



CITY OF SWEET HOME CITY COUNCIL AGENDA

February 11, 2020, 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.

Call to Order and Pledge of Allegiance

Roll Call

Consent Agenda:

- a) [Request for Council Action - OLCC Change of Ownership - Mr. Lucky's Deli](#) pg. 3-12
- b) [Motion to Excuse](#) pg. 13

Approval of Minutes:

- a) [2020-01-28 City Council Meeting Minutes](#) pg. 14-17

Recognition of Visitors and Hearing of Petitions:

Old Business:

- a) Jacob's Contract Discussion

New Business:

Ordinance Bills

- a) [Request for Council Action - Sweet Home Ordinance Amending Sections of the SHMC](#) pg. 18-28

Request for Council Action and First Reading of Ordinance Bills

Second Reading of Ordinance Bills

Third Reading of Ordinance Bills (Roll Call Vote Required)

- a) [Ordinance No. 1 for 2020 - Sweet Home Ordinance Pertaining to the Use of Transit Shelters in the City of Sweet Home](#) pg. 29-34

Reports of Committees:

Administrative and Finance/Property

Park and Tree Committee

Youth Advisory Council

Chamber of Commerce

Chamber of Commerce
Area Commission on Transportation
Solid Waste Advisory Council
Ad Hoc Committee on Health
Legislative Committee

Reports of City Officials:

Mayor's Report
City Manager's Report

Department Director's Reports (1st meeting of the Month)

Library Services Director

- a) [Library Happenings](#) pg. 35
- b) [Patron Statistics](#) pg. 36
- c) [Circulation Statistics](#) pg. 37

Community and Economic Development Director

- a) [Monthly Department Report](#) pg. 38-40

Public Works Director

- a) [PW Monthly Report](#) pg. 41-44

Police Chief

Council Business for Good of the Order

- a) [Comcast Notice](#) pg. 45

Adjournment



REQUEST FOR COUNCIL ACTION

PREFERRED AGENDA: February 11 th , 2020	TITLE: OLCC Change of Ownership	TYPE OF ACTION: <input type="checkbox"/> RESOLUTION
SUBMITTED BY: Jeff Lynn, Chief of Police	ATTACHMENTS: OLCC Application	<input checked="" type="checkbox"/> MOTION
REVIEWED BY: R. Towry, City Manager		<input type="checkbox"/> OTHER
RELEVANT CODE/POLICY: ORS 471.166	TOWARD COUNCIL GOAL: 4: Economic Strength	

PURPOSE OF THIS MEMO: Mr. Lucky’s Deli is changing ownership and the new owner, Jane Suh, has applied for a “Limited On-Premises” liquor license. The location of the business is 1207 Long Street, Sweet Home.

BACKGROUND/CONTEXT: The Sweet Home Police Department is tasked with reviewing applications for liquor licenses that are within the City Limits of Sweet Home. Mr. Lucky’s Deli is changing ownership. As with any change of ownership, the new owner must apply for a Liquor License through the Oregon Liquor Control Commission under their name. The new owner, Jane Suh, has applied for a Limited On-Premises liquor license. This type of license allows male beverages, cider and wine to be sold for consumption on the premises. This type of license is appropriate for this type of business.

The Police Department received this investigation during the middle of January 2020 and has conducted an investigation into this request. As part of the investigation the new owner was contacted. The business will maintain its existing methods of operation. Ms. Suh indicated that she will be responsible for the daily management and may get assistance with that from one additional employee.

The OLCC Investigator responsible for processing Ms. Suh’s application was contacted and indicated that she has no concerns with it.

Based upon review of the investigation I found no reason to recommend denial to the Sweet Home City Council.

STAKEHOLDERS:

- *Mr. Lucky’s Deli* - A liquor license and the ability to sell beer, cider and wine as part of its food service.
- *Citizens/Community* – Mr. Lucky’s Deli creates additional opportunities and choices for the community.

ISSUES & FINANCIAL IMPACTS:

- Denial of an OLCC liquor license would have a negative impact on sales for Mr. Lucky’s Deli.

- There are no known or anticipated financial impacts for the Sweet Home Police Department or the City of Sweet Home.

OPTIONS:

1. *Do Nothing.*
2. *Direct further investigation prior to City's recommendation*
3. *Make a motion that the City of Sweet Home recommends an OLCC license be granted to Mr. Lucky's Deli.*

RECOMMENDATION:

Staff recommends option #3 - *Make a motion that the City of Sweet Home recommends an OLCC license be granted to Mr. Lucky's Deli.*

RECEIVED

DEC 13 2019

OLCC - Eugene



OREGON LIQUOR CONTROL COMMISSION

LIQUOR LICENSE APPLICATION

paid \$100 - cash

1. Application. Do not include any OLCC fees with your application packet (the license fee will be collected at a later time). Application is being made for:

1/17/20

License Applied For:	CITY AND COUNTY USE ONLY
<input type="checkbox"/> Brewery 1 st Location	Date application received and/or date stamp:
<input type="checkbox"/> Brewery 2 nd Location	
<input type="checkbox"/> Brewery 3 rd Location	Name of City or County:
<input type="checkbox"/> Brewery-Public House 1 st location	
<input type="checkbox"/> Brewery-Public House 2 nd location	Recommends this license be:
<input type="checkbox"/> Brewery-Public House 3 rd location	
<input type="checkbox"/> Distillery	<input type="checkbox"/> Granted <input type="checkbox"/> Denied
<input type="checkbox"/> Full On-Premises, Commercial	By: _____
<input type="checkbox"/> Full On-Premises, Caterer	
<input type="checkbox"/> Full On-Premises, Passenger Carrier	Date: _____
<input type="checkbox"/> Full On-Premises, Other Public Location	OLCC USE ONLY
<input type="checkbox"/> Full On-Premises, For Profit Private Club	
<input type="checkbox"/> Full On-Premises, Nonprofit Private Club	Date application received:
<input type="checkbox"/> Grower Sales Privilege 1 st location	<i>01/15/2020</i>
<input type="checkbox"/> Grower Sales Privilege 2 nd location	By: <i>OC</i>
<input type="checkbox"/> Grower Sales Privilege 3 rd location	License Action(s):
<input checked="" type="checkbox"/> Limited On-Premises	<i>C/O</i>
<input type="checkbox"/> Off-Premises	
<input type="checkbox"/> Off-Premises with Fuel Pumps	
<input type="checkbox"/> Warehouse	
<input type="checkbox"/> Wholesale Malt Beverage & Wine	
<input type="checkbox"/> Winery 1 st Location	
<input type="checkbox"/> Winery 2 nd Location	
<input type="checkbox"/> Winery 3 rd Location	

2. Identify the applicant(s) applying for the license(s). ENTITY (example: corporation or LLC) or INDIVIDUAL(S) applying for the license(s):

Jane Suh

(Applicant #1) _____ (Applicant #2) _____

(Applicant #3) _____ (Applicant #4) _____

3. Trade Name of the Business (Name Customers Will See)

Mr. Lucky's Deli

4. Business Address (Number and Street Address of the Location that will have the liquor license)

1207 Long St

City	County	Zip Code
<i>Sweet home</i>		<i>97386</i>



OREGON LIQUOR CONTROL COMMISSION

LIQUOR LICENSE APPLICATION

5. Trade Name of the Business (Name Customers Will See) Mr. Lucky's Deli			
6. Does the business address currently have an OLCC liquor license? <input checked="" type="checkbox"/> YES <input type="checkbox"/> NO			
7. Does the business address currently have an OLCC marijuana license? <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO			
8. Mailing Address/PO Box, Number, Street, Rural Route (where the OLCC will send your mail) 2395 Crestmont Cir S.			
City Salem	State OR	Zip Code 97302	
9. Phone Number of the Business Location 541-367-3040		10. Email Contact for this Application JSub8000@gmail.com	
11. Contact Person for this Application Jane Suh		Phone Number 949-933-0888	
Contact Person's Mailing Address (if different)	City	State	Zip Code

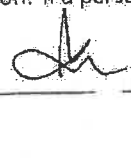
Please note that liquor license applications are public records. A copy of the application will be posted on the OLCC website for a period of several weeks.

I understand that marijuana (such as use, consumption, ingestion, inhalation, samples, give-away, sale, etc.) is prohibited on the licensed premises.

I attest that all answers on all forms, documents, and information provided to the OLCC are true and complete.

Applicant Signature(s)

- Each individual person listed as an applicant must sign the application.
- If an applicant is an entity, such as a corporation or LLC, at least one person who is authorized to sign for the entity must sign the application.
- A person with the authority to sign on behalf of the applicant (such as the applicant's attorney or a person with power of attorney) may sign the application. If a person other than an applicant signs the application, please provide proof of signature authority.

Jane Suh / 

(Applicant #1) _____ (Applicant #2)

_____ (Applicant #3) _____ (Applicant #4)



OREGON LIQUOR CONTROL COMMISSION
INDIVIDUAL HISTORY FORM

1. Name: (LAST)	Suh	(FIRST)	Jane	(MIDDLE)	
2. Other Names Used (Maiden, Etc.):					
3. Do you have a Social Security Number (SSN) issued by the U.S. Social Security Administration?					
<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No If yes, please provide your SSN: [REDACTED]					
<p>SOCIAL SECURITY NUMBER DISCLOSURE: As part of your application for an initial or renewal license, Federal and State laws require you to provide your Social Security Number (SSN) to the Oregon Liquor Control Commission (OLCC) for child support enforcement purposes (42 USC § 666(a)(13) & ORS 25.785). If you are an applicant or licensee and fail to provide your SSN, the OLCC may refuse to process your application. Your SSN will be used only for child support enforcement purposes unless you indicate below.</p> <p>Based on our authority under ORS 471.311 and OAR 845-005-0312(6), we are requesting your voluntary consent to use your SSN for the following administrative purposes only: to match your license application to your Alcohol Server Education records (where applicable), and to ensure your identity for criminal records checks. OLCC will not deny you any rights, benefits or privileges otherwise provided by law if you do not consent to use of your SSN for these administrative purposes (5 USC § 552(a)).</p> <p>Do you voluntarily consent to the OLCC's use of your SSN as just described? <input checked="" type="checkbox"/> Yes <input checked="" type="checkbox"/> No</p>					
4. Date of Birth (MM/DD/YYYY):	[REDACTED]	5. Contact Phone:	[REDACTED]	6. Driver License or State ID #:	[REDACTED]
7. State:	OR				
8. Residence Address:					
[REDACTED]					
9. Mailing Address (if different):					
10. E-Mail (optional):					
11. Do you have a spouse or domestic partner? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No					
If yes, list his/her full name:					
12. If yes to #11, will this person be involved in the management of, or have control over the business?					
<input type="checkbox"/> No <input type="checkbox"/> Yes					
13. In the past 10 years, have you been <u>convicted</u> ("convicted" includes paying a fine) in Oregon or another U.S. state of driving a car with a suspended driver license or driving a car with no insurance?					
<input checked="" type="checkbox"/> No <input type="checkbox"/> Yes (Please include explanation below) <input type="checkbox"/> Unsure (Please include explanation below)					
14. In the past 10 years, have you been <u>convicted</u> ("convicted" includes paying a fine) in Oregon or another U.S. state of a <u>FELONY</u> ?					
<input checked="" type="checkbox"/> No <input type="checkbox"/> Yes (Please include explanation below) <input type="checkbox"/> Unsure (Please include explanation below)					
15. Have you ever been in a drug or alcohol <u>diversion program</u> in Oregon or another U.S. state? A diversion program is where you are required, usually by the court or another government agency, to complete certain requirements in place of being convicted of a drug or alcohol-related offense.					
<input checked="" type="checkbox"/> No <input type="checkbox"/> Yes (Please include explanation below) <input type="checkbox"/> Unsure (Please include explanation below)					

16. Do you, or any legal entity that you are a part of, currently hold or have previously held a liquor license or a recreational marijuana license in Oregon or another U.S. state? (Note: alcohol service permits and marijuana worker permits are not liquor licenses).

No Yes (Please include explanation below) Unsure (Please include explanation below)

17. Have you, or any legal entity that you are a part of, ever had an application for a license, permit, or certificate denied or cancelled by the OLCC or any other governmental agency in the U.S.?

No Yes (Please include explanation below) Unsure (Please include explanation below)

18. Are you applying for a Full On-Premises, Limited On-Premises, Off-Premises, or Brewery-Public House license?

No: Please skip questions 19 & 20. Go directly to question 21.
 Yes: Please answer questions 19, 20, and 21.

19. Do you or will you have any ownership interest in a business that manufactures, wholesales, or distributes alcohol in Oregon or another U.S. state?

No Yes (Please include explanation below) Unsure (Please include explanation below)

20. Does or will an alcohol manufacturer, wholesaler, or distributor in Oregon or another U.S. state have any ownership interest in your business?

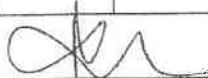
No Yes (Please include explanation below) Unsure (Please include explanation below)

21. Do you currently have, or will you have, any ownership interest in any business in Oregon with a Full On-Premises, Limited On-Premises, Off-Premises, or Brewery-Public House license?

No Yes (Please include explanation below) Unsure (Please include explanation below)

Applying

You must sign your own form. Another person, like your attorney or a person with power of attorney, may not sign your form. I affirm that my answers are true and complete. I understand the OLCC will use the above information to check my records, including but not limited to, criminal history. I understand that if my answers are not true and complete, the OLCC may deny my license application.

Name: (LAST)	(FIRST)	(MIDDLE)
<i>Suh</i>	<i>Jane</i>	
Signature:		Date:
		<i>12/15/2019</i>



OREGON LIQUOR CONTROL COMMISSION
BUSINESS INFORMATION

Please Print or Type

Applicant Name: Jane Suh Phone: 541-367-3040
Trade Name (dba): Mr. Lucky's Deli
Business Location Address: 1207 Long St
City: Sweet home ZIP Code: 97386

DAYS AND HOURS OF OPERATION

Business Hours:

Sunday _____ to _____
Monday 7 AM to 7 PM
Tuesday 7 AM to 7 PM
Wednesday 7 AM to 7 PM
Thursday 7 AM to 7 PM
Friday 7 AM to 7 PM
Saturday 7 AM to 2 PM

Outdoor Area Hours:

Sunday _____ to _____
Monday _____ to _____
Tuesday _____ to _____
Wednesday _____ to _____
Thursday _____ to _____
Friday _____ to _____
Saturday _____ to _____

The outdoor area is used for:

- Food service Hours: _____ to _____
- Alcohol service Hours: _____ to _____
- Enclosed, how _____

The exterior area is adequately viewed and/or supervised by Service Permittees.

(Investigator's Initials)

Seasonal Variations: Yes No If yes, explain: _____

ENTERTAINMENT

Check all that apply:

- Live Music
- Recorded Music
- DJ Music
- Dancing
- Nude Entertainers
- Karaoke
- Coin-operated Games
- Video Lottery Machines
- Social Gaming
- Pool Tables
- Other: _____

DAYS & HOURS OF LIVE OR DJ MUSIC

Sunday _____ to _____
Monday _____ to _____
Tuesday _____ to _____
Wednesday _____ to _____
Thursday _____ to _____
Friday _____ to _____
Saturday _____ to _____

SEATING COUNT

Restaurant: 30 Outdoor: _____
Lounge: _____ Other (explain): _____
Banquet: _____ Total Seating: _____

OLCC USE ONLY
Investigator Verified Seating: _____ (Y) _____ (N)
Investigator Initials: _____
Date: _____

I understand if my answers are not true and complete, the OLCC may deny my license application.

Applicant Signature: [Signature] Date: 12/15/2019

1-800-452-OLCC (6522)
www.oregon.gov/olcc

(rev. 12/07)



OREGON LIQUOR CONTROL COMMISSION
INDIVIDUAL HISTORY FORM

1. Name: (LAST) <u>Suh</u>		(FIRST) <u>Jane</u>	(MIDDLE)
2. Other Names Used (Maiden, Etc.):			
3. Do you have a Social Security Number (SSN) issued by the U.S. Social Security Administration? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No If yes, please provide your SSN: [REDACTED]			
<p>SOCIAL SECURITY NUMBER DISCLOSURE: As part of your application for an initial or renewal license, Federal and State laws require you to provide your Social Security Number (SSN) to the Oregon Liquor Control Commission (OLCC) for child support enforcement purposes (42 USC § 666(a)(13) & ORS 25.785). If you are an applicant or licensee and fail to provide your SSN, the OLCC may refuse to process your application. Your SSN will be used only for child support enforcement purposes unless you indicate below.</p> <p>Based on our authority under ORS 471.311 and OAR 845-005-0312(6), we are requesting your voluntary consent to use your SSN for the following administrative purposes only: to match your license application to your Alcohol Server Education records (where applicable), and to ensure your identity for criminal records checks. OLCC will not deny you any rights, benefits or privileges otherwise provided by law if you do not consent to use of your SSN for these administrative purposes (5 USC§ 552(a).</p> <p>Do you voluntarily consent to the OLCC's use of your SSN as just described? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No</p>			
4. Date of Birth (MM/DD/YYYY): [REDACTED]		5. Contact Phone: [REDACTED]	
6. Driver License or State ID #: [REDACTED]		7. State: <u>OR</u>	
8. Residence Address: [REDACTED]			
9. Mailing Address (if different): [REDACTED]			
10. E-Mail (optional): <u>JSuh8000@gmail.com.</u>			
11. Do you have a spouse or domestic partner? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No If yes, list his/her full name: <u>John Suh</u>			
12. If yes to #11, will this person be involved in the management of, or have control over the business? <input checked="" type="checkbox"/> No <input type="checkbox"/> Yes			
13. In the past 10 years, have you been convicted ("convicted" includes paying a fine) in Oregon or another U.S. state of driving a car with a suspended driver license or driving a car with no insurance? <input checked="" type="checkbox"/> No <input type="checkbox"/> Yes (Please include explanation below) <input type="checkbox"/> Unsure (Please include explanation below)			
14. In the past 10 years, have you been convicted ("convicted" includes paying a fine) in Oregon or another U.S. state of a FELONY ? <input checked="" type="checkbox"/> No <input type="checkbox"/> Yes (Please include explanation below) <input type="checkbox"/> Unsure (Please include explanation below)			
15. Have you ever been in a drug or alcohol diversion program in Oregon or another U.S. state? A diversion program is where you are required, usually by the court or another government agency, to complete certain requirements in place of being convicted of a drug or alcohol-related offense. <input checked="" type="checkbox"/> No <input type="checkbox"/> Yes (Please include explanation below) <input type="checkbox"/> Unsure (Please include explanation below)			

16. Do you, or any legal entity that you are a part of, **currently hold** or **have previously held** a liquor license or a recreational marijuana license in Oregon or another U.S. state? (Note: alcohol service permits and marijuana worker permits are not liquor licenses).

No Yes (Please include explanation below) Unsure (Please include explanation below)

17. Have you, or any legal entity that you are a part of, **ever** had an application for a license, permit, or certificate **denied or cancelled** by the OLCC or any other governmental agency in the U.S.?

No Yes (Please include explanation below) Unsure (Please include explanation below)

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No Please skip questions 19 & 20. Go directly to question 21.
 Yes Please answer questions 19, 20, and 21.

19. Do you or will you have any ownership interest in a business that manufactures, wholesales, or distributes alcohol in Oregon or another U.S. state?

No Yes (Please include explanation below) Unsure (Please include explanation below)

20. Does or will an alcohol manufacturer, wholesaler, or distributor in Oregon or another U.S. state have any ownership interest in your business?

No Yes (Please include explanation below) Unsure (Please include explanation below)

21. Do you currently have, or will you have, any ownership interest in any business in Oregon with a Full On-Premises, Limited On-Premises, Off-Premises, or Brewery-Public House license?

No Yes (Please include explanation below) Unsure (Please include explanation below)

purchase existing deli store.

You must sign your own form. Another person, like your attorney or a person with power of attorney, may not sign your form. I affirm that my answers are true and complete. I understand the OLCC will use the above information to check my records, including but not limited to, criminal history. I understand that if my answers are not true and complete, the OLCC may deny my license application.

Name: (LAST)	(FIRST)	(MIDDLE)
<i>Suh</i>	<i>Jane</i>	
Signature:		Date: <i>1/16/20</i>

MEMORANDUM



TO: City Council
FROM: City Manager Ray Towry
DATE: February 11, 2020
SUBJECT: Motion to Excuse

The following motions are needed to comply with Rules of the City Council.

1) **Attendance.**

Councilors will inform the chairperson or the City Manager if they are unable to attend any meeting. Additionally, the Mayor will inform the President Pro Tem or the City Manager regarding any absence by the Mayor.

- a) Per Section 12 of the City Charter, "An office shall be deemed vacant upon the incumbent's death, insanity, conviction of a felony, resignation, removal from the city or absence from the city for a period of 30 days without the consent of the council in the case of the mayor, manager, municipal judge or councilor...and in the case of the mayor or a councilor, upon his/her absence from meetings of the council for 60 days without the consent of the council."
- b) When unable to physically attend a Council meeting, City Council members may participate in Council meetings, including executive sessions and work sessions, by telephone or video conference. Telephonic or video participation must be approved in advance by the chairperson and there must be a quorum present in the City Council Chambers before telephonic participation will be allowed. All Council members, whether attending the meeting in person or by telephonic/video means, shall have identical voting rights. The participant must be telephonically/video present for the entire meeting.

Motion to Excuse Councilor Susan Coleman, Councilor James Goble, Councilor Lisa Gourley, Mayor Greg Mahler and Councilor Cortney Nash from the December 10, 2019 City Council Meeting.

Motion to Excuse Councilor James Goble and Councilor Lisa Gourley from the December 18, 2019 City Council Executive Session.

Motion to Excuse Councilor Susan Coleman from the January 14, 2020 City Council Work Session.



CITY OF SWEET HOME CITY COUNCIL MINUTES

January 28, 2020, 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.

Call to Order and Pledge of Allegiance

The meeting was Called to Order at 6:30pm.

Roll Call

The City Council meeting was called to order.

PRESENT

President Pro Tem Diane Gerson
Councilor Cortney Nash
Councilor Dave Trask
Councilor James Goble
Councilor Lisa Gourley
Councilor Susan Coleman

ABSENT

Mayor Greg Mahler

Motion to excuse Mayor Mahler from the meeting was made by Councilor Trask, Seconded by Councilor Coleman.

Voting Yea: President Pro Tem Gerson, Councilor Nash, Councilor Trask, Councilor Goble, Councilor Gourley, Councilor Coleman

Consent Agenda:

Motion made by Councilor Trask, Seconded by Councilor Gourley.

Voting Yea: President Pro Tem Gerson, Councilor Nash, Councilor Trask, Councilor Goble, Councilor Gourley, Councilor Coleman

Approval of Minutes:

- a) 2020-01-14 City Council Minutes - WS
- b) 2020-01-14 City Council Meeting Minutes

Recognition of Visitors and Hearing of Petitions:

None

Old Business:

a) Information Only - Water Loss Update

Engineer Technician Trish Rice and Water Crew Lead Wesley Glen gave a presentation regarding water loss. The 2019 updated water loss chart was presented and compared to 2018. 150 water leaks have been repaired from June 2018 thru Dec 2019. The purchase of leak equipment proved to be more cost effective than hiring the vendor.

Wesley Glen demonstrated the different types of water meters and explained the benefits of the new ultrasonic meters. The new meters are radio read with leak detection on them, so customers will know the same day they have a leak. New meters are being installed as needed.

Waterline replacement projects were also discussed and will be reviewed during the City Council Annual Training Session to be held February 7,8 & 9.

New Business:

a) Information Only - Police Department Firearms Update Report

Officer Hickcox, Range Master and Lead Firearms Instructor, and Officer Wingo, Firearms Instructor, presented the Council with information regarding the Department's firearms. Officer Hickcox stated there will be a changeover in the caliber of firearm the officers are issued. The officers explained the reason for the change and including cost comparison. In addition, annual cost savings for training was noted.

b) Request for Council Action - Municipal Court Judge Contract

City Attorney Snyder introduced the Employment Contract for the Municipal Judge. Attorney Snyder explained the only change in the contract is the dates, the finances remained the same.

Motion made by Councilor Gourley, Seconded by Councilor Coleman.

Voting Yea: President Pro Tem Gerson, Councilor Nash, Councilor Trask, Councilor Goble, Councilor Gourley, Councilor Coleman

c) Request for Council Action - Out of State Travel Request

City Manager Ray Towry requested permission from the Council for himself and Community and Economic Development Director Blair Larsen to attend the Annual ICMA Conference. The conference is to be held in Vancouver and due to the location, staff is requesting permission for Out of State Travel.

Motion made by Councilor Gourley, Seconded by Councilor Coleman.

Voting Yea: President Pro Tem Gerson, Councilor Nash, Councilor Trask, Councilor Goble, Councilor Gourley, Councilor Coleman

Ordinance Bills

Request for Council Action and First Reading of Ordinance Bills

Second Reading of Ordinance Bills

- a) Ordinance No. 1 for 2020 - Sweet Home Ordinance Pertaining to the Use of Transit Shelters
Ordinance No. 1 for 2020 was read by title only.

Motion made by Councilor Gourley, Seconded by Councilor Coleman.

Voting Yea: Councilor Nash, Councilor Trask, Councilor Goble, Councilor Gourley, Councilor Coleman

Voting Nay: President Pro Tem Gerson

Third Reading of Ordinance Bills (Roll Call Vote Required)

Reports of Committees:

Park and Tree Committee

Median trees were discussed. Councilor Trask reported the selection of new trees has not yet been made.

Youth Advisory Council

Councilor Gourley reported the Youth Advisory Council has been focusing on recruitment and health care related forums they are planning to host.

Ad Hoc Committee on Health

Councilor Gourley reported there will be a mobile medical service every other Tuesday at the Methodist Church starting in February. Dick Knowles added they are also working toward getting a mental health van in Sweet Home the last Friday of every month.

On January 30, 2020 in the Cascade View Room at LBCC, a Youth Mental Health First Aid Workshop will be held. On February 12, 2020 the Adult Mental Health First Aid Workshop will be held.

Reports of City Officials:

Mayor's Report

None

City Manager's Report

City Manager Ray Towry reported on the upcoming City Council Training scheduled for Feb 7-9, 2020. There will be a 4pm start time on Friday, 8am start time on Saturday and 1pm start on Sunday.

City Manager Towry handed out draft copies of the City of Sweet Home Strategic Operations Plan. He asked the Council to review the document and be ready for discussion during the Council Training. City Manager Towry also asked if there were any topics the Council wanted to review during the training. Topics on the draft agenda include: public records law, public meeting law, boards and commissions, culture, charter, vision, mission and goals, City property, Sweet Home Strategic Operations Plan, and public relations.

SBDC is holding a small business management class tonight in the Santiam Conference Room. RAIN will hold a class on Thursday at the Rio Theater.

Department Director's Reports (2nd meeting of the Month)

Finance Director

The following written reports were included in the City Council packet by the Finance Director.

- a) Department Report November & December
- b) Check List - November & December 2019
- c) Revenue & Expense Update

Police Chief

The following written reports were included in the City Council Packet by the Chief of Police.

- a) Department Report
- b) Police Department Statistics

City Attorney

None

Council Business for Good of the Order

None

Adjournment

The meeting adjourned at 7:21 pm.



REQUEST FOR COUNCIL ACTION

PREFERRED AGENDA:	TITLE:	TYPE OF ACTION:
February 11, 2020	Sweet Home Ordinance	<input type="checkbox"/> RESOLUTION
SUBMITTED BY:	Amending Sections of Code	<input checked="" type="checkbox"/> MOTION
R. Snyder, City Attorney	ATTACHMENTS:	<input type="checkbox"/> ROLL CALL
REVIEWED BY:	Proposed Ordinance	<input type="checkbox"/> OTHER
R. Towry, City Manager		
RELEVANT CODE/POLICY:	TOWARD COUNCIL GOAL:	
SHMC	Goal 2 section 1 Update and streamline processes. Vision Statement II WE ASPIRE to have an effective and efficient local government.	

PURPOSE OF THIS RCA:

The purpose of this ordinance is generally a housekeeping ordinance that amends and updates the SHMC in regard to making fees therein by resolution and to take out outdated provisions and amend current provisions as needed to update them.

BACKGROUND/CONTEXT:

The below background information is set out by code section for each corresponding code section in the proposed ordinance.

2.04.030 B. The current code sets out the fee for a person to pay when running for Council and the proposed code change sets the fee by Council resolution in the fees section.

5.12.050. In the Peddlers code chapter, a license is required, and the amendment specifies that a license is for less than one year or one year if no other time period is specified.

5.24.020 B. The current code on social games provides that Religious organizations are not required to pay an application fee and the proposed change would apply said exemption to charitable and fraternal organizations as well making it consistent with the rest of the social games code sections. Also, the proposed code has the social games permit fee set by City Council resolution rather than an amount in the code itself.

5.24.050 4 F. The current code on Texas Hold'em requires an annual fee. The proposed code has said fee set by City Council resolution in the fees section.

5.24.050. K The current code on Texas Hold'em requires an annual fee that is required by the code section. The proposed code eliminates the reference to the amount of the fee because it will be set by resolution in the fees section.

5.28.020. A The current code on Taxicabs has fees set out in the code. The proposed code sets the fees by City Council resolution in the fees section.

5.28.020. D This subsection is no longer needed since the taxi fees will be set in City Council Resolution.

5.32.050 A. The wording changes correspond with the words used in the city code for Peddlers and reflect the concept supported by the courts that each applicant is evaluated on his/her own merits rather than a fixed criteria for all.

6.04.020 E. The change in wording is to cover in the code miniature donkeys and mules like miniature horses.

8.12.020 This change adds the new city violations to the list for Chronic Nuisance Property that are:

26. Urinating or Defecating in Public Places SHMC 9.24.050

27. Consumption or Possession of Alcoholic Beverages in Public Places SHMC 9.20.030

9.24.010 C. This addition to the Flying Model Aircraft code section is needed so that the code reader knows that drones are not covered thereby since the State of Oregon has precluded the regulation of drones by local government. See ORS 837.300

9.48.020 The proposed changes take the fee schedule set forth in the Alarm Systems code chapter to have the fees set by City Council resolution.

9.48.080. The proposed code takes out all the stated fees since they will be set by resolution for Alarm Systems.

9.52. The proposed change eliminates this chapter of the code concerning possession of less than an ounce of marijuana since it is no longer the law. See ORS 475B.337 and ORS 475B.341 for current state law on marijuana possession. The proposed change does not change the local SHMC Chapter 3.34 that deals with marijuana taxation.

10.04.030. The proposed change updates the date for authorization of city traffic signs, signals and other markings so that in a traffic court case it eliminates the need to find the documentation for the sign placement etc.

10.04.055 A The proposed change removes the word “Engineer” in the Heavy Motor Truck code section so that it is clear that the permit can be issued by the City which can use what department it needs to be the issuer of the permit.

10.04.055 C The proposed change removes the words “Engineer or the City Engineer’s designee,” in regard to the Heavy Motor Truck permit as stated above.

10.08.130 C. The proposed code lets the city remove cars on its parking lots like an owner of property does under state law when someone leaves a car on their property.

10.11.020 The word change from “discarded,” to “disabled,” makes it match the state law.

10.16.050 A. This change takes out the word infraction and uses the word violation since this is the word now used by state law and city code.

10.24.010 C. This is a change that makes the fee in the Bicycle chapter set by City Council resolution.

10.28.030 E.7. This is a change that makes the fee in the RV chapter set by City Council resolution.

15.12.050. The change is to update the City Hall address in the code section.

THE CHALLENGE/PROBLEM:

Should the city pass the proposed ordinance to update its code sections?

STAKEHOLDERS:

- City of Sweet Home Citizens – Citizens of Sweet Home need a code that is up to date and easy to understand.
- City of Sweet Home Staff – These changes aim to improve SHMC making it easier for staff to interpret and find information in the ordinances.
- City of Sweet Home City Council – City Council is responsible for ensuring the City Code is current.

ISSUES & FINANCIAL IMPACTS:

There should be no financial related issues in the implementation of this ordinance.

ELEMENTS OF A STABLE SOLUTION:

Sweet Home must have current codes.

OPTIONS:

1. Do Nothing. There would be no revisions to the current SHMC

2. Motion for additional revision. Council could review these proposed changes and recommend additional revisions. Staff would take these recommendations and revise the proposed ordinance for review at a future Council meeting.
3. Motion to move to first reading. Council could make a motion to move Ordinance 2 for 2020, Sweet Home Ordinance Amending Sections of Code to first reading.

RECOMMENDATION:

1. Staff recommends option #3 – Make a motion to move Ordinance 2 for 2020, Sweet Home Ordinance Amending Sections of Code to first reading.

ORDINANCE BILL NO. 2 FOR 2020

ORDINANCE NO. _____

2.04.030 B. A declaration of candidacy shall be signed and a fee set by Council resolution ~~of \$10~~ shall be paid to the city at the time of filing.

5.12.050 A license issued under this chapter shall be valid for the period specified on the license, ~~or for less than~~ or for one calendar year if not otherwise specified. A person must register for each event or business enterprise on or prior to the expiration of the license.

5.24.020 B. Charitable, fraternal and rReligious organizations shall not be required to pay any application fee, but other applicants shall pay an application fee ~~of~~ set by City Council resolution, \$25, which shall not be refunded if the permit is not granted.

5.24.050 4 F. *License fee.* For each business or other entity or organization license (including tournament organizer), an annual ~~\$200~~ fee set by City Council resolution shall be required. ~~The City Council of the City of Sweet Home may modify this fee at any time by resolution.~~

5.24.050 K. *Terms of the license.* All licenses issued hereunder shall be for a period of one year and shall be renewed annually not later than July 1 of each year. Licenses are not transferable and must be reapplied for not later than July 1 of each year. Persons applying for licenses must submit an application and the appropriate fee. All persons securing a license shall be required to pay an annual fee ~~of \$200~~. There shall be no proration for licenses applied for or renewed after July 1 regarding the annual fee. All renewals shall be approved by the Chief of Police

5.28.020 A. License Fees Set by City Council resolution. ~~A~~The following fees shall be paid by each person, firm or corporation licensed under this chapter for the operation of one vehicle and for each additional vehicle used in the business per calendar year or any part thereof.:

~~5.28.020 D. The fees set out in subsection A. of this section may be changed by City Council resolution~~

5.32.050 A. ~~The applicant, operator(s) or agent(s) of the secondhand dealer; officer(s), member(s), director(s) of the secondhand dealer or employee(s) of the secondhand dealer that buy, sell, trade or otherwise deal in secondhand goods with the public have~~ a conviction within the last 15 years for any felony that would relate directly to the safety (either economic or physical) of the public. been convicted of a felony at any time excluding driving while revoked or have been convicted of a Class A Misdemeanor involving fraud, theft or deception within a 15-year period prior to application or during the licensed period; and Time spent in jail or prison shall extend the time period for the

15-year period and five-year period for a maximum of two years from the date of application.

6.04.020 E. Horse(s), including donkey(s) and mule(s) and ~~miniature horse(s) miniatures thereof~~:

8.12.020 ~~26.-Urinating or Deficating in Public Places (SHMC 9.24.050)~~
~~27. Consumption or Possession of Alcoholic Beverages in Public Places (SHMC 9.20.030)~~
28. Any attempt to commit (as defined by O.R.S. 161.405) or conspiracy to commit (as defined by O.R.S. 161.450 and O.R.S. 161.455) any of the above offenses.

9.24.010 C A. No person shall fly model aircraft within the city limits of Sweet Home that are a small-scale version of an airplane, glider, helicopter, dirigible or balloon that is used or intended to be used for flight and is controlled by radio, electronic or similar free flight operation by a person on the ground or otherwise.

B. No person shall fly within the city limits of Sweet Home any model aircraft, by means of metal lines or other controls which will conduct electricity, in a manner that the aircraft flies within 100 feet of an electric power line or that at any point in the flight the model aircraft is closer to an electric power line than to the operator of the controls.

9.48.020 A. All alarm users shall obtain an alarm user's permit from the Sweet Home Police Department upon activating an alarm system. Systems using robbery/panic and burglar alarm capabilities are required to obtain a permit for each function. Application of the burglar or robbery/panic alarm permit and a \$5 fee for each must be filed with the Chief of Police for each year or part thereof. All permits shall expire on the date of December 31. Each permit shall bear the signature of the issuing official and the Chief of Police and shall be valid for a period not to exceed one year. The permit shall be physically upon the premises using the alarm system and there available for inspection by the Chief of Police or his or her designee.

C. This section does not apply to drones. See ORS 837.300

9.48.020- A. All alarm users shall obtain an alarm user's permit from the Sweet Home Police Department upon activating an alarm system. Systems using robbery/panic and burglar alarm capabilities are required to obtain a permit for each function. Application of the burglar or robbery/panic alarm permit and a ~~\$5~~ fee for each must be filed with the Chief of Police for each year or part thereof. All permits shall expire on the date of December 31. Each permit shall bear the signature of the issuing official and the Chief of Police and shall be valid for a period not to exceed one year. The permit shall be physically upon the premises using the alarm system and there available for inspection by the Chief of Police or his or her designee.

B. Residential alarm users over the age of 65 and being the principal occupants of the premises wherein no business is conducted are not required to pay the ~~\$5~~ permit fee, but are required to obtain a permit.

C. Applications for permits more than 60 days after the need for such permits are required shall require the payment of an additional ~~\$5~~ permit fee per alarm

D. The fees referred to in this section shall be set by City Council.

9.48.080 Signals from an alarm system which are false alarms are declared to be a public nuisance. The user may have an allowance for three false alarms occurring within a period of time starting from the date an alarm permit is issued until it expires. ~~The fourth~~Subsequent false alarm within that period shall be charged a graduated fee as set forth in resolution of City Council. ~~subject to a service charge of \$20 charged to the user of the alarm system. Subsequent false alarms within that period shall be charged as follows: fifth false alarm, \$40; sixth false alarm, \$60; seventh false alarm, \$80; and eighth and every subsequent false alarm, \$100.~~ Payment of service charges are payable within 60 days of notification that the charges are due. In addition to any and all other penalties provided for in this chapter, failure to pay the assessed service charge shall result in the user's permit being suspended.

9.52 — ~~§ 9.52.010 UNLAWFUL POSSESSION.~~

~~—No person shall knowingly or intentionally possess less than one avoirdupois ounce of the dried leaves, stems and flowers of the plant marijuana, Cannabis family Moraceae except as allowed under the Oregon Revised Statutes.~~

~~(Ord. 1227, § 1, 2011)~~

~~§ 9.52.020 MUNICIPAL VIOLATION.~~

~~—Unlawful possession of marijuana is a violation under this chapter if the amount possessed is less than one avoirdupois ounce. A violation under this chapter is punishable with a presumptive fine of \$650 but the fine cannot be less than \$520 and not more than \$2,000.~~

~~(Ord. 1227, § 1, 2011)~~

~~§ 9.52.030 DIVERSION PROGRAM.~~

~~—The Sweet Home Municipal Court shall inform at arraignment a defendant charged with the violation of possession of less than one ounce of marijuana, that a diversion program may be available. If it is the first offense of defendant of possession of less than one ounce of marijuana and he/she files with the court a diversion agreement pursuant to policy of the Sweet Home Municipal Court then he/she is eligible to participate in the diversion program.~~

~~(Ord. 1227, § 1, 2011)~~

~~§ 9.52.040 DRIVER'S LICENSE SUSPENSION.~~

~~—The Sweet Home Municipal Court may order suspension of driving privileges after a person has been convicted of violation of this chapter pursuant to O.R.S. 809.265~~

10.04.030 The Council, provided, where required by the motor vehicle laws of Oregon, approval of the state's Highway Commission has first been obtained, may by resolution establish or alter traffic controls and parking controls which shall become effective upon the installation of appropriate signs, signals or other markings. All signs, signals, or other markings in place as of ~~October 28, 2008~~January 1, 2020, shall be considered to be traffic controls and parking controls that have been given full force and effect.

10.04.055 A. It is a violation of this section for any person to move, operate or drive, or cause to be moved, operated or driven, any heavy motor truck on any street except on an established truck route designated under authority of the city without a route

permit issued by the City ~~Engineer~~. All permits will expire within one year of the date of issue. Permits will be issued on the basis of written criteria. Permits shall be processed within three days.

10.04.055 C. A person aggrieved by a decision made by the City ~~Engineer or the City Engineer's designee~~, or a person challenging the implementation of the permit criteria may appeal the decision by filing a written request with the City Manager's office for consideration by the City Council. The appeal shall describe with particularity the decision from which the person appeals and shall comply with subsection E. of this section.

10.08.130 A. The provision in O.R.S. 98.812(1) that states "...and placed in storage at a public garage or public parking lot" is defined to include storage at a parking or storage area or facility operated by a towing service which has a valid towing certificate issued by the State of Oregon, and the towing operator shall have a lien as a garagekeeper or public parking operator under O.R.S. 98.812.

B. Where O.R.S. 98.805 refers to "state," it is defined to include city, and where O.R.S. 98.812 refers to "local law enforcement agency", it is defined to mean Sweet Home Police Department.

C. Where O.R.S. 98.830 refers to "owner, or is in lawful possession" it is defined to include City Manager or designee, City Police Officer or Enforcement Officer of the city code" and "private property" is defined to include City of Sweet Home owned property which includes city parking lots but excludes public ways.

10.11.020 The procedures set forth in O.R.S. 819.110 to and including O.R.S. 819.215 for abandoned, ~~discarded disabled~~ and hazardous vehicles upon a public way shall be followed as set forth for the City of Sweet Home an authority described therein with the definitions of this chapter to apply to the concerned vehicle.

10.16.050 A. Violation of this chapter constitutes a ~~violation n infraction~~ and may be prosecuted under the provisions of SHMC Chapter 9.36. Each day's violation of a provision of this chapter shall be a separate offense.

10.24.010 C. The city shall provide license stickers, together with registration cards, the registration cards to be issued by the Chief of Police or assistants designated by him or her. The license stickers and registration cards are to have numbers stamped thereon in numerical order, beginning with number one, and the letters "Sweet Home, OR" stamped thereon; the license stickers shall be suitable for attachment upon the frames of bicycles, at a place designated by the Police Department, and it shall be the duty of the bicycle owner to attach one such license sticker to the frame of each bicycle. The Police Department shall issue a corresponding registration card to the licensee upon the payment of the license fee ~~which shall be set by City Council resolution of \$2.~~ The license stickers shall remain attached during the existence of the license. The Police Department shall also keep a record of the date of issue and number of the license and to whom issued. If ownership of the bicycle changes, or the owner changes

address, it shall be the responsibility of the new owner to notify the Police Department of the changes.

10.28.030 E. 7. The owner shall pay an application fee ~~of \$25 to the city~~set by City Council resolution upon applying for the TCR permit, which is nonrefundable.

15.12.050 The areas of special flood hazard identified by the Federal Insurance Administration in a scientific and engineering report entitled "The Flood Insurance Study for Linn County, Oregon and Incorporated Areas", effective dates of September 29, 2010 and the revised date December 27, 2012 with accompanying Flood Insurance Maps are adopted by reference and declared to be a part of this chapter. The Flood Insurance Study is on file at City Hall, ~~1140 12th Avenue~~3225 Main Street, Sweet Home, Oregon. The best available information for flood hazard area identification shall be the basis for regulations as set forth in § 15.12.120B.1.

ORDINANCE BILL NO. 2 FOR 2020

ORDINANCE NO. _____

SWEET HOME ORDINANCE AMENDING SECTIONS OF THE SWEET HOME MUNICIPAL CODE

The City of Sweet Home does ordain as follows:

Section 1. Sweet Home Municipal Code Subsection 2.04.030 B. the first sentence is amended to read as follows:

A declaration of candidacy shall be signed and a fee set by Council resolution shall be paid to the city at the time of filing.

Section 2 . Sweet Home Municipal Code Section 5.12.050 the first sentence is amended to read as follows:

A license issued under this chapter shall be valid for the period specified on the license for less than one calendar year, or for one calendar year if not otherwise specified.

Section 3. Sweet Home Municipal Code Subsection 5.24.020 B. is amended to read as follows:

B. Charitable, fraternal and religious organizations shall not be required to pay any application fee, but other applicants shall pay an application fee set by City Council resolution, which shall not be refunded if the permit is not granted.

Section 4. Sweet Home Municipal Code Subsection 5.24.050 4. F. is amended to read as follows:

F. *License fee.* For each business or other entity or organization license (including tournament organizer), an annual fee set by City Council resolution shall be required.

Section 5. Sweet Home Municipal Code Subsection 5.24.050 K. the fourth sentence is amended to read as follows:

All persons securing a license shall be required to pay an annual fee.

Section 6. Sweet Home Municipal Code Subsection 5.28.020 A. is amended to read as follows:

A. License fees set by City Council resolution shall be paid by each person, firm or corporation licensed under this chapter for the operation of one vehicle and for each additional vehicle used in the business per calendar year or any part thereof.

Section 7. Sweet Home Municipal Code Subsection 5.28.020 D. is deleted.

Section 8. Sweet Home Municipal Code Subsection 5.32.050 A. is amended to read as follows:

A. The applicant, operator(s) or agent(s) of the secondhand dealer; officer(s), member(s), director(s) of the secondhand dealer or employee(s) of the secondhand dealer that buy, sell, trade or otherwise deal in secondhand goods with the public have a conviction within

the last 15 years for any felony that would relate directly to the safety (either economic or physical) of the public or within the last 5 years for any misdemeanor that would relate directly to the safety (either economic or physical) of the public. Time spent in jail or prison shall extend the time period for the 15-year period and five-year period for a maximum of two years from the date of application.

Section 9. Sweet Home Municipal Code Subsection 6.04.020 E. is amended by replacing the words "miniature horse(s)" in the first line of text with "miniatures thereof".

Section 10. Sweet Home Municipal Code Section 8.12.020 CHRONIC NUISANCE PROPERTY list of crimes and violations is amended by adding thereto the following:

26. Urinating or Defecating in Public Places SHMC 9.24.050

27. Consumption or Possession of Alcoholic Beverages in Public Places SHMC 9.20.030 and renumbering the current 26. with 28. and placing it in the proper numerical order.

Section 11. Sweet Home Municipal Code Subsection 9.24.010 C. is created to read as follows:

C. This section does not apply to drones. See ORS 837.300.

Section 12. Sweet Home Municipal Code 9.48.020 is amended by removing therefrom the text "\$5" in Subsections A., B. and C. thereof and by creating Subsection D. to read as follows:

D. The fees referred to in this section shall be set by City Council resolution.

Section 13. Sweet Home Municipal Code Section 9.48.080 is amended to read as follows:

Signals from an alarm system which are false alarms are declared to be a public nuisance. The user may have an allowance for three false alarms occurring within a period of time starting from the date an alarm permit is issued until it expires. Subsequent false alarms within that period shall be charged a graduated fee as set forth in a resolution of City Council. Payment of service charges are payable within 60 days of notification that the charges are due. In addition to any and all other penalties provided for in this chapter, failure to pay the assessed service charge shall result in the user's permit being suspended.

Section 14. Sweet Home Municipal Code Chapter 9.52 titled UNLAWFUL POSSESSION OF MARIJUANA, LESS THAN ONE OUNCE is hereby repealed in its entirety.

Section 15. Sweet Home Municipal Code 10.04.030 the last sentence is amended to read as follows:

All signs, signals, or other markings in place as of January 1, 2020, shall be considered to be traffic controls and parking controls that have been given full force and effect.

Section 16. Sweet Home Municipal Code Subsection 10.04.055 A. the first sentence at its end delete the word "Engineer".

Section 17. Sweet Home Municipal Code Subsection 10.04.055 C. the first sentence delete the words "Engineer or the City Engineer's designee".

Section 18. Sweet Home Municipal Code Section 10.08.130 is amended by adding Section C. to read as follows:

C. Where O.R.S. 98.830 refers to “owner, or is in lawful possession” it is defined to include City Manager or designee, City Police Officer or Enforcement Officer of the city code” and “private property” is defined to include City of Sweet Home owned property which includes city parking lots but excludes public ways.

Section 19. Sweet Home Municipal Code Section 10.11.020 is amended by replacing the word “discarded” with the word “disabled” therein.

Section 20. Sweet Home Municipal Code Subsection 10.16.050 A. is amended to read as follows:

A. Violation of this chapter constitutes a violation and may be prosecuted under the provisions of SHMC Chapter 9.36. Each day’s violation of a provision of this chapter shall be a separate offense.

Section 21. Sweet Home Municipal Code Subsection 10.24.010 C. the third sentence is amended to read as follows:

The Police Department shall issue a corresponding registration card to the licensee upon payment of the license fee which shall be set by City Council resolution.

Section 22. Sweet Home Municipal Code Subsection 10.28.030 E.7.is amended to read as follows:

7. The owner shall pay an application fee set by City Council resolution upon applying for the TCR permit, which is nonrefundable.

Section 23. Sweet Home Municipal Code Section 15.12.050 the second sentence is amended to read as follows:

The Flood Insurance Study is on file at City Hall, 3225 Main Street, Sweet Home, Oregon.

PASSED by the Council and approved by the Mayor this _____ day of _____, 2020.

Mayor

ATTEST:

City Manager - Ex Officio City Recorder

ORDINANCE BILL NO. 1 FOR 2020

ORDINANCE NO. _____

**SWEET HOME ORDINANCE PERTAINING TO THE USE OF TRANSIT SHELTERS
IN THE CITY OF SWEET HOME**

WHEREAS, the City desires to provide for the safety, convenience, and comfort of transit passengers while boarding, disembarking or waiting for public bus transportation, to assist in providing the preservation of service quality for the public bus transportation system in the City of Sweet Home and to prevent transit system security vulnerabilities – all of which is a benefit to the Sweet Home Community and to the transit passengers.

NOW THEREFORE,

The City of Sweet Home does ordain as follows:

Section 1. Sweet Home Municipal Code Section 10.08.055 titled IMPROPER USE OF TRANSIT SHELTERS is created to read as follows:

A. Definitions.

“Transit shelter” shall mean all bus stop shelters, and non-covered bench areas related to bus transportation that are used by the general public for boarding, disembarking or waiting for an approved bus service.

“Approved Bus Service” shall include the Linn Shuttle, Sweet Home Shopper and Dial-a-Bus services.

B. Improper use of transit shelter.

No person shall:

- (1) Enter or remain upon, occupy or use a transit shelter for purposes other than boarding, disembarking or waiting for an approved bus service;
- (2) Lie down on or across the seats or the floor of a transit shelter ~~seating~~;
- (3) Remain in or upon a transit shelter for a period in excess of two hours within a 24-hour period;
- (4) Place any object or substance on the seats of a transit shelter seating that inhibits the proper use of such seats; or
- (5) Block or obstruct the use of the seats or floor area of a transit shelter.

C. Exclusion.

In addition to other measures provided for in City or State laws, the City may exclude an individual from all transit shelters for a violation of any provision of this section, or a violation of any city ordinance of the City of Sweet Home or any statute of State of Oregon while in or within 20 feet of a transit shelter as set forth below.

D. Issuance of exclusion notice.

In addition to any other remedies or penalties provided by law any Police Officer may exclude any person who violates the provisions of this section, city ordinances of the City of Sweet Home or any statute of the State of Oregon from any and all transit shelters in accordance with the provisions of this section.

E. Procedure for exclusion.

(1) An exclusion issued under the provisions of this section shall be for 30 days. If the person to be excluded has been excluded from any transit shelter at any time within two years before the date of the present exclusion, the exclusion shall be for 90 days.

(2) At the time a person is cited to appear and/or arrested a police officer may deliver to that person a written notice excluding that person from any or all transit shelters and the area within 20 feet of the shelter. The exclusion shall take place immediately and apply to all transit shelters. A violation of a second or subsequent offense of this section during the specified exclusion time period may result in a charge of criminal trespass in the second degree (ORS [164.245](#)) and/or interfering with public transportation (ORS [166.116](#)).

(3) The notice shall specify the area from which the person is excluded, the length of the exclusion, the penalty for entering the excluded area and contain information concerning the right to appeal the exclusion to the City Manager.

F. Appeal and variance.

(1) Any person receiving an exclusion notice may appeal the issuance of such notice by appealing to the City Manager. The appeal of the exclusion must be made to the City Manager within five business days of the date of the issuance of the exclusion notice. The City Manager or designee shall conduct a hearing on the appeal within ten days from receipt of the appeal notice. At the hearing both the appellant and the city shall be given an opportunity to provide evidence on the exclusion. The City Manager or designee shall decide if an offense did occur and if the length of expulsion is correct by substantial evidence on the record. The hearing held under this section may be informal in nature but the presentation of evidence at the hearing shall be consistent with the presentation of evidence required for contested cases under O.R.S. 183.450. An appeal of an exclusion notice automatically stays the exclusion period until a decision on appeal is issued by the City Manager or designee. The decision shall be final and not appealable by either party to the hearing.

(2) An individual with a disability who is transit-dependent shall not be issued a complete exclusion from the transit shelters unless the person engaged in violent,

seriously disruptive criminal conduct, or in conduct posing a serious threat to the safety of others or to the operation of the transit system. Absent such a finding, if the City Manager determines that a violation occurred, the City Manager shall order a qualified exclusion to permit the person with a disability to use the transit system for trips of necessity, including travel to and from medical and legal appointments, school or training classes, places of employment, obtaining food, clothing and necessary household items, or for accessing any critical services. Any person asserting the right to a qualified exclusion on the basis of transit dependence shall have the burden of establishing transit dependence by a preponderance of the evidence.

(3) Any qualified exclusion may be granted at any time during the exclusion period by the Chief of Police, his or her designee or by the City Manager.

(4) All qualified exclusions shall be in writing, for a specific period of time and only to accommodate a specific purpose, all of which shall be stated in the qualified exclusion.

(5) The person shall keep the qualified exclusion on his or her person at all times the person is within the area of exclusion.

(6) In the event a person is found to be outside the scope of the terms of the qualified exclusion, the qualified exclusion shall immediately become void and that person is subject to arrest for the crime of criminal trespass in the second degree (ORS [164.245](#)) and/or interfering with public transportation (ORS [166.116](#)).

(7) Except as otherwise stated above for violations of ORS, violation of this section constitutes a violation and may be prosecuted under the provisions of SHMC Chapter 9.36.

Passed by the Council and approved by the Mayor this ____ day of _____, 2020.

Mayor

ATTEST:

City Manager - Ex Officio City Recorder

ORDINANCE BILL NO. 1 FOR 2020

ORDINANCE NO. _____

**SWEET HOME ORDINANCE PERTAINING TO THE USE OF TRANSIT SHELTERS
IN THE CITY OF SWEET HOME**

WHEREAS, the City desires to provide for the safety, convenience, and comfort of transit passengers while boarding, disembarking or waiting for public bus transportation, to assist in providing the preservation of service quality for the public bus transportation system in the City of Sweet Home and to prevent transit system security vulnerabilities – all of which is a benefit to the Sweet Home Community and to the transit passengers.

NOW THEREFORE,

The City of Sweet Home does ordain as follows:

Section 1. Sweet Home Municipal Code Section 10.08.055 titled IMPROPER USE OF TRANSIT SHELTERS is created to read as follows:

A. Definitions.

“Transit shelter” shall mean all bus stop shelters, and non-covered bench areas related to bus transportation that are used by the general public for boarding, disembarking or waiting for an approved bus service.

“Approved Bus Service” shall include the Linn Shuttle, Sweet Home Shopper and Dial-a-Bus services.

B. Improper use of transit shelter.

No person shall:

- (1) Enter or remain upon, occupy or use a transit shelter for purposes other than boarding, disembarking or waiting for an approved bus service;
- (2) Lie down on or across the seats or the floor of a transit shelter;
- (3) Remain in or upon a transit shelter for a period in excess of two hours within a 24-hour period;
- (4) Place any object or substance on the seats of a transit shelter seating that inhibits the proper use of such seats; or
- (5) Block or obstruct the use of the seats or floor area of a transit shelter.

C. Exclusion.

In addition to other measures provided for in City or State laws, the City may exclude an individual from all transit shelters for a violation of any provision of this section, or a violation of any city ordinance of the City of Sweet Home or any statute of State of Oregon while in or within 20 feet of a transit shelter as set forth below.

D. Issuance of exclusion notice.

In addition to any other remedies or penalties provided by law any Police Officer may exclude any person who violates the provisions of this section, city ordinances of the City of Sweet Home or any statute of the State of Oregon from any and all transit shelters in accordance with the provisions of this section.

E. Procedure for exclusion.

(1) An exclusion issued under the provisions of this section shall be for 30 days. If the person to be excluded has been excluded from any transit shelter at any time within two years before the date of the present exclusion, the exclusion shall be for 90 days.

(2) At the time a person is cited to appear and/or arrested a police officer may deliver to that person a written notice excluding that person from any or all transit shelters and the area within 20 feet of the shelter. The exclusion shall take place immediately and apply to all transit shelters. A violation of a second or subsequent offense of this section during the specified exclusion time period may result in a charge of criminal trespass in the second degree (ORS [164.245](#)) and/or interfering with public transportation (ORS [166.116](#)).

(3) The notice shall specify the area from which the person is excluded, the length of the exclusion, the penalty for entering the excluded area and contain information concerning the right to appeal the exclusion to the City Manager.

F. Appeal and variance.

(1) Any person receiving an exclusion notice may appeal the issuance of such notice by appealing to the City Manager. The appeal of the exclusion must be made to the City Manager within five business days of the date of the issuance of the exclusion notice. The City Manager or designee shall conduct a hearing on the appeal within ten days from receipt of the appeal notice. At the hearing both the appellant and the city shall be given an opportunity to provide evidence on the exclusion. The City Manager or designee shall decide if an offense did occur and if the length of expulsion is correct by substantial evidence on the record. The hearing held under this section may be informal in nature but the presentation of evidence at the hearing shall be consistent with the presentation of evidence required for contested cases under O.R.S. 183.450. An appeal of an exclusion notice automatically stays the exclusion period until a decision on appeal is issued by the City Manager or designee. The decision shall be final and not appealable by either party to the hearing.

(2) An individual with a disability who is transit-dependent shall not be issued a complete exclusion from the transit shelters unless the person engaged in violent,

seriously disruptive criminal conduct, or in conduct posing a serious threat to the safety of others or to the operation of the transit system. Absent such a finding, if the City Manager determines that a violation occurred, the City Manager shall order a qualified exclusion to permit the person with a disability to use the transit system for trips of necessity, including travel to and from medical and legal appointments, school or training classes, places of employment, obtaining food, clothing and necessary household items, or for accessing any critical services. Any person asserting the right to a qualified exclusion on the basis of transit dependence shall have the burden of establishing transit dependence by a preponderance of the evidence.

(3) Any qualified exclusion may be granted at any time during the exclusion period by the Chief of Police, his or her designee or by the City Manager.

(4) All qualified exclusions shall be in writing, for a specific period of time and only to accommodate a specific purpose, all of which shall be stated in the qualified exclusion.

(5) The person shall keep the qualified exclusion on his or her person at all times the person is within the area of exclusion.

(6) In the event a person is found to be outside the scope of the terms of the qualified exclusion, the qualified exclusion shall immediately become void and that person is subject to arrest for the crime of criminal trespass in the second degree (ORS [164.245](#)) and/or interfering with public transportation (ORS [166.116](#)).

(7) Except as otherwise stated above for violations of ORS, violation of this section constitutes a violation and may be prosecuted under the provisions of SHMC Chapter 9.36.

Passed by the Council and approved by the Mayor this ____ day of _____, 2020.

Mayor

ATTEST:

City Manager - Ex Officio City Recorder

MEMORANDUM



TO: Ray Towry, City Manager
FROM: Rose Peda, Library Services Director
DATE: February 4, 2020
SUBJECT: Sweet Home Library Activities Report / January, 2020

Statistics

Patrons checked out 3625 items.

Patrons placed 296 items on hold.

Staff issued 32 new library cards to patrons and 6 nonresident cards.

526 individuals signed on to use the computers in the library and printed 907 pages.

Resource sharing savings was \$4,191.66 for the month of January.

Events

The library held 9 storytimes for babies, toddler and preschoolers with 64 children and 54 adults in attendance. Staff read to 80 first and second graders at Oak Heights Elementary.

43 individuals enjoyed the music of the Dinna Fash Celtic Trio.

FFA Architects presented their preliminary proposals from the Library Needs Assessment to City Council.



Ukulele players have an audience! The Ukulele players meet Thursday morning at 11:30am.

Upcoming events

David Greenberg Violin Performance February 20 at 6:30pm

Come on a journey that wanders among the music of J.S. Bach, traditional tunes from Scotland and Cape Breton Island (part of Nova Scotia, Canada), and original compositions. David Greenberg will explore this music on baroque violin, modern violin, and octave fiddle, as well as explaining and demonstrating the differences between the various instruments.

The library will be hosting Oak Heights 2nd graders for an afterhours program in the library.

The library will be receiving a grant from the Confederated Tribes of Siletz Indians for \$4,125 to replace the 6 public access computers and to upgrade the photocopier and public printer with the color printing options.

2019 Statistics for November		Statistics for December		2020 Statistics for January	
PATRON ACTIVITY		PATRON ACTIVITY		PATRON ACTIVITY	
OPAC Logins	310	OPAC Logins	325	OPAC Logins	297
SIP2 Logins	448	SIP2 Logins	454	SIP2 Logins	488
CIRCULATION AND RENEWALS		CIRCULATION AND RENEWALS		CIRCULATION AND RENEWALS	
Checkouts	3329	Checkouts	3068	Checkouts	3625
Renewals by Staff	390	Renewals by Staff	352	Renewals by Staff	391
Renewals by OPAC	283	Renewals by OPAC	238	Renewals by OPAC	249
HOLDS REQUESTED		HOLDS REQUESTED		HOLDS REQUESTED	
Holds by Staff	192	Holds by Staff	130	Holds by Staff	162
Holds by OPAC	184	Holds by OPAC	175	Holds by OPAC	134
ACTIVE PATRONS	2316	ACTIVE PATRONS	2306	ACTIVE PATRONS	2315
NEW PATRONS		NEW PATRONS		NEW PATRONS	
Resident	21	Resident	8	Resident	32
NonResident	6	NonResident	5	NonResident	6
ITEM COUNTS	36160	ITEM COUNTS	35782	ITEM COUNTS	35489
PUBLIC ACCESS COMPUTERS		PUBLIC ACCESS COMPUTERS		PUBLIC ACCESS COMPUTERS	
Logins this month	380	Logins this month	440	Logins this month	526
Pages printed	693	Pages printed	746	Pages printed	907

Resource Sharing Savings \$4,172.93

Resource Sharing Savings \$4,252.56

Resource Sharing Savings \$4,191.66

**QUARTERLY CIRCULATION STATISTICS
BY ITEM TYPE**

	Nov-19	Dec-19	Jan-20
Auto Manuals	0	0	1
Books on CD	95	97	116
Children's Board Books	103	57	81
Children's Easy Readers	208	68	186
Children's Fiction	231	139	191
Children's Graphic Novels	106	107	116
Children's NonFiction	208	130	182
Children's Picture Books	471	433	487
Children's Ready to Read	81	23	37
Children's 100 Books	29	21	38
Children's VOX Books	105	90	118
DVDs	827	938	1093
Fiction	399	418	450
Magazines	33	30	49
Music CD	11	25	20
Mystery	217	209	171
New Fiction	182	165	164
New NonFiction	58	50	54
New Mystery	99	127	106
New Science Fiction	4	2	4
NonFiction	193	203	246
Northwest	31	21	42
Paperback General	7	4	5
Paperback Mystery	22	33	46
Paperback Romance	28	33	49
Paperback Westerns	1	1	1
Science Fiction / Fantasy	21	22	21
Teen Fiction	117	68	98
Teen Graphic Novel	50	47	51
Teen NonFiction	10	3	7
Westerns	53	74	35
Ukuleles	2	6	
TOTALS	4002	3658	4265

MEMORANDUM



TO: City Council
Ray Towry, City Manager
Interested Parties

FROM: Blair Larsen, Community and Economic Dev. Director

DATE: February 11, 2020

SUBJECT: Community and Economic Development Department Report for January, 2020

The Community and Economic Development Department (CEDD) consists of the City's Building, Planning, Engineering, Economic Development, Code Enforcement, and Parks and Recreation programs. The following is a summary of activities and notes on current projects from January 1st, to January 31st, 2019.

1. BUILDING

- Summary of Building Program Permits Issued.

Construction Category	Number of Permits
Residential 1 and 2 Family Dwellings	1
Residential Manufactured Dwellings	0
Residential Structural	5
Residential Mechanical Permits	6
Residential Plumbing	3
Residential Demolition	2
Commercial Mechanical	2
Commercial Structural	2
Commercial Plumbing	1
Commercial Demolition	1
Commercial Site Development	0
Total Permits	23
Value Estimate of All Permits	\$495,301.77
Fees Collected	\$9,608.48

2. PLANNING

- Summary of Planning Division Applications Approved:

No applications were approved in January.

- The Department is currently working on updates to the Sweet Home Municipal Code (SHMC), and updating and improving Land Use Applications with OCWCOG staff. A comprehensive code update is being readied for staff and peer review, and will be presented to the Planning Commission and public through the review process. A joint work session with the Planning Commission and City Council will be held on February 11, 2020.
- A zone and comprehensive map amendment is in progress for the area north of highway 20 between 52nd and Wiley Creek in order to change the property from Recreation Commercial to Low-Density Residential. The Planning Commission recently recommended that the amendments be approved and sent on to the Council. This will be placed on the agenda of the February 25th meeting.

- A zone map amendment is in progress for an area bounded by 18th & 22nd and Yucca & Tamarack. This is associated with a proposed Local Improvement District. The Planning Commission recently recommended that the amendment be approved and sent on to the Council. This will be placed on the agenda of the February 25th meeting.
- The Planning Commission met on February 3rd and elected Jeff Parker as Chair and Lance Gatchell as Vice-Chair.
- 6 land use applications were submitted and completed in January.

3. ECONOMIC DEVELOPMENT

- Work on a property partition and right-of-way width change for 24th Ave is progressing. This is part of a comprehensive 24th Avenue Corridor Improvement Project. Due to requests from the neighboring property owners, the plan to partition the City’s Maintenance Yard property will now move to the planning commission in order to approve a required access easement. Once the easement has been approved, the partition will be completed and the appropriate documents for the land swap will be drafted and signed. A Request for Council Action will be necessary to approve the partition application and adopt a resolution to swap the land. We hoped to have that completed, however state law requires an appraisal of the property. We have an appraiser set to do the work, however it will not be completed until March.
- Staff are preparing an application to ODOT for a Rail Crossing at 24th Avenue. Meetings with Albany & Eastern Railroad have been positive, and we believe we will have their support for the application.
- Linn County has expressed an interest in transferring the old Weyerhaeuser mill site to the City, with payment delayed until development begins. Staff believe that this transfer can be completed without the City taking on any liability. The remaining cleanup looks positive, and it is possible that it could be completed by the end of the Summer. Staff is working on a Master Plan of the site that will detail property divisions, zoning designations, and roadway accesses. Linn County has agreed to pay for a consultant to study the site and determine the best road network to accomplish our goals for the area.

4. CODE ENFORCEMENT

- Summary of Actions.

CE currently has 78 open cases. Violations resolved in January: 8. Cases in Progress (Investigating): 28. Notices issued: 26. Pending Citations: 0. Citations: 0. Complaints with no violation noted: 0.

Enforcement Type	Number of Cases
Abandoned Vehicles	2
Animal	2
Blight	1
Public Right-of-way	9
Illegal Parking (yard)	6
Occupying an RV	19
Open Storage	7
Public Nuisance	16

The City’s Code Enforcement Officer responds to complaints submitted through the City’s website, and actively patrols the City and works to resolve identified code violations.

5. PARKS

- The next meeting of the Park and Tree Committee will be Wednesday, February 19, 2020.
- The Sweetheart Run will take place in February. We have received a \$2,000 grant from the Confederated Tribes of Siletz Indians for this event. The Rotary Club will be coordinating this event, with support from City Staff.

6. OTHER PROJECTS

- Preliminary work on the 18th Ave & Willow St Neighborhood Water LID (Proposed) is making progress. Staff is now working with City Attorney Robert Snyder to outline LID scope, costs, and allocation to individual lots.
- Now that the Council has authorized ownership of the sculpture in the ODOT right-of-way near the East Linn Museum, we are still waiting on a proposed Intergovernmental Agreement from ODOT, which will come before you when it is ready.
- Consultation with ODOT improvements at 22nd Ave & Main St. is ongoing, multiple options are on the table, including lighting, location, median refuge, RRFB pedestrian lights, etc. Staff is working with ODOT to generate affordable options.
- The property line adjustment for the east property line at the NCH is still pending. The adjacent owners are in favor of it, and a map has been created. A Request for Council Action is necessary to authorize the property line adjustment and adopt a resolution for the land swap. However, state law requires an appraisal of the properties, and we are now in the process of collecting bids for that work. After we receive an appraisal report, we will bring the issue before you at a Council meeting. Unfortunately, the appraisal is not expected to be complete until March.
- The ODOT Foster Lake Sidewalk Project: City Staff has met with ODOT recently, and budgetary constraints have required that the project be limited to one side (the north) of US 20. Construction has been delayed until 2022.
- All CEDD Divisions have begun a systems analysis, in which they will “map” out all department processes so that efficiencies can be identified, delays can be removed, and things can be made easier for both customers and staff. These process maps will be documented for staff continuity and to share with other departments.

MEMORANDUM



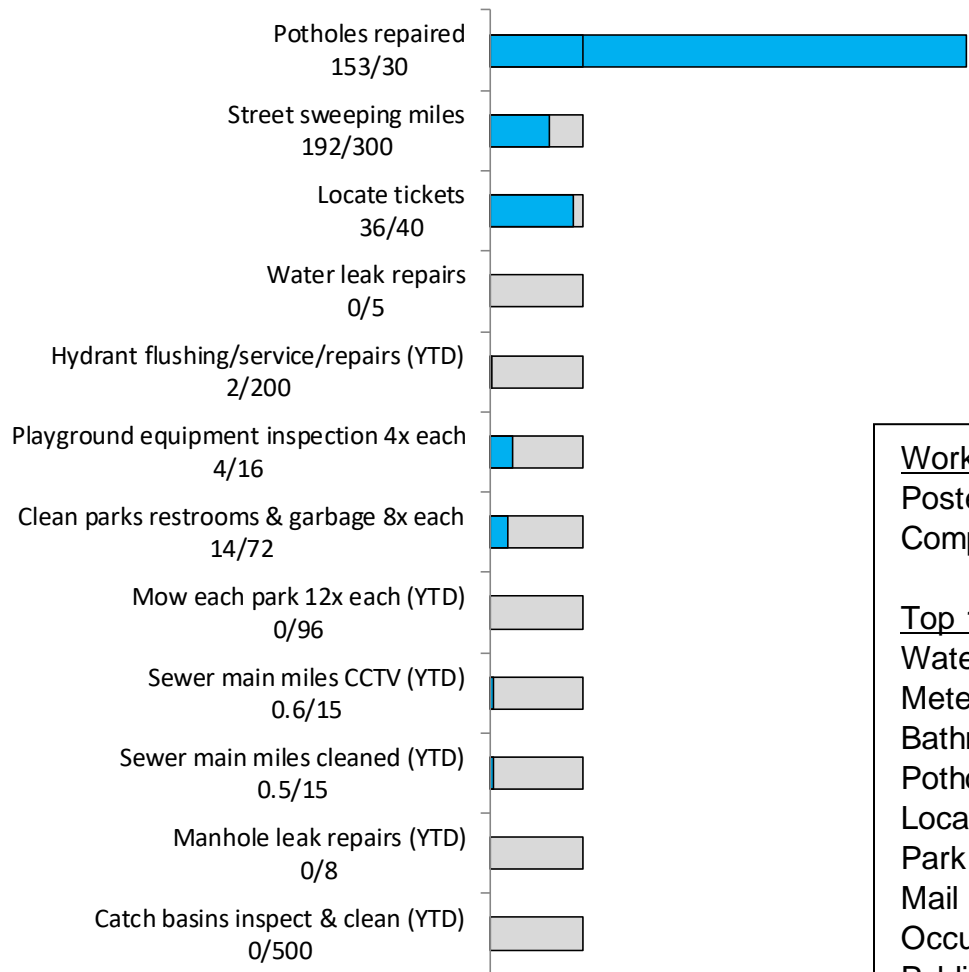
TO: Ray Towry, City Manager
 FROM: Greg Springman, Public Works Director
 DATE: February 4, 2020
 SUBJECT: Public Works Activities Report/January 2020

This memorandum provides a brief periodic update of specific projects, WTP/WWTP O&M and Compliance status, and activities performed by the Public Works Department.

Key Performance Indicators (KPI's) Dashboard

This dashboard section summarizes work done on key maintenance activities. Goals will be adjusted over time as workloads shift to keep up with current requirements. Routine activities are tracked monthly. Seasonal activities are tracked on a year-to-date basis.

January 2020



<u>Work Orders</u>	
Posted:	601
Completed:	585
<u>Top 10 Categories</u>	
Water Turn Ons/Offs	96
Meter Re-Read	58
Bathrooms/Garbage	54
Pothole Repair	45
Locates	38
Park Maintenance	29
Mail Run	19
Occupying RV	19
Public Nuisance	16
Cl2 Residual	15

WWTP and WTP Key Performance Indicators (KPIs)

Wastewater Treatment Facility – December 2019

47.4 MG of wastewater treated this month

3.05 MG max daily flow discharged

1.530 MG average daily flow discharged

30,530 lbs. solids inventory

Notes: No violations for November 2019

Water Treatment Facility – December 2019

35.56 MG treated this month

1.70 MG used for backwashing filters

1.15 MG average daily demand

Notes: No violations for November 2019

Current & Upcoming Projects

Wastewater Treatment Plant Improvement Project

Scope: Upgrades to equipment & processes for DEQ Compliance.

Status: Project on schedule. WWTP Final design commenced in August, 2019. In September 2019, staff met with Architect designing the WWTP Admin building to discuss building layout, vision for the structure and project schedule.

Water Loss

Scope: Staff will continue to identify water leaks throughout the 54 miles of water distribution system.

Status: PW staff has completed all repairs on the identified water leaks. Over 100 repairs have been completed by PW staff to date. Staff will calculate water loss quarterly. Staff purchased new leak detection equipment to begin program in-house.

Radar Speed Signs

Scope: Purchase 6 radar speed signs throughout the community.

Status: Staff ordered 6 radar speed signs. Installed two signs, one on 1st Avenue, second on Airport Road. Permits applications has been submitted to ODOT for multiple location along State Highway 20 and Highway 228.

City Engineer of Record Selection

Scope: Contract Engineering Services to assist with City projects and development/planning support.

Status: Staff developed RFP to select consultant. The selection process is closed, and staff selected Murraysmith for the Engineer of Record in July, 2019.

Sankey Park Improvements

Scope: Install new paths, lighting, and playground equipment.

Status: Staff specified all materials for project and set budget, project to commence February 2020.

2019 Overlay Project

Scope: 2" pavement overlay on Juniper St., 32nd Ct., 45th Ave., and 46th Ave. at Main St.

Status: Project in design.

DEQ - 18th Ave Groundwater Contamination Resolution

Scope: Support DEQ project to resolve neighborhood issue of contaminated groundwater east of 18th Ave and north of Tamarack St.

Status: DEQ determined that the apparent groundwater contamination was mainly the result of chemical byproducts created during the sample test process, and that the groundwater is within established safety limits. Community members will proceed with LID.

Water Distribution System Evaluation – Murraysmith

Scope: Murraysmith will perform a hydraulic water model of the water distribution system to pinpoint operations deficiencies and develop a plan to mitigate water system deficiencies.

Status: Kick off meeting water held in September 2019. City staff issued Murraysmith Task Order to begin the project.

System Development Charges (SDCs) – Murraysmith

Scope: Provide an update to the current water and sewer system development charges (SDCs) and establish new transportation, parks, and stormwater SDCs based on current capital improvement plans.

Status: Actively in progress

Backwash Pump Evaluation – Murraysmith

Scope: Evaluate feasibility of adding a backwash pump and using clearwell for filter backwashes and the corresponding effects on the distribution system and treatment.

Status: Waiting on Water Distribution System Evaluation

Finished Water Pump Evaluation – Murraysmith

Scope: Evaluate feasibility to add a Variable Frequency Drive (VFD) to the current finish water pumps to maintain a constant level in clearwell to help facilitate Backwash Pump

Status: Waiting on Water Distribution System Evaluation

WTP Disinfection Evaluation – Murraysmith

Scope: Murraysmith will perform a hydraulic water model of the water distribution system to pinpoint operations deficiencies and develop a plan to mitigate water system deficiencies.

Status: In Design



January 23, 2020

Ray Towry
City Manager
1140 12th Avenue
Sweet Home, OR 97386

Re: Xfinity TV Updates

Dear Ray,

We are committed to keeping you and our customers informed about Xfinity TV changes. In December we added Epix programming to certain packages and planned to remove Starz programming from those packages. While we did add Epix to those packages, we delayed the removal of Starz programming. We will now be removing Starz from those packages as of February 11, 2020. With Epix and its associated content our customers get unlimited access to hit films, critically acclaimed original series, documentaries and more, uncut and commercial-free. For more information about this change, visit xfinity.com/EpixChanges.

As part of our new agreement with Starz, the channel will be available to Xfinity customers separately from those packages at a reduced rate of \$8.99 per month and StarzEncore, StarzEncore Westerns, StarzEncore Black and StarzEncore Action will be included with that subscription to Starz. In addition, we will be removing Movieplex programming on March 24, 2020.

On February 4, 2020, we will add HD versions of Rai Italia and Band Internazionale. After February 4th, the channel locations will be:

RAI Italia HD: 3280
RAI Italia SD: 3295
Band Intl. HD: 3211
Band Intl SD: 3291

In addition, Cartoon Network will be moved from the Digital Starter package to Digital Preferred/Preferred + effective March 24, 2020.

Please feel free to contact me at (503) 605-6015 or kirk_nord@comcast.com if you have any questions.

Sincerely,

Kirk Nord
Director, Government & Regulatory Affairs
Oregon/SW Washington Region