



# CITY OF SWEET HOME CITY COUNCIL WORK SESSION MINUTES

December 09, 2025, 5:30 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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## Call to Order & Pledge of Allegiance

The meeting was called to order at

## Roll Call

### PRESENT

Mayor Susan Coleman  
President Pro Tem Josh Thorstad  
Councilor Chelsea Augsburger  
Councilor Ken Bronson (virtual)  
Councilor Aaron Hegge  
Councilor Angelita Sanchez

### ABSENT

Councilor Dylan Richards

### STAFF

Jason Ogden, City Manager / Police Chief  
Cecily Hope Pretty, Deputy City Manager  
Blair Larsen, City Attorney  
Angela Clegg, Planning & Building Manager  
Adam Leisinger, Special Projects Manager  
Greg Springman, Public Works Director

### GUESTS

Gary Jarvis, Vice Chair, Charter Review Committee

## Work Session

- a) Proposed Charter Amendments

City Manager Ogden stated that the packet included a tracked changes version of the proposed Charter changes.

Mayor Coleman stated that the oath in the Charter was not the full oath Councilors typically take when sworn in but that it was not a conflict because the required language in the Charter was included.

Councilor Sanchez expressed concern with the potential disqualification from running for office due to absences and the potential legal liability. She asked for clarification regarding a note on the markup version of the Charter regarding establishment of a process to fill vacancies on City Council. Deputy City Manager Pretty replied that there was not an established process and it could vary each time at Council's discretion. She added that the Charter Review Committee recommended that the Council consider adopting a Resolution establishing same. Councilor Sanchez requested that an appeals process and

guidelines be established if the new rules regarding absences were adopted. She stated she did not agree with removing the requirement to read Ordinances in full upon the first reading.

Councilor Bronson expressed concern with the 30-day absence that could potentially lead to a Councilor's removal. He stated he was not in favor of allowing five minutes for Public Comment but rather preferred three minutes. He requested a clearer definition of attendance in the Charter.

Councilor Sanchez expressed support for a five-minute Public Comment period.

Councilor Augsburger stated she was in agreement with Councilor Sanchez.

Mayor Coleman recognized Charter Review Committee Vice Chair Gary Jarvis to speak.

Vice Chair Jarvis stated that the intent behind the 30-day absence requirement was to capture those who did not intend to live within City limits any longer rather than those on extended travel.

City Attorney Larsen stated that he could provide a re-wording of the section regarding extended absences to eliminate confusion. President Pro Tem Thorstad stated that there would be both excused and unexcused absences.

Councilor Augsburger asked if absences could be excused only if a member made a motion and a vote was taken. Deputy City Manager Pretty indicated that she was correct.

There was consensus that City Attorney Larsen would propose modified language regarding vacancies.

Mayor Coleman suggested a Work Session regarding Council rules to include defining "attendance." Mayor Coleman requested Council feedback regarding 10 absences within 365 days.

Councilor Hegge asked if there were legal concerns regarding prohibiting someone from running in the subsequent election due to attendance. City Attorney Larsen replied that there was not a significant amount of relevant case law but had not identified any concerns to date. Councilor Hegge expressed support for encouraging attendance at Council meetings.

President Pro Tem Thorstad expressed support for the proposed rule.

Councilor Augsburger stated that she was not in favor of the 10-absence rule.

Councilor Bronson requested additional legal research on the issue. Mayor Coleman concurred.

Mayor Coleman requested Council feedback regarding the reading of Ordinances in full. There was consensus to require Ordinances to continue to be read in full as stated in the current Charter.

Mayor Coleman requested Council feedback regarding allowing five minutes for Public Comment. There was no consensus regarding its support or opposition. City Attorney Larsen suggested reconsidering the proposal at a later date.

Councilor Sanchez asked of how the Charter would be packaged on the ballot. City Attorney Larsen stated that the ballot requirements for petitions differed from a referral, such as the proposed Charter amendments, and that there was no requirement for the ballot question to be a single subject.

City Attorney Larsen stated that the League of Oregon Cities recently updated their model Charter and stated that their recommendations were aligned with the City's proposal regarding interference in administration. He requested that the Council consider the use of the word "coerce" rather than "demand." There was consensus for same.

There was consensus to hold another Work Session to discuss the proposed changes.

Mayor Coleman thanked staff and the Charter Review Committee for their work on the Charter review process.

Vice Chair Jarvis thanked the City Council for their support.

**Adjournment**

There being no further discussion, the meeting was adjourned at 6:13 PM.

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Mayor

ATTEST:

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City Manager – Ex Officio City Recorder

DRAFT