



# CITY OF SWEET HOME CITY COUNCIL MINUTES

October 08, 2024, 6:30 PM  
Sweet Home City Hall, 3225 Main Street  
Sweet Home, OR 97386

## Mission Statement

The City of Sweet Home will work to build an economically strong community with an efficient and effective local government that will provide infrastructure and essential services to the citizens we serve. As efficient stewards of the valuable assets available, we will be responsive to the community while planning and preparing for the future.

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## Meeting Information

### Call to Order & Pledge of Allegiance

The meeting was called to order at 6:30 PM.

### Roll Call

#### PRESENT

Mayor Susan Coleman  
President Pro Tem Greg Mahler  
Councilor Lisa Gourley  
Councilor Dylan Richards  
Councilor Angelita Sanchez (7:51 PM exit)  
Councilor Josh Thorstad  
Councilor Dave Trask

#### STAFF

Jason Ogden, City Manager Pro Tem / Police Chief  
Cecily Hope Pretty, Assistant City Manager Pro Tem  
Angela Clegg, Planning & Building Manager  
Megan Dazey, Library Services Director  
Blair Larsen, Community & Economic Development Director  
Adam Leisinger, Special Projects Manager  
Robert Snyder, City Attorney

#### MEDIA

Sarah Brown, The New Era  
Shayla Escudero, Albany Democrat-Herald

#### GUESTS

Matthew Bechtel, Park & Tree Committee Member  
Debra Northern, Park & Tree Committee Member  
Nancy Patton, Park & Tree Committee Member  
Elizabeth Curtis, 1756 12<sup>th</sup> Avenue, Sweet Home, OR 97386  
Seth Peterson, 1980 Main Street, Sweet Home, OR 97386  
Elizabeth Auvil, Landscape Architect, Cameron McCarthy  
Colin McArthur, Principal Planner, Cameron McCarthy

## **Consent Agenda**

- a) Request for Council Action - Resolution No. 23 for 2024 - Parade of Lights Road Closure

Approval of Minutes:

- a) 2024-09-24 City Council Work Session Minutes
- b) 2024-09-24 City Council Meeting Minutes
- c) 2024-10-01 City Council Executive Session Minutes

Councilor Richards moved to approve the minutes of the September 24, 2024 City Council Work Session, the September 24, 2024 City Council Meeting, and the October 1, 2024 City Council Executive Session. President Pro Tem Mahler seconded the motion. The motion carried by the following vote:

AYE: Coleman, Mahler, Gourley, Richards, Sanchez, Thorstad Trask

NAY: None

## **Recognition of Visitors & Hearing of Petitions**

There were none to be heard.

## **New Business**

- a) Request for Council Action – Resolution No. 24 for 2024 – Declaring a State of Emergency Concerning the Green Peter Drawdown

City Manager Pro Tem Ogden emphasized the importance of ensuring good water quality for the success of the community. He noted that staff was prepared to meet the challenges of the drawdown and that the declaration of a state of emergency was a proactive way to protect Sweet Home and its interests.

President Pro Tem Mahler moved to approve Resolution No. 24 for 2024. Councilor Gourley seconded the motion. The motion carried by the following vote:

AYE: Coleman, Mahler, Gourley, Richards, Sanchez, Thorstad Trask

NAY: None

Request for Council Action – City Manager Recruitment Strategy

Councilor Gourley moved to approve the City Manager recruitment strategy as proposed. Councilor Thorstad seconded the motion.

Councilor Sanchez expressed concern with the pace of the recruitment and expressed her preference to allow the new City Council to make the final selection.

The question was called. The motion carried by the following vote:

AYE: Coleman, Mahler, Gourley, Thorstad, Trask

NAY: Richards, Sanchez

## **Ordinance Bills**

Request for Council Action and First Reading of Ordinance Bills

- a) Request for Council Action – Ordinance No. 3 for 2024 – Abandoned Shopping Carts

Director Larsen reviewed the challenges the City experiences due to abandoned shopping carts. He noted that the proposed ordinance had been pulled from a previous agenda to allow additional feedback from community stakeholders. He reviewed resulting changes, highlighting a longer period of time between recovery of a shopping cart, the assessment of fines, and the City's ability to take title of the carts if they were not collected. He noted that 118 Safeway carts had been reclaimed since staff met with stakeholders.

Seth Peterson, representing Bi-Mart, expressed gratitude to City staff for their work to amend the proposed ordinance and not place undue burdens on business who offered shopping carts to their customers.

President Pro Tem Mahler expressed support for the ordinance after many years of issues with abandoned shopping carts.

Councilor Sanchez noted that she would like to see anti-theft mechanisms placed on shopping carts but recognized there would be cost involved for the businesses.

Councilor Thorstad stated that he had connections with regional grocery store managers and noted that the locking mechanisms were both costly and not guaranteed to be effective.

Councilor Gourley moved to move Ordinance No. 3 for 2024 forward to a first reading. Councilor Richards seconded the motion. The motion carried by the following vote:

AYE: Coleman, Mahler, Gourley, Richards, Sanchez, Thorstad Trask

NAY: None

The first reading of Ordinance No. 3 for 2024 was conducted.

President Pro Tem Mahler moved to move Ordinance No. 3 for 2024 forward to a second reading by title only. Councilor Richards seconded the motion. The motion carried by the following vote:

AYE: Coleman, Mahler, Gourley, Richards, Sanchez, Thorstad Trask

NAY: None

The second reading of Ordinance No. 3 for 2024 by title only was conducted.

President Pro Tem Mahler moved to move Ordinance No. 3 for 2024 forward to a third reading by title only at a future City Council meeting. Councilor Gourley seconded the motion. The motion carried by the following vote:

AYE: Coleman, Mahler, Gourley, Richards, Sanchez, Thorstad Trask

NAY: None

b) Public Hearing & Request for Council Action – Ordinance No. 4 for 2024 – Parks Master Plan

Mayor Coleman opened the public hearing at 6:55 PM.

Mayor Coleman asked Councilors to declare any bias, conflict of interest, or ex parte information. None were declared.

Director Larsen invited Cameron McCarthy, the City's consultant, to present on the proposed Parks Master Plan.

Colin McArthur and Elizabeth Auvil of Cameron McCarthy reviewed the history of the development of the Parks Master Plan including unanimous recommendations for approval from the Park & Tree Committee and the Planning Commission. They highlighted community outreach and feedback utilized to develop the plan and reviewed the findings of a parks needs assessment. They reviewed five key goals:

- Develop and improve facilities
- Increase level of service and connectivity
- Improve physical accessibility within parks
- Expand available resources for improvements and maintenance
- Expand park services for improved access and inclusion

They reviewed recommendations for future park projects throughout the community, including development of a Trail System Plan and a Wayfinding Plan. They noted that recommendations totaled an estimated \$15 million over 20 years. They reviewed current and potential funding sources.

Councilor Sanchez asked of new guidelines from FEMA regarding potential restrictions on park improvements. Mr. McArthur stated that the majority of the proposals specific to Quarry Park would not be impacted by the proposed restrictions. Councilor Sanchez asked if a First Avenue closure was included in the proposed improvements for Clover Park. Mr. McArthur replied that it was not.

Nancy Patton, Debra Northern, and Matthew Bechtel noted the Park & Tree Committee's work on and support of the proposed plan.

Elizabeth Curtis spoke of the importance of community gardens to food security.

Mayor Coleman closed the public hearing at 7:29 PM.

President Pro Tem Mahler moved to move Ordinance No. 4 for 2024 forward to a first reading. Councilor Trask seconded the motion. The motion carried by the following vote:

AYE: Coleman, Mahler, Gourley, Richards, Sanchez, Thorstad Trask

NAY: None

The first reading of Ordinance No. 4 for 2024 was conducted.

President Pro Tem Mahler moved to move Ordinance No. 4 for 2024 forward to a second reading by title only. Councilor Trask seconded the motion. The motion carried by the following vote:

AYE: Coleman, Mahler, Gourley, Richards, Sanchez, Thorstad Trask

NAY: None

The second reading of Ordinance No. 4 for 2024 by title only was conducted.

President Pro Tem Mahler moved to move Ordinance No. 4 for 2024 forward to a third reading by title only at a future City Council meeting. Councilor Trask seconded the motion. The motion carried by the following vote:

AYE: Coleman, Mahler, Gourley, Richards, Sanchez, Thorstad Trask

NAY: None

- c) Request for Council Action – Ordinance No. 5 for 2024 – Franchise Agreement with Ziplly Fiber Pacific, LLC

Director Larsen stated that Ziplly Fiber Pacific approached the City to provide fiber internet service to Sweet Home residents. He noted that Alyrica had previously entered into a Franchise Agreement for fiber internet services and neither that agreement nor the proposed agreement required exclusivity. He stated that Ziplly requested an approved agreement prior to establishing a timeline for mobilization.

Councilor Sanchez moved to move Ordinance No. 5 for 2024 forward to a first reading. Councilor Richards seconded the motion. The motion carried by the following vote:

AYE: Coleman, Mahler, Gourley, Richards, Sanchez, Thorstad Trask

NAY: None

The first reading of Ordinance No. 5 for 2024 was conducted.

Councilor Gourley moved to move Ordinance No. 5 for 2024 forward to a second reading by title only. Councilor Richards seconded the motion. The motion carried by the following vote:

AYE: Coleman, Mahler, Gourley, Richards, Sanchez, Thorstad Trask

NAY: None

The second reading of Ordinance No. 5 for 2024 by title only was conducted.

President Pro Tem Mahler moved to move Ordinance No. 5 for 2024 forward to a third reading by title only at a future City Council meeting. Councilor Richards seconded the motion. The motion carried by the following vote:

AYE: Coleman, Mahler, Gourley, Richards, Sanchez, Thorstad Trask

NAY: None

### **Reports of Committees**

Ad Hoc Committee on Arts & Culture

Administration, Finance & Property Committee

Community Health Committee

Library Advisory Board

Park & Tree Committee

Public & Traffic Safety Committee

Youth Advisory Council

Councilor Sanchez exited the meeting at this time. There were no reports to be heard.

**Department Director Reports**

Library Services Director

- a) Library Services Director Report – September 2024

Police Chief

- a) Police Department Report – September 2024

City Manager Pro Tem Ogden highlighted an increase in traffic-related activity and enforcement.

**Reports of City Officials**

City Manager's Report

City Manager Pro Tem Ogden highlighted the recent community Harvest Festival and expressed gratitude to key staff for its success. He noted the importance of the event coordination and hard work of Angela Clegg, Planning & Building Manager.

City Manager Pro Tem Ogden acknowledged the service of City Attorney Robert Snyder since 1981 and presented him with two City challenge coins. City Attorney Snyder was honored with a standing ovation.

Mayor's Report

Mayor Coleman presented City Attorney Snyder with gifts and thanked him for his service.

Mayor Coleman stated that the South Santiam Watershed Council would host a community information session on October 10, 2024 to discuss the Green Peter drawdown with the U.S. Army Corps of Engineers.

**Council Business for Good of the Order**

Councilor Trask thanked Public Works for their work to maintain water quality.

**Adjournment**

There being no further discussion, the meeting was adjourned at 7:59 PM.

ATTEST:

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Mayor

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City Manager Pro Tem – Ex Officio City Recorder