 61.03% margin. The City has historically funded police services through voter-approved local option levies, maintaining a rate of \$1.85 per \$1,000 of assessed value since 2012 through successive renewals.

The proposed renewal would continue the City's contract with the Yamhill County Sheriff's Office for one dedicated deputy and maintain local court services and code enforcement staffing.

Term:

July 1, 2022, to June 30, 2027

\$1.85 per \$1,000 assessed value collected

YCSO FY25-26 contract \$214,010.09, per month \$17,834.17

What is covered by levy:

1 Officer 40 hours a week

1 Part time Code Enforcement officer

1 Part time Court Administrator

1 Contract Municipal Judge

Other costs to consider:

YCOM services yearly 13% increase

YSCO contract yearly increases

Training

Overhead costs

Code enforcement equipment and technology

City of Dayton – Law Enforcement Levy Community Survey

Purpose:

The City of Dayton currently contracts with the Yamhill County Sheriff's Office for law enforcement services. This contract is funded in part through a voter-approved five-year levy, which will expire June 30, 2027.

The City Council is seeking input from residents about current law enforcement services and funding priorities to help inform decisions about future service levels and potential levy renewal.

Your feedback is important and will be used to guide future discussions.

Section 1 – Community Safety

1. How safe do you feel in Dayton overall?
 Very safe
 Somewhat safe
 Somewhat unsafe
 Very unsafe
 Unsure

2. How satisfied are you with law enforcement presence and visibility in Dayton?
 Very satisfied
 Satisfied
 Dissatisfied
 Very dissatisfied
 Unsure

3. How often do you see a sheriff's deputy or law enforcement vehicle in your neighborhood?
 Daily
 Several times a week
 Once a week
 Rarely
 Never

4. Have you contacted law enforcement in the past two years?
 Yes
 No
(If yes) How would you rate the response?

- Excellent
- Good
- Fair
- Poor

Section 2 – Levy Awareness and Funding

5. Were you aware that Dayton's law enforcement services are funded through a voter-approved levy in 2022?
 - Yes
 - No
6. The current levy funds one full-time deputy 40 hours per week, with additional coverage provided by the Yamhill County Sheriff's Office as available.
How adequate do you feel this level of service is for Dayton?
 - More than adequate
 - Adequate
 - Somewhat inadequate
 - Inadequate
 - Unsure
7. When the current levy expires on June 30, 2027, would you support renewing it at the **current rate**?
 - Yes
 - No
 - It Depends
8. If the City considered an **increase to the levy** to provide daily coverage (7 days per week), would you support that proposal?
 - Yes
 - No
 - Unsure
9. Please rank the following public safety priorities for Dayton (1 = highest priority, 5 = lowest priority):
 - Maintaining current patrol levels
 - Increasing patrol coverage
 - Enhancing traffic enforcement
 - Expanding community policing and engagement
 - Improving emergency response times

Section 3 – Communication and Engagement

10. How informed do you feel about the City's law enforcement services and funding?

- Very informed
- Somewhat informed
- Not very informed
- Not at all informed

11. How would you prefer to receive updates about public safety and levy information?

- City newsletter or mailer
- City website
- Social media
- Email updates
- Public meetings
- Other (please specify): _____

Section 4 – Open Comments

12. What concerns or priorities would you like the City Council to consider when discussing future law enforcement funding?

Open-ended response: _____

13. Do you have any additional comments about public safety or community policing in Dayton?

Open-ended response: _____

Optional: About You (for demographic understanding only)

- How long have you lived in Dayton?
 - Less than 1 year
 - 1–5 years
 - 6–10 years
 - More than 10 years

Thank you for your time and input.

Your feedback helps City Council and staff better understand community perspectives on law enforcement services and future funding needs.