



CITY OF SWEET HOME CITY COUNCIL MINUTES

December 10, 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.

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
Councilor Josh Thorstad
Councilor Dave Trask

STAFF

Jason Ogden, City Manager Pro Tem / Police Chief
Cecily Hope Pretty, Assistant City Manager Pro Tem
Blair Larsen, City Attorney
Angela Clegg, Planning & Building Manager
Megan Dazey, Library Services Director
Ray Grundy, Code Enforcement Officer
Adam Leisinger, Special Projects Manager
Greg Springman, Public Works Director

MEDIA

Shayla Escudero, Albany Democrat-Herald

GUESTS

Will Tucker, 39233 River Drive, Lebanon, OR 97355
Larissa Gladding, Planner, Winterbrook Planning

Consent Agenda

- a) Request for Council Action – Municipal Court Judge Employment Contract
- b) Request for Council Action – Resolution No. 25 for 2024 – Amending the Title VI Plan
- c) Request for Council Action – Resolution No. 26 for 2024 – Amending the Limited English Proficiency Plan
- d) Request for Council Action – Resolution No. 27 for 2024 – Water Master Plan
- e) Request for Council Action – Resolution No. 28 for 2024 – Stormwater Master Plan

Approval of Minutes:

- a) 2024-11-12 City Council Work Session Minutes
- b) 2024-11-12 City Council Meeting Minutes

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

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

Recognition of Visitors & Hearing of Petitions

Mayor Coleman invited those registered to speak.

Linn County Commissioner Will Tucker, 39233 River Drive, Lebanon, OR, thanked the City Council and the City Manager for their efforts during the 2024 Green Peter Drawdown and commended their proactive approach to emergency response. He noted improvements in water quality conditions since the drawdown was ended early due to Sweet Home's efforts.

New Business

- a) Request for Council Action – Contract Approval – Emergency Housing

City Manager Pro Tem stated that emergency housing had been previously approved at Osage Street but site costs were prohibitively expensive. He noted that the City was able to redirect grant funding intended for that site to the Family Assistance and Resource Center (FAC). He highlighted FAC's partnership with the City and that their existing infrastructure would allow them to accept additional housing units. He stated that the proposed housing was selected due to their value and ability to produce the units within the grant timeline. He noted that the new housing would provide 34 additional beds. He stated that failure to approve the housing would threaten Sweet Home's ability to utilize the grant funding.

Councilor Sanchez asked if there were any contracts in place under the original approved plan. City Manager Pro Tem Ogden replied that there were none. Councilor Sanchez asked of FAC's capacity to accept additional housing units and if there was a need for 34 beds. City Manager Pro Tem Ogden replied that FAC had capacity and there was a need in the community. Councilor Sanchez highlighted that the community would lose the funding if the plan was not approved.

Councilor Gourley moved to approve the contract as recommended. President Pro Tem Mahler seconded the motion.

Councilor Trask asked of the plan for the housing after funding was expended. City Manager Pro Tem stated that FAC had been writing multiple grant applications to sustain operations long-term.

Mayor Coleman stated that the City would serve as a passthrough for the grant money and FAC would be responsible for implementation.

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

AYE: Coleman, Mahler, Gourley, Sanchez, Richards, Thorstad, Trask
NAY: None

Ordinance Bills

Request for Council Action and First Reading of Ordinance Bills

- a) Public Hearing & Request for Council Action – Ordinance No. 6 for 2024 – Housing Production Strategy (LA24-02)

Second Reading of Ordinance Bills

City Manager Ogden stated that approval of the Housing Production Strategy (HPS) would provide a roadmap for improving housing affordability, availability, and diversity for the City of Sweet Home.

Mayor Coleman opened the Public Hearing at 6:42 PM. She asked of any personal bias, conflict of interest, or ex parte information. None were declared.

Larissa Gladding reviewed the timeline for adoption of the HPS and noted that the State would host a public comment period prior to accepting the final strategy. She stated that an additional action was added to the strategy following the previous Work Session regarding the HPS. She highlighted changes (1) to emphasize the importance of public awareness regarding current and future strategies and (2) to recognize the need to provide and maintain adequate transportation and public facilities to support growth. She noted that the additional strategy was to improve promotional and informational materials.

Mayor Coleman closed the Public Hearing at 6:49 PM.

President Pro Tem Mahler moved to conduct a first reading of Ordinance No. 6 for 2024. Councilor Richards seconded the motion. The motion carried by the following vote:

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

NAY: None

The first reading of Ordinance No. 6 for 2024 was conducted.

President Pro Tem Mahler moved to conduct a second reading of Ordinance No. 6 for 2024 by title only. Councilor Richards seconded the motion. The motion carried by the following vote:

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

NAY: None

The second reading of Ordinance No. 6 for 2024 by title only was conducted.

Councilor Richards moved to conduct a third reading of Ordinance No. 6 for 2024 at the following City Council meeting. President Pro Tem Mahler seconded the motion. The motion carried by the following vote:

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

NAY: None

Reports of Committees

Ad Hoc Committee on Arts & Culture – Councilor Gourley

Administration, Finance & Property Committee – Councilor Trask

Community Health Committee – Mayor Coleman

Library Advisory Board – President Pro Tem Mahler

- a) 2024-11-14 Library Board Meeting Minutes – Draft

Park & Tree Committee – Councilor Trask

Public & Traffic Safety Committee – Councilor Richards

Youth Advisory Council – Councilor Sanchez

Councilor Gourley stated that FAC would have a shower trailer installed.

Department Reports

Library Services Director

- a) Library Report – November 2024
- b) 2024 Annual Library Statistics Report
- c) December 2024 Library Newsletter

Planning & Building Manager

- a) Planning, Building & Engineering Report – October 2024
- b) Planning, Building & Engineering Report – November 2024

Public Works Director

- a) Public Works Report – November 2024

Police Chief

a) Police Department Report – November 2024

Director Dazey highlighted the inclusion of the Library's annual statistical report and stated that a report would be forthcoming in February 2025 that would allow comparison to other libraries in Oregon. She noted that November 2024 had the highest monthly patronage to date.

City Manager Pro Tem Ogden reviewed traffic enforcement statistics for the year with a 23% increase in citations, a 15% increase in warnings, and a 13% increase in traffic stops. He highlighted the success of the annual Shop with a Cop event and thanked law enforcement partners and volunteers from across the region for their support.

Reports of City Officials

City Manager's Report

City Manager Pro Tem Ogden highlighted the end of the 2024 Green Peter Drawdown, which was halted by the State due to a mechanical failure at Sweet Home's water treatment plant. He noted that a Colonel from the U.S. Army Corps of Engineers visited the plant to assess the situation and agreed that the drawdown could not resume until the following year. He thanked all the regional partners for their support.

City Manager Pro Tem Ogden noted the annual tree lighting at City Hall and thanked Public Works for their work to decorate the town. He thanked the Chamber of Commerce for hosting a gingerbread house contest at City Hall at the same time.

City Manager Pro Tem Ogden stated that Sweet Home was awarded over \$1.3 million for sidewalk improvements on Mountain View Road thanks to the efforts of City Attorney Larsen on a grant application. He noted that the City was also successfully awarded a grant from the Economic Development Administration for the purchase of three emergency generators.

City Manager Pro Tem Ogden thanked President Pro Tem Mahler, Councilor Gourley, and Councilor Trask for their service on the City Council. He welcomed Councilors-Elect Aaron Hegge, Ken Bronson, and Chelsea Augsburgberger as they begin their terms of service in 2025.

City Manager Pro Tem Ogden wished everyone a Happy Hannukah. He thanked the City Council for entrusting him with the City Manager Pro Tem role and City staff for their work to make Sweet Home successful. He wished everyone a Merry Christmas and Happy New Year.

Mayor's Report

Mayor Coleman thanked Commissioner Tucker for introducing FAC to Andrea Bell, Executive Director of Oregon Housing and Community Services (OHCS) She thanked City Attorney Larsen for his efforts on the grant for Mountain View. She announced a Work Session on January 7, 2025, at 6:30 PM for a training session on Robert's Rules of Order. She noted the upcoming Parade of Lights and Innkeepers play. She thanked the City's water distribution plant staff for their work during the drawdown. She thanked City staff for hosting the tree lighting event. She stated that she intended to convene a Charter Review Committee in the coming months.

Mayor Coleman thanked Councilor Trask, Councilor Gourley, and President Pro Tem Mahler for their years of service on the City Council and highlighted their accomplishments during their tenures. They were honored with a standing ovation and plaques.

Council Business for Good of the Order

Mayor Coleman invited Commission Tucker to share updates on the current construction of a new RV dump station. Commission Tucker stated that the construction would allow Linn County to continue to allow the same level of use at County parks and would generate additional business within the City of Sweet Home. He noted that fees would be lower in the City than in the parks to encourage additional foot traffic in Sweet Home. He highlighted that road improvements were included in the scope of the project, including paved access to FAC.

Councilor Richards wished Sweet Home a Merry Christmas and Happy New Year.

Councilor Gourley thanked the community for allowing her to serve on City Council. She noted the importance of diversity on the City Council to best serve the community, even if there are disagreements on the dais. She expressed that the role of the Mayor should be filled by someone who has the ability to build a team and run meetings effectively. She wished everyone a Merry Christmas.

President Pro Tem Mahler stated that he was honored to have served on City Council and thanked the community for their support.

Mayor Coleman wished everyone a Merry Christmas, Happy Hanukkah, and Happy New Year.

Adjournment

There being no further discussion, the meeting was adjourned at 7:25 PM.

ATTEST:

Mayor

City Manager Pro Tem – Ex Officio City Recorder

