



CITY OF SWEET HOME CITY COUNCIL AGENDA

March 25, 2025, 6:30 PM
Sweet Home City Hall, 3225 Main Street
Sweet Home, OR 97386

WIFI Passcode: guestwifi

PLEASE silence all cell phones – Anyone who wishes to speak, please sign in.

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.

Meeting Information

The City of Sweet Home is streaming the meeting via the Microsoft Teams platform and asks the public to consider this option. There will be opportunity for public input via the live stream. To view the meeting live, visit <http://live.sweethomeor.gov>. If you do not have access to the internet, you can call in to 541-367-5128, choose option #1, and enter the meeting ID to be logged in to the call. Meeting ID: 258 239 814 274

This video stream and call in options are allowed under Council Rules, meet the requirements for Oregon Public Meeting Law, and have been approved by the Mayor and Chairperson of the meeting.

I. Call to Order & Pledge of Allegiance

II. Roll Call

III. Consent Agenda

- a) [Request for Council Action – SHEDG Public Address System Application](#)
- a) Approval of Minutes:
 - i) [2025-03-11 City Council Work Session Minutes](#)
 - ii) [2025-03-11 City Council Meeting Minutes](#)

IV. Recognition of Visitors & Hearing of Petitions

- a) Community Health Committee Annual Report

V. New Business

- a) [Request for Council Action – Resolution No. 8 for 2025 – Updating Non-Represented Management Salary Schedule](#)

VI. Reports of Committees

Administration, Finance & Property Committee – President Pro Tem Thorstad

Charter Review Committee – President Pro Tem Thorstad

Community Health Committee – Councilor Bronson

- i) [2025-02-26 Community Health Committee Meeting Minutes](#)

The location of the meeting is accessible to the disabled. If you have a disability that requires accommodation, advanced notice is requested by notifying the City Manager's Office at 541-367-8969.

Library Advisory Board – Councilor Augsburger

- i) [2025-03-13 Library Board Meeting Minutes](#)

Park & Tree Committee – Councilor Hegge

- i) [2025-02-19 Park & Tree Committee Meeting Minutes](#)

Planning Commission

Public & Traffic Safety Committee – President Pro Tem Thorstad & Councilor Richards

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

VII. Department Reports

Planning & Building Manager

- i) [Planning & Building Manager Report – February 2025](#)

Library Director

- i) [SHPL 2025-2030 Strategic Plan](#)
- ii) [ALA Grant Press Release](#)

Police Chief

- i) [Police Chief Report – February 2025](#)

VIII. Reports of City Officials

City Manager's Report

Mayor's Report

IX. Council Business for Good of the Order

X. Adjournment



REQUEST FOR COUNCIL ACTION

Title: Request for Council Action – SHEDG Public Address System Application

Preferred Agenda: March 25, 2025

Submitted By: Jason Ogden, City Manager

Reviewed By: Cecily Hope Pretty, Interim Assistant City Manger

Type of Action: Resolution Motion Roll Call Other

Relevant Code/Policy: Sweet Home Municipal Code 9.20.020

Towards Council Goal: Economic Strength

Attachments: Special Event and Park Rental – Public Address System Application

Purpose of this RCA:

The purpose of this RCA is to review and consider approval of a Public Address (PA) Permit for the Santiam Smoke Show event, ensuring that amplified sound can be used while balancing community impact, economic strength, and public engagement.

Background/Context:

The Santiam Smoke Show is a new BBQ competition and cook-off event that aims to draw visitors and participants from across the region. It is replacing the Icebox Cookoff, which was traditionally held during the Fourth of July weekend. This event is produced by the Sweet Home Economic Development Group (SHEDG) and brings together elements from both the Icebox Cookoff and Music & Brews to create an expanded experience featuring BBQ, brews, and live music.

At the heart of the Santiam Smoke Show is the BBQ Battle, which continues the legacy of the Icebox Cookoff as the largest cash-paid BBQ competition on the West Coast. It serves as a Jack Daniel’s qualifier and is sanctioned by the Kansas City Barbeque Society (KCBS), drawing over 45 teams to compete for the title of grand champion. Additionally, the event will feature Pacific Northwest-inspired ancillary competitions showcasing local ingredients like mushrooms and hazelnuts.

Live music will be a key component of the event, featuring performances from rock tribute bands and country artists, including Jukebox Heroes (Foreigner Tribute), Hall & Bros (Hall & Oates/Doobie Brothers Tribute), and country singer Clark Hill.

The Santiam Smoke Show is scheduled to take place from May 30 to June 1, 2025, at The Old Mill Site, 1851 Tamarack Street, Sweet Home, Oregon, 97386. The event organizers are requesting to play amplified music in the outdoor venue from 4:00 PM to 11:00 PM on May 30, 2025, and from 2:00 PM to 11:00 PM on May 31, 2025.

The event organizers have submitted a PA permit application requesting approval for sound amplification equipment to be used at the venue. The application specifies that the amplified sound will be projected beyond 1,000 feet, requiring City Council approval per SHMC 9.20.020.

The Challenge/Problem:

The primary concern with granting the PA Permit is balancing the interests of event organizers with those of residents and businesses. The event's amplified sound system has the potential to impact nearby neighborhoods, requiring consideration of noise control measures.

Issues and Financial Impacts:

The City and the Police Department will not be directly impacted financially. Any costs associated with enforcement or potential complaints will be absorbed within existing resources.

Elements of a Stable Solution:

The Sweet Home City Council should determine a fair and equitable solution associated with the PA Permit times, balancing the needs of the business and the surrounding neighborhood while recognizing the event's positive economic impact on the community.

Options:

1. Approve the requested PA Permit: This would allow for the event organizers to play amplified music in the outdoor venue from 4:00 PM to 11:00 PM on May 30th 2025 and 2:00 PM to 11:00 PM on May 31st, 2025.
2. Deny the Request: This would not allow for amplified music at the event.
3. Amend the requested PA Permit: The City Council can choose to amend the request by adjusting the times permitted on one or all days.

Recommendation:

Staff recommends Option 1: Approve the requested PA Permit.



City of Sweet Home
 Community and Economic Development Department
 3225 Main Street, Sweet Home, OR 97386 541-367-8113

SPECIAL EVENT AND PARK RENTAL – PUBLIC ADDRESS SYSTEM APPLICATION

Date of Application: 3/06/2025

Name: Shamek Robert
(last) (first) (middle initial)

DOB: 08/13/1974 **Primary Phone:** 541-7300-0194

Home Address: 1040 1st Ave, Sweet Home, OR 97386

Organization's Name: Sweet Home Economic Development Group, Inc.

Organization's Address: 401 Main St, Ste D, Sweet Home, OR 97386

Organization's Phone #: 541-367-8800

Local Address of Event: 1851 Tamarack, Sweet Home, OR 97386 - Old Mill Property

Nature of Business/Event: 2025 Santiam Smoke Show

Date(s) and Time(s) of Event: 5/30/2025 4:00p-11p and 5/31/2025 2:00p-11p
(date) (time from) (time to)

(date) (time from) (time to)

(date) (time from) (time to)

Vehicle to be Used: Snazberry Red, 2021 Jeep Gladiator. SB31597 OR
(color) (year) (make) (license plate) (state)

Type of Sound Amplification Equipment to be used: Cascade Sound will be providing amplified sound equipment.

Additional Information: n/a

Will PA broadcast sound travel beyond 1,000 feet? Yes No
 (if yes, application must be processed and submitted to City Council for approval)

<input type="checkbox"/> Special Event and Park Rental Application Attached			
<i>Application Review</i>	<i>Signature</i>	<i>Date</i>	<i>Decision (Approve, Approve with Conditions, Deny)</i>
CEDD			
City Manager			
Police Chief			
City Council (if applicable)			



CITY OF SWEET HOME CITY COUNCIL MINUTES

March 11, 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.

Call to Order & Pledge of Allegiance

The meeting was called to order at 5:30 PM.

Roll Call

PRESENT

Mayor Susan Coleman
President Pro Tem Josh Thorstad
Councilor Chelsea Augsburger
Councilor Ken Bronson
Councilor Aaron Hegge
Councilor Dylan Richards
Councilor Angelita Sanchez

STAFF

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

PRESS

Sarah Brown, The New Era

Work Session – FY 2025-2026 Council Goals

a) FY 2024-2025 City Council Vision, Mission & Goals

Mayor Coleman emphasized the importance of City Council goals to direct policy. She stated that she received results from a recent community survey and highlighted themes of cleanliness, homelessness, vacant downtown buildings, sidewalks, and entertainment options.

City Manager Pro Tem Pretty reviewed the Council and City Manager goals for Fiscal Year 2024-2025. She noted that there was a high number of infrastructure-related goals but several were lacking funding and may not be completed within the fiscal year. She provided a draft of the proposed five-year Capital Improvement Plan (CIP). She stated she would provide the Councilors with time to review their materials and then requested that they write their proposed goals on papers organized by Mission Statement tenets. She reviewed the five tenets of the City's Mission Statement:

- I. WE ASPIRE to make Sweet Home a community people find desirable to live in.
- II. WE ASPIRE to have an effective and efficient local government.
- III. WE ASPIRE to provide viable and sustainable infrastructure.
- IV. WE ASPIRE to provide viable and sustainable essential services.
- V. WE ASPIRE to create an economically strong environment in which businesses prosper.

Councilor Bronson asked of the inclusion of goals that may take multiple years to accomplish. City Manager Pro Tem Pretty replied that Council goals were typically based on a one-year term, the CIP was typically based on a five-year term, and Master Plans were typically based on a 20-year term.

Mayor Coleman asked if current goals would still be pursued if they did not formally roll over into the next year's goals. City Manager Pro Tem Pretty replied that staff would work toward completion, but some may not be feasible to accomplish short-term due to funding.

Councilor Sanchez asked of American Rescue Plan Act (ARPA) funding for the 8th Avenue Water Main Project. Director Springman replied that the funds were utilized for the 9th Avenue Water Main Project and no funds were remaining. He added that staff's top priority for water funding was to install a generator at the Water Treatment Plant. Councilor Sanchez asked if funding for the generator was still in place. City Manager Pro Tem Pretty replied that they had not heard of any impact to the federal funding for the generator, but that the grant request had not included funding for its installation and staff was actively seeking additional funding for construction. Councilor Sanchez asked if this request had been submitted to the State. Chief Ogden replied that it had been submitted to State and Federal offices. Councilor Sanchez asked of the availability of emergency funding. City Manager Pro Tem Pretty stated that staff would continue to investigate funding options.

Councilor Sanchez asked of the status of the City's Water Infrastructure Finance and Innovation (WIFIA) application to fund the new Wastewater Treatment Plant. City Manager Pro Tem Pretty replied that the City's audit was still pending and was required to be completed before the loan application could be submitted.

Councilors completed writing their proposed goals. City Manager Pro Tem Pretty asked Councilors to add stickers next to their top three goals in each category.

City Manager Pro Tem Pretty stated she would read out those goals which received support from three or more Councilors:

DESIRABLE COMMUNITY:

Weddle Bridge Repair
Marketing Plan/Public Relations Campaign
Downtown Vacancy Reduction

EFFICIENT GOVERNMENT:

Monthly Newsletter
Increased Electronic Notifications to Citizens
Cybersecurity Review of Key Infrastructure

INFRASTRUCTURE:

City Hall East Wing Renovations
Emergency Plan Updates
20-Year Plan
Library Technology Upgrades

ESSENTIAL SERVICES:

Purchase Paver & Roller
Mountain View Road Multi-Use Path & Sidewalks
Wastewater Treatment Plant – Phase 1

ECONOMIC STRENGTH:

Revenue Generation
24th Avenue Railroad Crossing
Santiam Feed Store
Old City Hall

City Manager Pro Tem Pretty stated that staff would compose a memo for Council's review regarding details for each proposed goal and request additional feedback at the following Work Session.

Adjournment

There being no further discussion, the meeting was adjourned at 6:14 PM.

Mayor

ATTEST:

City Manager – Ex Officio City Recorder

DRAFT



CITY OF SWEET HOME CITY COUNCIL MINUTES

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Councilor Dylan Richards
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STAFF

Cecily Hope Pretty, City Manager Pro Tem
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Megan Dazey, Library Director
Blair Larsen, City Attorney
Adam Leisinger, Special Projects Manager
Jason Ogden, Police Chief
Greg Springman, Public Works Director

PRESS

Sarah Brown, The New Era

Consent Agenda

Approval of Minutes:

- a) 2025-02-25 City Council Work Session Minutes
- b) 2025-02-25 City Council Meeting Minutes
- c) 2025-03-03 City Council Executive Session Minutes

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

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

NAY: None

Recognition of Visitors & Hearing of Petitions

There were no visitors to be recognized.

New Business

- a) Request for Council Action – Resolution No. 7 for 2025 – Approving the City Manager Employment Agreement

City Manager Pro Tem Pretty provided an overview of the City Manager recruitment process to date and stated that Police Chief Ogden had been selected as the top candidate. She stated that approval of the Resolution would include approval of a contract for Chief Ogden to serve in a dual role as both City Manager and Police Chief.

Councilor Richards moved to approve Resolution No. 7 for 2025. Councilor Sanchez seconded the motion. The motion carried by the following vote:

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

NAY: None

City Manager-Select Ogden was honored with applause.

- b) Request for Council Action – Approving a Memorandum of Understanding for Managed Outreach & Community Resource Facility (FAC)

City Manager Pro Tem Pretty stated that the previous Memorandum of Understanding (MOU) with the Family Assistance and Resource Center (FAC) had expired in 2024 and had been operating in holdover status since its expiration. She noted that the main change between the previous and proposed MOU was that in the former, the City committed to funding 100% of nighttime security. She stated that the proposed MOU would phase out the City's support for this service over the next three years. She noted that the services FAC provided to the homeless population had relieved a significant burden on Public Works and the Police Department.

Councilor Sanchez asked of the procurement process for security services. City Manager Pro Tem Pretty stated that there was a current contract for security services that would continue and FAC would be billed for their portion of the costs.

Councilor Richards moved to approve the MOU with FAC as proposed. Councilor Bronson seconded the motion. The motion carried by the following vote:

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

NAY: None

Ordinance Bills

Request for Council Action and First Reading of Ordinance Bills

- a) Request for Council Action – Ordinance No. 2 for 2025 – Adopting Camping Regulations

City Attorney Larsen stated that the Police Department served as a dedicated site for those homeless individuals who could not or would not stay at FAC. He noted that the State required a formalized policy to address camping on public property. He stated that the proposed Ordinance was modeled from that adopted by Albany, Oregon and adapted to reflect current practices in Sweet Home.

Mayor Coleman

Councilor Sanchez asked of the legal requirements to implement a camping policy via Ordinance and expressed concern based on legal action in Grants Pass. She requested that the item be delayed for further investigation with City/County Insurance Services (CIS).

There was consensus to postpone Ordinance No. 2 for 2025 to a future Council meeting to allow for dialogue with CIS.

Second Reading of Ordinance Bills

There was no second reading.

Reports of Committees

Administration, Finance & Property Committee – President Pro Tem Thorstad

Community Health Committee – Councilor Bronson

- a) 2025-02-26 Community Health Committee Meeting Minutes
- b) Community Resource List

Library Advisory Board – Councilor Augsburger

Park & Tree Committee – Councilor Hegge

Planning Commission

Public & Traffic Safety Committee – President Pro Tem Thorstad & Councilor Richards

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

Chamber of Commerce – Councilor Hegge

Charter Review Committee

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

Solid Waste Advisory Council – Councilor Richards

Councilor Bronson stated that the Community Health Committee had drafted goals for the coming year. He stated that he had attended the Cascade West Oregon Council of Governments Public Transportation Advisory Committee and received updates from partner members. He noted that the group decided what to support and prioritize in terms of public transportation. He highlighted the purchase of an additional shuttle for the Senior Center utilizing match funds and State funding.

Department Reports

Library Services Director

- a) Library Director Report – February 2025
- b) SHPL March 2025 Newsletter

Public Works Director

- a) Public Works Director Report – February 2025

Finance Director

- a) Finance Department Report – February 2025

Director Dazey highlighted the upcoming Green Peter and Foster Jamboree on March 28th and 29th to gather history about the area before the construction of the dams.

Director Springman stated that the street sweeper was back in service.

Reports of City Officials

City Manager's Report

City Manager Pro Tem Pretty stated that the Beautification Committee had established their weeding and planting schedule and invited interested volunteers to contact the City. She noted that there was still a vacancy on the Budget Committee and asked residents to apply. She thanked City Council for the opportunity to serve as City Manager Pro Tem.

Mayor's Report

Chief Ogden was sworn in as City Manager by Mayor Coleman. He was honored with a standing ovation.

Council Business for Good of the Order

There was no business to be heard.

Adjournment

There being no further discussion, the meeting was adjourned at 6:54 PM.

Mayor

ATTEST:

City Manager – Ex Officio City Recorder

DRAFT



REQUEST FOR COUNCIL ACTION

Title: Request for Council Action – Resolution No. 8 for 2025 – Updating Non-Represented Management Salary Schedule

Preferred Agenda: March 25, 2025

Submitted By: Jason Ogden, City Manager

Reviewed By: Blair Larsen, City Attorney

Type of Action: Resolution Motion Roll Call Other

Relevant Code/Policy: City Charter, Section 5 – Other City Officers and Employees

Towards Council Goal: Be an Effective & Efficient Government

Attachments: Resolution No. 8 for 2025; Exhibit A, Current & Proposed Salary Schedules

Purpose of this RCA:

The purpose of this RCA is to seek Council approval to formally transition the current Interim Assistant City Manager position into a Deputy City Manager position on a permanent basis. This role, currently held by Cecily Hope Pretty, has been critical in ensuring the continued functionality and efficiency of city operations amidst significant role consolidations and budgetary constraints.

Background/Context:

In August 2024, the City of Sweet Home implemented interim leadership appointments in response to staffing transitions. Jason Ogden was appointed Interim City Manager, and Cecily Hope Pretty was appointed Interim Assistant City Manager. Additionally, the Economic Development Director assumed the role of City Attorney shortly thereafter.

Since that time, the City has benefited significantly from the efficiencies created by these role consolidations. As of March 11, 2025, Jason Ogden has transitioned into the permanent City Manager role, while Cecily Hope Pretty has effectively continued to serve in both the Assistant City Manager capacity and, when needed, as the Interim City Manager, exceeding the six-month interim term limit as defined by the City Charter.

This request does not involve any new budgetary impact as the Assistant City Manager position was already approved within the current fiscal year budget. The Deputy City Manager designation better reflects the responsibilities and leadership contributions of the role and aligns with municipal management best practices. This change also solidifies long-term leadership stability within city administration, ensuring continuity in service delivery.

The Challenge/Problem:

1. Leadership and Continuity: The City requires stable, long-term executive leadership to maintain continuity in operations.
2. Efficiency and Multi-Role Management: The City continues to operate with lean staffing. Between the City Manager and Deputy City Manager, current responsibilities cover multiple departments, including:
 - City Manager duties
 - Deputy City Manager duties
 - Chief of Police
 - ½ of Finance Director responsibilities
 - Economic Development Director
 - Administrative Services Director
3. Budget-Neutral Solution: The position is already accounted for in the budget, providing an effective, cost-saving approach to City operations.

Issues and Financial Impacts:

The formalization of the Deputy City Manager position has no additional financial impact, as the role was already included in the approved fiscal year budget when the Interim Assistant City Manager position was created. This transition ensures continued leadership stability, allowing for streamlined oversight of multiple departments while maintaining cost efficiency. Operationally, this move optimizes role distribution by consolidating high-level administrative functions under two experienced leaders, reducing the need for additional hires or external consulting. Furthermore, solidifying this position mitigates risks associated with leadership gaps, ensuring uninterrupted governance and strategic oversight for the City's long-term success.

Elements of a Stable Solution:

A stable solution ensures operational efficiency, leadership continuity, and fiscal responsibility while supporting long-term strategic planning. By formalizing the Deputy City Manager role, the City retains an experienced leader who can effectively oversee multiple departments, streamline decision-making, and enhance internal coordination. This structure allows the City to maximize available resources without incurring additional financial burdens. Additionally, a well-defined leadership hierarchy provides clarity for city staff and strengthens administrative capacity, ultimately benefiting both employees and the community by maintaining high service standards and a proactive governance approach.

Options:

1. Deny the request: The City would need to reconsider alternative staffing solutions, potentially impacting operational efficiency.
2. Move to amend the request: The City Council may direct staff to modify the proposal or structure of the position.
3. Move to approve the formalization of the position: This will allow the City Manager to transition Cecily Hope Pretty from Interim City Manager to Deputy City Manager.

Recommendation:

Staff recommends Option 3: Approve the formal transition of Cecily Hope Pretty from Interim Assistant City Manager to Deputy City Manager, effective March 26, 2025.

RESOLUTION NO. 8 FOR 2025

A RESOLUTION UPDATING SALARY SCHEDULES FOR NON-REPRESENTED MANAGEMENT EMPLOYEES.

WHEREAS, the City of Sweet Home wishes to formally adopt a revised salary plan for its Non-Represented Management employees; and

WHEREAS, the City of Sweet Home wishes to formalize the position of the current Interim Assistant City Manager; and

WHEREAS, the City of Sweet Home Charter requires City Council to “fix the compensation of all City officers and employees”;

NOW, THEREFORE, the City of Sweet Home resolves as follows:

The attached salary schedules for Non-Represented positions are adopted for positions currently authorized as shown in Exhibit A.

This resolution replaces Resolution No. 19 for 2024 and shall be effective immediately upon passage by the City Council and by signature of the Mayor.

PASSED by the City Council and approved by the Mayor this 25th day of March, 2025

Mayor

ATTEST:

City Manager - Ex Officio City Recorder

EXHIBIT A
SALARY SCHEDULE
 July 1, 2024 – June 30, 2025
 Updated August 6, 2024 (Current)
NON-REPRESENTED MANAGEMENT EMPLOYEES

Step Position	A	B	C	D	E
COURT ADMINISTRATOR ACCOUNTANT	4,620	4,851	4,897	5,093	5,404
ASSISTANT CITY MANAGER (INTERIM)	9,605	10,085	10,589	11,119	11,675
ADMINISTRATIVE SERVICES DIRECTOR LIBRARY DIRECTOR	8,004	8,404	8,824	9,089	9,362
FINANCIAL OPERATIONS MANAGER PLANNING & BUILDING MANAGER SPECIAL PROJECTS MANAGER OPERATIONS MANAGER ADMINISTRATIVE SERVICES MANAGER	5,875	6,168	6,477	6,671	6,871
PUBLIC WORKS DIRECTOR	8,170	8,579	9,077	9,278	9,557
COMMUNITY & ECONOMIC DEVELOPMENT DIRECTOR	8,170	8,579	9,077	9,278	9,557
FINANCE DIRECTOR	8,210	8,621	9,051	9,323	9,602

EXHIBIT A
SALARY SCHEDULE
 July 1, 2024 – June 30, 2025
 Proposed Effective March 26, 2025
NON-REPRESENTED MANAGEMENT EMPLOYEES

Step Position	A	B	C	D	E
COURT ADMINISTRATOR ACCOUNTANT	4,620	4,851	4,897	5,093	5,404
DEPUTY CITY MANAGER	9,605	10,085	10,589	11,119	11,675
LIBRARY DIRECTOR	8,004	8,404	8,824	9,089	9,362
FINANCIAL OPERATIONS MANAGER PLANNING & BUILDING MANAGER SPECIAL PROJECTS MANAGER OPERATIONS MANAGER ADMINISTRATIVE SERVICES MANAGER	5,875	6,168	6,477	6,671	6,871
PUBLIC WORKS DIRECTOR	8,170	8,579	9,077	9,278	9,557
COMMUNITY & ECONOMIC DEVELOPMENT DIRECTOR	8,170	8,579	9,077	9,278	9,557
FINANCE DIRECTOR	8,210	8,621	9,051	9,323	9,602



Community Health Committee Meeting Minutes

February 26, 2025, 4:00 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 4:00 PM.

Roll Call

PRESENT

Chair Kelsey Ann Wray
Committee Member Michael Grenz
Committee Member Wanda Jones
Committee Member Dick Knowles
Committee Member Shirley Schumacher

ABSENT

Vice Chair Bob Dalton
Committee Member Dr. Larry Horton

Approval of Minutes

- a) 2025-01-22 Community Health Committee Meeting Minutes

Committee Member Knowles moved to approve the minutes of the January 22, 2025 Community Health Committee minutes. Committee Member Schumacher seconded the motion. The motion carried by the following vote:

AYE: Wray, Grenz, Jones, Knowles, Schumacher
ABSENT: Dalton, Horton

Recognition of Visitors / Public Comment

- a) Council Liaison Introduction

Councilor Bronson introduced himself to the Committee. He stated that he was heavily involved in the Family Assistance and Resource Center with Committee Member Horton.

The Committee Members introduced themselves and described their interests related to health and healthcare.

Councilor Bronson described his involvement in various boards and community groups.

Old Business

a) Committee Goals

City Manager Pro Tem Pretty provided some goals sent by Committee Member Horton. She reminded the Committee that they had the opportunity to recommend goals to the City Council for the next fiscal year and noted that goals would best be aligned with the City's Vision Statement.

Discussion ensued regarding the potential goals submitted by Committee Member Horton. There was consensus that there may be overlap between some and they could be consolidated. There was consensus that community education regarding available services was needed.

Councilor Bronson recommended a focus on preventive care for lifelong health.

Chair Wray stated that she had communicated with Vice Chair Dalton and they recommended beginning with broad goals. She offered the following examples:

- Create a healthier community through education and expanded resources
- Foster growth and partnership amongst incoming and current healthcare partners

Committee Member Jones expressed support for adopting the broad goal of education and expanded resources with organization of a community health forum as a concrete goal.

Chair Wray expressed support for restarting healthcare partner presentation to the Committee in order to foster growth and partnership. She asked of the codified charge to the Committee to commit provide funding, volunteers, and/or support for any action improving community health resources directed by City Council vote. City Manager Pro Tem Pretty replied that the minimum expectation would be that Committee Member support any health-related action within the Sweet Home community if also supported by the Council.

There was consensus that the Committee would discuss goals they wished to forward to City Council after the first City Council goal-setting session on March 11th.

No action was taken for this item.

b) Notice to Area Churches

Chair Wray presented a letter she drafted which was reviewed by the City and then sent out to all the Sweet Home area congregations, churches, and pastors. She stated that she received one response to date from Hillside Fellowship noting that they may be able to offer short-term, temporary assistance with a heating or cooling shelter.

No action was required for this item.

c) Community Needs List

Chair Wray presented the final Sweet Home healthcare resource list to the Committee. She stated that she would make an effort to review and update the list quarterly. City Manager Pro Tem Pretty stated that the list could easily be updated once published to the City website.

The Committee expressed support for the list as presented.

No action was required for this item.

d) Annual Report Update

Chair Wray stated that she had begun compiling her presentation for City Council scheduled for March 25, 2025. She requested that a review of the presentation be placed on the next Committee agenda.

No action was required for this item.

Committee Business for the Good of the Order

Chair Wray asked if the Committee could be notified of health-related community events. City Manager Pro Tem Pretty stated that the City could share information if it was provided to staff. She added that the Committee was welcome to share information and events that they felt the City may be interested in advertising to the community.

Adjournment

There being no further discussion, the meeting was adjourned at 5:11 PM.

ATTEST:

Chair

City Manager – Ex Officio City Recorder

DRAFT



CITY OF SWEET HOME LIBRARY BOARD MINUTES

March 13, 2025, 4:30 PM
Sweet Home City Hall, 3225 Main Street
Sweet Home, OR 97386

Call to Order

The meeting was called to order at 4:30 PM.

Roll Call

PRESENT

Chair Eva Journey

Vice Chair Kelsey Hicks

Board Member Jim Corley

Board Member Caryn Wise

ABSENT

Board Member Jen Castaneda

COUNCIL

Councilor Chelsea Augsburger, Council Liaison

STAFF

Megan Dazey, Library Services Director

Cecily Hope Pretty, Assistant City Manager Pro Tem

Chair Journey welcomed Councilor Augsburger as the new Council liaison to the Board. The Board Members introduced themselves and their backgrounds.

Councilor Augsburger introduced herself and shared her library-related interests.

Review & Approval of Minutes

- a) 2025-01-09 Library Board Meeting Minutes

The Minutes were not included in the agenda packet. There was consensus to consider them at the following meeting.

Report of the Library Services Director

- a) Director Report – February/March 2025

Director Dazey stated that Mayor Coleman visited the Library of Congress and selected books that were shipped to the Sweet Home Public Library. She noted that Senator Ron Wyden's office shipped additional books. She stated that staff was planning a reduction in the Western collection and the area would be dedicated to junior high-level materials. She added that she would be applying for grants to supplement the area. She stated there were no building maintenance issues in the past month. She highlighted the donation of several books from authors. She reviewed popular events in February and March. She stated that the University of Oregon Museum of Natural and Cultural History's Native Innovations display would be hosted in the library lobby for two weeks in April.

Chair Journey asked of the success of newly added free little libraries. Director Dazey replied that they were all being well-used.

No action was required for this item.

Statistics

a) Library Statistics – February 2025

Director Dazey stated that statistics were on track to meet or exceed prior years' statistics and highlighted additional volunteer hours. She noted that there was a near-record number of new library cards.

No action was required for this item.

Fiscal Report

There was no fiscal report to be heard.

Old Business

a) Final Strategic Plan 2025-2030

Assistant City Manager Pro Tem Pretty stated that there were no changes to the Strategic Plan since it was previously considered in January but that a formal vote was required to approve it.

Chair Journey expressed support for the inclusion of defining the library as a "learning organization." She provided some grammatical suggestions. She asked of a prior program utilized for skills training. Director Dazey replied that LinkedIn Learning was previously funded through the Oregon State Library but due to high costs and low usage, the City discontinued its use, and the State Library redirected funds to enhance the catalog through the Libby app.

Board Member Corley suggested including the goal of updated facilities in the monthly newsletter. He expressed support for the goal of enhancing literacy through partnership with the School District.

Councilor Augsburger asked if the stained glass in the current library could be preserved for use in a future building. Director Dazey replied that it could be.

Board Member Wise moved to adopt the 2025-2030 Strategic Plan. Board Member Corley seconded the motion. The motion carried by the following vote:

AYE: Journey, Hicks, Corley, Wise

ABSENT: Castaneda

New Business

a) History Jamboree & SHPL March 2025 Newsletter

Director Dazey stated that the History Jamboree was seeking volunteers and invited the Board Members to attend.

No action was required for this item. Item c was addressed at this time.

c) Overview of Public Library Standards

Director Dazey presented a condensed version of State and Local Public Library Standards. She stated that compliance was required to take advantage of grants and programming. She highlighted the inclusion of a comprehensive checklist rating the library's compliance and provision of services and noted that the Strategic Plan would enhance its scoring.

No action was required for this item. Item b was addressed at this time.

b) Oregon State Library Dataset for 2024

Director Dazey stated that the dataset included public libraries receiving public dollars and that reporting was required annually. She reviewed several of the dataset categories.

Chair Journey asked of comparisons to other libraries in Linn County. Director Dazey stated that the Sweet Home Public Library was doing well but additional funding was desired to upgrade the _____ catalog.

Board Member asked of the current square footage of the building. Director Dazey stated that the library needed to double its square footage based on the current population.

Chair Journey asked of the Seed Library. Director Dazey stated that over 2,000 seed packets had already been distributed and more were available.

No action was required for this item.

Adjournment

There being no further discussion, the meeting was adjourned at 5:06 PM.

Chair

ATTEST:

Library Services Director, Secretary to the Board

DRAFT



CITY OF SWEET HOME PARKS AND TREE COMMITTEE MINUTES

February 19, 2025, 8:30 AM
Santiam Conference Room
3225 Main Street, Sweet Home, OR 97386

WIFI Passcode: guestwifi

PLEASE silence all cell phones – Anyone who wishes to speak, please sign in.

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.

Meeting Information

The City of Sweet Home is streaming the meeting via the Microsoft Teams platform and asks the public to consider this option. There will be opportunity for public input via the live stream. To view the meeting live, online visit <http://live.sweethomeor.gov>. If you don't have access to the internet you can call in to 971-203-2871, choose option #1 and enter the meeting ID to be logged in to the call. Meeting ID: #278 852 022 483

Call to Order and Pledge of Allegiance

The meeting was called to order at 8:30 AM

Roll Call of Park and Tree Committee Members:

PRESENT:

Scott Swanson
Matthew Bechtel
Lena Tucker
Wally Shreves
Bob Dalton
Debra Northern
Councilor Hegge

ABSENT:

Nancy Patton

STAFF:

Angela Clegg, Planning & Building Manager
Greg Springman, Public Works Director
Sean Hegge, Crew Lead: Facilities and Parks
Amber Steinborn, Planning & Building Permit Tech
Adam Leisinger, Special Project Managers
Rebecca Swoboda, Administrative Assistant

GUESTS:

Patty Holk, Beautification Committee

The location of the meeting is accessible to the disabled. If you have a disability that requires accommodation, advanced notice is requested by notifying the City Manager's Office at 541-367-8969.

Time Reports

None. Wally will email Angela his time for picking up the trees.

Meeting Minutes

a) 2025-01-15 Park & Tree Committee Meeting Minutes

A motion to approve the January 15, 2025 meeting minutes was made by Lena Tucker, seconded by Debra Northern.

Voting Yea: Wally Shreves, Lena Tucker, Scott Swanson, Matthew Bechtel, Debra Northern, Bob Dalton

Voting Nay: None

Absent: Nancy Patton

Public Comment. This is an opportunity for members of the public to address the Park and Tree Committee on topics that are not listed on the agenda.

None

Old Business

Beautification Committee Update: Patty Holk gave an update. Candy Snyder will take over as lead of the committee when she returns from vacation. Patty thanked the Park & Tree Committee for their assistance in the past. Recruiting more volunteers is a priority for the Beautification Committee. The Committee will be sticking with the traditional schedule that they've followed in the past. Patty gave a description of the work scheduled and the groups in charge of each planting location. Rebecca gave an update on the orders and gave a copy of the calendar to Angela to distribute.

Weddle Bridge/Mill City Outreach Update: Wally had a phone conversation with a person in Mill City. He was able to determine the grant funding that they received and the match that was required. He will continue to reach out.

Arbor Day Event: The event will be held on April 26th. Wally would like to add an ivy removal to the schedule of events. Angela will bring a flyer to the March meeting. Sean verified when the trees will be planted.

Replacement Trees: The trees will be planted in the next few weeks and then celebrated during Arbor Day. Angela asked to be included in the planting date so she can get photos for the Arbor Day report. There was discussion regarding the locations that the trees will be planted.

Sankey Park Phase III Update: Angela gave an update on the design submittal and the budget review. Once the review is completed, Angela will amend the OPRD Grant and report next steps.

New Business

Community Garden: Walley asked if any of the Committee has seen the Lebanon Community Garden. He volunteered to go take photos to share with the group at the march meeting.

Round Table Discussions (Committee comments about topics not listed on the agenda)

Lena thanked Angela for the getting the Tree City USA application in and approved. Angela informed the Committee that this is the 38th year that Sweet Home has been designated a Tree City USA. Staff have discussed doing a special celebration when they get to 40 years.

Bob thanked public works for creating a bench out of a tree he donated and for the plaque they installed on the bench. Bob asked if the bandstand was still on the list of tasks. Angela stated that it is still on the list of tasks to complete, but will be done in a later phase. Angela told the committee that she will run a report to see where they are with donations.

Wally had asked Bob about trees that Bob had seen planted in beauty strips on Elm Street. There is concern about tree varieties. Bob asked staff about regulations for planting trees in beauty strips. Angela stated that she will look into the code and see what regulations she can find. There was discussion about planting and then not maintaining the plants in the strips. There was

additional discussion about the trees interfering with infrastructure like sidewalks, water lines, etc. Bob stated the they were planted up on 14th Avenue and Elm Street. Staff stated that they will go look at the planting. Lena stated that the Committee could look into materials to promote the 'Right Tree in the Right Spot.'

Debra asked about white's park. She stated that they were asked to move from the area. Angela and Adam stated that it is private property and the owners are no longer allowing people to park there because of the constant garbage dumping.

Adjournment

The meeting was adjourned at 9:15 AM



TO: City Council
 Jason Ogden, City Manager
 Interested Parties

FROM: Angela Clegg, Planning and Building Manager

DATE: March 25, 2025

SUBJECT: Planning, Building & Engineering Department Report – February 2025

The Planning, Building, and Engineering Department consists of the City's Building, Planning, Engineering, and Parks and Recreation programs. The following is a summary of activities and notes on current projects from February 1 to February 28, 2025.

1. BUILDING

SUMMARY OF BUILDING PROGRAM PERMITS ISSUED					
Permit Category	February 2025	January 2025	2025 YTD	2024 Total	2020-2024 Annual Average
Residential 1 and 2 Family Dwellings	1	4	5	27	24
Residential Demolition	2	0	2	4	7.8
Residential Manufactured Dwellings	0	0	0	5	6.8
Residential Mechanical	4	5	9	112	103.2
Residential Plumbing	2	2	4	13	25.8
Residential Site Development	0	0	0	0	0.2
Residential Structural	5	5	10	39	47.4
Commercial Alarm or Suppression Systems	0	0	0	2	3.6
Commercial Demolition	0	0	0	0	3
Commercial Mechanical	1	1	2	19	16.6
Commercial Plumbing	1	0	1	7	8.2
Commercial Site Development	0	0	0	1	2.4
Commercial Structural	1	1	2	28	32.2
Total Permits	17	18	35	243	278.4
Value Estimate of All Permits	\$541,153.25	\$1,357,540.00	\$1,898,693.25	\$17,738,221.41	\$18,256,308.81
Fees Collected	\$8,114.49	\$19,018.98	\$27,133.47	202,214.77	\$227,074.23

Developments of note: For your reference, below are some developments of note that were previously reported. Any changes are noted with **bold text**.

- Mountain Fir Subdivision: a 5 lot plus 1 remainder lot subdivision extending Mountain Fir Street and adding 'Street A' (to be renamed prior to development). The applicant plans to develop the 5 lots with senior living cottages similar to those the abutting lot. The Planning Commission approved the Subdivision on November 21, 2024.
- Duck Hollow Phase III Subdivision: 51-lot single-family home subdivision located adjacent to the existing Duck Hollow Subdivision (41st Avenue and Long Street). This subdivision received planning approval in 2020, however there was a long delay due to wetlands regulations administered by the Oregon Department of State Lands. State approval has been granted, however there is no timeline available on actual construction.
- Live Oak Subdivision: 8-lot single-family home subdivision located between the two existing portions of Live Oak Street. The subdivision was approved in 2021, however the property changed hands, which delayed development. The new owner is planning on constructing 8 duplexes (16 housing units) on the lots. Development of the road and infrastructure is complete, and construction of the first buildings has begun. The developer is moving forward with development and submitted 2 new building permits.
- Foothills Ridge Subdivision: A single-family home subdivision located at the west end of Foothills Drive was originally approved in 2021; however, the property changed ownership, and the previous subdivision expired. The Planning Commission approved a new subdivision for the site consisting of 27 lots, on September 18, 2024.
- Santiam River Development Phase 1: 42-lot single-family home subdivision located at the north end of Clark Mill Road. Planning approval was granted at the beginning of this year, however some of the property is being sold to a different developer. A pre-application meeting was held for a redesign of the subdivision incorporating current development zoning code. The application is pending.
- Clear Water Subdivision: 18-lot single-family home subdivision located on the west side of 45th Avenue, just north of Kalmia Street. Planning approval was granted in June. Road, sidewalk, and other infrastructure construction is complete. Construction has been steady, development is moving forward, and homes are being sold.
- Coulter Subdivision: The Sweet Home Planning Commission approved a 157-lot low-density residential subdivision located at 43rd Avenue and Coulter Lane. This subdivision will be built in four phases. The property includes wetlands, and development will require mitigation and permitting through the Department of State Lands, which will likely decrease the number of lots that are ultimately developed. The initial phase is unhindered by wetlands and will likely move forward as soon as market conditions warrant construction. The Developer has submitted an amended site plan and infrastructure plans currently in review by staff. Development will start once plans have been approved.

2. PLANNING

- Summary of **Final Decisions** on Planning Division Applications:

Application Type	February 2025	January 2025	2025 YTD	2024 Total	2020-2024 Annual Average
Adjustments	0	0	0	1	N/A
Annexations	0	0	0	0	0.4
Code Amendments	0	0	0	0	1.4
Conditional Use	0	0	0	4	7.4
Fence Permit	0	1	1	40	TBD
Home Occupation	0	0	0	0	0.20
Partition	0	0	0	3	11.8
Planned Development/ Subdivision	0	0	0	3	1.8
Property Line Adjustments	0	0	0	6	13.4
Temp RV Permit	0	0	0	4	TBD
Vacation	0	0	0	0	0.2
Variance	0	0	0	1	3.0
Zoning Map Amendment	0	0	0	1	2.2

- Total Planning Division Applications **Submitted**:

Total Completed Application	3	1	4	61	31.20
Total Fees Collected	\$900.00	\$20.00	\$920.00	\$10,150.00	\$15,883.50

- 5 Land Use Applications were submitted in February.
- 3 applications are pending revision and payment.
- 2 Land Use Applications are pending final approval.
- The City received a grant from the State to update our Transportation System Plan and create an Area Plan for the undeveloped land on the north side of the City. The project is fully underway. The Technical Advisory and Public Advisory Committee met with consultants on January 9th to discuss Technical Memo #6. The City held a joint work session with the Planning Commissioners and City Council on January 28th. The final draft of the TSP will be heard by the Planning Commission on April 3, 2025, and City Council on April 22, 2025.
- The Planning Commission last met for a regular meeting on December 19th. There have been no meetings since December due to lack of business.
- 38th Year being designated as a Tree City USA member.

3. ENGINEERING

City Projects:

- Engineering is doing a round of cleanup and usability improvements on Right-of-Way and Erosion Control Permit Application forms, which should lead to a lower turnaround time for permit issuance in busy times.

GIS & Engineering Housekeeping:

- Regular address/tax lot GIS updates
- Updating digital records of Comprehensive and Zone maps
- Map exhibit creation for various illustrative purposes
- Reviewing plans and processing right of way permits
- Replaced deteriorating legacy GIS/Land Use Notice tools with modern, low maintenance alternatives

Property Development:

- Engineering Processed 11 Right-of-Way permits for the month of January. A vast majority were for communications installation and should bring a wider variety of internet providers to the community.

Application Type	February 2025	January 2025	2025 YTD	2024 Total	2023-2024 Annual Average
ROW	\$0	\$60	\$60.00	\$510.00	\$1,005.00
SC Inspections	\$0	\$30	\$30.00	\$50.00	\$510.00
Erosion Control	\$0	\$0	\$0	\$50.00	\$412.50
Parks SDC	\$1,201.00	\$1,201.00	\$2,402.00	\$12,708.00	\$22,729.36
Sewer SDC	\$4,345.00	\$5,245.00	\$9,590.00	\$41,822.39	\$75,911.03
Storm SDC	\$983	\$983.00	\$1,966.00	\$10,238.00	\$19,968.50
Streets SDC	\$2,947.00	\$2,947.00	\$5,894.00	\$30,764.88	\$72,691.07
Water SDC	\$5,524.00	\$5,524.00	\$11,048.00	\$62,483.00	\$92,623.87
Total	\$15,000.00	\$15,990.00	\$30,990.00	\$158,626.00	\$285,851.00

4. PARKS

- The Park and Tree Committee last met on February 19th. Their next meeting will be March 19th.
- Staff applied for a grant from the Oregon Park and Recreation Department for Phase III of Sankey Park improvements, which will provide trail connections (including ADA access) to the upper portion of the park as well as amphitheater-style seating. The engineers submitted 100% design documents. Staff are in the process of final review.
- Staff plans to re-apply for the Oregon Department of Forestry Community Green Infrastructure Grant. If approved, the grant funds will support the DEQ water quality project, which serves as mitigation for the fines issued to the WWTP in 2023. The City plans to collaborate with the South Santiam Watershed Council for project management and implementation.
- Park & Tree Committee members will be reaching out to Mill City regarding their campaign to save their bridge. The Committee members hope to gain some insight into how to move forward with a successful Weddle Bridge campaign. Staff have also applied for Weddle Bridge

to be re-listed on the National Register of Historic Places and expect a reply from the State regarding the designation in April.

- Arbor Day Celebration will be on April 26th from 2:00-4:00 PM at Sankey Park.

5. SPECIAL EVENTS, RENTALS, AND MEMBERSHIPS

Application Type	February 2025	January 2025	2025 YTD	2024 Total	2023-2024 Annual Average
Chair & Table Rental	\$0	\$0	\$0	\$260.00	\$325.00
Gazebo Rental	\$0	\$0	\$0	\$640.05	\$607.58
Hut Rental	\$0	\$0	\$0	\$150.00	\$125.03
Racquetball Membership	\$0	\$0	\$0	\$257.00	\$391.13
Weddle Bridge Rental	\$0	\$0	\$0	\$135.00	\$117.53
Total Fees Collected	\$0	\$0	\$0	\$1,442.00	\$1,566.27

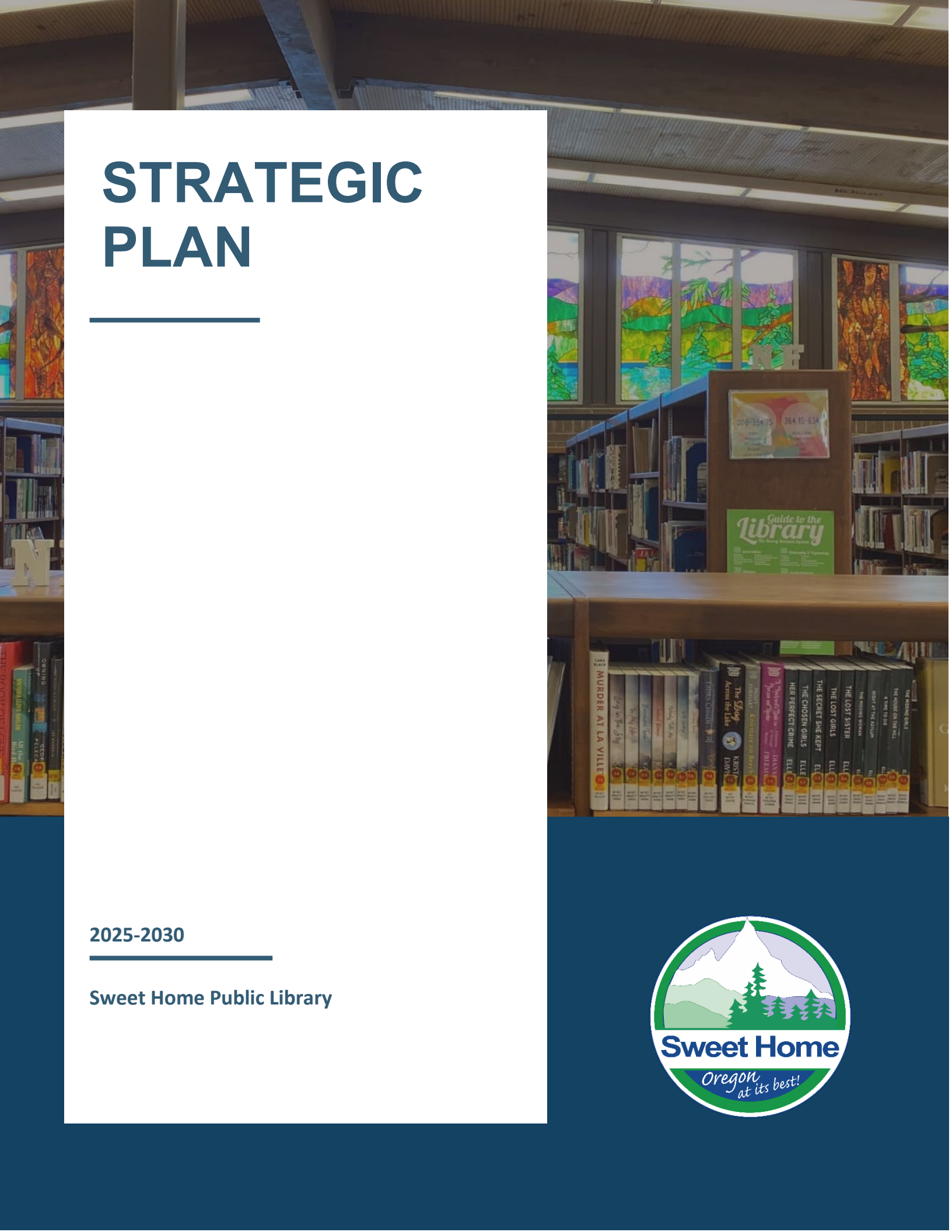
6. OTHER PROJECTS

- Willow Street Neighborhood LID: Staff have finalized a financing plan and received approval from the financing agency. Design was completed; however, staff identified additional items that may require a change order for engineering. If the change order is authorized, additional time for engineering will be needed and the financing plan may need to be amended, after which an RFP for construction can be issued.
- ODOT Foster Lake Sidewalk Project: Construction is complete. Staff contacted ODOT this month to restart talks on connecting the sidewalk portion under the railroad trestle.

STRATEGIC PLAN

2025-2030

Sweet Home Public Library



Strategic Plan of the Sweet Home Public Library 2025-2030 Strategic Plan

Mission Statement

The Sweet Home Public Library transforms lives by educating, inspiring, and connecting people. The Library is dedicated to fostering an informed, engaged and connected community.

Core Values Statement

Our users are not only our customers, but they are also the reason the Library exists. We provide a safe and welcoming environment for all of our patrons. Services are provided in an equal manner that is sensitive to and supportive of human differences. We are a learning organization that is not afraid to change and take appropriate risks in pursuit of meeting community needs. We periodically assess our services and methods. We conduct the library functions with integrity and responsibly by maintaining high standards in our work and a sense of pride. We support our community members, where all can be respected and valued as part of the community.

Goals and Objectives

Goal 1: Work towards a new (or updated) facility

Objective: Clearly communicate need for new facility and a well-funded library

Objective: Acquire property (*with donated funds*)

Objective: Find/secure additional funding and partnerships for new facility

Objective: Building plans with architect

Objective: Break ground

Goal 2: Increase awareness and usage of the library by intensifying marketing, promotion, and communication

Objective: Increase communication throughout the community to enhance awareness of all that is available and possible at the library

Objective: Host an annual Open House to highlight the library, library resources, and library card sign ups

Objective: Update and streamline the Library website

Goal 3: Provide enlightening and entertaining learning experiences for all residents of all ages and abilities

Objective: Form a Teen Advisory Group

Objective: Increase access to and use of library resources by reducing barriers and enhancing collections

Objective: Develop services and programming that inclusively meet the needs of the community for all ages

Objective: Continue to promote the Library as a safe destination for all

Goal 4: Promote literacy and enrich people’s lives through lifelong learning

Objective: Offer current, high-demand, high-interest materials in a variety of formats for borrowers of all ages and ensure access to a diverse range of collections for all in the community

Objective: Work with school district to offer tours, storytime, or research help to all school district students (during school hours) via visits to the Library

Objective: Find grants/funding opportunities for literacy-related materials and programs

Goal 5: Support the economic health of the community

Objective: Build, maintain, repair, and establish community relationships

Objective: Host job/volunteer fairs and job skills classes at the Library

Objective: Collaborate with community partners to improve access to services and resources

Objective: Secure funding for a yearly Teen Internship Program

Approved by the Library Advisory Board, effective March 13, 2025.

Library Board Chair

ATTEST:

Library Services Director, Secretary to the Board

PRESS RELEASE

FOR IMMEDIATE RELEASE

Contact:

Megan Dazey, Library Director
Sweet Home Public Library
shpl@sweethomeor.gov

SWEET HOME PUBLIC LIBRARY RECEIVES NATIONAL GRANT FOR SMALL AND RURAL LIBRARIES *\$10,000 Grant Will Help the Library Work with Residents with Disabilities for Accessibility of our Library Building*

Sweet Home — Sweet Home Public Library has been selected as one of 300 libraries to participate in round three of Libraries Transforming Communities: Accessible Small and Rural Communities, an American Library Association (ALA) initiative that provides community engagement and accessibility resources to small and rural libraries to help them better serve people with disabilities.

The competitive award comes with a \$10,000 grant that will help the library provide better accessibility to the Library building.

“We are so proud to be chosen for this amazing opportunity,” said Library Director Dazey. “This grant will give our community better access to the building with an updated automatic door. It will make the space easier for all to enjoy.”

As part of the grant, Sweet Home Public Library staff will take an online course in how to lead conversations, a skill vital to library work today. Staff will then host a conversation with residents about accessibility and use the grant funds to install an updated automatic door for the Library, along with other small accessibility-related updates.

An automated door in a library provides easy access for all visitors, including those with disabilities, ensuring inclusivity and convenience for all.

If you are interested in getting involved or taking part in the conversation, please contact Megan Dazey at shpl@sweethomeor.gov or visit sweethomeor.gov/library for more information soon.

Since 2014, ALA’s Libraries Transforming Communities initiative has re-imagined the role libraries play in supporting communities. Libraries of all types have utilized free dialogue and deliberation training and resources to lead community and campus forums; take part in anti-violence activities; provide a space for residents to come together and discuss challenging topics; and have productive conversations with civic leaders, library trustees, and staff.

“Libraries Transforming Communities: Accessible Small and Rural Communities is an initiative of the American Library Association (ALA) in collaboration with the Association for Rural and Small Libraries (ARSL).”



October 2023 Council Report-Traffic

CITATIONS ISSUED	Feb-25	Feb-24	2025 TO DATE	2024 TO DATE	YEAR TO DATE CHANGE
Chapter 803 Vehicle Title and Registration (Fail to Register Vehicle, Fail to Renew Registration, Altered Plate, Switched Plates, Fail to Display Plate, etc.)	1	0	4	2	50.00%
Chapter 806 Financial Responsibility Law (Driving Uninsured, Fail to Carry Proof of Insurance, False Info Regarding Liability Insurance, etc.)	12	12	33	25	24.24%
Chapter 807 Driving Privileges, Licenses and Permits (No Operator License, Fail to Carry and Present License, Fail to Change Name and/or Address on Operator License, etc.)	4	2	6	5	20.00%
Chapter 811 Rules of the Road for Drivers (Speeding, DWS, Reckless Driving, Careless Driving, Hit and Run, Fail to Obey Traffic Control Device, Follow too Close, Illegal Parking, Fail to Yield to Pedestrian, Fail to Wear Seatbelt, etc.)	28	24	62	49	20.97%
Chapter 813 Driving Under Influence of Intoxicants (Drive Under Influence of Intoxicants, Refuse the Breath Test, etc.)	0	2	2	5	-60.00%
Chapter 814 Pedestrians; Passengers; Livestock; Motorized Wheelchairs; Motorcycles; Bicycles (Improper Use of Lanes, No Motorcycle Helmet, Bicyclist failing to Signal, etc)	0	0	0	0	0.00%
Chapter 815 Vehicle Equipment Generally (Improper Fenders or Mud Guards, Unreasonable Noise, Obstructed Vehicle Windows, etc.)	0	0	1	0	100.00%
Chapter 816 Vehicle Equipment (Operate Without Lighting Equipment, Operate Without Tail Lights, etc)	0	0	1	0	100.00%
Chapter 818 -821 (Vehicle limits, abandoned vehicle, special provisions, off road vehicles)	0	0	0	0	0.00%
TOTAL CITATIONS ISSUED	45	40	109	86	21.10%
TOTAL PERSONS CITED	22	27	56	45	19.64%
TOTAL WARNINGS ISSUED	103	18	256	88	65.63%
TOTAL OFFICER INITIATED TRAFFIC STOPS	127	137	312	221	29.17%

MOTOR VEHICLE CRASHES	Feb-25	Feb-24	2025 TO DATE	2024 TO DATE	YEAR TO DATE CHANGE
MVC-FATAL	0	0	0	0	0.00%
MVC-INJURY	2	2	7	5	28.57%
MVC-NON INJURY	5	6	10	13	-23.08%
HIT & RUN VEHICLE INJURY	1	0	2	0	100.00%
HIT & RUN PROPERTY	5	7	8	15	-46.67%
TOTAL CRASHES	13	15	27	33	-18.18%

CRASHES INVOLVING DUII ARREST	0	1	1	1	0.00%
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OCTOBER 2023 COUNCIL REPORT-CALLS FOR SERVICE

CALLS FOR SERVICE	Feb-25	Feb-24	2025 TO DATE	2024 TO DATE	YEAR TO DATE CHANGE
PERSON CRIMES (Homicide, Assault, Harassment, Sex Crimes, Menacing, Reckless Endanger, Kidnap, Domestic Violence, Elder & Child Abuse, etc)	17	29	39	57	-31.58%
PROPERTY CRIMES (Arson, Burglary, Theft, Criminal Mischief, Motor Vehicle Theft, Robbery, Unlawful Entry into Motor Vehicle, Reckless Burning, etc)	23	35	66	81	-18.52%
SOCIETY CRIMES (Drive Under Influence of Intoxicants, Disorderly Conduct, Resisting Arrest, Criminal Trespass, Escape, Runaway, Drug Offenses, Weapon Offenses, etc)	25	14	46	55	-16.36%
OREGON SPECIFIC CRIMES (Protective Custodies, Traffic Crimes other than DUII, Warrant Arrests)	67	36	122	98	19.67%
TOTAL CRIMES REPORTED	132	114	273	291	-6.19%
TOTAL CRIMES CLEARED	101	76	110	189	-41.80%
NON CRIMINAL CALLS FOR SERVICE (Abandoned Vehicles, Agency Assists, 911 hangups, Alarm Calls, Ambulance Assist, Animal Calls, Death Investigations, Disturbances, Domestic Disputes, Juvenile, Motor Vehicle Crashes, Public Assists, Suspicious Activity, Traffic, Trespass Warnings, etc)	547	559	1190	1350	-11.85%
TOTAL CALLS FOR SERVICE	679	673	1463	1641	-10.85%
TOTAL INCIDENT NUMBERS ISSUED	634	618	1351	1442	-6.31%
TOTAL CAD NUMBERS ISSUED	1351	1334	2783	2740	1.55%

CUSTODIES	Feb-25	Feb-24	2025 TO DATE	2024 TO DATE	YEAR TO DATE CHANGE
TOTAL PERSONS TAKEN INTO CUSTODY	60	49	119	122	-2.46%
TOTAL ADULTS ARRESTED	58	36	117	101	13.68%
TOTAL JUVENILES IN CUSTODY	2	13	2	21	-90.48%
TOTAL CHARGES	116	81	231	215	6.93%
TOTAL ADULT CHARGES	113	62	228	186	18.42%
TOTAL JUVENILE CHARGES	3	19	3	29	-89.66%