

AGENDA  
CITY OF DAYTON  
CITY COUNCIL WORK SESSION MEETING

DATE: TUESDAY, FEBRUARY 17, 2026  
TIME: 6:30 PM  
PLACE: PALMER CREEK LODGE COMMUNITY CENTER - 606 4<sup>TH</sup> ST., DAYTON, OR 97114  
VIRTUAL: ZOOM MEETING - ORS 192.670/HB 2560

You may join the Council Meeting online via YouTube: <https://youtube.com/live/K9JQUhRD7kM?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 CITIZEN	
D.	DISCUSSION ITEMS	
	1. Library Discussion	1
	2. Planning Commission Application Question Update	3-9
	3. USDA Congressional Direct Spending Grant Update	11
	4. Public Safety Town Hall Assessment	13
	5. Update on the City Hall/Services move to Annex	15
E.	CITY COUNCIL COMMENTS AND CONCERNS	
F.	ADJOURN	

Posted: February 13, 2026  
By: Rocio Vargas, City Recorder

NEXT MEETING  
March 2, 2026, Regular Session Meeting  
April 6, 2026, Regular Session Meeting

*Virtually via Zoom and in Person, City Hall Annex, 408 Ferry Street, Dayton, Oregon*  
The public is encouraged to relay concerns and/or comments to the City Council in one of the following methods:

- **Email - any time up to 5:00 p.m.** the day of the meeting to [rvargas@daytonoregon.gov](mailto:rvargas@daytonoregon.gov). The Mayor will read the comments emailed to the City Recorder.
- **Appear in person** - if you would like to speak during public comment, please sign up on the sign-in sheet located on the table when you enter the Council Chambers.
- **Appear by Telephone only** - please sign up prior to the meeting by emailing the City Recorder at [rvargas@daytonoregon.gov](mailto:rvargas@daytonoregon.gov). (The chat function is not available when calling by phone into Zoom.)
- **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.

**To:** Honorable Mayor and City Councilors  
**From:** Jeremy Caudle, City Manager  
**Issue:** Library Discussion  
**Date:** February 17, 2026

**Background and Information:**

At its last meeting, City Council requested a discussion item on library operations in light of the move of City Hall staff out of the shared building and into the Annex. Potential topics of discussion include:

- (a) library staff safety;
- (b) reduced or changed open hours;
- (c) the potential for hybrid services.

Library Director Cyndi Park will be in attendance to answer questions and offer insights into our interim operating plan for the library.

**City Manager Recommendation:** n/a

**Potential Motion:** No formal motion is requested at this time. This item is presented for discussion and informational purposes in preparation for a potential decision at a future regular session.

**Council Options:** n/a

This Page Intentionally Left Blank

**To:** Honorable Mayor and City Councilors  
**From:** Rocio Vargas, City Recorder  
**Through:** Jeremy Caudle, City Manager  
**Issue:** Updating the Planning Commission Application Questions  
**Date:** February 17, 2026

**Background and Information:**

At its last meeting, City Council requested a discussion item on updating the online questionnaire for committee and commission applications. Staff request direction from City Council on which questions you would like applicants to answer for consideration of appointment to committee/commission positions.

**Current Planning Commission:**

Dave Mackin, Chair  
Katelyn Van Genderen, Vice Chair  
Ann-Marie Anderson, Commissioner  
Vacancy #1  
Vacancy #2

**City Manager Recommendation:** No formal motion is requested at this time. This item is presented for discussion and informational purposes in preparation for a potential decision at a future regular session.

**Potential Motion:** n/a

**Council Options:** n/a



**APPLICATION FOR CONSIDERATION  
FOR APPOINTMENT TO  
DAYTON PLANNING COMMISSION**

Term of Appointment: Four years

Qualifications for Candidates: Must be 18 years of age.  
See Section 1.09.00 of the Dayton Municipal Code for more information regarding Dayton Planning Commission requirements.

Deadline for Applications: Until vacancy is filled

Submit Applications to: PO Box 339, Dayton OR 97114;  
or deliver to Dayton City Hall at 416 Ferry Street

If You Have Questions Call: Rocio Vargas, City Recorder/Planning Coordinator, at 503-864-2221

The City of Dayton Planning Commission is a 5-member, non-paid volunteer committee appointed by the Dayton City Council. The composition, roles and responsibilities are outlined in the attached Section 1.09 of the Dayton Municipal Code. Please note additional requirements may apply.

NAME OF APPLICANT:	
STREET ADDRESS:	
MAILING ADDRESS:	
TELEPHONE NUMBER:	
EMAIL ADDRESS:	
CURRENT OCCUPATION:	

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 (*attach additional information if necessary*).

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

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

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

What steps do you feel need to be taken by local leaders, city staff, and community members to achieve these visions? *(Please add additional sheets if necessary)*

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.

---

Signature of Applicant

---

Date

**1.09.00 PLANNING COMMISSION**

**1.09.01 Planning Commission**

- (A) There is a City planning commission with five members appointed by the mayor with the approval of the Council. Not more than one member may reside outside of the City.
- (B) The commission will represent a range of professions, and contain no more than two members who are engaged in the same kind of occupation, business, trade or profession. At least one member, but no more than two, may be engaged principally in buying, selling, or developing real estate.

**1.09.02 Term of Office**

Each member of the commission serves a four-year term, unless removed by the Council.

**1.09.03 Officers**

Each January the commission will elect a chair and a vice-chair who will serve until successors are elected.

**1.09.04 Duties**

- (A) The commission has the powers and duties assigned to it by this code, ordinances, resolutions, and state law. The commission conducts public hearings, advises Council on land use issues and priorities, and makes quasi-judicial land use decisions and legislative recommendations to the Council.
- (B) The commission also performs the following functions:
  - (1) Provides the budget committee and the Council with recommended policy directions regarding capital improvement programming and management strategies; provides the opportunity for citizen participation in the annual capital improvement planning process; develops a process and set of standards for capital improvement programming.
  - (2) Recommends to the Council plans and policies for growth management and enhancement of the City including:

- (a) Proposed comprehensive plan amendments to implement functional plans, the Regional Framework Plan and various City-initiated land use related growth management proposals.
- (b) Matters related to the implementation and periodic update of the Dayton Community Development Plan, including findings, procedures, policies, and standards.
- (c) Proposals of citizen advisory committees and task forces related to land use issues, priorities, and decisions, and plan amendments and makes recommendations to the Council on these proposals.

**1.09.05 Meetings**

The commission holds meetings as necessary at the fire hall. A majority of the members of the commission constitutes a quorum.

**1.09.06 Staff Assistance**

The manager assigns staff as necessary to assist City commissions and committees.

This Page Intentionally Left Blank

**To:** Honorable Mayor and City Councilors  
**From:** Jeremy Caudle, City Manager  
**Issue:** USDA Congressional Direct Spending Grant Update  
**Date:** February 17, 2026

**Background and Information:**

This item was placed on the agenda at Council President Hildebrandt's request for further discussion. As you're aware, the US Department of Agriculture awarded Dayton \$500,000 through its Congressionally Directed Spending Award program. This award dates to the federal government's FY 2024 budget. The language in the federal appropriations bill states that these funds are to be used for the "Dayton Civic Center." Staff have confirmed with our USDA rep and Congressional staff that potential uses of the funds are broad but must be directly related to construction.

At a meeting in January with the City, USDA staff also encouraged the City to utilize these funds by the end of the calendar year. Staff recommend identifying a use for these funds in parallel with the upcoming facilities needs assessment/analysis. This analysis could identify low hanging fruit--such as ADA upgrades, seismic upgrades, or energy efficiency upgrades--that we can do now and that would not impact the future, long-term construction project.

**City Manager Recommendation:** n/a

**Potential Motion:** No formal motion is requested at this time. This item is presented for discussion and informational purposes in preparation for a potential decision at a future regular session.

**Council Options:** n/a

This Page Intentionally Left Blank

**To:** Honorable Mayor and City Councilors  
**From:** Rocío Vargas, City Recorder  
**Through:** Jeremy Caudle, City Manager  
**Issue:** Public Safety Levy Town Hall Follow up  
**Date:** February 17, 2026

**Background and Information:**

The Public Safety Town Hall was held at the Dayton High School cafeteria, with approximately 15 to 18 community members in attendance.

City staff presented information regarding the history of the Local Option Levy, current financial data, and results from the recent community survey. Representatives from the Yamhill County Sheriff’s Office provided an overview of call volumes, contract services, and current coverage levels.

Key themes from the discussion included:

- Expenses covered by levy revenue
- Projected revenue compared to projected costs
- Law enforcement coverage options without a contract

Post Town Hall Survey Results:

<b>Option</b>	<b># Responses</b>
Keep the current public safety levy but reduce patrol hours.	1
Raise the public safety levy to keep patrols the same as they are now.	4
Keep the current public safety levy and add a public safety fee.	1
Raise the public safety levy to increase patrol hours.	0
Remove the public safety levy and any public safety fees from utility bills	1
Total responses:	7
<b>Comments received:</b>	
I'd like to see a more active patrol on the side road. Less speeding tickets. Be present in all areas of town, not just main streets.	

Discussion Topics for Council Consideration:

- a. What went well
- b. Potential changes or improvements
- c. Next steps

**City Manager Recommendation:** n/a

**Potential Motion:** No formal motion is requested at this time. This item is presented for discussion and informational purposes.

**Council Options:** n/a

This Page Intentionally Left Blank

**To:** Honorable Mayor and City Councilors  
**From:** Dave Rucklos, TED  
**Through:** Jeremy Caudle, City Manager  
**Issue:** City Hall Condition and Remediation  
**Date:** February 17, 2026

**Background and Information:**

Due to the unsafe conditions of city hall due to winter flooding in the basement, the decision was made to move administrative functions to the City Hall Annex. Council Chambers were moved to Palmer Creek Community Center, and the City Hall Annex was remodeled to accommodate operations February 12-17.

**Result**

After closing for construction and office relocation, City Hall will reopen tomorrow, February 18. Signage at the old City Hall will point to the new location, and additional signage will be placed in front of the Annex. Please be sure to visit the new location so that you can better visualize the completed project. Special thanks should go out to Dominguez Construction and Brightside Electric for their professional and timely assistance.

**City Manager Recommendation:** n/a

**Potential Motion:** No formal motion is requested at this time. This item is presented for discussion and informational purposes.

**Council Options:** n/a