

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



DATE: TUESDAY, JANUARY 17, 2017
PLACE: CITY HALL ANNEX, 408 FERRY STREET
TIME: 6:30 PM

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

<u>ITEM</u>	<u>DESCRIPTION</u>	<u>PAGE #</u>
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A. CALL TO ORDER & PLEDGE OF ALLEGIANCE

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. PUBLIC HEARING

The City Council will hold a public hearing to obtain citizen input for changes to the Land Use and Development Code to allow accessory dwellings as a special permitted use in the Residential/Commercial (CR) Zone.

E. ACTION ITEMS

- | | |
|---|-------|
| 1. Approval of LUCA 2016-02 | 1-13 |
| 2. Approval of 1 st Reading of Ordinance 639 Allowing Accessory Dwellings in CR Zone | 15-22 |

F. WORK SESSION

- | | |
|--|-------|
| 1. FY16-17 City Council Goals Review | 23-26 |
| 2. 6-Month Financial Report and Review | 27-44 |

G. CITY COUNCIL COMMENTS/CONCERNS

H. INFORMATION REPORTS

- | | |
|--------------------------|-------|
| 1. City Manager's Report | 45-47 |
|--------------------------|-------|

I. ADJOURN

Posted: 1/13/2017
Rochelle Roaden, 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, Monday, February, 6, 2017
City Hall Annex, 408 Ferry St, Dayton



Mid-Willamette Valley Council of Governments

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PHONE 503-588-6177 • FAX 503-588-6094 • email: mwvcog@mwvcog.org

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DATE: January 13, 2017
TO: Dayton City Council
FROM: Laura LaRoque, City Planner
MEETING DATE: January 17, 2017
RE: Land Use Code Amendment, File No. LUCA 2016-02
ATTACHMENTS: Exhibit A – File No. LUCA 2016-02, Staff Report

The Planning Commission is required, as part of the Dayton Land Use and Development code to make recommendation to the Council on Type IV (legislative) actions. Following the Planning Commission action, the City Council holds a public hearing to consider the Planning Commission's recommendation.

On January 12, 2017, the Dayton Planning Commission conducted a properly noticed public hearing concerning proposed amendments to the Dayton Land Use and Development Code, at which time interested parties and the general public had an opportunity to be heard.

At the conclusion of the public hearing, the Dayton Planning Commission recommended City Council approve Land Use Code Amendment, File No. LUCA 2016-02 and adopt the findings in the staff report.

A public hearing regarding File No. LUCA 2016-02 has been properly noticed and scheduled to be conducted by the Dayton City Council on January 17, 2017.

Staff has prepared a staff report with a recommended motion for City Council's consideration.

CITY OF DAYTON
416 Ferry Street – P. O. Box 339
Dayton, OR 97114-0039
503-864-2221 fax 503-864-2956

**CITY COUNCIL
STAFF REPORT**

HEARING DATE: January 17, 2017
REPORT DATE: December 28, 2016
FILE NUMBER: LUCA-2016-02
APPLICANT: City of Dayton
REQUEST: Amendment to the Dayton Land Use and Development Code (DLUDC):
Section 7.2.105.3 Accessory Dwelling Units
ATTACHMENTS: Exhibit A – Strike and Underline Accessory Dwelling Units Amendment
CRITERIA: **Dayton Land Use and Development Code (DLUDC)**
Section 7.3.112 Text Amendments

I. BACKGROUND

An amendment to the Dayton Land Use and Development Codes is a Type IV (Legislative) action. A Type IV action requires a recommendation from the Planning Commission to the City Council, which makes the final decision. The Dayton Planning Commission will consider the amendment during a public hearing scheduled for January 12, 2017 and make a recommendation to City Council.

II. SUMMARY OF PROPOSED AMENDMENT

The term accessory dwelling unit is defined in Section 7.1.200.03 of the DLUDC as, “a detached dwelling unit with its own independent living facilities, the use of which is residential and subordinate to the primary dwelling located on the same parcel or lot.”

The purpose of the amendment is to permit accessory dwelling units as special permitted uses in the Commercial Residential (CR) zone per the supplemental standards found in Section 7.2.402 of the DLUDC.

The City Council considered the matter at their November 7, 2016 meeting and initiated an amendment to the DLUDC regarding accessory dwelling units. Staff has drafted a proposed amendment to the DLUDC which reflect City Council priorities regarding accessory dwellings in the CR zone (see Exhibit A).

STAFF FINDINGS

7.3.112 TEXT AMENDMENTS

7.3.112.03 Criteria for Approval

Amendments to the Comprehensive Plan or Development Code text shall be approved if the evidence can substantiate the following:

- A. *Impact of the proposed amendment on land use and development patterns within the city, as measured by:*
 - 1. *Traffic generation and circulation patterns;*
 - 2. *Demand for public facilities and services;*
 - 3. *Level of park and recreation facilities;*
 - 4. *Economic activities;*
 - 5. *Protection and use of natural resources;*
 - 6. *Compliance of the proposal with existing adopted special purpose plans or programs, such as public facilities improvements.*

FINDING: Staff finds that the proposed amendment will impact the six factors listed above as follows:

- 1. Traffic generation and circulation patterns: Estimated trip generation for an accessory dwelling is not anticipated to exceed that of other permitted residential and commercial uses in the CR zone.
- 2. Demand for public facilities and services: Any proposal for development would need to meet engineering and Public Works standards for integration with public facilities.
- 3. Level of park and recreation facilities: Any proposal for development under the proposed amendment would be subject to system development charges.
- 4. Economic activities: Any development under the proposed amendment would increase the improvement value of subject tax lots.
- 5. Protection and use of natural resources: If permitted by special use permit, accessory dwelling units would be sited in existing urban growth areas which will conserve resource land by promoting infill development.
- 6. Compliance of the proposal with existing adopted special purpose plans or programs, such as public facilities improvements: Permitting accessory dwelling by special use permit will help to achieve Dayton Forward Goal 11: Housing which has the following guidelines; *integrate higher density housing near and within the retail core as way of supporting activity and commercial services; concentrate on providing higher density, infill housing between the business core and the riverfront.*

Staff finds that the proposed amendment is not determined to negatively impact traffic, increase demand on public facilities and service, change the level of needed park/recreational facilities, or diminish protection and use of natural resources.

- B. *A demonstrated need exists for the product of the proposed amendment.*

FINDING: The 2008 Planning Atlas and Comprehensive Plan states that a total of 393 new residential units must be constructed to meet 2028 housing demands. 252 of these needed housing units are single family housing types. Permitting accessory dwelling units in the CR zone by special use permit would increase the land area that can accommodate needed housing units. The supplemental standards for special uses states that the area of accessory dwelling units shall contain the lesser of 25% of the floor area of the primary residence or 750 square feet. Smaller accessory dwelling units will increase the housing mix in the City.

C. The proposed amendment complies with all applicable Statewide Planning Goals and administrative rule requirements.

FINDING: The State has adopted 19 goals for state and local land use decisions. The proposed amendment complies with the Goals as described below:

Goal 1 Citizen Involvement: Requires that the City develop a citizen involvement program that insures the opportunity for citizens to be involved in all phases of the planning process. Agency and public notice are provided as required by law. Public hearings by the Planning Commission and City Council will be held.

Goal 2 Land Use Planning: Requires that the City establish a land use planning process and policy framework as a basis for all decisions related to the use of land and to assure an adequate factual basis for such decisions. The acknowledged Dayton Land Use and Development Code contains procedures and requirements for facts and findings which are carried out herein.

Goal 3 Agricultural Lands & Goal 4 Forest Lands: Goals 3 and 4 are not applicable. The proposal does not affect consistency with the goal.

Goal 5 Natural Resources, Scenic and Historic Areas, and Open Spaces: The proposal does not affect consistency with the goal.

Goal 6 Air, Water and Land Resource Quality: The proposal does not affect consistency with the goal.

Goal 7 Natural Hazards: The proposal does not affect consistency with the goal.

Goal 8 Recreation: The proposal does not affect consistency with the goal.

Goal 9 Economic Development: The proposal does not affect consistency with the goal.

Goal 10 Housing: The proposed amendment to permit accessory dwellings as a special permitted use in the CR Zone will increase the land area that can accommodate needed housing units.

Goal 11 Public Facilities and Services: The proposed amendment to permit accessory dwellings as a special permitted use in the CR Zone will encourage development to take place in areas already serviced by public infrastructure.

Goal 12 Transportation: Housing options in closer proximity to commercial and recreational designations will encourage use of non-motorized modes of transportation in the commercial (downtown) area.

Goal 13 Energy Conservation: The proposal does not affect consistency with the goal.

Goal 14 Urbanization: The proposal does not affect consistency with the goal.

Goals 15-19 do not apply within the City of Dayton.

D. The amendment is appropriate as measured by at least one of the following criteria:

- 1. It corrects identified error(s) in the provisions of the plan.*
- 2. It represents a logical implementation of the plan.*
- 3. It is mandated by changes in federal, state, or local law.*
- 4. It is otherwise deemed by the council to be desirable, appropriate, and proper.*

FINDING: As described above, Staff finds that the proposed amendment (Exhibit A) will help achieve Dayton Forward Goal 11: Housing which has the following guidelines; *integrate higher density housing near and within the retail core as way of supporting activity and commercial services; concentrate on providing higher density, infill housing between the business core and the riverfront.*

IV. CONCLUSION & STAFF RECOMMENDATION

The City Council makes the final local decision on the proposed amendment and may adopt such via ordinance. Staff recommends that the City Council adopt the findings in the staff report and approve the proposed amendment to the DLUDC as shown in Exhibit A.

V. CITY COUNCIL OPTIONS

The City Council has the following options regarding the proposed DLUDC amendment. Based upon the findings and conclusion above, Staff recommends that the City Council make a motion reflecting Option #1, below.

1. Approve the Land Use and Development Code amendment and adopt the findings contained in the staff report.
2. Approve modified Land Use and Development Code amendment with amended findings.
3. Deny the Land Use and Development Code amendment with amended findings and conclusions addressing reasons why the proposal fails to comply with the applicable decision criteria.
4. Continue the hearing, to a date and time certain, if additional information is needed to determine whether applicable standards and criteria are sufficiently addressed.

Proposed Amendments

The following shows language to be added in underline and language to be deleted in ~~strikeout~~.

7.2.105 COMMERCIAL RESIDENTIAL ZONE (CR)

7.2.105.1 Purpose

To provide areas for the development of a mixture of single family, multi-family, and manufactured homes, and limited retail and service commercial uses.

7.2.105.2 Permitted Uses. *(Amended ORD 584, Effective 12/3/07)*

The following uses, when developed under the applicable development standards in the Code, are permitted in the CR zone:

A. The following residential uses are permitted in the CR zone:

1. Single family dwellings, detached
2. Duplexes.
3. Multi-family dwellings.
4. Residential care homes and facilities
5. Child day care service, including family day care provider, for 12 or fewer children.
6. Assisted living centers, nursing homes and similar institutions. These facilities are subject to the development provisions for multi-family residential development. *(Amended ORD 584, Effective 12/3/07)*

B. The following commercial uses are permitted:

1. Business offices including, but not limited to, insurance, real estate and title insurance; credit agencies, brokerages, loan companies, and investment companies; television and radio broadcast studios (excepting a broadcast antennae or dish), and, miscellaneous offices such as detective agencies, drafting services or contractors offices.
2. Professional offices and clinics including, but not limited to, medical, dental, engineering and legal services, but excluding veterinary clinics.
3. Banks and other financial institutions.
4. Retail sales outlet including, but not limited to, food stores, pharmacy, furniture store, artist supplies, hobby or photography store, florist, hardware store, appliance or stereo equipment store, pet shop, sporting goods, department store, clothing, jewelry, gift, and other types retail activities but excluding liquor stores.

5. Restaurants, bakeries, coffee and snack shops but excluding taverns, bars and similar establishments.
6. Retail and service related stores such as TV and radio sales and service, bicycle shop, gunsmith, upholstery shop or other similar activities where a service department is customarily a secondary activity to the retail use.
7. Service related businesses such as barber shops, beauty shops, tailors, advertising agencies, travel agencies, art or craft studios, self-serve laundry, dry cleaning (except bulk dry cleaning plants), parcel service, printing or photocopying, video rental, or other activities where the primary activity is the providing of a service to retail customers.
8. Accessory structures and uses customarily provided for retail activities.

7.2.105.3 Special Permitted Uses

The following uses, when developed under the applicable standards in the Code and special development requirements, are permitted in the CR zone:

- A. Partitions, subject to the provisions in Section 7.2.307.
- B. Subdivision, subject to the provisions in Section 7.2.307.
- C. Accessory structures and uses prescribed in Section 7.2.203 and subject to the provisions in Section 7.2.309.
- D. The following uses subject to the applicable standards in Section 7.2.4:
 1. Accessory dwelling units (Section 7.2.402).
 2. Attached dwelling units (Section 7.2.403).
 3. Manufactured homes on individual lots (Section 7.2.404).
 4. Home occupations (Section 7.2.406).
 5. Owner occupied short-term rentals (Section 7.2.417). (Amended Effective 06/06/16, Ordinance 633)
 6. Short-term rentals (Section 7.2.417). (Amended Effective 06/06/16, Ordinance 633)
- E. Small wind energy systems, subject to the provisions in Section 7.2.413. (Amended ORD 608, Effective 10/06/1)
- F. Drive-through windows and walk-up windows as part of a permitted use, subject to the provisions in Section 7.2.414 and 7.2.415 respectively. (Amended

ORD 610, Effective 4/2/12)

7.2.105.4 Conditional Uses *(Amended ORD 589, Effective 4/2/09)*

The following uses require a Conditional Use Permit:

- A. Public or private schools.
- B. Public parks, playgrounds, community clubs including swimming, tennis and similar recreational facilities, and other public and semi-public uses.
- C. Child day care service for 13 or more children.
- D. Churches.
- E. Park and Ride Lot: Parking spaces cannot count as required parking or be used for vehicle storage. *(Amended ORD 589, Effective 4/2/09)*
- F. Commercial activities which do not comply with the provisions in Section 7.2.105.02.B. *(Amended ORD 610, Effective 4/2/12)*
- G. Wineries with retail sales. *(Amended ORD 583, Effective 9/6/07)*

7.2.105.5 Dimensional Standards

The following dimensional standards shall be the minimum requirements for all development in the CR District.

- A. Minimum Lot Area and Density Standards
 - 1. Single-family dwelling, detached 5,000 square feet
Single-family dwelling, attached 3,500 square feet
 - 2. Duplex 7,000 square feet
 - 3. Multi-family dwelling 9,000 square feet
(Multi-family development must comply with the density standards in Section 7.2.105.06).
 - 4. Commercial Use 5,000 square feet
 - 5. Mixed commercial and residential: Shall comply with the minimum for multi-family development.
 - 6. Public utility structures: Lot area shall be adequate to contain all proposed structures within the required yard setbacks.
- B. Minimum Yard Setback Requirements
 - 1. Residential Uses
 - a. Front Yard 15 feet

	b. Garage Setback	20 feet
	c. Rear Yard	10 feet
	d. Side Yard (interior)	5 feet
	e. Side Yard (adjacent to street)	15 feet
2.	Commercial Uses	
	a. Front Yard	None
	b. Rear Yard	
	i. Abutting a non-residential district	None
	ii. Abutting a residential district	10 feet
	c. Side Yard	
	i. Abutting a non-residential district	None
	ii. Abutting a residential district	10 feet
3.	Mixed Commercial and residential	
	a. Front Yard	5 feet
	b. Rear Yard	
	i. Abutting a non-residential district	5 feet
	ii. Abutting a residential district	10 feet
	c. Side Yard	
	i. Abutting a non-residential district	5 feet
	ii. Abutting a residential district	10 feet
4.	Public	
	a. Front Yard	15 feet
	b. Garage setback	20 feet
	c. Rear Yard	10 feet
	d. Side Yard (interior)	5 feet
	e. Side Yard (adjacent to street)	15 feet
C.	Maximum Structure Height	
	1. Principal Structure	30 feet
	2. Accessory Structure	20 feet

7.2.105.6

Development Standards

A. Use Restrictions. The following use restrictions shall apply:

1. No permitted, special permitted or conditionally permitted use shall in any way involve any of the slaughter, rendering or processing of animals. The processing of grains, fruits, vegetables, or dairy products for breads, wines, jams, cheeses and similar products may

be allowed as part of a permitted or conditionally permitted commercial business. (*Amended ORD 583, Effective 9/6/07*)

B. Commercial Uses. Commercial uses in the CR zone shall comply with the following additional standards: (*Amended ORD 630, Effective 12/2/15*)

1. All business, service, processing or merchandise displays shall be conducted wholly within an enclosed building, except for the following:
 - a) Off-street parking and loading.
 - b) Temporary display and sales of merchandise: provided it does not interfere with pedestrian or automobile circulation, or areas of a permitted drive-through window or walk-up window.
 - c) Outdoor seating for a permitted eating and drinking establishment, subject to screening and buffering provisions in Section 7.2.306.04. The greater of 12 or 75 percent of indoor seating capacity of the establishment is allowed for outdoor seating. (*Added ORD 630, Effective 12/2/15*)
2. The maximum lot size for any commercial use shall be one acre.
3. Any new commercial structure shall maintain a residential appearance. Metal buildings, pole barns and similar structures are prohibited within the CR zone.
4. Commercial uses shall not engage in the manufacturing, processing, assembly, or compounding of projects other than those clearly incidental to the business conducted on the premises.
5. The commercial use shall have a maximum floor area of 2,500 square feet per lot.
6. Any outside storage maintained in the CR Zone shall be enclosed by a 6 foot sight obscuring fence or a hedge row not less than 3 feet high and capable of attaining a height of 6 feet.

C. Mixed Commercial and Residential Uses. Development of mixed commercial and residential uses shall be subject to the provisions in item B., above.

D. Unless otherwise exempted, all development in the CR Zone shall comply with the applicable provisions of this Code. The following references additional development requirements:

1. Off-street parking. Parking shall be as specified in Section 7.2.303.
2. Yards and Lots. Yards and lots shall conform to the standards of Section 7.2.308.
3. Subdivisions and Partitions. Land divisions shall be reviewed in accordance with the provisions of Section 7.2.307.
4. Site Development Review: Multi-family and/or commercial uses within the CR Zone shall be subject to the Site Development Review requirements and procedures in Section 7.3.1. In addition, any conversion of an existing residence which includes a commercial

use shall require a site development review.

5. Lot Coverage: The maximum coverage allowed for buildings, accessory structures and paved parking shall be as follows:
 - a. Residential 73%
 - b. Commercial 85%
 - c. Mixed Residential and Commercial 80%
6. Landscaping: All required yards shall be landscaped. Landscaped areas shall be landscaped as provided in Section 7.2.306 and shall comply with the following coverage requirements:
 - a. Residential 25%
 - b. Commercial 15%
 - c. Mixed Residential and Commercial 20%

Multiple family developments shall comply with provisions in Section 7.2.306.06. (*Added ORD 530, effective 7/4/01*)



City of Dayton

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CITY OF DAYTON CITY COUNCIL NOTICE OF DECISION

NOTICE DATE: January 17, 2017

FILE NUMBER(S): Land Use Code Amendment (File No. LUCA 2016-02)

HEARING DATE: January 17, 2017

APPLICANT: City of Dayton

REQUEST: Amendment to the Dayton Land Use and Development Code (LUDC) to allow accessory dwellings as a special permitted use in the Commercial Residential (CR) Zone.

LOCATION: Commercial Residential (CR) Zone

CRITERIA: Sections 7.3.112 Text Amendments

DECISION: After a duly noticed public hearing on January 17, 2017, the Dayton City Council approved the request and adopted the findings in the December 28, 2016 Staff Report. The adopted policies are attached as Exhibit "A".

APPEAL PROCESS: Unless otherwise appealed, the City Council decision will be official within twenty-one (21) days of the date of this notice. Appeal of this decision is to the Land Use Board of Appeals (LUBA) - 775 Summer Street NE, Suite 330, Salem, Oregon 97301-1283.

A written notice of Intent to Appeal must be received at the Land Use Board of Appeals by 5:00 p.m., February 7, 2017. Should you wish to appeal this action, or have questions or comments regarding this application, please contact City Hall.

Affirmed,

Elizabeth Wytoski, Mayor

Date

To: Honorable Mayor and City Councilors

From: Scott Pingel, City Manager

Issue: Public Hearing and 1st Reading of Ordinance 639 Accessory Dwellings

Background and Information

At the November 7, 2016 City Council meeting, the City Council directed staff to begin the process to amend the Dayton Land Use and Development Code to allow for accessory dwellings in the Commercial Residential (CR) Zone. This ordinance would ratify and make effective the Planning Commission's recommendation and City Council's decision to approve the Land Use and Development Code Amendment (LUCA 2016-02) and adopt the finding in the staff report.

City Manager Recommendation: I recommend approval of the 1st reading of Ordinance 639.

Relevant Council Goal: Goal D – Support the creation of a vibrant, diverse economic environment.

Potential Motion to Approve: “I move approval of the 1st Reading of Ordinance 639 An Ordinance Amending the Dayton Land Use and Development Code to permit accessory dwelling units as special permitted uses in the commercial residential (CR) zone per the supplemental standards found in section 7.2.402 of the Dayton Land Use and Development Code.”

Council Options:

- 1 – Approve the 1st reading of Ordinance 639 as recommended.
- 2 – Approve the 1st reading of Ordinance 639 with amendments, which would require modifying the code amendment and/or require amended findings.
- 3 – Deny the Land Use and Development Code Amendment with amended finding and conclusions.

**ORDINANCE NO. 639
CITY OF DAYTON**

AN ORDINANCE AMENDING THE DAYTON LAND USE AND DEVELOPMENT CODE TO PERMIT ACCESSORY DWELLING UNITS AS SPECIAL PERMITTED USES IN THE COMMERCIAL RESIDENTIAL (CR) ZONE PER THE SUPPLEMENTAL STANDARDS FOUND IN SECTION 7.2.402 OF THE DAYTON LAND USE AND DEVELOPMENT CODE.

WHEREAS, the City of Dayton conducted a review of the Dayton Land Use and Development Code; and

WHEREAS, on January 12, 2017, the Dayton Planning Commission conducted a properly noticed public hearing concerning proposed amendments to the Dayton Land Use and Development Code, at which time interested parties and the general public had an opportunity to be heard; and

WHEREAS, on January 17, 2017, the Dayton City Council conducted a properly noticed public hearing, at which time interested parties and the general public had an opportunity to be heard, to review all matters presented regarding proposed amendments to the Dayton Land Use and Development Code; reviewed the record and recommendations of the Planning Commission; and, adopted findings.

NOW THEREFORE, THE CITY OF DAYTON DOES ORDAIN AS FOLLOWS:

Section 1. The City of Dayton hereby adopts the findings in support of the proposed Dayton Land Use and Development Code amendments contained in the Staff Report attached hereto as Exhibit "A" and incorporated herein by this reference.

Section 2. The Dayton Land Use and Development Code, Subchapter 7.2.105.03, is hereby amended as contained in Exhibit "B", incorporated herein by this reference.

Section 3. All unamended provisions of Dayton Land Use and Development Code shall remain in full force and effect.

Section 4. This ordinance shall become effective thirty days after final passage and its signature by the Mayor.

First Reading to the Council this 17th day of January, 2017

Second Reading to the Council this _____

Adopted this _____

Signed by the Mayor this _____

Elizabeth Wytoski, Mayor

ATTEST:

Rochelle Roaden, City Recorder

Exhibit A

CITY OF DAYTON

416 Ferry Street – P. O. Box 339
Dayton, OR 97114-0039
503-864-2221 fax 503-864-2956

CITY COUNCIL STAFF REPORT

HEARING DATE: January 17, 2017
REPORT DATE: December 28, 2016
FILE NUMBER: LUCA-2016-02
APPLICANT: City of Dayton
REQUEST: Amendment to the Dayton Land Use and Development Code (DLUDC):
Section 7.2.105.3 Accessory Dwelling Units
ATTACHMENTS: Exhibit A – Strike and Underline Accessory Dwelling Units Amendment
CRITERIA: **Dayton Land Use and Development Code (DLUDC)**
Section 7.3.112 Text Amendments

I. BACKGROUND

An amendment to the Dayton Land Use and Development Codes is a Type IV (Legislative) action. A Type IV action requires a recommendation from the Planning Commission to the City Council, which makes the final decision. The Dayton Planning Commission will consider the amendment during a public hearing scheduled for January 12, 2017 and make a recommendation to City Council.

II. SUMMARY OF PROPOSED AMENDMENT

The term accessory dwelling unit is defined in Section 7.1.200.03 of the DLUDC as, “a detached dwelling unit with its own independent living facilities, the use of which is residential and subordinate to the primary dwelling located on the same parcel or lot.”

The purpose of the amendment is to permit accessory dwelling units as special permitted uses in the Commercial Residential (CR) zone per the supplemental standards found in Section 7.2.402 of the DLUDC.

The City Council considered the matter at their November 7, 2016 meeting and initiated an amendment to the DLUDC regarding accessory dwelling units. Staff has drafted a proposed amendment to the DLUDC which reflect City Council priorities regarding accessory dwellings in the CR zone (see Exhibit A).

STAFF FINDINGS

7.3.112 TEXT AMENDMENTS

7.3.112.03 Criteria for Approval

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- A. *Impact of the proposed amendment on land use and development patterns within the city, as measured by:*
 - 1. *Traffic generation and circulation patterns;*
 - 2. *Demand for public facilities and services;*
 - 3. *Level of park and recreation facilities;*
 - 4. *Economic activities;*
 - 5. *Protection and use of natural resources;*
 - 6. *Compliance of the proposal with existing adopted special purpose plans or programs, such as public facilities improvements.*

FINDING: Staff finds that the proposed amendment will impact the six factors listed above as follows:

- 1. Traffic generation and circulation patterns: Estimated trip generation for an accessory dwelling is not anticipated to exceed that of other permitted residential and commercial uses in the CR zone.
- 2. Demand for public facilities and services: Any proposal for development would need to meet engineering and Public Works standards for integration with public facilities.
- 3. Level of park and recreation facilities: Any proposal for development under the proposed amendment would be subject to system development charges.
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- 6. Compliance of the proposal with existing adopted special purpose plans or programs, such as public facilities improvements: Permitting accessory dwelling by special use permit will help to achieve Dayton Forward Goal 11: Housing which has the following guidelines; *integrate higher density housing near and within the retail core as way of supporting activity and commercial services; concentrate on providing higher density, infill housing between the business core and the riverfront.*

Staff finds that the proposed amendment is not determined to negatively impact traffic, increase demand on public facilities and service, change the level of needed park/recreational facilities, or diminish protection and use of natural resources.

- B. *A demonstrated need exists for the product of the proposed amendment.*

FINDING: The 2008 Planning Atlas and Comprehensive Plan states that a total of 393 new residential units must be constructed to meet 2028 housing demands. 252 of these needed housing units are single family housing types. Permitting accessory dwelling units in the CR zone by special use permit would increase the land area that can accommodate needed housing units. The supplemental standards for special uses states that the area of accessory dwelling units shall contain the lesser of 25% of the floor area of the primary residence or 750 square feet. Smaller accessory dwelling units will increase the housing mix in the City.

C. The proposed amendment complies with all applicable Statewide Planning Goals and administrative rule requirements.

FINDING: The State has adopted 19 goals for state and local land use decisions. The proposed amendment complies with the Goals as described below:

Goal 1 Citizen Involvement: Requires that the City develop a citizen involvement program that insures the opportunity for citizens to be involved in all phases of the planning process. Agency and public notice are provided as required by law. Public hearings by the Planning Commission and City Council will be held.

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D. The amendment is appropriate as measured by at least one of the following criteria:

- 1. It corrects identified error(s) in the provisions of the plan.*
- 2. It represents a logical implementation of the plan.*
- 3. It is mandated by changes in federal, state, or local law.*
- 4. It is otherwise deemed by the council to be desirable, appropriate, and proper.*

FINDING: As described above, Staff finds that the proposed amendment (Exhibit A) will help achieve Dayton Forward Goal 11: Housing which has the following guidelines; *integrate higher density housing near and within the retail core as way of supporting activity and commercial services; concentrate on providing higher density, infill housing between the business core and the riverfront.*

IV. CONCLUSION & STAFF RECOMMENDATION

The City Council makes the final local decision on the proposed amendment and may adopt such via ordinance. Staff recommends that the City Council adopt the findings in the staff report and approve the proposed amendment to the DLUDC as shown in Exhibit A.

V. CITY COUNCIL OPTIONS

The City Council has the following options regarding the proposed DLUDC amendment. Based upon the findings and conclusion above, Staff recommends that the City Council make a motion reflecting Option #1, below.

1. Approve the Land Use and Development Code amendment and adopt the findings contained in the staff report.
2. Approve modified Land Use and Development Code amendment with amended findings.
3. Deny the Land Use and Development Code amendment with amended findings and conclusions addressing reasons why the proposal fails to comply with the applicable decision criteria.
4. Continue the hearing, to a date and time certain, if additional information is needed to determine whether applicable standards and criteria are sufficiently addressed.

Exhibit B

Section 1. Amend Section 7.2.1 as follows:

7.2.105.3 Special Permitted Uses

The following uses, when developed under the applicable standards in the Code and special development requirements, are permitted in the CR zone:

- A. Partitions, subject to the provisions in Section 7.2.307.
- B. Subdivision, subject to the provisions in Section 7.2.307.
- C. Accessory structures and uses prescribed in Section 7.2.203 and subject to the provisions in Section 7.2.309.
- D. The following uses subject to the applicable standards in Section 7.2.4:
 - 1. Accessory dwelling units (Section 7.2.402).
 - 2. Attached dwelling units (Section 7.2.403).
 - 3. Manufactured homes on individual lots (Section 7.2.404).
 - 4. Home occupations (Section 7.2.406).
 - 5. Owner occupied short-term rentals (Section 7.2.417). (Amended Effective 06/06/16, Ordinance 633)
 - 6. Short-term rentals (Section 7.2.417). (Amended Effective 06/06/16, Ordinance 633)
- E. Small wind energy systems, subject to the provisions in Section 7.2.413. (Amended ORD 608, Effective 10/06/1)
- F. Drive-through windows and walk-up windows as part of a permitted use, subject to the provisions in Section 7.2.414 and 7.2.415 respectively. (Amended ORD 610, Effective 4/2/12)

To: Honorable Mayor and City Councilors

From: Scott Pingel, City Manager

Issue: Review of FY 16-17 Council Goals

Background and Information

Every February or March, the City Council sets Goals and Objectives for the following fiscal year. The City Council has asked staff to put the goals and objectives in front of the council periodically to review goals and objectives and to receive updates and make adjustments. The focus for this review is mainly the Priority 1 objectives. The City Council will be asked to further consider all objectives as we set new council goals and objectives in February or March.

Goal A – Develop and maintain infrastructure to improve livability and support operations and growth

- Obtain Funding for the water system's short-term capital improvement needs including: the Fisher Farms Wells, replacing the Main Transmission Line from the Springs to the Footbridge, and replacing the well pumps for wells 1 and 3 with VFD Pumps.

Update: The last time we reviewed this objective, it was agreed that the City would complete the VFD improvements, but that Fisher Farms and Main Transmission Line improvements could wait a few years. The idea of going after Fisher Farms and Main Transmission Line improvements now, was due to the potential of receiving a grant that would have only required a 25% match. The City was not successful in obtaining that funding. The City Council recently awarded the VFD project, so we are moving forward with that project in the current fiscal year.

- Complete Main Pump Station Upgrade
- Complete Sewer Main Trunk Mainline Replacement

Update: These are the 2 main projects included in the Sewer System Improvements the City is obtaining USDA funding for. The City's funding for the project has been obligated and City staff continue to work through the process.

- Obtain Funding for Transportation System Plan (TSP)
- Update Transportation System Plan

Update: The City was unsuccessful in obtaining grant funding for the TSP and so will not be pursuing that project in the current fiscal year. City staff are in contact with the Safe Routes to School program to explore other options for updating the City's current street and sidewalk priorities and potential ways to fund those priorities.

- Build New City Hall

Update: I will be looking for an architectural firm over the next few weeks to provide the City with preliminary numbers and options for a new city hall. Building a new city hall will be an effort over the next couple of fiscal years.

Goal B – Create an aesthetically pleasing and inviting community

- Establish a Holiday Lights Competition

Update: This objective was completed this year.

Goal C – Capitalize on Dayton’s facilities and resources to provide recreational and cultural opportunities

- Purchase other half of Legion Field

Update: City staff have not pursued this objective yet this year.

Goal D – Support the creation of a vibrant, diverse economic environment

Goal E – Use Dayton’s heritage and historic resources to forward our image as an authentic and charming town

Goal F – Engage in efficient and effective activities to promote community safety and wellness

Goal G – Enhance communications to actively engage the community

- Coordinate communication with community groups

Update: While formal communications have been developed with several community groups including the school district and the DCDA, coordination of communications has not been developed beyond the mechanisms already in place such as the Community Calendar that goes out with the utility bills and the twice a year newsletter that the DCDA coordinates. The City’s new website is up and running now, and we City staff will pursue options to coordinate with community groups through the website options.

- Develop a user-friendly City communications app

Update: City staff have not made any progress to date on this objective.

Strategic Plan Goals 2016-17

Goal A – Develop and maintain infrastructure to improve livability and support operations and growth

OBJECTIVE	PRIORITY
Obtain funding for the water system's short-term capital improvement needs including: the Fisher Farms Wells, replacing the Main Transmission Line from the Springs to the Footbridge, and replacing the well pumps for wells 1 and 3 with Variable Frequency Drive (VFD) pumps	1
Complete Main Pump Station Upgrade	1
Complete Sewer Main Trunk Mainline Replacement	1
Complete MBR/RO Study	2
Obtain year round sewer discharge permit from DEQ	2
Obtain funding for Transportation System Plan	1
Update Transportation System Plan	1
Identify potential land for industrial use	2
Complete sidewalk improvements for: <ul style="list-style-type: none"> Ferry Street (9th to Flower Lane) On Church Street West of 9th Street On School Routes 	2 3 3
Build New City Hall	1
Work with ODOT and City Engineer to Improve entrance to Highway 18	4
Repair the Foot Bridge	4
Street Overlay Program	4
Design and install new City entrance signs	2

Goal B – Create an aesthetically pleasing and inviting community

OBJECTIVE	PRIORITY
Continue Yard of the Month/Mayor's Beautification Program	4
Coordinate public signage within the City	4
Establish a Holiday Lights Competition	1

Key to Priority Ratings

- 1 – Do now – budget in the forth-coming budget
- 2 – Look at accomplishing 2-3 years in the future
- 3 – Nice to have – not to look at funding for at least 3-5 years
- 4 – Routine – on-going from year to year

Goal C – Capitalize on Dayton’s facilities and resources to provide recreational and cultural opportunities

OBJECTIVE	PRIORITY
Purchase other half of Legion Field	1
Investigate options for developing a walking trail along the sewer access easement	2
Take steps to revitalize the waterfront	4

Goal D – Support the creation of a vibrant, diverse economic environment

OBJECTIVE	PRIORITY
Update the Dayton Municipal Code <ul style="list-style-type: none"> Establish a Mural Policy Establish a General Sign Code 	4 2 2

Goal E – Use Dayton’s heritage and historic resources to forward our image as an authentic and charming town

OBJECTIVE	PRIORITY
Promote Friday Nights and Old Timers Weekend	4

Goal F – Engage in efficient and effective activities to promote community safety and wellness

OBJECTIVE	PRIORITY
Promote a new 5-year public safety levy option	2

Goal G – Enhance communications to actively engage the community

OBJECTIVE	PRIORITY
Coordinate communication with community groups	1
Develop a user-friendly City communications app	1

Key to Priority Ratings

- 1 – Do now – budget in the forth-coming budget
- 2 – Look at accomplishing 2-3 years in the future
- 3 – Nice to have – not to look at funding for at least 3-5 years
- 4 – Routine – on-going from year to year
- 4 – Routine – on-going from year to year

Account Number	Account Title	07/16-12/16 Cur YTD Actual	2016-2017 Cur Year Budget	% of Budget	2015-2016 Pri Year Actual
General Fund					
100.000.400.000	Working Capital	521,456	446,971	116.7%	498,659
100.000.402.000	Levied Taxes (Prior Years)	4,933	6,500	75.9%	6,469
100.000.404.000	Interest	1,651	1,500	110.1%	1,955
100.000.410.000	Bus/Amusemenrt License	1,000	2,000	50.0%	3,191
100.000.412.000	Franchise-Cable TV	10,554	16,500	64.0%	20,022
100.000.412.100	Franchise-Solid Waste	3,149	4,500	70.0%	5,912
100.000.412.200	Franchise-Electric Service	0	60,000	0.0%	61,161
100.000.412.300	Franchise-Telecommunications	4,283	3,700	115.8%	4,939
100.000.412.400	In Lieu Franchise Fees Water	0	0	0.0%	0
100.000.412.500	In Lieu Franchise Fees Sewer	0	0	0.0%	0
100.000.416.000	Building Permits	21,263	15,000	141.8%	31,247
100.000.416.010	Plan Check Fees	5,586	7,000	79.8%	15,137
100.000.416.020	Type A Permit Fees	2,500	1,500	166.7%	3,500
100.000.416.030	Type B Permit Fees	0	3,500	0.0%	0
100.000.416.100	Planning Fees	1,200	3,000	40.0%	1,919
100.000.416.200	Construction Excise Tax	112	25	449.2%	241
100.000.416.300	Encroachment Permit Fee	0	25	0.0%	0
100.000.417.000	Lien Search Fees	0	0	0.0%	0
100.000.426.000	State Alcohol Taxes	18,372	33,000	55.7%	37,106
100.000.428.000	State Cigarette Taxes	2,276	3,000	75.9%	2,861
100.000.429.000	Transient Lodging Taxes	32,703	20,000	163.5%	0
100.000.430.000	CCRLS Use Based Reimbursement	5,219	6,000	87.0%	8,439
100.000.430.100	Library Fees/Fines	343	500	68.5%	573
100.000.432.000	Dayton Rural FD Shared Costs	1,651	5,500	30.0%	4,781
100.000.436.000	Library Grant	1,000	1,000	100.0%	1,000
100.000.444.000	CLG Grant	0	0	0.0%	0
100.000.459.700	Transfer from State Revenue Sh	0	0	0.0%	7,000
100.000.480.000	Miscellaneous Revenue	423	1,500	28.2%	1,502
100.000.480.100	City Hall Annex Rental Fees	0	11,955	0.0%	7,413
100.000.480.200	Community Recreation Fees	0	0	0.0%	0
100.000.480.300	Community Center Rental Fees	18,130	18,000	100.7%	26,648
100.000.485.000	Public Contributions	50	0	0.0%	0
100.000.499.300	Taxes Collected	178,351	176,000	101.3%	180,165
		836,208	848,176	98.6%	931,840

Admin					
100.100.526.000	City Manager	9,110	19,140	47.6%	17,661
100.100.526.100	City Recorder	4,762	10,070	47.3%	11,003
100.100.528.000	Public Works Director	2,074	4,290	48.3%	4,107
100.100.530.000	Maintenance Operator 1 & 2	1,373	2,580	53.2%	2,679
100.100.534.000	PWKS Laborer/Janitor	3,077	6,200	49.6%	5,781
100.100.536.000	Librarian/Community Dev Spec	343	705	48.6%	683
100.100.537.000	City Clerk	665	1,410	47.2%	1,315
100.100.539.200	Community Development Assist	146	430	34.0%	285
100.100.590.000	Social Security	1,479	3,237	45.7%	2,939
100.100.592.000	Workers Compensation	1,249	1,577	79.2%	1,492
100.100.594.000	Health Insurance	3,951	12,143	32.5%	9,859
100.100.596.000	PERS Retirement	2,228	5,500	40.5%	4,219
100.100.598.000	Disability Insurance	84	186	45.4%	160
100.100.599.000	Unemployment	0	2,116	0.0%	279
		30,542	69,584	43.9%	62,463
Salaries		21,550	44,825	48.1%	43,514

Account Number	Account Title	07/16-12/16 Cur YTD Actual	2016-2017 Cur Year Budget	% of Budget	2015-2016 Pri Year Actual
	Fringe Benefits	8,992	24,759	36.3%	18,949
100.100.600.000	Electricity	642	1,500	42.8%	1,321
100.100.600.001	Electricity - Community Center	3,124	5,000	62.5%	6,039
100.100.600.100	Propane	181	1,000	18.1%	665
100.100.600.101	Propane - Community Center	143	4,000	3.6%	1,048
100.100.601.000	Office Expense	1,285	5,000	25.7%	3,765
100.100.601.100	Postage	209	400	52.4%	313
100.100.602.000	Telephone & Related	283	700	40.5%	457
100.100.604.000	Insurance	1,392	1,600	87.0%	1,318
100.100.608.000	Audit	1,216	1,350	90.0%	1,206
100.100.611.000	Travel & Meetings	603	1,500	40.2%	1,258
100.100.614.000	Equipment Repair & Maintenance	148	500	29.6%	145
100.100.614.100	Fuel	218	750	29.1%	439
100.100.616.100	Safety/Uniforms	4	50	7.8%	16
100.100.617.000	Small Tools/Shop Supplies	19	125	15.1%	-84
100.100.700.000	Legal Services	337	4,500	7.5%	1,579
100.100.700.100	Misc Legal (Non Attorney)	0	500	0.0%	474
100.100.705.000	Professional Services	124	4,000	3.1%	1,310
100.100.705.300	Data Processing	788	1,500	52.5%	829
100.100.706.000	Dues & Certifications	462	1,000	46.2%	1,063
100.100.707.000	City Hall Maintenance	1,062	2,500	42.5%	1,966
100.100.707.200	City Hall Annex Maintenance	0	100	0.0%	224
100.100.707.300	Community Center Maintenance	8,776	11,500	76.3%	14,066
100.100.708.100	Tool & Equipment Rental	2	100	2.5%	2
100.100.725.000	Election Expense	103	500	20.5%	0
100.100.750.100	City Hall Annex Rental Refund	0	0	0.0%	0
100.100.750.200	Community Center Rental Refund	8,935	10,500	85.1%	11,495
100.100.799.000	Miscellaneous Expense	948	500	189.6%	427
		31,003	60,675	51.1%	51,340
100.100.903.000	Equipment	34	1,000	3.4%	351
100.100.904.000	City Hall Improvements	0	3,000	0.0%	0
100.100.904.400	CH Annex/Comm Center Improve	985	7,000	14.1%	678
100.100.950.000	Holiday Lighting/Banners	2,741	3,500	78.3%	2,741
		3,760	14,500	25.9%	3,770
100.100.870.000	Tfr to Building Reserve Fund	0	6,000	0.0%	6,000
100.100.880.000	Contingency	0	100,000	0.0%	0
100.100.886.000	Tfr to State Revenue Sharing	0	14,000	0.0%	0
100.100.999.000	Unappropriated Ending Fund Bal	0	221,367	0.0%	0
		0	341,367	0.0%	6,000
Total Administration Expenditures		65,304	486,126	13.4%	123,573

Parks

100.103.526.000	City Manager	3,313	6,960	47.6%	6,422
100.103.526.100	City Recorder	501	1,060	47.3%	1,158
100.103.528.000	Public Works Director	3,457	7,150	48.3%	6,845

Account Number	Account Title	07/16-12/16 Cur YTD Actual	2016-2017 Cur Year Budget	% of Budget	2015-2016 Pri Year Actual
100.103.530.000	Maintenance Operator 1 & 2	4,576	9,200	49.7%	8,929
100.103.534.000	PWKS Laborer/Janitor	3,231	6,785	47.6%	6,070
100.103.536.000	Librarian/Community Dev Spec	114	235	48.6%	228
100.103.539.200	Community Development Assist	0	0	0.0%	0
100.103.590.000	Social Security	929	2,034	45.7%	1,847
100.103.592.000	Workers Compensation	785	991	79.2%	937
100.103.594.000	Health Insurance	2,482	7,628	32.5%	6,194
100.103.596.000	PERS Retirement	1,400	3,456	40.5%	2,651
100.103.598.000	Disability Insurance	53	117	45.3%	101
100.103.599.000	Unemployment	0	1,329	0.0%	175
		20,841	46,945	44.4%	41,557
	Salaries	15,193	31,390	48.4%	29,652
	Fringe Benefits	5,649	15,555	36.3%	11,904
100.103.600.000	Electricity	883	2,700	32.7%	2,369
100.103.600.100	Propane	54	400	13.5%	196
100.103.601.000	Office Expense	164	800	20.5%	893
100.103.601.100	Postage	64	150	42.4%	98
100.103.602.000	Telephone & Related	111	300	36.8%	187
100.103.603.000	Garbage/Sanitation	987	2,600	38.0%	1,890
100.103.604.000	Insurance	3,349	3,600	93.0%	3,171
100.103.608.000	Audit	405	450	90.0%	402
100.103.611.000	Travel & Meetings	178	350	51.0%	448
100.103.614.000	Equipment Repair & Maintenance	1,599	1,500	106.6%	704
100.103.614.100	Fuel	802	2,700	29.7%	1,580
100.103.616.100	Safety/Uniforms	36	150	24.1%	109
100.103.617.000	Small Tools/Shop Supplies	413	2,500	16.5%	842
100.103.619.000	Park Maintenance	4,165	14,000	29.8%	8,949
100.103.700.000	Legal Services	2	500	0.3%	17
100.103.700.100	Misc Legal (Non Attorney)	0	200	0.0%	34
100.103.705.000	Professional Services	1,019	7,000	14.6%	1,710
100.103.705.300	Data Processing	402	800	50.2%	418
100.103.706.000	Dues & Certifications	184	350	52.6%	169
100.103.707.000	City Hall Maintenance	274	750	36.5%	589
100.103.707.200	City Hall Annex Maintenance	0	100	0.0%	0
100.103.708.100	Tool & Equipment Rental	7	200	3.7%	4
100.103.765.000	Recreation/Activities	0	300	0.0%	0
100.103.799.000	Miscellaneous Expense	305	1,000	30.5%	653
		15,403	43,400	35.5%	25,432
100.103.903.000	Equipment	456	1,000	45.6%	922
100.103.904.000	City Hall Improvements	0	500	0.0%	0
100.103.904.200	City Yards/ Shop Improvements	0	1,000	0.0%	0
100.103.910.000	Park Improvements	0	6,000	0.0%	7,901
100.103.910.100	Alderman Park Improvements	0	6,000	0.0%	0
100.103.911.000	Street Trees	0	0	0.0%	0
100.103.913.000	Signs	0	3,000	0.0%	0
		456	17,500	2.6%	8,823
100.103.840.000	Tfr to Equipment Replace Fund	0	2,000	0.0%	1,500
100.103.876.000	Transfer to Park Reserve Fund	0	5,000	0.0%	5,000
		0	7,000	0.0%	6,500

Account Number	Account Title	07/16-12/16 Cur YTD Actual	2016-2017 Cur Year Budget	% of Budget	2015-2016 Pri Year Actual
Total Parks Expenditures		36,701	114,845	32.0%	82,311
Library					
100.104.526.000	City Manager	2,070	4,350	47.6%	4,014
100.104.526.100	City Recorder	501	1,060	47.3%	1,158
100.104.536.000	Librarian/Community Dev Assist	15,758	32,430	48.6%	31,441
100.104.537.000	City Clerk	1,108	2,350	47.2%	2,192
100.104.539.100	Temp (Summmer Reading Program)	0	0	0.0%	0
100.104.539.200	Community Development Assist	146	430	34.0%	285
100.104.590.000	Social Security	1,677	3,669	45.7%	3,332
100.104.592.000	Workers Compensation	1,416	1,788	79.2%	1,691
100.104.594.000	Health Insurance	4,479	13,780	32.5%	11,176
100.104.596.000	PERS Retirement	2,526	6,236	40.5%	4,783
100.104.598.000	Life/Disability Insurance	96	210	45.6%	182
100.104.599.000	Unemployment	0	2,398	0.0%	316
		29,778	68,701	43.3%	60,571
	Salaries	19,585	40,620	48.2%	39,090
	Fringe Benefits	10,193	28,081	36.3%	21,481
100.104.600.000	Utilities - Electricity	201	350	57.3%	374
100.104.600.100	Utilities - Propane	84	800	10.5%	493
100.104.601.000	Library & Office Expense	1,275	3,000	42.5%	2,490
100.104.601.100	Postage	182	375	48.6%	269
100.104.602.000	Telephone & Related	111	300	36.8%	187
100.104.604.000	Insurance	881	950	92.7%	834
100.104.608.000	Audit	607	675	89.9%	602
100.104.611.000	Travel & Meetings	122	200	60.8%	231
100.104.616.100	Safety/Uniforms	5	100	5.0%	24
100.104.700.000	Legal Services	1	200	0.3%	7
100.104.700.100	Misc Legal (non attorney)	0	150	0.0%	25
100.104.705.000	Professional Services	121	1,000	12.1%	636
100.104.705.300	Data Processing	391	700	55.9%	403
100.104.706.000	Dues & Certifications	358	450	79.4%	390
100.104.706.100	Subscriptions	116	150	77.4%	116
100.104.707.000	Library Maintenance	444	1,000	44.4%	786
100.104.710.000	CCRLS Expense	122	500	24.4%	164
100.104.715.000	Books/Audio Visual	2,210	5,500	40.2%	3,524
100.104.730.000	Summer Reading Program	567	1,500	37.8%	859
100.104.730.100	Ready to Read Program	488	1,000	48.8%	875
100.104.799.000	Miscellaneous Expense	0	150	0.0%	40
		8,284	19,050	43.5%	13,329
100.104.903.000	Equipment	123	4,500	2.7%	518
100.104.906.000	Library Improvements	0	1,000	0.0%	0
		123	5,500	2.2%	518
Total Library Expenditures		38,185	93,251	40.9%	74,419

Planning

Account Number	Account Title	07/16-12/16 Cur YTD Actual	2016-2017 Cur Year Budget	% of Budget	2015-2016 Pri Year Actual
100.105.526.000	City Manager	3,313	6,960	47.6%	6,422
100.105.526.100	City Recorder	501	1,060	47.3%	1,158
100.105.528.000	Public Works Director	1,383	2,860	48.3%	2,738
100.105.530.000	Maintenance Operator 1 & 2	0	350	0.0%	0
100.105.534.000	PWKS Laborer/Janitor	0	150	0.0%	0
100.105.536.000	Librarian/Community Dev Assist	2,284	4,700	48.6%	4,557
100.105.539.200	Community Development Assist	0	0	0.0%	0
100.105.590.000	Social Security	598	1,308	45.7%	1,188
100.105.592.000	Workers Compensation	505	638	79.1%	603
100.105.594.000	Health Insurance	1,597	4,911	32.5%	3,984
100.105.596.000	PERS Retirement	900	2,223	40.5%	1,705
100.105.598.000	Disability Insurance	34	75	45.5%	65
100.105.599.000	Unemployment	0	855	0.0%	113
		11,114	26,090	42.6%	22,532
	Salaries	7,481	16,080	46.5%	14,875
	Fringe Benefits	3,633	10,010	36.3%	7,657
100.105.600.000	Utilities - Electricity	128	300	42.8%	294
100.105.600.100	Utilities - Propane	25	200	12.6%	91
100.105.601.000	Office Expense	325	1,500	21.7%	964
100.105.601.100	Postage	48	150	32.3%	35
100.105.602.000	Telephone & Related	129	350	36.8%	218
100.105.604.000	Insurance	881	950	92.7%	834
100.105.608.000	Audit	1,036	1,150	90.1%	1,028
100.105.611.000	Travels & Meeting	193	500	38.5%	339
100.105.700.000	Legal Services	10	3,000	0.3%	2,631
100.105.700.100	Misc Legal (non- attorney)	0	1,000	0.0%	1,166
100.105.705.000	Professional Services	44	2,000	2.2%	1,123
100.105.705.100	Engineering Services	5,963	15,000	39.8%	9,651
100.105.705.200	Planning Services	2,378	15,000	15.9%	13,545
100.105.705.300	Data Processing	592	1,100	53.8%	627
100.105.706.000	Dues & Certifications	188	500	37.7%	220
100.105.707.000	City Hall Maintenance	128	350	36.6%	275
100.105.707.200	City Hall Annex Maintenance	0	50	0.0%	0
100.105.752.000	Planning Commission Expense	0	700	0.0%	0
100.105.799.000	Miscellaneous Expense	13	1,500	0.9%	627
		12,082	45,300	26.7%	33,667
100.105.903.000	Equipment	11	500	2.3%	173
		11	500	2.3%	173
Total Planning Expenditures		23,208	71,890	32.3%	56,373

Building

100.106.526.000	City Manager	2,070	4,350	47.6%	4,014
100.106.526.100	City Recorder	501	1,060	47.3%	1,158
100.106.528.000	Public Works Director	1,383	2,860	48.3%	2,738
100.106.530.000	Maintenance Operator 1 & 2	458	1,210	37.8%	893
100.106.534.000	PWKS Laborer/Janitor	0	150	0.0%	0
100.106.536.000	Librarian/Community Dev Assist	2,284	4,700	48.6%	4,557

Account Number	Account Title	07/16-12/16 Cur YTD Actual	2016-2017 Cur Year Budget	% of Budget	2015-2016 Pri Year Actual
100.106.539.200	Community Development Assist	146	430	34.0%	285
100.106.590.000	Social Security	545	1,193	45.7%	1,083
100.106.592.000	Workers Compensation	460	581	79.2%	550
100.106.594.000	Health Insurance	1,456	4,480	32.5%	3,633
100.106.596.000	PERS Retirement	821	2,027	40.5%	1,555
100.106.598.000	Life/Disability Insurance	31	68	45.7%	59
100.106.599.000	Unemployment	0	780	0.0%	103
		10,156	23,889	42.5%	20,628
	Salaries	6,842	14,760	46.4%	13,645
	Fringe Benefits	3,314	9,129	36.3%	6,983
100.106.600.000	Utilities - Electricity	50	200	25.0%	88
100.106.600.100	Utilities - Propane	18	200	9.0%	65
100.106.601.000	Office Expense	306	1,500	20.4%	895
100.106.601.100	Postage	127	275	46.0%	195
100.106.602.000	Telephone & Related	111	300	36.8%	187
100.106.604.000	Insurance	1,158	1,250	92.6%	1,096
100.106.608.000	Audit	765	850	90.0%	759
100.106.611.000	Travel & Meetings	114	1,500	7.6%	1,418
100.106.700.000	Legal Services	2	500	0.3%	17
100.106.700.100	Misc Legal (non-attorney)	0	150	0.0%	25
100.106.700.350	Local Government Surcharge Fee	2,245	3,000	74.8%	3,652
100.106.705.000	Professional Services	43	2,000	2.2%	724
100.106.705.100	Engineering Services	0	5,000	0.0%	0
100.106.705.300	Data Processing	410	800	51.2%	432
100.106.706.000	Dues & Certifications	75	200	37.5%	99
100.106.707.000	City Hall Maintenance	91	250	36.5%	196
100.106.716.000	Building Inspection Services	10,453	15,000	69.7%	16,288
100.106.716.100	Plan Check Services	10,042	12,000	83.7%	18,330
100.106.716.200	Type A Permit Inspections	0	500	0.0%	0
100.106.716.300	Type B Permit Inspections	95	12,000	0.8%	8,438
100.106.717.000	CLG Facade Improvements	0	0	0.0%	0
100.106.799.000	Miscellaneous Expense	0	200	0.0%	4
		26,103	57,675	45.3%	48,162
100.106.903.000	Equipment	11	500	2.3%	173
		11	500	2.3%	173
	Total Building Expenditures	36,270	82,064	44.2%	68,963
100.107.880.000	Contingency	0	0	0.0%	0
100.109.999.000	Unappropriated Ending Fund Bal	0	0	0.0%	0
		0	0	0.0%	0
	Total Fund 100 Revenue	836,208	848,176	98.6%	931,840
	Total Fund 100 Expenses	199,667	848,176	23.5%	405,638
	Fund Balance	636,540	0		526,202

Account Number	Account Title	07/16-12/16 Cur YTD Actual	2016-2017 Cur Year Budget	% of Budget	2015-2016 Pri Year Actual
101.000.400.000	Working Capital	161,555	133,683	120.8%	138,395
101.000.402.000	Levied Taxes (Prior Years)	5,135	6,000	85.6%	6,666
101.000.404.000	Interest	619	600	103.1%	733
101.000.418.000	Citations & Bail	14,314	18,000	79.5%	24,490
101.000.418.110	Fix-It-Ticket Fees	75	500	15.0%	500
101.000.418.200	Traffic School Fees	8,595	6,500	132.2%	15,740
101.000.499.300	Taxes Collected	185,631	184,000	100.9%	187,519
		375,922	349,283	107.6%	374,042
101.101.526.000	City Manager	2,485	5,220	47.6%	4,817
101.101.526.100	City Recorder	2,256	4,770	47.3%	5,212
101.101.536.000	Librarian/Community Dev Spec	228	470	48.6%	456
101.101.537.000	City Clerk	2,659	5,640	47.2%	5,260
101.101.539.200	Community Development Assist	5,409	15,910	34.0%	10,551
101.101.590.000	Social Security	1,133	2,480	45.7%	2,252
101.101.592.000	Workers Compensation	957	1,209	79.1%	1,143
101.101.594.000	Health Insurance	3,027	9,304	32.5%	7,554
101.101.596.000	PERS Retirement	1,707	4,214	40.5%	3,233
101.101.598.000	Disability Insurance	65	142	45.5%	123
101.101.599.000	Unemployment	0	1,621	0.0%	214
		19,926	50,980	39.1%	40,812
	Salaries	13,037	32,010	40.7%	26,294
	Fringe Benefits	6,889	18,970	36.3%	14,518
101.101.600.000	Electricity	176	400	44.1%	444
101.101.600.100	Propane	22	200	10.8%	78
101.101.601.000	Office Expense	1,178	3,000	39.3%	3,244
101.101.601.100	Postage	152	350	43.4%	234
101.101.602.000	Telephone & Related	111	300	36.8%	187
101.101.604.000	Insurance	1,392	1,600	87.0%	1,318
101.101.608.000	Audit	675	750	90.0%	669
101.101.611.000	Travel & Meetings	206	350	58.8%	334
101.101.614.100	Fuel	386	1,300	29.7%	760
101.101.616.100	Safety/Uniforms	5	100	5.0%	24
101.101.700.000	Legal Services	3	1,000	0.3%	437
101.101.700.100	Misc (Legal) Non-Atty	0	250	0.0%	228
101.101.700.350	Court Assessments	3,809	6,000	63.5%	5,544
101.101.700.500	Code Enforcement & Abatement	0	500	0.0%	0
101.101.700.510	Community-Wide Clean-up	0	3,700	0.0%	734
101.101.705.000	Professional Services	239	1,500	15.9%	901
101.101.705.100	Sheriff's Contract	63,764	127,000	50.2%	125,600
101.101.705.200	Dayton School District	0	100	0.0%	0
101.101.705.300	Data Processing	1,873	3,500	53.5%	1,982
101.101.705.400	City of Yamhill	1,500	3,000	50.0%	3,050
101.101.706.000	Dues & Certifications	264	700	37.7%	275
101.101.707.000	City Hall Maintenance	110	300	36.6%	236
101.101.707.200	City Hall Annex Maintenance	0	100	0.0%	0
101.101.707.300	City Hall Annex Rental	0	600	0.0%	600
101.101.752.000	Election Expense	0	200	0.0%	0
101.101.770.000	9-1-1 Services	13,988	28,500	49.1%	24,035
101.101.799.000	Miscellaneous Expense	150	750	20.0%	498
		90,002	186,050	48.4%	171,413

Account Number	Account Title	07/16-12/16 Cur YTD Actual	2016-2017 Cur Year Budget	% of Budget	2015-2016 Pri Year Actual
101.101.880.000	Contingency	0	109,253	0.0%	0
		0	109,253	0.0%	0
101.101.903.000	Equipment	158	500	31.7%	262
101.101.904.000	City Hall Improvements	0	500	0.0%	0
101.101.904.200	City Shops/Yards Improvements	0	1,000	0.0%	0
101.101.904.300	City Hall Annex Improvements	0	1,000	0.0%	0
		158	3,000	5.3%	262
	Total Fund 101 Revenue	375,922	349,283	107.6%	374,042
	Total Fund 101 Expenses	110,086	349,283	31.5%	212,487
	Fund Balance	265,837	0		161,555

Street Fund

200.000.400.000	Working Capital	98,622	81,820	120.5%	92,859
200.000.404.000	Interest	342	300	114.0%	395
200.000.438.000	State Highway Revenue	80,631	142,500	56.6%	152,954
200.000.480.000	Miscellaneous Revenue	0	100	0.0%	0
		179,595	224,720	79.9%	246,208

200.200.526.000	City Manager	1,656	3,480	47.6%	3,211
200.200.526.100	City Recorder	1,002	2,120	47.3%	2,316
200.200.528.000	Public Works Director	3,457	7,150	48.3%	6,845
200.200.530.000	Maintenance Operator 1 & 2	3,889	7,850	49.5%	7,613
200.200.534.000	PWKS Laborer/Janitor	3,231	6,285	51.4%	6,070
200.200.539.200	Community Development Assist	0	0	0.0%	0
200.200.590.000	Social Security	787	1,723	45.7%	1,565
200.200.592.000	Workers Compensation	665	840	79.1%	794
200.200.594.000	Health Insurance	2,103	6,464	32.5%	5,248
200.200.596.000	PERS Retirement	1,186	2,928	40.5%	2,246
200.200.598.000	Life/Disability Insurance	45	99	45.4%	85
200.200.599.000	Unemployment	0	1,126	0.0%	149
		18,022	40,065	45.0%	36,143
	Salaries	13,236	26,885	49.2%	26,056
	Fringe Benefits	4,786	13,180	36.3%	10,087

200.200.600.000	Utilities - Electricity	6,999	18,000	38.9%	14,659
200.200.600.100	Utilities - Propane	25	600	4.2%	91
200.200.601.000	Office Expense	543	1,500	36.2%	1,384
200.200.601.100	Postage	177	350	50.6%	273
200.200.602.000	Telephone & Related	221	650	34.0%	649
200.200.603.000	Garbage/Sanitation	646	1,700	38.0%	1,236
200.200.604.000	Insurance	2,787	3,000	92.9%	2,639
200.200.608.000	Audit	1,440	1,600	90.0%	1,429
200.200.611.000	Travel & Meetings	114	350	32.6%	269
200.200.614.000	Equipment Repair & Maintenance	889	3,000	29.6%	873
200.200.614.100	Fuel	951	3,200	29.7%	1,872
200.200.614.300	Footbridge Repair & Maintenanc	0	2,000	0.0%	0

Account Number	Account Title	07/16-12/16 Cur YTD Actual	2016-2017 Cur Year Budget	% of Budget	2015-2016 Pri Year Actual
200.200.614.400	Street/Alley Repair & Maint	7,415	20,000	37.1%	17,051
200.200.614.410	Gravel	242	2,500	9.7%	674
200.200.616.000	Supplies	354	1,500	23.6%	608
200.200.616.100	Safety/Uniforms	27	200	13.6%	92
200.200.616.200	Signs & Related	108	3,000	3.6%	2,490
200.200.617.000	Shop Supplies/Small Tools	248	1,500	16.5%	525
200.200.700.000	Legal Services	69	1,500	4.6%	509
200.200.700.100	Misc Legal (non-attorney)	0	350	0.0%	59
200.200.705.000	Professional Services	2,594	5,000	51.9%	1,449
200.200.705.100	Engineering Services	504	10,000	5.0%	24,051
200.200.705.300	Data Processing	448	900	49.7%	467
200.200.706.000	Dues & Certifications	132	350	37.7%	185
200.200.707.000	City Hall Maintenance	128	350	36.6%	275
200.200.707.200	City Hall Annex Maintenance	0	100	0.0%	0
200.200.707.300	City Hall Annex Rental	0	2,271	0.0%	2,271
200.200.708.100	Tool & Equipment Rental	15	500	3.0%	11
200.200.799.000	Misc Expense	1,450	500	290.0%	6
		28,526	86,471	33.0%	76,098
200.200.840.000	Transfer to Equipment Replace	0	2,000	0.0%	2,000
200.200.870.000	Transfer to Building Reserve	0	3,000	0.0%	3,000
200.200.875.000	Transfer to Street Capital	0	50,000	0.0%	30,000
		0	55,000	0.0%	35,000
200.200.880.000	Contingency	0	36,684	0.0%	0
		0	36,684	0.0%	0
200.200.903.000	Equipment	11	1,000	1.1%	345
200.200.904.100	City Hall Annex Improvements	0	1,000	0.0%	0
200.200.904.200	City Shops/Yards Improvements	0	1,000	0.0%	0
200.200.904.300	Street Trees	0	2,500	0.0%	0
200.200.910.000	Street Improvements	0	1,000	0.0%	0
		11	6,500	0.2%	345
	Total Fund 200 Revenue	179,595	224,720	79.9%	246,208
	Total Fund 200 Expenses	46,560	224,720	20.7%	147,586
	Fund Balance	133,035	0		98,622

Water Fund

300.000.400.000	Working Capital	536,704	447,671	119.9%	369,388
300.000.404.000	Interest	1,627	1,500	108.5%	1,936
300.000.421.300	Late Fees	5,864	12,000	48.9%	12,062
300.000.450.000	Water Service Charges	414,869	765,000	54.2%	786,635
300.000.451.000	Water Deposit	2,396	5,500	43.6%	6,984
300.000.451.100	NSF Fees	179	100	178.5%	182
300.000.451.200	Water Off/On Fees	2,100	250	840.0%	3,570
300.000.451.300	Backflow testing fees	40	2,000	2.0%	2,640
300.000.459.999	City of Lafayette	0	60,000	0.0%	74,131
300.000.480.000	Misc Revenue	330	1,000	33.0%	1,011
300.000.480.100	Water Meters	1,500	1,000	150.0%	2,435
300.000.480.200	Fisher Land Rent	10,770	13,500	79.8%	13,720

Account Number	Account Title	07/16-12/16 Cur YTD Actual	2016-2017 Cur Year Budget	% of Budget	2015-2016 Pri Year Actual
		976,378	1,309,521	74.56%	1,274,695
300.300.526.000	City Manager	7,454	15,660	47.6%	14,450
300.300.526.100	City Recorder	7,018	14,840	47.3%	16,214
300.300.528.000	Public Works Director	6,914	14,300	48.3%	13,691
300.300.530.000	Maintenance Operator 1 & 2	16,014	34,353	46.6%	31,331
300.300.534.000	PWKS Laborer/Janitor	2,462	6,787	36.3%	4,625
300.300.536.000	Librarian/Community Dev Assist	914	1,880	48.6%	1,823
300.300.537.000	City Clerk	8,865	18,800	47.2%	17,533
300.300.539.200	Community Development Assist	731	2,150	34.0%	1,426
300.300.590.000	Social Security	3,739	8,183	45.7%	7,431
300.300.592.000	Workers Compensation	3,157	3,988	79.2%	3,771
300.300.594.000	Health Insurance	9,989	30,698	32.5%	24,924
300.300.596.000	PERS Retirement	5,633	13,906	40.5%	10,667
300.300.598.000	Life/Disability Insurance	213	469	45.5%	405
300.300.599.000	Unemployment	0	5,348	0.0%	706
		73,102	171,362	42.7%	148,994
	Salaries	50,371	108,770	46.3%	101,092
	Finge Benefits	22,731	62,592	36.3%	47,903
300.300.600.000	Utilities - electricity	23,902	35,000	68.3%	32,246
300.300.600.001	Utilities - Electricity Well 5	0	3,500	0.0%	0
300.300.600.100	Utililities - Propane	32	850	3.8%	117
300.300.601.000	Office Expense	2,951	8,000	36.9%	7,838
300.300.601.100	Postage	2,027	4,200	48.3%	3,124
300.300.602.000	Telephone & Related	1,788	3,500	51.1%	3,472
300.300.604.000	Insurance	8,818	9,500	92.8%	8,349
300.300.608.000	Audit	3,782	4,200	90.0%	3,752
300.300.611.000	Travel & Meetings	2,764	2,750	100.5%	2,522
300.300.614.000	Equipment Repair & Maintenance	5,239	7,000	74.8%	4,891
300.300.614.100	Fuel	1,040	3,500	29.7%	2,048
300.300.614.300	Footbridge Repair & Maintenanc	0	4,000	0.0%	2,018
300.300.614.400	Wells/Springs Maintenance	28,017	35,000	80.0%	12,165
300.300.614.410	Gravel	0	2,500	0.0%	0
300.300.614.600	Water Line Repair & Maintenanc	4,929	17,000	29.0%	7,688
300.300.616.000	Supplies	14,245	15,000	95.0%	13,609
300.300.616.100	Safety/Uniforms	71	500	14.2%	237
300.300.616.200	Water Meters	9,081	7,500	121.1%	6,922
300.300.617.000	Shop Supplies/Small Tools	726	4,000	18.1%	1,104
300.300.700.000	Legal Services	395	9,000	4.4%	696
300.300.700.100	Misc Legal (non-atty)	789	750	105.3%	126
300.300.705.000	Professional Services	7,077	25,000	28.3%	17,930
300.300.705.100	Engineering Services	5,933	25,000	23.7%	17,610
300.300.705.300	Data Processing	6,330	11,000	57.5%	8,366
300.300.706.000	Dues & Certifications	5,163	6,500	79.4%	6,064
300.300.707.000	City Hall Maintenance	164	450	36.5%	353
300.300.707.200	City Hall Annex Maintenance	0	100	0.0%	0
300.300.707.300	City Hall Annex Rental	0	4,542	0.0%	4,542
300.300.708.000	Land Rental	2,000	2,050	97.6%	2,000
300.300.708.100	Tool & Equipment Rental	35	500	6.9%	11
300.300.710.000	Water Conservation Education	0	5,000	0.0%	0
300.300.750.000	Water Deposit Refunds	961	3,500	27.5%	3,429
300.300.751.000	Water Analysis	2,393	5,000	47.9%	1,723

Account Number	Account Title	07/16-12/16 Cur YTD Actual	2016-2017 Cur Year Budget	% of Budget	2015-2016 Pri Year Actual
300.300.799.000	Misc Expense	234	750	31.2%	168
		140,888	266,642	52.8%	175,122
300.300.840.000	Transfer to Equipment Replacem	0	3,000	0.0%	3,000
300.300.860.000	Transfer to Water System Capit	0	190,000	0.0%	80,000
300.300.860.100	Transfer to Debt Service Fund	0	225,000	0.0%	220,000
300.300.870.000	Transfer to Building Reserve	0	5,000	0.0%	3,000
300.300.880.000	Contingency	0	150,000	0.0%	0
		0	573,000	0.0%	306,000
300.300.903.000	Equipment	1,703	5000	34.1%	0
300.300.904.100	City Hall Annex Improvements	0	1500	0.0%	539
300.300.904.200	City Shops/Yards Improvements	0	1500	0.0%	0
300.300.910.000	System Improvements	0	1500	0.0%	0
300.300.910.200	Wellhouse Improvements	0	1000	0.0%	0
		1,703	10,500	16.2%	539
Water Treatment Facility					
300.301.526.000	City Manager	2,485	5,220	47.6%	4,817
300.301.526.100	City Recorder	501	1,060	47.3%	1,158
300.301.528.000	Public Works Director	6,914	14,300	48.3%	13,691
300.301.530.000	Maintenance Operator 1 & 2	6,868	14,127	48.6%	13,313
300.301.534.000	PWKS Laborer/Janitor	923	2,223	41.5%	1,734
300.301.590.000	Social Security	1,320	2,888	45.7%	2,623
300.301.592.000	Workers Compensation	1,114	1,407	79.2%	1,331
300.301.594.000	Health Insurance	3,525	10,834	32.5%	8,797
300.301.596.000	PERS Retirement	1,988	4,908	40.5%	3,765
300.301.598.000	Life/Disability Insurance	75	166	45.4%	143
300.301.599.000	Unemployment	0	1,888	0.0%	249
		25,713	59,021	43.6%	51,620
	Salaries	17,691	36,930	47.9%	34,713
	Fringe Benefits	8,023	22,091	36.3%	16,907
300.301.600.000	Electricity	7,120	27,500	25.9%	18,309
300.301.600.100	Utilities - Propane	278	3,500	7.9%	1,202
300.301.601.000	Office Expense	122	600	20.3%	383
300.301.601.100	Postage	114	225	50.5%	175
300.301.602.000	Telephone	1,931	3,700	52.2%	3,417
300.301.604.000	Insurance	9,754	10,500	92.9%	9,235
300.301.608.000	Audit	405	450	90.0%	402
300.301.611.000	Travel & Meetings	125	500	25.0%	253
300.301.614.000	Equipment Repair & Maintenance	977	10,000	9.8%	1,744
300.301.614.100	Fuel	802	2,700	29.7%	1,580
300.301.616.000	Supplies	4,669	13,500	34.6%	9,760
300.301.616.100	Safety/Uniforms	25	150	16.5%	80
300.301.617.000	Small Tools/Shop Supplies	262	1,500	17.5%	431
300.301.700.000	Legal Services	2	500	0.3%	17
300.301.700.100	Misc Legal (non-atty)	0	500	0.0%	84
300.301.705.000	Professional Services	682	6,500	10.5%	999
300.301.705.100	Engineering Services	150	6,500	2.3%	270
300.301.705.300	Data Processing	2,881	4,500	64.0%	2,971
300.301.706.000	Dues & Certifications	547	1,000	54.7%	490
300.301.707.000	City Hall Maintenance	110	300	36.6%	236

Account Number	Account Title	07/16-12/16 Cur YTD Actual	2016-2017 Cur Year Budget	% of Budget	2015-2016 Pri Year Actual
300.301.707.001	Water Treatment Facility Maint	9,058	7,000	129.4%	3,107
300.301.707.200	City Hall Annex Maintenance	0	150	0.0%	0
300.301.799.000	Misc Expense	0	100	0.0%	54
		40,013	101,875	39.3%	55,200
300.301.903.000	Equipment	5	1,500	0.3%	516.03
		5	1,500	0.3%	516.03
300.300.999.000	Unappropriated Ending Fund Bal	0	125,621	0.0%	0
		0	125,621	0.0%	0
	Total Fund 300 Revenue	976,378	1,309,521	74.6%	1,274,695
	Total Fund 300 Expenses	281,423	1,309,521	194.9%	737,991
	Fund Balance	694,955			536,704

Sewer Fund

400.000.400.000	Working Capital	211,127	190,125	111.0%	264,159
400.000.404.000	Interest	1,167	1,000	116.7%	1,383
400.000.450.000	Sewer Service Charges	201,713	390,000	51.7%	368,461
400.000.450.100	Sewer Service Deposits	1,697	2,500	67.9%	3,487
400.000.451.100	NSF Fees	71	50	142.9%	98
400.000.451.300	Late Fees	3,157	5,000	63.1%	6,479
400.000.460.000	Land Rental	450	0	0.0%	0
400.000.480.000	Misc Revenue	0	250	0.0%	0
400.000.490.000	Tech Assistnace Grant/Loan	0	0	0.0%	0
		419,383	588,925	71.2%	644,066
400.400.526.000	City Manager	7,454	15,660	47.6%	14,450
400.400.526.100	City Recorder	7,519	15,900	47.3%	17,373
400.400.528.000	Public Works Director	8,988	18,590	48.3%	17,798
400.400.530.000	Maintenance Operator 1 & 2	12,586	26,063	48.3%	24,530
400.400.534.000	PWKS Laborer/Janitor	2,462	5,737	42.9%	4,625
400.400.536.000	Librarian/Community Dev Assist	914	1,880	48.6%	1,823
400.400.537.000	City Clerk	8,865	18,800	47.2%	17,533
400.400.539.200	Community Development Assist	731	2,150	34.0%	1,426
400.400.590.000	Social Security	3,731	8,165	45.7%	7,415
400.400.592.000	Workers Compensation	3,150	3,980	79.1%	3,763
400.400.594.000	Health Insurance	9,967	30,633	32.5%	24,871
400.400.596.000	PERS Retirement	5,621	13,876	40.5%	10,644
400.400.598.000	Life/Disability Insurance	213	468	45.5%	404
400.400.599.000	Unemployment	0	5,337	0.0%	704
		72,200	167,239	43.2%	147,357
	Salaries	49,518	104,780	47.3%	99,556
	Fringe Benefits	22,682	62,459	36.3%	47,801
400.400.600.000	Utilities - Electricity	11,165	21,500	51.9%	22,599
400.400.600.100	Utilities - Propane	159	1,000	15.9%	575
400.400.600.200	Utilities - water	2,911	12,500	23.3%	10,876
400.400.601.000	Office Expense	3,168	8,000	39.6%	8,574
400.400.601.100	Postage	2,281	4,500	50.7%	3,515

Account Number	Account Title	07/16-12/16 Cur YTD Actual	2016-2017 Cur Year Budget	% of Budget	2015-2016 Pri Year Actual
400.400.602.000	Telephone & Related	1,673	3,500	47.8%	3,246
400.400.604.000	Insurance	7,890	8,500	92.8%	7,471
400.400.608.000	Audit	2,341	2,600	90.0%	2,323
400.400.611.000	Travel & Meetings	1,889	2,000	94.4%	1,873
400.400.614.000	Equipment Repair & Maintenance	4,387	5,000	87.7%	4,288
400.400.614.100	Fuel	1,188	4,000	29.7%	2,341
400.400.614.300	Footbridge Repair & Maintenan	465	4,000	11.6%	545
400.400.614.400	Sewer Pond Repair & Maintenan	2,578	11,000	23.4%	6,388
400.400.614.410	Gravel	97	2,500	3.9%	0
400.400.614.500	Liftstation Repair & Maintenan	13,463	15,000	89.8%	14,972
400.400.614.600	Sewer Lines Repair & Maintenan	1,375	10,000	13.8%	8,275
400.400.616.000	Supplies	18,575	20,000	92.9%	34,725
400.400.616.100	Safety/Uniforms	59	500	11.9%	212
400.400.617.000	Shop Supplies/Small Tools	498	3,000	16.6%	754
400.400.700.000	Legal Services	131	750	17.5%	26
400.400.700.100	Misc Legal (Non-attorney)	103	1,000	10.3%	168
400.400.705.000	Professional Services	989	10,000	9.9%	1,712
400.400.705.100	Engineering Services	381	20,000	1.9%	25,937
400.400.705.200	I & I Project	4,990	5,000	99.8%	4,990
400.400.705.300	Data Processing	1,984	3,500	56.7%	2,223
400.400.706.000	Dues & Certifications	1,803	3,500	51.5%	1,532
400.400.707.000	City Hall Maintenance	805	2,500	32.2%	1,888
400.400.707.200	City Hall Annex Maintenance	0	200	0.0%	0
400.400.707.300	City Hall Annex Rental	0	4,542	0.0%	0
400.400.708.100	Tool & Equipment Rental	25	1,000	2.5%	22
400.400.750.000	Sewer Deposit Refunds	481	1,500	32.1%	1,392
400.400.751.000	Sewer Analysis	3,153	7,000	45.0%	4,543
400.400.799.000	Misc Expense	497	1,000	49.7%	725
		91,505	200,592	45.6%	178,708
400.400.840.000	Transfer to Equipment Replace	0	3,000	0.0%	3,000
400.400.850.000	Transfer to Sewer Reserve Fund	0	100,000	0.0%	100,000
400.400.870.000	Transfer to Building Reserve	0	3,000	0.0%	3,000
400.400.880.000	Contingency	0	90,000	0.0%	0
		0	196,000	0.0%	106,000
400.400.903.000	Equipment	2,957	2,500	118.3%	874
400.400.904.001	City Hall Annex Improvements	0	1,500	0.0%	0
400.400.904.200	City Shops/Yards Improvements	0	1,500	0.0%	0
400.400.910.000	System Improvements	0	1,000	0.0%	0
		2,957	6,500	45.5%	874
400.400.999.000	Unappropriated Ending Balance	0	18,594	0.0%	0
	Total Fund 400 Revenue	419,383	588,925	71.2%	644,066
	Total Fund 400 Expenses	166,662	588,925	28.3%	432,939
	Fund Balance	252,721			211,127

State Revenue Sharing Fund

500.000.400.000	Working Capital	20,561	17,137	120.0%	31,875
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Account Number	Account Title	07/16-12/16 Cur YTD Actual	2016-2017 Cur Year Budget	% of Budget	2015-2016 Pri Year Actual
500.000.404.000	Interest	41	40	103.3%	59
500.000.424.000	State of Oregon	16,866	22,000	76.7%	18,048
500.000.429.000	TLT Tfr from General Fund	0	14,000	0.0%	0
500.000.480.000	Misc Income	114	100	114.0%	1,946
		37,582	53,277	70.5%	51,929
500.500.604.000	Insurance	682	750	91.0%	646
500.500.608.000	Audit	180	200	89.9%	178
500.500.611.000	Travel & Related Expenses	566	1,500	37.7%	1,435
500.500.700.000	Legal Services	2,083	5,000	41.7%	790
500.500.706.000	Dues & Certifications	246	650	37.8%	317
500.500.752.000	City Council Expense	3,227	6,500	49.6%	5,703
500.500.752.100	City/County Dinner	2,085	2,500	83.4%	262
500.500.752.200	Community Projects	3,775	5,000	75.5%	4,710
500.500.752.220	Task Force - Downtown Revitali	2,500	4,500	55.6%	2,500
500.500.752.230	Task Force - Police Services	0	0	0.0%	0
500.500.752.600	Community Events	6,630	12,000	55.2%	7,493
500.500.799.000	Misc Expense	0	500	0.0%	333
500.500.840.000	Transfer to General Fund	0	0	0.0%	7,000
		21,973	39,100	56.2%	31,367
500.500.903.000	Council Chambers Furnishings	0	6,000	0.0%	0
500.500.903.100	Community Center Furnishings	0	8,177	0.0%	0
		0	14,177	0.0%	0
	Total Fund 500 Revenue	37,582	53,277	70.5%	51,929
	Total Fund 500 Expenses	21,973	53,277	41.2%	31,367
	Fund Balance	15,609	0		0

Water Utility Capital Fund

600.000.400.000	Working Capital	123,462	77,490	159.3%	81,076
600.000.404.000	Interest	1,190	1,000	119.0%	1,410
600.000.420.000	System Development Charges	38,178	16,968	225.0%	55,146
600.000.440.100	Safe Drinking Water Revolving	0	0	0.0%	0
600.000.441.000	Fisher Farms Property Loan	0	0	0.0%	0
600.000.459.000	Transfer from Water Fund	0	190,000	0.0%	80,000
		162,831	285,458	57.0%	217,632
600.600.705.000	CIP & SDC Update Project	0	0	0.0%	0
600.600.910.100	Engineering Services	16,809	35,000	48.0%	0
600.600.920.000	Land Acquisition	0	0	0.0%	0
600.600.925.000	YWRA expense	0	8,754	0.0%	0
600.600.930.100	Wells & System Improvements	110,589	180,000	61.4%	32,466
600.600.930.600	Reservoir Maintenance	30,852	61,704	50.0%	61,703
		158,250	285,458	55.4%	94,169
	Total Fund 600 Revenue	162,831	285,458	57.0%	217,632

Account Number	Account Title	07/16-12/16 Cur YTD Actual	2016-2017 Cur Year Budget	% of Budget	2015-2016 Pri Year Actual
	Total Fund 600 Expenses	158,250	285,458	55.4%	94,169
	Fund Balance	4,580	0		123,462
Sewer Utility Capital Fund					
700.000.400.000	Working Capital	69,814	23,285	299.8%	58,110
700.000.404.000	Interest	730	650	112.3%	864
700.000.420.000	System Development Charges	37,500	20,000	187.5%	45,500
700.000.422.000	System Improvement Grants/Loan	0	2,500,000	0.0%	75,000
700.000.459.300	Transfer from Sewer Fund	0	100,000	0.0%	100,000
		108,044	2,643,935	4.1%	279,475
700.700.705.000	CIP & SDC Update Project	0	0	0.0%	0
700.700.880.000	Contingency	0	0	0.0%	0
700.700.910.000	System Improvements	31,536	135,000	23.4%	134,547
700.700.910.400	Footbridge Pump Station	25,394	2,500,000	1.0%	75,114
700.700.930.300	Lift Station Improv/Replace	0	8,935	0.0%	0
		56,930	2,643,935	2.2%	209,660
700.700.999.000	Unappropriated Ending Balance	0	0	0.0%	0
	Total Fund 700 Revenue	108,044	2,643,935	4.1%	279,475
	Total Fund 700 Expenses	56,930	2,643,935	2.2%	209,660
	Fund Balance	51,114			69,814
Equipment Replacement Reserve Fund					
750.000.400.000	Workin Capital	2,069	584	354.2%	23,959
750.000.404.000	Interest	135	100	135.2%	160
750.000.459.100	Transfer from Street Fund	0	2,000	0.0%	2,000
750.000.459.200	Transfer from Water Fund	0	3,000	0.0%	3,000
750.000.459.300	Transfer from Sewer Fund	0	3,000	0.0%	3,000
750.000.459.400	Transfer from General Fund	0	2,000	0.0%	1,500
		2,204	10,684	20.6%	33,619
750.750.880.000	Contingency	0	2,184	0.0%	0
750.750.903.000	Equipment	6,669	8,500	78.5%	31,550
750.750.903.100	Replace Diesel Truck	0	0	0.0%	0
		6,669	8,500	78.5%	31,550
	Total Fund 750 Revenue	2,204	10,684	20.6%	33,619
	Total Fund 750 Expenses	6,669	10,684	62.4%	31,550
	Fund Balance	-4,466			2,069

Account Number	Account Title	07/16-12/16 Cur YTD Actual	2016-2017 Cur Year Budget	% of Budget	2015-2016 Pri Year Actual
Building Reserve Fund					
760.000.400.000	Working Capital	35,255	32,157	109.6%	19,757
760.000.404.000	Interest	420	350	120.1%	498
760.000.459.100	Transfer from Street Fund	0	3,000	0.0%	3,000
760.000.459.200	Transfer from Water Fund	0	5,000	0.0%	3,000
760.000.459.300	Transfer from Sewer Fund	0	3,000	0.0%	3,000
760.000.459.400	Transfer from General Fund	0	6,000	0.0%	6,000
760.000.490.100	Energy Efficiency Grants	0	0	0.0%	0
		35,675	49,507	72.1%	35,255
760.760.930.000	Building Construction	0	30,000	0.0%	0
760.760.930.100	City Maint Shop Improvements	0	0	0.0%	0
760.760.930.300	Community Center	0	10,000	0.0%	0
		0	40,000	0.0%	0
760.760.880.000	Contingency	0	9,507	0.0%	0
760.760.999.000	Unappropriated ending fund bal	0	0	0.0%	0
	Total Fund 760 Revenue	35,675	49,507	72.1%	35,255
	Total Fund 760 Expenses	0	49,507	0.0%	0
	Fund Balance	35,675			35,255
Street Capital Projects Fund					
770.000.400.000	Working Capital	120,983	94,079	128.6%	86,654
770.000.404.000	Interest	675	600	112.5%	799
770.000.420.000	System Development Charges	10,125	4,500	225.0%	14,625
770.000.459.100	Transfer from Street Fund	0	50,000	0.0%	30,000
770.000.490.200	SCA Grant/ODOT Grants	0	229,000	0.0%	0
770.000.490.300	Sidewalk Imprvment Reimb	1,572	0		2,872
		133,355	378,179	35.3%	134,950
770.770.705.000	Street CIP & SDC Update Projec	0	175,000	0.0%	0
770.770.880.000	Contingency	0	10,000	0.0%	0
770.770.910.000	Street Capital Projects	0	0	0.0%	13,967
770.770.910.100	Sidewalk 5th to School Crosswa	0	0	0.0%	0
770.770.910.200	Sidewalk Improvements	11,490	193,179	5.9%	0
		11,490	193,179	5.9%	13,967
	Total Fund 770 Revenue	133,355	378,179	35.3%	134,950
	Total Fund 770 Expenses	11,490	378,179	3.0%	13,967
	Fund Balance	121,866			120,983
Park Capital Projects Fund					

Account Number	Account Title	07/16-12/16 Cur YTD Actual	2016-2017 Cur Year Budget	% of Budget	2015-2016 Pri Year Actual
780.000.400.000	Working Capital	38,554	31,834	121.1%	33,809
780.000.404.000	Interest	662	500	132.4%	784
780.000.420.000	System Development Charges	900	400	225.0%	1,300
780.000.459.400	Transfer from General Fund	0	5,000	0.0%	5,000
780.000.459.700	Local Government Grant	0	0	0.0%	0
		40,116	37,734	106.3%	40,893
780.780.705.000	CIP & SDC Update Project	0	0	0.0%	0
780.780.706.000	Park Planning Project	0	0	0.0%	0
		0	0	0.0%	0
780.780.880.000	Contingency	0	5,000	0.0%	0
780.780.920.200	Courthouse Sq Park Improve	4,824	16,000	30.2%	2,339
780.780.920.300	Andrew Smith Park Improvements	0	16,734	0.0%	0
		4,824	32,734	14.7%	2,339
	Total Fund 780 Revenue	40,116	37,734	106.3%	40,893
	Total Fund 780 Expenses	4,824	37,734	14.7%	2,339
	Fund Balance	35,292			38,554

Debt Service Fund

850.000.400.000	Working Capital	280,072	279,874	100.1%	285,376
850.000.404.000	Interest	759	600	126.5%	899
850.000.459.000	Transfer from Water Fund	0	225,000	0.0%	220,000
850.000.459.999	City of Lafayette	23,249	23,249	100.0%	23,249
		304,080	528,723	57.5%	529,523
850.850.774.000	Debt SVC To Bonds (Principal)	117,466	116,303	101.0%	116,303
850.850.776.000	Debt SVC To Bonds (Interest)	25,867	27,030	95.7%	27,030
850.850.777.000	Fisher Farms Property Payments	88,488	88,490	100.0%	88,488
850.850.778.000	Debt Service to Springs	17,630	17,635	100.0%	17,630
850.850.780.000	US Bank Loan for USDA Appl	76,633	75,000	102.2%	0
		326,085	324,458	100.5%	249,452
850.850.900.300	Reserve- Lafayette loan payoff	0	18,900	0.0%	0
850.850.999.000	Unappropriated Ending Fund Bal	0	185,365	0.0%	0
		0	204,265		0
	Total Fund 850 Revenue	304,080	528,723	57.5%	529,523
	Total Fund 850 Expenses	326,085	528,723	61.7%	249,452
	Fund Balance	-22,005			280,072

January 5, 2016

Beth Wytoski, Mayor
Scott Pingel, City Manager
City Hall
Dayton, OR 97114

Dear Beth and Scott,

The design guidelines for downtown provide property and business owners with valuable information that helps create a cohesive sense of place which honors our historic buildings and maintains vitality in our downtown core. This in turn creates an inviting space for our citizens and visitors to come downtown spend time and enjoy the local businesses.

We have heard that a national business chain may locate a store on Ferry St across from the Fire Hall. Without design guidelines for areas outside of downtown, the business has no direction, other than what you might suggest. There is nothing they can study, give to their architects or builders. With hope, we are working with a business that is interested in generating goodwill by using all of your suggestions.

We ask that the City develop design guidelines for the commercial and industrial areas that are outside of the downtown core. The Dayton Forward report and goals help establish that the entrances to town, the streets leading to the downtown and the neighborhoods, all work together. If our entrances and streets leading downtown are left to individual design choices of property owners, or even a business owner merely renting or leasing a property, it sets the stage for a fragmented streetscape that can have a negative impact on the positive changes the community has made over the last 10 years.

We ask that you and the Council take on this body of work in 2017. We have, in the past, worked with you to create the outcomes we have now, together winning awards, generating increased visitors to businesses, and enhancing the City for those that live here. We are happy to assist with this project in any way that we can.

We appreciate your consideration on this important matter.

Sincerely,

Jason Aust, Board President

rooted.

DOWNTOWN
DAYTON

971.241.2076

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Dayton, OR 97114

www.daytonoregon.org

DAYTON COMMUNITY
DEVELOPMENT ASSOCIATION
A 501C3 NON PROFIT ORGANIZATION





Mid-Valley Rural Conference

Bringing Big Ideas to Life: Small Town Secrets to Success

Date: Tuesday, March 7TH
Time: 8:30 a.m.—4:30 p.m.
Location: Keizer Civic Center, Keizer OR

Cost: \$45 Early-bird - Dec. 1- Jan. 17
\$55 Regular - Jan. 18 - February 17
\$75 Late – Feb. 18 - Mar. 6
Breakfast and Lunch provided

Register Online: www.eventbrite.com/e/mid-valley-rural-conference-tickets-27415940817

Training Topics:

- Innovative Rural Business Models
- Planning (and Zoning) for Economic Development Innovation
- Rural Job Creation Strategies
- Promoting Business Development and Job Creation through BR&E
- Gather Your Crowd
- Main Streets at Work in Rural Communities

Keynote Speaker: Becky McCray, from Hopeton Oklahoma, is a small town business owner; she and her husband Joe own a retail liquor store and a cattle ranch. She shares insights from this real-world experience at her highly-ranked website, *Small Biz Survival*, and in her award-winning book, *Small Town Rules*. Her practical perspective is often featured in a wide range of media, from *The New York Times* to *The High Plains Journal*. Her goal is to deliver practical steps you can put into action right away to shape the future of your town.



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