



CITY OF SWEET HOME CITY COUNCIL MEETING MINUTES

May 26, 2026, 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.

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 Josh Thorstad
Councilor Chelsea Augsburger
Councilor Ken Bronson, (virtual, 6:37 PM)
Councilor Aaron Hegge (virtual, 6:33 PM)
Councilor Angelita Sanchez

ABSENT

Councilor Dylan Richards

STAFF

Jason Ogden, City Manager / Police Chief
Cecily Hope Pretty, Deputy City Manager
Matt Brown, Finance Director (contracted)
Angela Clegg, Planning & Building Manager
Blair Larsen, City Attorney
Adam Leisinger, Special Projects Manager
Greg Springman, Public Works Advisor
Dominic Valloni, Public Works Operations Manager

GUESTS

Robert Egner, 28628 Ridgeway Road, Sweet Home, OR 97386
Kevin Strong, 40120 Crawfordville Drive, Sweet Home, OR 97386

Consent Agenda

Approval of Minutes:

- a) 2026-05-12 City Council Executive Session Minutes
- b) 2026-05-12 City Council - Planning Commission Joint Work Session Minutes
- c) 2026-05-12 City Council Meeting Minutes

President Pro Tem Thorstad moved to approve the Consent Agenda. Councilor Augsburger seconded the motion. The motion carried by the following vote:

AYE: Coleman, Thorstad, Augsburger, Sanchez

NAY: None

ABSENT: Bronson, Hegge, Richards

Recognition of Visitors & Hearing of Petitions

Mayor Coleman recognized those registered to speak.

Robert Egner expressed concern with Councilor conduct and lack of support for local businesses.

Councilor Hegge entered at the meeting virtually at this time.

New Business

- a) Request for Council Action – Adopting the Action Plan for the FY 2024 Audit

Director Brown stated that there were two findings for the Fiscal Year 2024 audit including untimely bank reconciliations and failure to file audit reports timely. He noted that both findings were being corrected and would be resolved as the City continued to catch up on audits. He stated that City Council was required to accept an action plan to submit to the Secretary of State.

Councilor Sanchez moved to approve the action plan as proposed. President Pro Tem Thorstad seconded the motion. The motion carried by the following vote:

AYE: Coleman, Thorstad, Augsburger, Hegge, Sanchez

NAY: None

ABSENT: Bronson, Richards

Councilor Bronson entered the meeting virtually at this time.

- b) Request for Council Action – Resolution No. 7 for 2026 – Adopting the Library Laptop Lending Policy & Amending the Library Policy Manual

Director Dazey stated that adoption of a Laptop Lending Policy was required in order to receive a technology grant and provided an overview of the policy.

President Pro Tem Thorstad moved to approve the policy as proposed. Councilor Augsburger seconded the motion. The motion carried by the following vote:

AYE: Coleman, Thorstad, Augsburger, Bronson, Hegge, Sanchez

NAY: None

ABSENT: Richards

- c) Request for Council Action – Approving a Contract with ODOT for the Mountain View Road Multi-Use Path Project

City Manager Ogden stated that the intent of the contract was to begin the Preliminary Engineering Phase of the Mountain View Road Multi-Use Path Project and reviewed the history of the grant application, the scope of the project, and the project timeline. He noted that a local match was required which was budgeted in the City's Capital Improvement Plan (CIP).

Councilor Bronson expressed satisfaction with the amount of match required.

Councilor Sanchez acknowledged City Attorney Larsen's work to secure the grant.

President Pro Tem Thorstad moved to approve the contract as presented. Councilor Sanchez seconded the motion. The motion carried by the following vote:

AYE: Coleman, Thorstad, Augsburger, Bronson, Hegge, Sanchez

NAY: None

ABSENT: Richards

- d) Public Hearing & Request for Council Action – Resolution No. 8 for 2026 – Declaring Election to Receive State Revenues

Director Brown reviewed the purpose of the Public Hearing and the sources of State revenues which are allocated to the General Fund.

Mayor Coleman opened the Public Hearing at 6:43 PM.

There was no one to be heard.

Mayor Coleman closed the Public Hearing at 6:45 PM.

Councilor Bronson moved to approve Resolution No. 8 for 2026. President Pro Tem Thorstad seconded the motion. The motion carried by the following vote:

AYE: Coleman, Thorstad, Augsburger, Bronson, Hegge, Sanchez

NAY: None

ABSENT: Richards

- e) Request for Council Action – Resolution No. 9 for 2026 – Certifying Services to Receive State Revenues

Director Brown stated that the City was required to certify the provision of at least four mandatory public services in order to receive State revenues.

Councilor Bronson moved to approve Resolution No. 9 for 2026. President Pro Tem Thorstad seconded the motion. The motion carried by the following vote:

AYE: Coleman, Thorstad, Augsburger, Bronson, Hegge, Sanchez

NAY: None

ABSENT: Richards

- f) Request for Council Action – Resolution No. 10 for 2026 – Adopting the FY 2026-2027 Budget

Director Brown reviewed the meetings of the Budget Committee and provided a high-level review of the proposed budget.

Councilor Hegge recused himself from voting on the personnel services for the Finance Department and Parks Department.

Councilor Bronson moved to approve the proposed FY 2026-2027 budget for personnel services for the Finance Department and Parks Department. President Pro Tem Thorstad seconded the motion. The motion carried by the following vote:

AYE: Coleman, Thorstad, Augsburger, Bronson, Sanchez

NAY: None

RECUSED: Hegge

ABSENT: Richards

Deputy City Manager stated that staff recommended two changes to the budget since its approval by the Budget Committee: moving \$250,000 from the Path Program to Weddle Bridge to restore the same level of funding as in the current approved budget; and moving Unappropriated Funds to Contingency in all System Development Charge (SDC) Funds. Director Brown explained that moving the funds into contingency would make them available for use for projects, contingent upon additional City Council approval of their use.

Councilor Bronson moved to approve the remainder of the proposed FY 2026-2027 budget with amendments as proposed. President Pro Tem Thorstad seconded the motion. The motion carried by the following vote:

AYE: Coleman, Thorstad, Augsburger, Bronson, Hegge, Sanchez

NAY: None

ABSENT: Richards

- g) Request for Council Action – Resolution No. 11 for 2026 – Sportsman’s Holiday Parade Street Closure

City Manager Ogden stated that an application was received for street closures for the Sportsman’s Holiday Parade and reviewed the proposed parade route and timeline of street closures.

President Pro Tem Thorstad moved to approve Resolution No. 11 for 2026. Councilor Augsburger seconded the motion. The motion carried by the following vote:

AYE: Coleman, Thorstad, Augsburger, Bronson, Hegge, Sanchez

NAY: None

ABSENT: Richards

Ordinance Bills

Request for Council Action & First Reading of Ordinance Bills

- a) Public Hearing & Request for Council Action – Ordinance Bill No. 1 for 2026 – Ordinance No. ___ – Zoning Map Amendment Application ZMA26-01 & Property Line Adjustment Application PLA26-02

Mayor Coleman opened the Public Hearing at 6:59 PM. She asked the Councilor of any personal bias, conflict of information, or ex parte information. None were declared.

Planning & Building Manager Clegg stated that Zone Map Amendment and the associated Property Line Adjustment would be heard at the same time and reviewed the application details as submitted by the Sweet Home School District.

Councilor Bronson expressed support for the Ordinance based on the recent passage of the school bond measure.

Mayor Coleman invited the applicant, Kevin Strong, to speak.

Mr. Strong thanked the City for their support and stated that approval of the applications could be used to enhance student safety or career technical education.

Mayor Coleman closed the Public Hearing at 7:11 PM.

President Pro Tem Thorstad moved to approve ZMA26-01 and PLA26-02 and conduct a first reading of Ordinance No. 1 for 2026. Councilor Bronson seconded the motion. The motion carried by the following vote:

AYE: Coleman, Thorstad, Augsburger, Bronson, Hegge, Sanchez

NAY: None

ABSENT: Richards

A reading of Ordinance No. 1 for 2026 was completed.

Second Reading of Ordinance Bills

Councilor Sanchez moved to conduct a second reading of Ordinance No. 1 for 2026 by title only. President Pro Tem Thorstad seconded the motion. The motion carried by the following vote:

AYE: Coleman, Thorstad, Augsburger, Bronson, Hegge, Sanchez

NAY: None

ABSENT: Richards

A reading of Ordinance No. 1 for 2026 by title only was completed.

President Pro Tem Thorstad moved to conduct a third reading of Ordinance No. 1 for 2026 by title only at the following City Council meeting. Councilor Augsburger seconded the motion. The motion carried by the following vote:

AYE: Coleman, Thorstad, Augsburger, Bronson, Hegge, Sanchez

NAY: None

ABSENT: Richards

Reports of Committees

Administration, Finance & Property Committee – President Pro Tem Thorstad

Community Health Committee – Councilor Bronson

Library Advisory Board – Councilor Augsburger

- 2026-05-21 Library Board Meeting Minutes

Park & Tree Committee – Councilor Hegge

- 2026-04-21 Park & Tree Committee Meeting Minutes

Planning Commission

Area Commission on Transportation – Councilor Sanchez, Councilor Bronson (alternate)

Chamber of Commerce – Councilor Hegge

Council of Governments – Councilor Bronson, Councilor Sanchez (alternate)

Solid Waste Advisory Council – Councilor Richards

Councilor Sanchez expressed concern with frustrations brought to her by the Park & Tree Committee. City Manager Ogden stated that staff met with the Committee Chair and explained that there was a need to be consistent across all volunteer bodies.

Department Reports

Library

- Library Report – April 2026

Planning & Building

- Planning & Building Report – April 2026

Public Works

- Public Works Report – April 2026

Finance

- Finance Department Report – April 2026

Police

Director Dazey highlighted the upcoming Safety Fair and Summer Reading Kickoff on June 13th.

Planning & Building Manager Clegg stated that Movies in the Park would begin on June 12th.

Councilor Sanchez highlighted that there were no process violations at the wastewater treatment plant for the past 22 months.

Mayor Coleman thanked Public Works for their ongoing work to detect and correct water leaks.

Reports of City Officials

- a) City Manager's Report

City Manager Ogden stated that there would be a free Shred Day at the Police Department at the same time as the Safety Fair. He highlighted the success of the recent electronic recycling event. He stated that Officer Leon Vineyard graduated from the Police Academy this past Friday.

- b) Mayor's Report

Mayor Coleman thanked Director Brown and Financial Operations Manager Cindi Robeck for their work to get the City caught up on audits. She thanked the Beautification Committee for their work in the medians and Clover Park.

Council Business for Good of the Order

President Pro Tem Thorstad thanked the Charter Review Committee for their work on the proposed Charter amendments which were recently passed.

Adjournment

There being no further discussion, the meeting was adjourned at 7:30 PM.

Mayor

ATTEST:

City Manager – Ex Officio City Recorder

DRAFT