

RESOLUTION NO. 17 FOR 2025

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SWEET HOME DEFINING CERTAIN BENEFITS AS INCLUDED IN OFFICIAL COMPENSATION

WHEREAS, Oregon Ethics Law (ORS 224.010 et seq) prohibits public officials, including elected and appointed officials and public employees from using their position for financial gain or to avoid financial loss, except for salary and official benefits; and

WHEREAS, a recent advisory opinion by the Oregon Government Ethics Commission concluded that certain City purchases may violate Oregon Ethics Law unless authorized as compensation by the Governing Body; and

WHEREAS, the City Council believes it is reasonable and respectful to provide a simple meal or snacks to Elected Officials and by persons appointed to City Boards, Commissions, and Committees when they are attending to City business; and

WHEREAS, providing such food is a basic gesture of appreciation for their service to the community and ensures they can effectively fulfill their public duties; and

WHEREAS, the City Council also wants to clarify that certain benefits currently provided by the City to its elected and appointed officers and employees are included in their official compensation;

NOW, THEREFORE, the City of Sweet Home does resolve as follows:

Section 1. The following are benefits that may be provided to City of Sweet Home to City employees; elected officials; people appointed to advisory boards, commissions and committees; and appointed officers as part of their overall compensation package:

- Food and beverages provided during or immediately before work-related events such as public meetings of the City Council or City advisory groups, team building activities, Council Goal Setting, all day staff trainings or retreats, and conferences.
- Food and non-alcoholic beverages provided to public officials or employees who are required to work through their lunch/ dinner break. The provision of food and beverages must be reasonably required to complete City business. For example, a meeting that must extend over the lunch hour, takes place during the dinner hour or in the evening, or can be expected to last more than three hours.
- Savings or discounts for services provided by the City's retirement planning provider.
- Savings or discounts for services provided by the City's medical or dental health insurance provider, payroll software provider, or employee assistance program.
- Rewards of loyalty programs (e.g., frequent flier miles, hotel rewards, credit card rewards or rebates).
- Combining personal and City travel by extending a trip by arriving early or staying later than required, provided that the City does not pay any additional

costs, including higher lodging, airfare, or mileage costs for the personal portion of the trip.

- Travelling with others on a City business trip so long as the City does not pay any additional costs from the presence of additional people.
- Door or raffle prizes provided at business related events, city events or relating to employee program, so long as the prizes do not exceed the gift limits in Oregon's Ethics Law.
- Food, snacks, beverages or meals offered in appreciation of City employees or provided at business-related events or functions. This includes holiday parties, a City picnic, and recognition of special events such as Police Week, Public Works Week, etc.
- Meals provided to City employees who are assigned to work over their meal break at an offsite location.
- Flowers given to mark important life moments, like when a baby is born, someone is very sick, or a family member has died.
- Other small and occasional gift items with the City or department logo, such as a coffee cup, water bottle, t-shirt, hat, sweatshirt or fleece.

Section 2. Nothing in this resolution shall be construed as an obligation by the City to provide any of the benefits listed in Section 1.

Section 3. City elected and appointed officials, Charter Officers, and employees are responsible for any tax reporting and payment obligations related to these benefits and are encouraged to consult with their own tax professional.

Section 3. This resolution shall become effective immediately upon passage by the City Council and signature of the Mayor.

PASSED by the Council and approved by the Mayor, this 12th day of August, 2025.

Mayor

ATTEST:

City Manager – Ex Officio City Recorder