

**MINUTES
DAYTON CITY COUNCIL
SPECIAL/EXECUTIVE SESSION
JANUARY 20, 2026**

PRESENT: Mayor Annette Frank
Councilor Scott Hover (*arrived at 6:41pm*)
Councilor Kitty Mackin
Councilor Robin Pederson
Councilor Chris Teichroew

ABSENT: Council President Drew Hildebrandt
Councilor Colt Wilkins

STAFF: Jeremy Caudle, City Manager
Rocio Vargas, City Recorder

A. CALL TO ORDER & PLEDGE OF ALLEGIANCE

Mayor Frank called the meeting to order at 6:31pm and all those present gave the Pledge of Allegiance.

B. ROLL CALL

Mayor Frank noted that there was a quorum with Councilors Hover, Mackin, Pederson, and Teichroew were present in person. Council President Hildebrandt absence was excused; Councilor Wilkins absence is unknown.

A. APPEARANCE OF INTERESTED CITIZENS

None.

B. PUBLIC HEARING

The City Council held a Public Hearing to obtain public comments on a proposed supplemental budget for FY2025/2026.

Mayor Frank opened the public hearing at 6:33pm.

There was no public comment.

Mayor Frank closed the public hearing at 6:34pm.

C. ACTION ITEMS

- 1. Approval of Resolution 2025/26-17 Adopting a Supplemental Budget for Fiscal Year 2025-2026.**

**ROBIN PEDERSON MOVED TO APPROVE RESOLUTION
2025/26-17 A RESOLUTION ADOPTING A SUPPLEMENTAL**

BUDGET FOR FISCAL YEAR 2025-2026. SECOND BY KITTY MACKIN. Motion carried with Frank, Mackin, Pederson, and Teichroew. Hildebrandt, Hover and Wilkins were absent.

2. Review of the Request for Quotes of the Facilities Condition and Needs Analysis.

Jeremy Caudle, City Manager, presented the staff report. He explained that the funds available in the building reserve funds for facilities construction. He is requesting authorization to proceed with the RFQ to obtain facility conditions and needs assessment quotes before moving forward with a design and construction process.

Councilor Mackin stated that there was a seismic study done on the City Hall Annex in 2006-2007, and the cost of retrofitting the building to code was very elevated. She would not like to invest time or money in reevaluating the annex building.

The discussion on amending the RFQ to exclude the Annex from consideration for future use as city services.

Councilor Hover arrived at 6:41pm

Councilor Hover inquired about the cost of a facilities assessment study.

Jeremy stated that when he inquired about the study the quote was in the range proposed in the RFQ, therefore the formal process of RFQ was prompted.

Discussion continued on the cost and the benefits of having the assessment completed.

ROBIN PEDERSON MOVED TO AUTHORIZE THE CITY MANAGER TO ISSUE THE REQUEST FOR QUOTATIONS FOR A FACILITY CONDITIONS AND ASSESSMENT AND FACILITY NEEDS ANALYSIS AS PRESENTED. SECOND BY CHRIS TEICHROEW. Motion carried with Frank, Hover, Mackin, Pederson, and Teichroew. Hildebrandt and Wilkins were absent.

3. Town Hall Planning

Rocio Vargas, City Recorder, presented the staff report and requested feedback from Council.

Councilor Mackin requested a list of the recent vandalism in the city and the cost to repair.

Mayor Frank inquired if the Sheriff's Office has shared the information that they will be presenting.

Jeremy stated that he is communicating with the Sheriff's Office to coordinate for the meeting.

Councilor Mackin stated that council should do outreach work and get residents involved for a stakeholder group.

Conversation continued.

D. CITY COUNCIL COMMENTS AND CONCERNS

Councilor Mackin stated that since the meetings have been relocated to the community center, she would like to have an emergency exit plan. She pointed out that the exit at the back of the first floor opens in the direction of the sidewalk and should be flipped.

Mayor Frank thanked public works for fixing the potholes on Church Street. She requested a tree ordinance draft for the next meeting. She inquired about any issues at Andrew Smith Park.

E. ADJOURN

There being no further business to discuss the meeting adjourned at 7:05pm.

F. EXECUTIVE 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.

Respectfully submitted:

APPROVED BY COUNCIL on **February 2, 2026**

By:

As Written As Amended

Rocio Vargas, City Recorder

Annette Frank, Mayor