



CITY OF SWEET HOME CITY COUNCIL AGENDA

December 09, 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

This meeting is open to the public in person and virtually. 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 971-203-2871 and enter the meeting ID followed by the # sign to be logged in to the call. Meeting ID: 882 329 760

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) Approval of Minutes:

i) [2025-10-28 City Council Work Session Minutes](#)

ii) [2025-10-28 City Council Meeting Minutes](#)

IV. Recognition of Visitors & Hearing of Petitions

V. New Business

a) [Audit Update](#)

VI. Reports of Committees

Community Health Committee – Councilor Bronson

• [2025-11-19 Community Health Committee Meeting Minutes](#)

Library Advisory Board – Councilor Augsburger

• [2025-11-13 Library Board Work Session Minutes](#)

• [2025-11-13 Library Board Meeting Minutes](#)

Park & Tree Committee – Councilor Hegge

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.

• [2025-10-15 Park & Tree Committee Meeting Minutes](#)

• [2025-11-19 Park & Tree Committee Meeting Minutes](#)

Planning Commission

• [2025-09-18 Planning Commission Meeting Minutes](#)

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

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

Chamber of Commerce – Councilor Hegge

Solid Waste Advisory Council – Councilor Richards

VII. Department Reports

Library

• [Library Report – October & November 2025](#)

• Planning & Building

• [Planning & Building Report – October & November 2025](#)

• Public Works

• [Public Works Report – October & November 2025](#)

Finance

• [Finance Report – October & November 2025](#)

Police

• [Police Department Report – October & November 2025](#)

VIII. Reports of City Officials

City Manager's Report

i) [Annual Goals Update](#)

ii) [November 2025 Newsletter](#)

iii) [December 2025 Newsletter](#)

Mayor's Report

IX. Council Business for Good of the Order

X. Adjournment



CITY OF SWEET HOME CITY COUNCIL WORK SESSION MINUTES

October 28, 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

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

ABSENT

Mayor Susan Coleman
Councilor Dylan Richards

STAFF

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

GUESTS

Gary Jarvis, Vice Chair, Charter Review Committee

Work Session

a) Proposed Charter Amendments

City Manager Ogden thanked the Charter Review Committee for their work to provide recommendations to modify the Sweet Home City Charter.

City Attorney Larsen provided an overview of the proposed changes within each Charter section. He stated that the City Council had the power to adopt no recommendations, some recommendations, all recommendations, or propose other changes. He noted that City Council would be responsible for referring any potential changes to the ballot for a future election.

Discussion ensued regarding existing language regarding "interference in administration" that had recently been found unconstitutional in a court of law as a result of a lawsuit in another Oregon municipality.

Councilor Sanchez and Councilor Bronson requested a complete markup version of the proposed amendments for review.

Councilor Hegge asked if the Mayor was considered a member of the Council where only the Council was recognized. City Attorney Larsen recognized Charter Review Committee Vice Chair Gary Jarvis. Vice Chair Jarvis stated that the Committee's intent was for the Mayor to act as a member of the Council except where specifically specified otherwise.

Councilor Sanchez expressed concern with tying absences to the ability to serve on Council and requested additional legal review.

Councilor Augsburger thanked the Charter Review Committee for their work and recommendations.

City Attorney Larsen asked for direction on next steps. President Pro Tem Thorstad requested the markup version of the document before setting additional meetings to discuss the Charter.

Adjournment

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

ATTEST:

Mayor

City Manager – Ex Officio City Recorder



CITY OF SWEET HOME CITY COUNCIL MEETING MINUTES

October 28, 2025, 6:30 PM
Sweet Home City Hall, 3225 Main Street
Sweet Home, OR 97386

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Call to Order & Pledge of Allegiance

The meeting was called to order at 6:30 PM.

Roll Call

Roll Call

PRESENT

President Pro Tem Josh Thorstad
Councilor Chelsea Augsburger (virtual)
Councilor Ken Bronson
Councilor Aaron Hegge
Councilor Dylan Richards
Councilor Angelita Sanchez

ABSENT

Mayor Susan Coleman

STAFF

Jason Ogden, City Manager / Police Chief
Blair Larsen, City Attorney
Angela Clegg, Planning & Building Manager
Megan Dazey, Library Services Director
Adam Leisinger, Special Projects Manager
Greg Springman, Public Works Director

VISITORS

Frank Gallagher, 1420 1st Avenue, Sweet Home, OR 97386
Kim Bowman, 1903 Kalmia Street, Sweet Home, OR 97386
Fred Bowman, 1903 Kalmia Street, Sweet Home, OR 97386
Tonni Hutchinson, 1897 Kalmia Street, Sweet Home, OR 97386

Consent Agenda

Approval of Minutes:

- a) 2025-10-14 City Council Executive Session Minutes
- b) 2025-10-14 City Council Work Session Minutes
- c) 2025-10-14 City Council Meeting Minutes

Councilor Richards moved to approve the Consent Agenda. Councilor Hegge seconded the motion. The motion carried by the following vote:

AYE: Thorstad, Augsburg, Bronson, Hegge, Richards, Sanchez

NAY: None

ABSENT: Coleman

Recognition of Visitors & Hearing of Petitions

President Pro Tem Thorstad recognized those registered to speak.

Frank Gallagher provided traffic data on 1st Avenue since speed humps were installed and noted that there was not a significant reduction in traffic volume. He stated that the data indicated an overall reduction in speeds.

New Business

- a) Request for Council Action – Code Compliance Abatement Lien for 1889 Kalmia Street

City Manager Ogden reviewed the history of code compliance concerns and a resulting abatement action at 1889 Kalmia Street at cost to the City. He requested City Council approval to place a lien against the property in the amount of \$21,906.49 covering the cost of the abatement and associated administrative costs.

President Pro Tem Thorstad recognized those registered to speak.

Kim Bowman expressed concern that the condition of the property had returned to the pre-abatement condition and that there were environmental and safety hazards present.

Fred Bowman reiterated Ms. Bowman's comments and expressed concern regarding the condition and habitability of the residential structure.

Tonni Hutchinson expressed disappointment that the condition of the property was deteriorating following the abatement.

Councilor Richards moved to approve the placement of the lien as recommended. Councilor Sanchez seconded the motion. The motion carried by the following vote:

AYE: Thorstad, Augsburg, Bronson, Hegge, Richards, Sanchez

NAY: None

ABSENT: Coleman

Ordinance Bills

Third Reading of Ordinance Bills (Roll Call Vote Required)

- a) Request for Council Action – Ordinance No. 9 for 2025 – Ordinance. No. 1338 – Zone Map Amendment Application ZMA25-01

A third reading of Ordinance No. 9 for 2025 by title only was conducted.

Councilor Bronson moved to approve Ordinance No. 9 for 2025. Councilor Richards seconded the motion. The motion carried by the following vote:

AYE: Thorstad, Augsburg, Bronson, Richards, Sanchez

NAY: None

ABSENT: Coleman

RECUSE: Hegge

Reports of Committees

Charter Review Committee – President Pro Tem Thorstad

- a) • 2025-10-07 Charter Review Committee Meeting Minutes

Community Health Committee – Councilor Bronson

- a) • 2025-10-22 Community Health Committee Meeting Minutes

Park & Tree Committee – Councilor Hegge

- a) • 2022-09-17 Park & Tree Committee Meeting Minutes

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

There were no reports to be heard.

Department Reports

Planning & Building

a) • Planning & Building Report – September 2025

City Manager Ogden stated that code enforcement activities were being handled by the Police Department. He noted that he applied for a grant to replace an aging telecommunications tower and support it with an automatic generator.

Director Dazey highlighted the beginning of a free pantry at the library and the donation of a new fridge and freezer unit to support the pantry.

Reports of City Officials

City Manager's Report

City Manager Ogden reported the success of a recent electronics recycling event. He noted that Public Works was currently assisting with leaf pick-up throughout the community. He invited everyone to the annual tree lighting on November 29th. He reminded City Council that there would be a single Council meeting in November on the 18th.

Mayor's Report

There was no report to be heard.

Council Business for Good of the Order

Councilor Sanchez expressed concern with food security due to upcoming changes to availability in food assistance from the federal government. She noted that there were multiple resources available locally to those needing food resources.

Adjournment

There being no further discussion, the meeting was adjourned at 7:00 PM.

ATTEST:

Mayor

City Manager – Ex Officio City Recorder



City of Sweet Home

*Financial Statements, Supplementary Information,
and
Independent Auditor's Report
June 30, 2023*

redw
Advisors & CPAs

CITY OF SWEET HOME
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CITY OF SWEET HOME

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CITY OF SWEET HOME
CITY OFFICIALS
JUNE 30, 2023

MAYOR

Term Expires

Susan Coleman, Mayor

December 31, 2026

CITY COUNCIL MEMBERS

Greg Mahler, President Pro-Tem

December 31, 2024

Dylan Richards

December 31, 2026

Lisa Gourley

December 31, 2024

Angelita Sanchez

December 31, 2024

Joshua Thorstad

December 31, 2026

Dave Trask

December 31, 2024

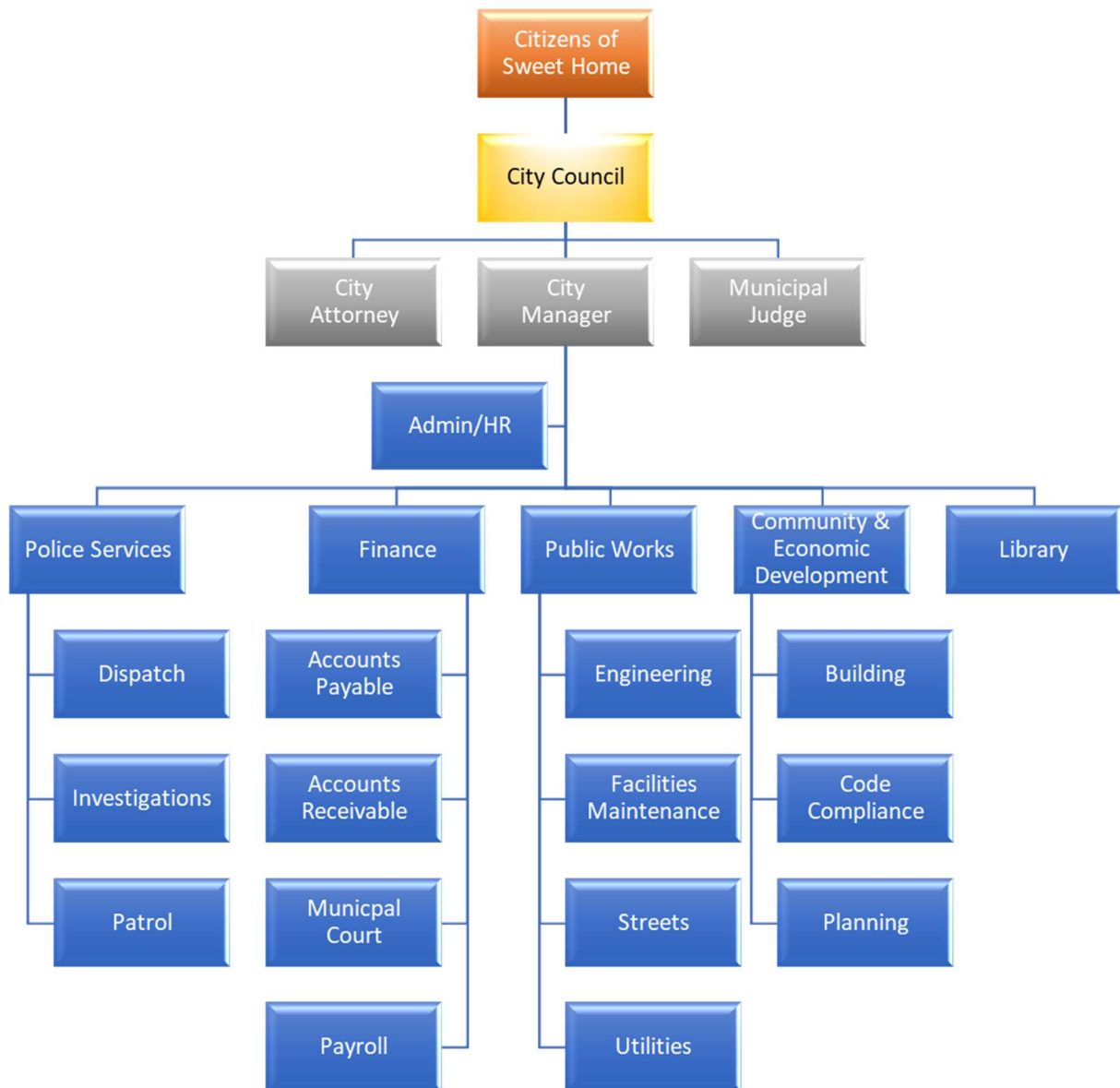
The above individuals may be contacted at the address below

CITY ADMINISTRATION

Jason Ogden, City Manager
Robert Snyder, City Attorney
Matt Brown, Finance Director (Contracted)
W. Blair Larsen, Community and Economic Development Director
Jeff Lynn, Police Chief
Rose Peda, Library Director
Greg Springman, Public Works Director

MAILING ADDRESS

City Hall
3225 Main Street
Sweet Home, Oregon 97386
(541) 367-5128



Independent Auditor's Report

The Honorable Susan Coleman, Mayor
and Members of the City Council
Sweet Home, Oregon

Report on the Audit of the Financial Statements

Opinions

We have audited the accompanying financial statements of the governmental activities, the business-type activities, each major fund, and the aggregate remaining fund information of the City of Sweet Home, Oregon as of and for the year ended June 30, 2023, and the related notes to the financial statements, which collectively comprise the City's basic financial statements as listed in the table of contents.

In our opinion, the financial statements referred to above present fairly, in all material respects, the respective financial position of the governmental activities, the business-type activities, each major fund, and the aggregate remaining fund information of the City of Sweet Home, Oregon as of June 30, 2023, and the respective changes in financial position and, where applicable, cash flows thereof for the year then ended in accordance with accounting principles generally accepted in the United States of America.

Basis for Opinions

We conducted our audit in accordance with auditing standards generally accepted in the United States of America (GAAS) and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States. Our responsibilities under those standards are further described in the Auditor's Responsibilities for the Audit of the Financial Statements section of our report. We are required to be independent of the City and to meet our other ethical responsibilities, in accordance with the relevant ethical requirements relating to our audit. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinions.

Responsibilities of Management for the Financial Statements

Management is responsible for the preparation and fair presentation of the financial statements in accordance with accounting principles generally accepted in the United States of America, and for the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, management is required to evaluate whether there are conditions or events, considered in the aggregate, that raise substantial doubt about the City's ability to continue as a going concern for twelve months beyond the financial statement date including any currently known information that may raise substantial doubt shortly thereafter.

Auditor's Responsibilities for the Audit of the Financial Statements

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinions. Reasonable assurance is a high level of assurance but is not absolute assurance and therefore is not a guarantee that an audit conducted in accordance with GAAS will always detect a material misstatement when it exists. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control. Misstatements are considered material if there is a substantial likelihood that, individually or in the aggregate, they would influence the judgment made by a reasonable user based on the financial statements.

In performing an audit in accordance with GAAS, we:

- Exercise professional judgment and maintain professional skepticism throughout the audit.
- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, and design and perform audit procedures responsive to those risks. Such procedures include examining, on a test basis, evidence regarding the amounts and disclosures in the financial statements.
- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the City's internal control. Accordingly, no such opinion is expressed.
- Evaluate the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluate the overall presentation of the financial statements.
- Conclude whether, in our judgment, there are conditions or events, considered in the aggregate, that raise substantial doubt about the City's ability to continue as a going concern for a reasonable period of time.

We are required to communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit, significant audit findings, and certain internal control-related matters that we identified during the audit.

Required Supplementary Information

Accounting principles generally accepted in the United States of America require that management's discussion and analysis (MD&A) and required supplementary information, as listed in the table of contents, be presented to supplement the basic financial statements. Such information is the responsibility of management and, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. We and other auditors have applied certain limited procedures to the required supplementary information in accordance with

auditing standards generally accepted in the United States of America, which consisted of inquiries of management about the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We do not express an opinion or provide any assurance on the information (except as mentioned in the following paragraph) because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance.

The schedules of revenues, expenditures, and changes in fund balance – budget and actual presented as required supplementary information, are the responsibility of management and were derived from and relate directly to the underlying accounting and other records used to prepare the basic financial statements. The information has been subjected to the auditing procedures applied in the audit of the basic financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the basic financial statements or to the basic financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America. In our opinion, the information is fairly stated, in all material respects, in relation to the basic financial statements as a whole.

Supplementary Information

Our audit was conducted for the purpose of forming opinions on the financial statements that collectively comprise the City's basic financial statements. The other supplementary information, as listed in the table of contents, is presented for purpose of additional analysis and is not a required part of the basic financial statements.

The supplementary information is the responsibility of management and was derived from and relates directly to the underlying accounting and other records used to prepare the basic financial statements. The information has been subjected to the auditing procedures applied in the audit of the basic financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the basic financial statements or to the basic financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America. In our opinion, the supplementary information and the schedule of expenditures of federal awards is fairly stated, in all material respects, in relation to the basic financial statements as a whole.

Reports on Other Legal and Regulatory Requirements

Other Reporting Required by Oregon Minimum Standards

In accordance with Minimum Standards for Audits of Oregon Municipal Corporations, we have issued our report dated October 31, 2025, on our consideration of the City's compliance with certain provisions of laws and regulations, including the provisions of Oregon Revised Statutes as specified in Oregon Administrative Rules. The purpose of that report is to describe the scope of our testing of compliance and the results of that testing and not to provide an opinion on compliance.



Ryan T. Pasquarella, Principal
For REDW LLC
Salem, Oregon
October 31, 2025

CITY OF SWEET HOME, OREGON
MANAGEMENT'S DISCUSSION AND ANALYSIS
FISCAL YEAR ENDED JUNE 30, 2023

This discussion and analysis present the highlights of financial activities and financial position for the City of Sweet Home. The analysis focuses on significant financial issues, major financial activities and resulting changes in financial position, budget changes and variances from the budget, and specific issues related to funds and the economic factors affecting the city.

Management's Discussion and Analysis (MD&A) focuses on the current year's activities and resulting changes. Please read it in conjunction with the City's financial statements.

FINANCIAL HIGHLIGHTS

City of Sweet Home Statement of Net Position (GAAP Basis) June 30, (in thousands)				
	<i>June 30,</i>			
	2023	2022		change
Net position	\$ 51,041	\$ 42,880	\$	8,161
Change in net position	8,161	5,156		3,005
Governmental activities net position	22,985	19,596		3,389
Business-type activities net position	28,056	23,284		4,772
Change in governmental net assets	3,389	1,458		1,931
Change in proprietary net assets	4,772	3,698		1,074

Overall, the City's net position increased \$7,143 thousand (or 17%). The majority of this increase was shown in Business-Type activities, which is a result of revenues exceeding budget and previous years in the city's proprietary funds of Water, Sewer, and Stormwater.

REPORT LAYOUT

The City's annual financial report consists of different sections that outline the components of an Annual Financial Report.

CITY OF SWEET HOME, OREGON
MANAGEMENT'S DISCUSSION AND ANALYSIS
FISCAL YEAR ENDED JUNE 30, 2023

- 1) Independent Auditor's Report – This section outlines the overview of the entire audit and states most importantly what opinion is given of the financial statements.
- 2) Management's Discussion and Analysis – This section allows management to discuss and highlight financial activities that make up the financial statements and discuss notable changes from the previous years or expectations in future years dependent on economic factors that may affect the city.
- 3) Basic Financial Statements – This section presents the basic financial statements that include a State of Net Position, Statement of Activities, Notes on the basic Financial Statements and a financial statement for each fund the city operates.
- 4) Other Required Supplementary Information – Other required information typically entails combining statements, budgetary comparisons, PERS (Public Employees Retirement System) schedules, and OPEB (Other Post Employment Benefits) schedules.
- 5) Reports by Independent CPA – This is the auditor's opinion regarding the presentation of the financial statements in accordance with accounting principles generally accepted in the United States of American

GOVERNMENT-WIDE FINANCIAL STATEMENTS

The following table reflects a statement of net position of governmental and business-type funds compared to the prior year. Detail of this summary is presented in the Financial Statement section of the report.

	2023			2022			Change		
	Governmental Activities	Business-Type Activities	Total	Governmental Activities	Business-Type Activities	Total	Governmental Activities	Business-Type Activities	Total
Cash and investments	\$ 13,664	\$ 10,281	\$ 23,945	\$ 9,933	\$ 8,383	\$ 18,316	\$ 3,731	\$ 1,898	\$ 5,629
Other assets	1,013	740	1,753	137	1,345	1,482	876	(605)	271
Capital assets	11,319	32,690	44,009	12,191	27,714	39,905	(872)	4,976	4,104
Total Assets	25,996	43,711	69,707	22,261	37,442	59,703	3,735	6,269	10,004
Deferred Outflows of Resources	663	4	667	913	7	920	(250)	(3)	(253)
Other liabilities	832	3,563	4,395	596	1,046	1,642	236	2,517	2,753
Long-term liabilities	1,938	12,072	14,010	1,766	13,111	14,877	172	(1,039)	(867)
Total Liabilities	2,770	15,635	18,405	2,362	14,157	16,519	408	1,478	1,886
Deferred Inflows of Resources	904	24	928	1,216	8	1,224	(312)	16	(296)
Net position									
Net investment in capital assets	11,295	20,674	31,969	12,150	14,668	26,818	(855)	6,006	5,151
Restricted	9,695	(1)	9,694	7,071	1,181	8,252	2,624	(1,182)	1,442
Unrestricted	1,995	7,383	9,378	375	7,435	7,810	1,620	(52)	1,568
Total Net Position	\$ 22,985	\$ 28,056	\$ 51,041	\$ 19,596	\$ 23,284	\$ 42,880	\$ 3,389	\$ 4,772	\$ 8,161

CITY OF SWEET HOME, OREGON
MANAGEMENT'S DISCUSSION AND ANALYSIS
FISCAL YEAR ENDED JUNE 30, 2023

The following table reflects a change in activities for governmental and proprietary funds compared to the prior year. Details of this summary are presented in the Financial Statement section of the report.

	2023			2022			Change		
	Governmental Activities	Business-type Activities	Total	Governmental Activities	Business-type Activities	Total	Governmental Activities	Business-type Activities	Total
Revenues									
Program Revenues									
Charges for service	\$ 998	\$ 5,846	\$ 6,844	\$ 2,168	\$ 6,208	\$ 8,376	\$ (1,170)	\$ (362)	\$ (1,532)
Operating grants and contributions	1,682	-	1,682	259	-	259	1,423	-	1,423
Capital grants and contributions	466	-	466	-	950	950	466	(950)	(484)
General Revenues									
Taxes and assessments	4,706	35	4,741	4,882	-	4,882	(176)	35	(141)
Other	2,811	6,219	9,030	4,034	1,143	5,177	(1,223)	5,076	3,853
Total Revenues	10,663	12,100	22,763	11,343	8,301	19,644	(680)	3,799	3,119
Expenses									
Programs	9,674	4,928	14,602	9,671	4,817	14,488	3	111	114
Transfers	601	(601)	-	(214)	214	-	815	(815)	-
Change in Net Position	1,590	6,571	8,161	1,458	3,698	5,156	132	2,873	3,005
Beginning Net Position	19,596	23,284	42,880	18,138	19,586	37,724	1,458	3,698	5,156
Restatement	1,799	(1,799)	-	-	-	-	1,799	(1,799)	-
Beginning Net Position, restated	21,395	21,485	42,880	18,138	19,586	37,724	3,257	1,899	5,156
Ending Net Position	\$ 22,985	\$ 28,056	\$ 51,041	\$ 19,596	\$ 23,284	\$ 42,880	\$ 3,389	\$ 4,772	\$ 8,161

FUND FINANCIAL ANALYSIS: GOVERNMENTAL FUNDS

The focus of the City's governmental funds is to provide information on near-term inflows, outflows, and balances of spendable resources. Such information is useful in assessing the City's financing requirements. A fund balance may serve as a useful measure of a government's net resources available for spending at the end of the fiscal year.

General Fund. The General Fund is the main operating fund for the City of Sweet Home. At the end of the fiscal year, the city saw the General Fund balance increase by \$1,238,720 from the previous fiscal year. Half of this increase, in general terms, is because expenses at the end of the year were lower than resources brought in. The other half of the reason for the increase is that there were no transfers out to other funds during the current year. Currently, the ending fund balance represents about 70% of the General Fund expenses.

Public Safety Fund. The Public Safety Fund saw an increase to an ending fund balance by \$317,834. Currently, the ending fund balance represents about 118% of the Police Fund's expenses.

Transportation Fund. The Transportation Fund saw a decrease to an ending fund balance by \$319,512. Currently, the ending fund balance represents about 31% of the fund's expenses.

CITY OF SWEET HOME, OREGON
MANAGEMENT'S DISCUSSION AND ANALYSIS
FISCAL YEAR ENDED JUNE 30, 2023

FUND FINANCIAL ANALYSIS: PROPRIETARY FUNDS

Proprietary funds are used to account for operations that are financed and operated in a manner like private business enterprises. The intent is that the costs for providing the services to the public on a continuing basis be financed primarily through user charges. These funds represent three segments of operations: Water, Sewer, and Stormwater.

Water Operations. Water operations accounts for the operation of the City's water department and facilities. The net position of the Water Operations Fund increased by \$90 thousand.

Sewer Operations. Sewer Operations accounts for the operation of the City's sewer utility and related facilities. The net position of the Sewer Operations Fund increased \$6.4 million. The increase was primarily due \$6.2 million in grant funding.

FUND BALANCES

The following table reflects a summary of ending fund balances for governmental funds compared to the prior year. Details of this summary are presented in the Financial Statement section of the audit report.

Table 3
Governmental Funds - Fund
Balances
June 30,
(in thousands)

Major Funds	2023		2022		Compared to Prior Year	
	Amount	%	Amount	%	Change	%
General	\$ 2,546	19%	\$ 1,308	15%	\$ 1,238	95%
Public Safety	3,575	27%	3,198	36%	377	12%
Transportation	320	2%	547	6%	(227)	-41%
Other Governmental Funds	6,734	50%	3,891	45%	2,843	73%
Total fund balances	<u>\$ 13,175</u>	<u>98%</u>	<u>\$ 8,944</u>	<u>102%</u>	<u>\$ 4,231</u>	<u>47%</u>

CITY OF SWEET HOME, OREGON
MANAGEMENT'S DISCUSSION AND ANALYSIS
FISCAL YEAR ENDED JUNE 30, 2023

The following table reflects a summary of ending fund net position for business-types activities compared to the prior year. Details of this summary are presented in the Financial Statement section of the audit report.

Table 4
Proprietary Funds - Fund Balances
June 30,
(in thousands)

Major Funds	2023		2022		Compared to Prior Year	
	Amount	%	Amount	%	Change	%
Water Operations	\$ 4,781	17%	\$ 5,747	25%	\$ (966)	-17%
Sewer Operations	22,820	81%	17,116	74%	5,704	33%
Other Business-type Funds	456	2%	422	1%	34	8%
Total fund net position	<u>\$ 28,057</u>	<u>100%</u>	<u>\$ 23,285</u>	<u>100%</u>	<u>\$ 4,772</u>	<u>20%</u>

In the fund financial statements, the fund balance for governmental funds is reported in classifications that comprise a hierarchy based on the extent to which the City is bound to honor constraints on the specific purposes for which amounts in those funds can be spent.

The City Council and Budget Committee have maintained a desire for fund balances in the General Fund, Public Safety, Library to contain at least 90 days expenditure reserves each budget year. Maintaining these reserves ensures the funds remain on a solid footing while still being able to sustainably grow services where and when they are needed. The goal is also to maintain enough operating reserves until the first property tax receipts in November each year are received.

For all other funds revenue receipts are consistent. Water and sewer funds, for example generate revenue through utility payments from customers. These payments are made monthly and are static in revenue estimates. In these funds, efforts are made to maintain a similar 90-day reserve policy each budget year along with showing funds available for ongoing capital project improvements that are necessary.

GENERAL FUND BUDGETARY HIGHLIGHTS

There were no large changes in the General Fund adopted budget during the 2022 fiscal year that required a supplemental budget.

CITY OF SWEET HOME, OREGON
MANAGEMENT'S DISCUSSION AND ANALYSIS
FISCAL YEAR ENDED JUNE 30, 2023

CAPITAL ASSETS AND DEBT ADMINISTRATION

Capital Assets

The City's investment in capital assets for its governmental and business activities as of year-end was \$44 million (net of accumulated depreciation). This is an increase of about \$4 million from the prior year. This investment in capital assets includes land, construction in progress, building and improvements, equipment, and infrastructure.

Table 5
Capital Assets at June 30,
(in thousands)

	Governmental Activities		Business-Type Activities		Total	
	2023	2022	2023	2022	2023	2022
Land and improvements	\$ 3,534	\$ 3,534	\$ -	\$ -	\$ 3,534	\$ 3,534
Buildings	10,716	10,716	30,055	24,246	40,771	34,962
Equipment	2,147	2,860	835	881	2,982	3,741
Infrastructure	27,234	26,734	10,297	10,297	37,531	37,031
Construction in progress	489	488	16,616	16,616	17,105	17,104
Accumulated depreciation	(32,801)	(32,188)	(25,112)	(24,465)	(57,913)	(56,653)
Net capital assets	<u>\$ 11,319</u>	<u>\$ 12,144</u>	<u>\$ 32,691</u>	<u>\$ 27,575</u>	<u>\$ 44,010</u>	<u>\$ 39,719</u>

The following table reconciles the changes in capital assets. Included within additions is the continuing work on the sewer system within business-type activities. Details of this summary are presented in the Financial Statement section of the auditor report.

Table 6
Changes in Capital Assets
(in thousands)

	Governmental Activities	Business-Type Activities	Total
Beginning balance	\$ 12,191	\$ 27,714	\$ 39,905
Additions	500	5,810	6,310
Retirements	(139)	(36)	(175)
Depreciation	(1,233)	(797)	(2,030)
Ending balance	<u>\$ 11,319</u>	<u>\$ 32,691</u>	<u>\$ 44,010</u>

The city remains focused on replacing aging equipment. Many capital assets have reached a point where maintenance and repairs are frequent and more costly than overall replacement. As the City continues to replace aged assets, reserves will ensure timely replacements once the equipment has reached its peak efficiency.

CITY OF SWEET HOME, OREGON
MANAGEMENT'S DISCUSSION AND ANALYSIS
FISCAL YEAR ENDED JUNE 30, 2023

Long-Term Debt

The City's long-term debt on June 30, 2023, and 2022, is summarized below. More detailed information can be found in the debt section of the audit report.

Table 7
City of Sweet Home
General Obligation Debt
June 30,
(in thousands)

	Governmental Activities		Business-Type Activities		Total	
	2023	2022	2023	2022	2023	2022
Loans/leases	\$ 24	\$ 31	\$ 6,646	\$ 7,138	\$ 6,670	\$ 7,169
Bonds payable	-	-	4,800	5,270	4,800	5,270
<i>Total</i>	\$ 24	\$ 31	\$ 11,446	\$ 12,408	\$ 11,470	\$ 12,439

The City policy allows for total debt of \$28.9 million based on today's Real Market Value (RMV) of property within city limits. For the existing loans, final payments range from 2023 through the last payment in 2040. Looking forward into the future, the city has continued design work on a Sewer Treatment Plant that will begin in the coming years. The city is anticipating taking out additional debt to help finance this project as it gets closer.

MAJOR INITIATIVES

Fiscal Stability

The City's General Fund is the most flexible fund with revenue receipts being generally unrestricted and can be spent on any piece of the City's operations. Existing expenditures in the General Fund include the operational expenses for the Municipal Court, Community & Economic Development, and city parks. Revenues are generated through a small permanent tax rate, state revenue sharing, franchise fees, and service fees/fines. The General Fund also receives transfers from operational funds for administrative costs and functions like financial services for accounts payable, accounts receivable, and payroll among many other services related to the City Manager's office and Human Resources support.

FINANCIAL CONTACT

The City's financial statements are designed to present users with a general overview of the City's finances and to demonstrate the City's accountability. If you have questions about the report or need additional financial information, please contact the City of Sweet Home at 3225 Main Street, Sweet Home, Oregon 97386.

BASIC FINANCIAL STATEMENTS

CITY OF SWEET HOME, OREGON
STATEMENT OF NET POSITION
JUNE 30, 2023

	Governmental Activities	Business-Type Activities	Totals
ASSETS			
Cash and investments	\$ 13,664,210	\$ 10,281,412	\$ 23,945,622
Accounts receivable	307,059	669,323	976,382
Property taxes receivable	188,189	-	188,189
Assessment liens receivable	34,305	-	34,305
Loans receivable	425,308	-	425,308
Prepaid items	32,677	-	32,677
Internal balances	-	-	-
Inventories	-	71,311	71,311
Net OPEB asset	25,969	-	25,969
Non-depreciable capital assets	4,023,062	16,615,920	20,638,982
Other capital assets, net of depreciation	7,260,409	15,964,708	23,225,117
Right to use leased assets, net of amortization	35,303	109,380	144,683
<i>Total Assets</i>	<i>25,996,491</i>	<i>43,712,054</i>	<i>69,708,545</i>
DEFERRED OUTFLOWS OF RESOURCES			
Deferred outflows related to pensions	634,584	-	634,584
Deferred outflows related to OPEB	28,287	4,351	32,638
<i>Total Deferred Outflows</i>	<i>662,871</i>	<i>4,351</i>	<i>667,222</i>
LIABILITIES			
Accounts payable	568,457	3,304,835	3,873,292
Accrued payroll liabilities	229,308	-	229,308
Deposits payable	2,832	221,714	224,546
Accrued interest payable	-	36,873	36,873
Unearned revenue	31,359	-	31,359
Due within one year:			
Long-term debt and right to use assets	6,498	1,102,206	1,108,704
Accrued compensated absences	206,086	36,415	242,501
Due in more than one year:			
Long-term debt, net of premiums	17,494	10,804,243	10,821,737
OPEB Liability	111,421	19,744	131,165
Net pension liability	1,561,508	-	1,561,508
Right to use - lease liability	35,303	109,380	144,683
<i>Total Liabilities</i>	<i>2,770,266</i>	<i>15,635,410</i>	<i>18,405,676</i>
DEFERRED INFLOWS OF RESOURCES			
Deferred inflows related to pensions	765,639	-	765,639
Deferred inflows related to OPEB	138,582	23,898	162,480
<i>Total Deferred Inflows of Resources</i>	<i>904,221</i>	<i>23,898</i>	<i>928,119</i>
NET POSITION			
Net investment in capital assets	11,294,782	20,674,179	31,968,961
Restricted for:			
Public safety	3,705,830	-	3,705,830
Construction	3,455,773	-	3,455,773
Community development	1,907,548	-	1,907,548
Library	626,123	-	626,123
Unrestricted	1,994,819	7,382,918	9,377,737
<i>Total Net Position</i>	<i>\$ 22,984,875</i>	<i>\$ 28,057,097</i>	<i>\$ 51,041,972</i>

The accompanying notes are an integral part of the financial statements.

CITY OF SWEET HOME, OREGON
STATEMENT OF ACTIVITIES
YEAR ENDED JUNE 30, 2023

		Program Revenues		
		Fees, Fines and Charges for Services	Operating Grants and Contributions	Capital Grants and Contributions
	Expenses			
FUNCTIONS/PROGRAMS				
Governmental activities:				
General government	\$ 3,648,564	\$ 799,190	\$ 1,251,746	\$ -
Public safety	3,144,555	157,277	896	-
Library	525,847	4,638	9,020	-
Parks	989,211	-	-	18,518
Community development	341,320	36,401	419,961	261,845
Transportation	1,023,395	245	-	185,861
<i>Total Governmental activities</i>	<i>9,672,892</i>	<i>997,751</i>	<i>1,681,623</i>	<i>466,224</i>
Business-type activities:				
Water	2,032,461	2,682,645	-	-
Sewer	2,772,309	2,967,551	-	-
Stormwater	123,003	196,060	-	-
<i>Total Business-type activities</i>	<i>4,927,773</i>	<i>5,846,256</i>	<i>-</i>	<i>-</i>
<i>Total Activities</i>	<i>\$ 14,600,665</i>	<i>\$ 6,844,007</i>	<i>\$ 1,681,623</i>	<i>\$ 466,224</i>
General Revenues:				
Property taxes				
Franchise taxes				
Intergovernmental				
Miscellaneous				
<i>Total General Revenues</i>				
Transfers				
Change in net position				
Net Position - beginning of year				
Restatement				
Net Position - beginning of year as restated				
Net Position - end of year				

The accompanying notes are an integral part of the financial statements.

***Net (Expenses) Revenues
and Changes in Net Position***

<i>Governmental Activities</i>	<i>Business-Type Activities</i>	<i>Totals</i>
\$ (1,597,628)	\$ -	\$ (1,597,628)
(2,986,382)	-	(2,986,382)
(512,189)	-	(512,189)
(970,693)	-	(970,693)
376,887	-	376,887
(837,289)	-	(837,289)
(6,527,294)	-	(6,527,294)
-	650,184	650,184
-	195,242	195,242
-	73,057	73,057
-	918,483	918,483
(6,527,294)	918,483	(5,608,811)
4,706,008	34,850	4,740,858
763,079	-	763,079
1,286,394	6,162,321	7,448,715
761,620	56,483	818,103
7,517,101	6,253,654	13,770,755
600,794	(600,794)	-
1,590,601	6,571,343	8,161,944
19,595,671	23,284,357	42,880,028
1,798,603	(1,798,603)	-
21,394,274	21,485,754	42,880,028
<u>\$ 22,984,875</u>	<u>\$ 28,057,097</u>	<u>\$ 51,041,972</u>

The accompanying notes are an integral part of the financial statements.

CITY OF SWEET HOME, OREGON
BALANCE SHEET - GOVERNMENTAL FUNDS
JUNE 30, 2023

		Special Revenue	
	General	Public Safety	Transportation Fund
ASSETS			
Cash and investments	\$ 2,947,588	\$ 3,715,931	\$ 268,731
Accounts receivable	1,250,418	-	67,531
Property taxes receivable	32,971	130,904	-
Assessment liens receivable	8,222	-	-
Loans receivable	-	-	-
Prepaid items	32,677	-	-
Total Assets	\$ 4,271,876	\$ 3,846,835	\$ 336,262
LIABILITIES, DEFERRED INFLOWS OF RESOURCES, AND FUND BALANCES			
Liabilities:			
Accounts payable	\$ 420,134	\$ 102,654	\$ 13,293
Accrued payroll and payroll liabilities	183,388	38,351	3,457
Deposits payable	2,832	-	-
Total Liabilities	606,354	141,005	16,750
Deferred Inflows of Resources			
Unavailable revenue	1,119,338	130,904	-
Fund Balance:			
Non-spendable	32,677	-	-
Restricted for:			
Public safety	-	3,574,926	-
Community development	-	-	319,512
Library	-	-	-
Capital outlay	-	-	-
Committed to:			
Capital outlay	-	-	-
Unassigned	2,513,507	-	-
Total Fund Balance	2,546,184	3,574,926	319,512
Total Liabilities, Deferred Inflows of Resources, and Fund Balances	\$ 4,271,876	\$ 3,846,835	\$ 336,262

The accompanying notes are an integral part of the financial statements.

<i>Other Governmental Funds</i>	<i>Total</i>
\$ 6,731,960	\$ 13,664,210
37,381	1,355,330
24,314	188,189
32,821	41,043
425,308	425,308
-	32,677
<u>\$ 7,251,784</u>	<u>\$ 15,706,757</u>

\$ 31,399	\$ 567,480
4,112	229,308
-	2,832
<u>35,511</u>	<u>799,620</u>

<u>482,443</u>	<u>1,732,685</u>
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-	32,677
-	3,574,926
1,162,728	1,482,240
601,809	601,809
3,455,773	3,455,773
-	
1,513,520	1,513,520
-	2,513,507
<u>6,733,830</u>	<u>13,174,452</u>
<u>\$ 7,251,784</u>	<u>\$ 15,706,757</u>

The accompanying notes are an integral part of the financial statements.

CITY OF SWEET HOME, OREGON**RECONCILIATION OF THE BALANCE SHEET - GOVERNMENTAL FUNDS
TO THE STATEMENT OF NET POSITION
JUNE 30, 2023**

Fund Balances \$ 13,174,452

The Statement of Net Position reports receivables at their net realizable value. However, receivables not available to pay for current period expenditures are deferred in governmental funds.

Unavailable revenues	1,667,528
Court receivables, net of allowance	(1,055,009)

Capital and leased assets are not financial resources in governmental funds, but are reported in the Statement of Net Position at their net depreciable value.

Cost	44,119,922
Accumulated depreciation	(32,801,148)

All liabilities are reported in the Statement of Net Position. However, if they are not due and payable in the current period, they are not recorded in governmental funds.

Long-term debt	(59,295)
Accrued compensated absences	(206,086)
Net pension liability	(1,561,508)
Net OPEB liability	(85,452)

Deferred outflows/inflows of resources related to pensions and postemployment benefits are not financial resources/requirements in governmental funds, but are reported in the Statement of Net Position.

Deferred outflows of resources	662,871
Deferred inflows of resources	(904,221)

Net Position of Governmental Activities	<u>\$ 22,952,054</u>
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CITY OF SWEET HOME, OREGON**STATEMENT OF REVENUES, EXPENDITURES, AND CHANGES IN FUND BALANCES -
GOVERNMENTAL FUNDS
YEAR ENDED JUNE 30, 2023**

		Special Revenue	
	General Fund	Public Safety	Transportation Fund
REVENUES			
Taxes and assessments	\$ 809,464	\$ 3,283,758	\$ -
Licenses and permits	983,268	2,176	-
Charges for services	550,080	-	-
Intergovernmental	1,752,099	896	786,041
Fines and forfeitures	184,238	-	-
Miscellaneous	602,488	50,002	9,656
<i>Total Revenues</i>	4,881,637	3,336,832	795,697
EXPENDITURES			
Current			
General government	1,554,859	-	-
Library	-	-	-
Parks	984,091	-	-
Community development	781,145	-	510,652
Public safety	322,822	2,953,076	-
Community center	-	-	-
Transportation	-	-	-
Capital outlay	-	65,922	512,743
<i>Total Expenditures</i>	3,642,917	3,018,998	1,023,395
NET CHANGE IN FUND BALANCE	1,238,720	317,834	(227,698)
FUND BALANCE, beginning of year	1,307,464	3,257,092	547,210
FUND BALANCE, end of year	\$ 2,546,184	\$ 3,574,926	\$ 319,512

The accompanying notes are an integral part of the financial statements.

<i>Other Governmental Funds</i>	<i>Total</i>
\$ 606,123	\$ 4,699,345
464,316	1,449,760
36,401	586,481
228,262	2,767,298
4,638	188,876
722,231	1,384,377
2,061,971	11,076,137
-	1,554,859
505,268	505,268
-	984,091
51,424	1,343,221
-	3,275,898
268,203	268,203
17,593	17,593
33,418	612,083
875,906	8,561,216
1,186,065	2,514,921
5,547,765	10,659,531
\$ 6,733,830	\$ 13,174,452

The accompanying notes are an integral part of the financial statements.

CITY OF SWEET HOME, OREGON**RECONCILIATION OF THE STATEMENT OF REVENUES, EXPENDITURES, AND CHANGES IN
FUND BALANCES OF GOVERNMENTAL FUNDS TO THE STATEMENT OF ACTIVITIES
YEAR ENDED JUNE 30, 2023**

<i>Net Change in Fund Balances - Total Governmental Funds</i>	<i>\$ 2,514,921</i>
Amounts reported for governmental activities in the statement of activities are different because:	
Governmental funds defer revenues that do not provide current financial resources. However, the Statement of Activities recognizes such revenues at their net realizable value when earned, regardless of when received.	436,441
Governmental funds do not report expenditures for unpaid compensated absences since they do not require the use of current financial resources. However, the Statement of Activities reports such expenses when incurred, regardless of when settlement ultimately occurs.	(10,495)
Capital outlays are reported as expenditures in governmental funds. However, the Statement of Activities allocates the cost of capital outlay over their estimated useful lives as depreciation expense.	
Capital outlay expenditures	500,000
Depreciation	(1,232,774)
Net book value of dispositions	(139,133)
Proceeds from the issuance of long-term debt provide current financial resources to governmental funds and are reported as revenues. In the same way, repayments of long-term debt use current financial resources and are reported as expenditures in governmental funds. However, neither the receipt of debt proceeds nor the payment of debt principal affect the Statement of Activities, but are reported as increases and decreases in noncurrent liabilities in the Statement of Net Position.	
Interfund loan	600,794
Capital and right to use leased assets paid	10,498
Current year PERS pension and OPEB expense related to the change in net pension liability, OPEB and related deferred inflows and outflows are reported as expenses in the Statement of Activities, but are not recorded as expenditures in the governmental funds.	(105,184)
Change in Net Position of Governmental Activities	<u><u>\$ 2,575,068</u></u>

CITY OF SWEET HOME, OREGON
STATEMENT OF FUND NET POSITION - PROPRIETARY FUNDS
JUNE 30, 2023

	Water Operations	Sewer Operations	Nonmajor Storm Water Operations	Total
ASSETS				
Current Assets				
Cash and investments	\$ 2,963,204	\$ 6,854,526	\$ 463,682	\$ 10,281,412
Accounts receivable	294,516	353,897	20,910	669,323
Inventories	44,079	27,232	-	71,311
<i>Total Current Assets</i>	3,301,799	7,235,655	484,592	11,022,046
Noncurrent Assets				
Nondepreciable capital assets	-	16,615,920	-	16,615,920
Other capital assets, net of depreciation	8,920,281	7,044,427	-	15,964,708
Other amortizable assets, net of amortization	27,951	81,429	-	109,380
<i>Total Noncurrent Assets</i>	8,948,232	23,741,776	-	32,690,008
<i>Total Assets</i>	12,250,031	30,977,431	484,592	43,712,054
DEFERRED OUTFLOWS OF RESOURCES				
Deferred outflows related to OPEB	2,176	2,044	131	4,351
LIABILITIES				
Current Liabilities				
Accounts payable	461,725	2,815,862	27,248	3,304,835
Deposits payable	221,714	-	-	221,714
Accrued interest payable	30,263	6,610	-	36,873
Current portion of long-term liabilities				
Long-term debt	327,206	775,000	-	1,102,206
Accrued compensated absences	36,334	81	-	36,415
<i>Total Current Liabilities</i>	1,077,242	3,597,553	27,248	4,702,043
Noncurrent Liabilities				
Long-term debt, net of premiums	6,343,788	4,460,455	-	10,804,243
Lease liability	27,951	81,429	-	109,380
OPEB liability	9,874	9,277	593	19,744
<i>Total Noncurrent Liabilities</i>	6,381,613	4,551,161	593	10,933,367
<i>Total Liabilities</i>	7,458,855	8,148,714	27,841	15,635,410
DEFERRED INFLOWS OF RESOURCES				
Deferred inflows related to OPEB	11,952	11,229	717	23,898
FUND NET POSITION				
Net investment in capital assets	2,249,287	18,424,892	-	20,674,179
Unrestricted	2,532,113	4,394,640	456,165	7,382,918
<i>Total Fund Net Position</i>	\$ 4,781,400	\$ 22,819,532	\$ 456,165	\$ 28,057,097

The accompanying notes are an integral part of the financial statements.

CITY OF SWEET HOME, OREGON

STATEMENT OF REVENUES, EXPENSES, AND CHANGES IN FUND NET POSITION – PROPRIETARY FUNDS YEAR ENDED JUNE 30, 2023

	<i>Water Operations</i>	<i>Sewer Operations</i>	<i>Nonmajor Storm Water Operations</i>	<i>Total</i>
OPERATING REVENUES				
Charges for services	\$ 2,682,645	\$ 2,967,551	\$ 196,060	\$ 5,846,256
Miscellaneous	30,408	3,075	-	33,483
<i>Total Operating Revenues</i>	2,713,053	2,970,626	196,060	5,879,739
OPERATING EXPENSES				
Personal services	476,907	437,376	31,225	945,508
Materials and services	1,067,200	1,833,647	91,759	2,992,606
Depreciation	350,526	415,398	19	765,943
Amortization	7,454	23,296	-	30,750
<i>Total Operating Expenses</i>	1,902,087	2,709,717	123,003	4,734,807
OPERATING INCOME (LOSS)	810,966	260,909	73,057	1,144,932
NONOPERATING REVENUES (EXPENSES)				
Intergovernmental	-	6,162,321	-	6,162,321
Taxes and assessments	-	34,850	-	34,850
Investment revenue	10,000	10,000	3,000	23,000
Interest expense and amortization	(93,676)	(62,592)	-	(156,268)
Gain (loss) on sale of assets	(36,698)	-	-	(36,698)
<i>Total Nonoperating Revenues (Expenses)</i>	(120,374)	6,144,579	3,000	6,027,205
NET INCOME BEFORE CONTRIBUTIONS AND TRANSFERS	690,592	6,405,488	76,057	7,172,137
Transfers out	(600,794)	-	-	(600,794)
CHANGE IN FUND NET POSITION	89,798	6,405,488	76,057	6,571,343
FUND NET POSITION, beginning of year	5,746,603	17,115,793	421,961	23,284,357
RESTATEMENT	(1,055,001)	(701,749)	(41,853)	(1,798,603)
FUND NET POSITION, beginning of year as restated	4,691,602	16,414,044	380,108	21,485,754
FUND NET POSITION, end of year	\$ 4,781,400	\$ 22,819,532	\$ 456,165	\$ 28,057,097

The accompanying notes are an integral part of the financial statements.

CITY OF SWEET HOME, OREGON
STATEMENT OF CASH FLOWS - PROPRIETARY FUNDS
YEAR ENDED JUNE 30, 2023

	Water Operations	Sewer Operations	Nonmajor Storm Water Operations	Totals
CASH FLOWS FROM OPERATING ACTIVITIES				
Collected from customers	\$ 2,653,582	\$ 2,970,626	\$ 194,637	\$ 5,818,845
Paid to suppliers	(818,055)	(1,814,217)	(87,996)	(2,720,268)
Paid to employees	(469,439)	(435,307)	(30,620)	(935,366)
<i>Net Cash Provided by Operating Activities</i>	1,366,088	721,102	76,021	2,163,211
CASH FLOWS FROM NON-CAPITAL FINANCING ACTIVITIES				
Received from (paid to) other funds	-	(389,673)	-	(389,673)
Transfers in	-	(29,063)	-	(29,063)
Transfers out	(600,794)	-	-	(600,794)
<i>Net Cash Used in Non-Capital Financing Activities</i>	(600,794)	(418,736)	-	(1,019,530)
CASH FLOWS FROM CAPITAL AND RELATED FINANCING ACTIVITIES				
Acquisition of capital assets	(168,536)	(3,059,252)	-	(3,227,788)
Principal paid on long-term debt	(315,546)	-	-	(315,546)
Contribution of capital	-	6,162,321	188	6,162,509
Interest paid	(93,676)	(59,771)	-	(153,447)
<i>Net Cash Provided by (Used in) Capital and Related Financing Activities</i>	(577,758)	3,043,298	188	2,465,728
CASH FLOWS FROM INVESTING ACTIVITIES				
Interest on investments	10,000	10,000	3,000	23,000
<i>Net Cash Provided by Investing Activities</i>	10,000	10,000	3,000	23,000
<i>Increase in Cash and Investments</i>	197,536	3,355,664	79,209	3,632,409
CASH AND INVESTMENTS, Beginning of year	2,765,668	3,498,862	384,473	6,649,003
CASH AND INVESTMENTS, End of year	\$ 2,963,204	\$ 6,854,526	\$ 463,682	\$ 10,281,412

The accompanying notes are an integral part of the financial statements.

CITY OF SWEET HOME, OREGON**STATEMENT OF CASH FLOWS - PROPRIETARY FUNDS (Continued)****YEAR ENDED JUNE 30, 2023**

	<u>Water Operations</u>	<u>Sewer Operations</u>	<u>Nonmajor Storm Water Operations</u>	<u>Totals</u>
RECONCILIATION OF OPERATING INCOME TO CASH FLOWS FROM OPERATING ACTIVITIES				
Operating income (loss)	\$ 810,966	\$ 260,909	\$ 73,057	\$ 1,144,932
Depreciation	350,526	415,398	19	765,943
Amortization	7,454	23,296	-	30,750
Change in assets and liabilities:				
Accounts receivable	(85,041)	-	-	(85,041)
Deferred outflows	1,679	-	-	1,679
Inventory	4,178	-	-	4,178
Prepaid expenses	9,700	-	-	9,700
Accounts payable and accrued liabilities	239,445	-	-	239,445
Customer deposits	15,870	-	-	15,870
Accrued vacation payable	9,632	-	-	9,632
OPEB liability	(11,525)	-	-	(11,525)
Deferred inflows	7,682	-	-	7,682
Net Cash Provided by Operating Activities	\$ 1,360,566	\$ 699,603	\$ 73,076	\$ 2,133,245
Noncash Transactions				
Transfer of capital assets	\$ -	\$ -	\$ -	\$ -

The accompanying notes are an integral part of the financial statements.

CITY OF SWEET HOME, OREGON
NOTES TO BASIC FINANCIAL STATEMENTS
YEAR ENDED JUNE 30, 2023

SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

The City of Sweet Home in Linn County, Oregon was incorporated as a municipal corporation in 1893 under the name of "City of Sweet Home." The City of Sweet Home charter of 1986 was approved by the voters on June 24, 1986.

The government of the City of Sweet Home is vested in a City Council. The Council is composed of seven members elected at large at each biennial general election. The three council members who receive the highest number of votes serve four-year terms and the councilor who receives the next highest number of votes serves for a two-year term. The Mayor is elected by the other council members after each biennial general election for a two-year term. The City Manager, City Attorney, and Municipal Judge are appointed by and serve at the pleasure of the City Council. The City Manager is selected by the Council as the administrative head of the city government.

Basic Financial Statements

Basic financial statements are presented at both the government-wide and fund financial level. Both levels of statements categorize primary activities as either governmental or business-type. Governmental activities, which are normally supported by taxes and intergovernmental revenues, are reported separately from business-type activities, which rely to a significant extent on fees and charges for support.

Government-wide financial statements display information about the reporting government as a whole. For the most part, the effect of interfund activity has been removed from these statements. These statements focus on the sustainability of the City as an entity and the change in aggregate financial position resulting from the activities of the fiscal period. These aggregated statements consist of the Statement of Net Position and the Statement of Activities.

The Statement of Activities demonstrates the degree to which the direct expenses of a given function or segment are offset by program revenues. *Direct expenses* are those that are clearly identifiable with a specific function or segment. *Program revenues* include (1) charges to customers or applicants who purchase, use, or directly benefit from goods, services or privileges provided by a given function or segment, and (2) grants and contributions that are restricted to meeting the operational or capital requirements of a particular function or segment. Taxes and other items not properly included among program revenues are reported instead as *general revenues*.

Fund financial statements display information at the individual fund level. Each fund is considered to be a separate accounting entity. Funds are classified and summarized as governmental, proprietary, or fiduciary. Currently, the City has governmental (general, special revenue, capital projects and debt service) and proprietary type (enterprise and internal service) funds. Major individual governmental funds, and major individual enterprise funds are reported as separate columns in the fund financial statements. Non-major funds are consolidated into a single column within each fund type in the financial section of the basic financial statements and are detailed in the other supplementary information. Internal service funds are reported in a single column in the proprietary fund financial statements.

CITY OF SWEET HOME, OREGON

NOTES TO BASIC FINANCIAL STATEMENTS (Continued)

YEAR ENDED JUNE 30, 2023

SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

Basis of Presentation

The financial transactions of the City are recorded in individual funds. Each fund is accounted for by providing a separate set of self-balancing accounts that comprises its assets, liabilities, fund equity, revenues, and expenses. The various funds are reported by generic classification within the financial statements.

The model sets forth minimum criteria (percentage of the assets liabilities, revenues or expenditures of either fund category or the government and enterprise combined) for the determination of major funds.

The City reports the following major governmental funds:

General Fund - this fund is used to account for all financial resources except those required to be accounted for in another fund. Primary sources of revenue are property taxes, state shared revenues, and licenses and permits. Primary expenditures are made for public safety, parks and community services and general government.

Special Revenue Funds

Public Safety Fund - this fund is used to account for the serial property tax levy approved by voters every five years to finance police and dispatch services.

Transportation Fund - This fund accounts for revenues from gas tax apportionments received from the State of Oregon and the local street maintenance fee and expenditures for maintenance of public streets.

The City reports the following major proprietary funds:

Water Operations - The water operations fund is used to account for the acquisition, operations, and maintenance of the City owned water utility system, which is funded primarily through user fees.

Sewer Operations - The sewer operations fund is used to account for the acquisition, operations, and maintenance of the City owned sewer utility system, which is funded primarily through user fees.

Additionally, the City reports non-major funds within the governmental fund type:

Special Revenue Funds - These funds are used to account for proceeds of specific revenue sources that are earmarked for specific purposes including transient room tax, forfeiture, and library operations. Principal resources include property taxes, intergovernmental revenues, room taxes, and charges for services

Capital Projects Funds - These funds are utilized to account for financial resources to be used for the acquisition or construction of capital equipment and facilities. Principal resources include system development charges used for infrastructure and other various capital projects.

CITY OF SWEET HOME, OREGON
NOTES TO BASIC FINANCIAL STATEMENTS (Continued)
YEAR ENDED JUNE 30, 2023

SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

Basis of Presentation (Continued)

The City reports the following nonmajor enterprise funds:

Storm Water Operations – Storm water operations consist of two funds, the Storm Water fund, and the Storm Water SDC fund. The operations fund is used to account for the acquisition, operations, and maintenance of the City's storm water drainage system, which is funded primarily through user fees and system development charges.

Fund Balance

The fund balance for governmental funds is reported in classifications that comprise a hierarchy based primarily on the extent to which the City is bound to honor constraints on the specific purposes for which amounts in those funds can be spent. Although not a major impact on the financial statements, Governmental Fund type fund balances are now reported in the following classifications. Fund balance is reported as nonspendable when the resources cannot be spent because they are either in a nonspendable form or legally or contractually required to be maintained intact. Resources in nonspendable form include inventories, prepaids and deposits, and assets held for resale.

Fund balance is reported as restricted when the constraints placed on the use of resources are either: (a) externally imposed by creditors (such as through debt covenants), grantors, contributors, or laws or regulations of other governments; or (b) imposed by law through constitutional provisions or enabling legislation.

Fund balance is reported as committed when the City Council takes formal action that places specific constraints on how the resources may be used. The City Council can modify or rescind the commitment at any time through taking a similar formal action.

Resources that are constrained by the City's intent to use them for a specific purpose, but are neither restricted nor committed, are reported as assigned fund balance. Intent is expressed when the City Council approves which resources should be "reserved" during the adoption of the annual budget. The City's Finance Director uses that information to determine whether those resources should be classified as assigned or unassigned for presentation in the City's Annual Financial Report.

Unassigned fund balance is the residual classification for the General Fund. This classification represents fund balance that has not been restricted, committed, or assigned within the General Fund. This classification is also used to report any negative fund balance amounts in other governmental funds.

When expenditures are paid for purposes in which both net position – restricted and net position – unrestricted are available, the City deems net position – restricted to be spent first.

Definitions of Governmental Fund Types

The General Fund is used to account for all financial resources not accounted for in another fund.

CITY OF SWEET HOME, OREGON

NOTES TO BASIC FINANCIAL STATEMENTS (Continued)

YEAR ENDED JUNE 30, 2023

SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

Definitions of Governmental Fund Types (Continued)

Special Revenue Funds are used to account for and report the proceeds of specific revenue sources that are restricted or committed to expenditure for specified purposes other than debt service or capital projects. The term “proceeds of specific revenues sources” means that the revenue sources for the fund must be from restricted or committed sources, specifically that a substantial portion of the revenue must be from these sources and be expended in accordance with those requirements.

Capital Projects Funds are utilized to account for financial resources to be used for the acquisition or construction of capital equipment and facilities.

Measurement Focus and Basis of Accounting

The accounting and financial reporting treatment applied to a fund is determined by its measurement focus. All governmental fund types are accounted for using a current financial resources measurement focus. With this measurement focus, only current assets and current liabilities generally are included on the balance sheet. Operating statements of these funds present increases (i.e., revenues and other financing sources) and decreases (i.e., expenditures and other financing uses) in net current assets.

The government-wide financial statements and the proprietary funds are accounted for on a flow of economic resources measurement focus. With this measurement focus, all assets and all liabilities associated with the operations are included on the statement of Net position. Net position is segregated into investment in capital assets, net of related debt, restricted and unrestricted components. Operating statements present increases (e.g., revenues) and decreases (e.g., expenses) in net total assets.

The modified accrual basis of accounting is used by all governmental fund types. Under the modified accrual basis of accounting, revenues are recognized when susceptible to accrual (i.e., when they become both measurable and available). “Measurable” means the amount of the transaction can be determined and “available” means collectible within the current period or soon enough thereafter to be used to pay liabilities of the current period. “Available” is defined as being collectible within the current period or soon enough thereafter (30 days) to be used to liquidate liabilities of the current period. Expenditures are recorded when the related fund liability is incurred. Principal and interest on general long-term debt are recorded as fund liabilities when due or when amounts have been accumulated in the debt service fund for payments to be made early in the following year.

Those revenues susceptible to accrual are franchise taxes, licenses, interest revenue and charges for services. Fines and permits and property taxes revenues are not susceptible to accrual because generally they are not measurable until received in cash.

Enterprise funds distinguish between operating revenues and expenses and nonoperating items. Operating revenues and expenses result from providing services to customers in connection with ongoing utility operations. The principal operating revenues are charges to customers for service. Operating expenses include payroll and related costs, materials and supplies, and capital outlay. All revenues not considered operating are reported as nonoperating items.

CITY OF SWEET HOME, OREGON

NOTES TO BASIC FINANCIAL STATEMENTS (Continued)

YEAR ENDED JUNE 30, 2023

SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

Use of Estimates

The preparation of financial statements in conformity with accounting principles generally accepted in the United States of America requires management to make estimates and assumptions that affect reporting amounts of certain assets, liabilities, revenues, and expenses as of and for the year ended June 30, 2020. Actual results may differ from such estimates.

Cash and Investments

Investments, included in cash and investments, are carried at cost which approximates fair value. For purposes of the statement of cash flows, the proprietary funds consider cash and cash equivalents to include the cash and investment common pool. These amounts have the general characteristics of demand deposit accounts in that the proprietary funds may deposit additional cash at any time and also effectively may withdraw cash at any time without prior notice or penalty.

Receivables and Unavailable Revenues

Receivables for state, county, and local shared revenues, included in accounts receivable, are recorded as revenue in the governmental funds as earned.

Receivables of the enterprise funds are recorded as revenue as earned.

Property taxes receivable for the governmental fund types are recognized as revenues if they are collected within thirty days of fiscal year end. Uncollected property taxes are offset by unavailable revenue and, accordingly, have not been recorded as revenue. Real and personal property taxes are levied upon all taxable property within the City and become liens against the property as of July 1 of each year and are payable in three installments which are due on November 15, February 15, and May 15. Discounts are allowed if the amount due is received by November 15. Taxes unpaid and outstanding on May 16 are considered delinquent. Property taxes receivable by the City represent the City's allocated share of delinquent property taxes and other amounts to be collected from property owners within Linn County, Oregon.

Assessment liens in the governmental fund types are recognized as receivables at the time property owners are assessed for property improvements. All assessments receivable are offset by a deferred revenue account and, accordingly, have not been recorded as revenue.

Interest earned on assessments in the governmental fund types is accrued when due.

Inventory

Inventories of supplies in the enterprise funds are stated at cost (first-in, first-out basis) and are charged to expense as used.

CITY OF SWEET HOME, OREGON
NOTES TO BASIC FINANCIAL STATEMENTS (Continued)
YEAR ENDED JUNE 30, 2023

SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

Capital Assets

Capital assets are stated at cost or estimated historical cost. Donated assets are recorded at fair market value at date of donation. Estimated fair market value of donated assets is determined based on engineering estimates of current cost or price indexed cost.

Normal maintenance and repairs are charged to operations as incurred. Major additions, improvements and replacements are capitalized. Gains or losses from sales or retirements of fixed assets are included in operations.

Capital assets include land, right-of-way (included with land), buildings, improvements, equipment, infrastructure, and other tangible and intangible assets costing over \$5,000 used in operations that have initial useful lives extending beyond a single reporting period. Infrastructure is those capital assets that are stationary in nature and can be preserved for a significantly greater number of years than most other capital assets. Infrastructure reported in business-type activities consists of water, stormwater, and sewer collection systems.

Capital assets are depreciated unless they are inexhaustible in nature (e.g., land and right-of-ways). Depreciation is an accounting process to allocate the cost of capital assets to expense in a systematic and rational manner to those periods expected to benefit from the use of capital assets. Depreciation is not intended to represent an estimate in the decline of fair market value, nor are capital assets, net of accumulated depreciation, intended to represent an estimate of the current condition of the assets, or the maintenance requirements needed to maintain the assets at their current level of condition.

Depreciation is computed over the estimated useful lives of the capital assets. All estimates of useful lives are based on actual experience by City departments with identical or similar capital assets. Depreciation is calculated on the straight-line basis, except for infrastructure and improvements other than buildings reported in the governmental activities column of the government-wide financial statements, which are calculated using a composite depreciation method. The estimated useful lives of the various categories of assets are as follows:

Buildings	30-50 years
Improvements other than buildings	20 years
Infrastructure	20-40 years
Equipment	3-15 years

Upon disposal of capital assets, cost and accumulated depreciation are removed from the accounts and, if appropriate, a gain or loss on the disposal is recognized. In accordance with the composite depreciation method, no gain or loss is recorded upon disposal, but rather, cost is removed from the capital asset account and charged to the accumulated depreciation account.

CITY OF SWEET HOME, OREGON

NOTES TO BASIC FINANCIAL STATEMENTS (Continued)

YEAR ENDED JUNE 30, 2023

SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

Long-Term Obligations

In the government-wide financial statements, and in proprietary fund types, long-term obligations are reported as liabilities. Bond premiums and discounts are deferred and amortized over the life of the bonds using the effective interest method. Issuance costs are expensed.

In the fund financial statements, governmental fund types recognize bond premiums, discounts, and issuance costs at the time of issuance. Bond proceeds are reported as other financing sources net of the applicable premium or discount. Issuance costs, even if withheld from the actual net proceeds received, are reported as debt service expenditures.

Deferred Outflows/Inflows of Resources

In addition to assets, the statement of net position will sometimes report a separate section for deferred outflows of resources. This separate financial statement element, *deferred outflows*, represents a consumption of net position that applies to a future period(s) and so will not be recognized as an outflow of resources (expenditure) until then. The City reports deferred outflows of resources related to pensions and other post-employment benefits for contributions made after the June 30, 2022, measurement date.

In addition to liabilities, the statement of net position will sometimes report a separate section for deferred inflows of resources. This separate financial statement element, *deferred inflows*, represents an acquisition that applies to a future period(s) and so will not be recognized as an inflow of resources (revenue) until that time. The City has three items that qualify for reporting in this category. The City reports deferred inflows related to pensions and other post-employment benefits for changes in projected earnings versus actual earnings and contribution versus proportionate share of contributions.

The third instance of deferred inflows arises only under a modified accrual basis of accounting. Accordingly, *unavailable revenue* is reported only in the governmental funds balance sheet. The governmental funds report unavailable revenues from property taxes and loans receivable. These amounts are deferred and recognized as an inflow of resources in the period that the amounts become available.

Pension

The City reports its proportionate share of the Net Pension Liability of the Oregon Public Employees Retirement System (OPERS). A negative Net Pension Liability is reported as a Net Pension Asset. For purposes of measuring the net pension liability or asset, deferred outflows of resources and deferred inflows of resources related to pensions, and pension expense, information about the fiduciary net position of the Oregon Public Employees Retirement System (OPERS) and additions to/deductions from OPERS's fiduciary net position have been determined on the same basis as they are reported by OPERS. For this purpose, benefit payments (including refunds of employee contributions) are recognized when due and payable in accordance with the benefit terms. Investments are reported at fair value.

CITY OF SWEET HOME, OREGON

NOTES TO BASIC FINANCIAL STATEMENTS (Continued)

YEAR ENDED JUNE 30, 2023

SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

Postemployment Benefits Other Than Pensions (OPEB)

The City reports two components other than pensions (OPEB) – Oregon Public Employees Retirement System Retiree Health Insurance Account (OPERS RHIA) and a single-employer defined benefit postemployment health plan administered by Citycounty Insurance Services (CIS).

The City reports its proportionate share of the Oregon Public Employees Retirement System Retiree Health Insurance Account (OPERS RHIA). A negative OPEB liability is reported as an OPEB asset. For purposes of measuring the City's OPEB liability or asset, deferred outflows of resources and deferred inflows of resources related to OPEB, and OPEB expense, information about the fiduciary net position of OPERS RHIA and additions to/deductions from OPERS RHIA's fiduciary net position have been determined on the same basis as they are reported by OPERS RHIA. For this purpose, the benefit payments are recognized when due and payable in accordance with benefit terms. Investments are reported at fair value.

The City reports an OPEB liability or asset, deferred outflows of resources and deferred inflows of resources related to the implicit subsidy arising from the City's single-employer defined benefit postemployment health plan administered by CIS. For the purpose of measuring the City's OPEB liability or asset, deferred outflows of resources and deferred inflows of resources related to OPEB, and OPEB expense, information has been determined based on an actuarial valuation provided by CIS. Benefit payments are recognized when due and payable in accordance with benefit terms.

Accrued Compensated Absences

Accumulated vested vacation pay is accrued in the government-wide and proprietary funds as it is earned by employees. In the governmental fund types the amounts, if any, expected to be liquidated with expendable available resources are accrued as liabilities of the funds. Accumulated sick leave does not vest and is therefore recorded in all funds when leave is taken.

Encumbrances

The City does not utilize encumbrances.

Budget and Budgetary Accounting

A budget is prepared for each fund in accordance with the modified accrual basis of accounting with certain modifications and legal requirements set forth in the Oregon Local Budget Law.

The City begins its budgeting process after City Council holds a work session in January at which goals and objectives are discussed for the upcoming year. Utilizing the goals and objectives adopted by City Council, city staff develops a proposed budget in early spring which is presented to the Budget Committee in late spring. Following a series of public meetings with the Budget Committee an Approved Budget is sent to City Council for adoption at a Public Hearing at the end of June.

CITY OF SWEET HOME, OREGON

NOTES TO BASIC FINANCIAL STATEMENTS (Continued) **YEAR ENDED JUNE 30, 2023**

SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

Budget and Budgetary Accounting (Continued)

City Council adopts the budget, makes appropriations, and declares the tax levies by resolution no later than June 30. The resolution authorizing appropriations for each fund sets the level by which expenditures cannot legally exceed appropriations. The City established the levels of budgetary control at the personal services, materials and services, capital outlay, operating contingencies, debt service, and all other requirement levels for all funds except the General Fund, in which budgetary controls are established at the departmental operations level, capital outlay and contingency. Management is allowed to adjust budget numbers between services levels within funds, while transfers outside of funds, appropriation of unexpected revenues and use of contingencies require Council action through the supplemental budget process.

Unexpected additional resources may be added to the budget through the use of a supplemental budget. A supplemental budget requires hearings before the public, publications in a local newspaper and approval by the City Council. City Council must authorize all appropriation transfers and supplementary budgetary appropriations. With the approval of the supplemental budget during the year, budget amounts shown in the general-purpose financial statements have been revised since the original budget amounts were adopted. All annual appropriations lapse at fiscal year-end.

A detailed budget document that contains more specific information on all funds, their operational purposes, their levels of budgetary controls and historical data is made available to the public and used constantly by the City for its administration control purposes.

CASH AND INVESTMENTS

Cash and investments are comprised of the following at June 30, 2023:

	<i>Carrying Value</i>	<i>Fair Value</i>
<i>Cash</i>		
Cash on hand	\$ 3,216	\$ 3,216
Deposits with financial institutions	2,614,801	2,614,801
<i>Investments</i>		
Local Government Investment Pool	16,887,500	16,887,500
Corporate bonds	572,061	572,061
Municipal bonds	270,481	270,481
Government agency securities - U.S.	381,335	381,335
U.S. treasury notes and bonds	2,834,074	2,834,074
Other	382,154	382,154
	<u>\$ 23,945,622</u>	<u>\$ 23,945,622</u>

CITY OF SWEET HOME, OREGON

NOTES TO BASIC FINANCIAL STATEMENTS (Continued)

YEAR ENDED JUNE 30, 2023

CASH AND INVESTMENTS (Continued)

Deposits

The book balance of the City's bank deposits with various financial institutions was \$2,614,801 and the bank balance was \$2,617,755 at year-end. The difference is due to transactions in process. Deposits are secured to legal limits by federal deposit insurance. The remaining amount is secured in accordance with ORS 295 under a collateral program administered by the Oregon State Treasurer.

Custodial Credit Risk – Deposits

This is the risk that in the event of a bank failure, the City's deposits may not be returned. The Federal Depository Insurance Corporation (FDIC) provides insurance for the City's deposits with financial institutions for up to \$250,000 each for the aggregate of all demand deposits and the aggregate of all time deposit and savings accounts at each financial institution. Deposits in excess of FDIC coverage are with institutions participating in the Oregon Public Funds Collateralization Program. The PFCP is a shared liability structure for participating bank depositories, better protecting public funds though still not guaranteeing that all funds are 100% protected. Barring any exceptions, a bank depository is required to pledge collateral valued at least 10% of their quarter-end public fund deposits if they are well capitalized, 25% of their quarter-end public fund deposits if they are adequately capitalized, or 110% of their quarter-end public fund deposits if they are undercapitalized or assigned to pledge 110% by the Office of the State Treasurer. In the event of a bank failure, the entire pool of collateral pledged by all qualified Oregon public funds bank depositories is available to repay deposits of public funds of government entities. As of June 30, 2023, \$2,117,755 of the City's bank balances were covered by the PFCP.

Custodial Credit Risk – Investments

The State Treasurer of the State of Oregon maintains the Oregon Short-Term Fund, of which the Local Government Investment Pool (LGIP) is part. Participation by local governments is voluntary. At June 30, 2023, the carrying value of the position in the Oregon State Treasurer's Short-Term Investment Pool approximates fair value. The investment in the Oregon Short-Term Fund is not subject to risk evaluation. Separate financial statements for the Oregon Short-Term Fund are available from the Oregon State Treasurer.

For an investment, this is the risk that, in the event of a failure of the counterparty, the City would not be able to recover the value of its investments or collateralized securities that are in the possession of an outside party. Currently, the City's investments are limited to the Local Government Investment Pool (LGIP).

The LGIP is administered by the Oregon State Treasury with the advice of other state agencies and is not registered with the U.S. Securities and Exchange Commission. The LGIP is an open-ended no-load diversified portfolio offered to any agency, political subdivision, or public corporation of the state that by law is made the custodian of or has control of any fund. The LGIP is commingled with the State's short-term funds. In seeking to best serve local governments of Oregon, the Oregon Legislature established the Oregon Short Term Fund Board, which has established diversification percentages and specifies the types and maturities of the investments. The purpose of the Board is to advise the Oregon State Treasury in the management and investment of the LGIP.

CITY OF SWEET HOME, OREGON

NOTES TO BASIC FINANCIAL STATEMENTS (Continued)

YEAR ENDED JUNE 30, 2023

CASH AND INVESTMENTS (Continued)

These investments within the LGIP must be invested and managed as a prudent investor would, exercising reasonable care, skill and caution. Professional standards indicate that the investments in external investment pools are not subject to custodial risk because they are not evidenced by securities that exist in physical or book entry form. Nevertheless, management does not believe that there is any substantial custodial risk related to investments in the LGIP. The LGIP is not rated for credit quality.

Fair Value Measurements

Fair value is defined as the price that would be received at the sale of an asset or paid to transfer a liability in an orderly transaction between market participants at the measurement date. The City categorizes fair value measurements within the hierarchy established by GASB Statement 72. This hierarchy defines three levels of inputs used to assess fair value which allows financial statement users to identify the level of reliability and determine variance risk between actual amounts received during a sale of assets or transfer of liabilities to that which is reported in the financial statements for the measurement date.

The classification of securities within this fair value hierarchy is based on activity level in the market for the security type, and the inputs used to determine their fair value as follows: Level 1 – Unadjusted quoted prices for identical instruments in active markets; Level 2 – Quoted prices for similar instruments in active markets; quoted prices for identical or similar instruments in markets that are not active; and model-derived valuations in which all significant inputs are observable based on market data obtained from sources independent of the reporting entity; and Level 3 – Valuations derived from valuation techniques in which significant inputs are unobservable (based on the best information available regarding assumptions market participants would use in pricing the asset). As of June 30, 2023, the City's investments in corporate and municipal bonds are classified as level 2.

CITY OF SWEET HOME, OREGON
NOTES TO BASIC FINANCIAL STATEMENTS (Continued)
YEAR ENDED JUNE 30, 2023

CAPITAL ASSETS

Capital asset activity for the fiscal year ended June 30, 2023, was as follows:

Business-type Activities

	Balances June 30, 2022	Increases	Decreases	Balances June 30, 2023
NON-DEPRECIABLE CAPITAL ASSETS				
Construction in progress-sewer	\$ 16,615,920	\$ -	\$ -	\$ 16,615,920
<i>Total non-depreciable capital assets</i>	16,615,920	-	-	16,615,920
DEPRECIABLE CAPITAL AND LEASED ASSETS				
Equipment - water	446,379	-	(178,120)	268,259
Equipment - sewer	433,005	-	(21,350)	411,655
Equipment - storm water	1,886	-	(1,806)	80
Water facilities	12,235,540	654,201	-	12,889,741
Sewer facilities	12,010,078	5,154,880	-	17,164,958
Stormwater Infrastructure	10,296,700	-	-	10,296,700
Right to use leased assets	154,678	-	-	154,678
<i>Total depreciable capital and leased assets</i>	35,578,266	5,809,081	(201,276)	41,186,071
CAPITAL AND LEASED ASSETS				
DEPRECIATION/AMORTIZATION				
Equipment - water	(214,723)	(44,638)	141,421	(117,940)
Equipment - sewer	(433,005)	-	21,350	(411,655)
Equipment - storm water	(1,700)	(19)	1,639	(80)
Water facilities	(3,813,892)	(305,889)	-	(4,119,781)
Sewer facilities	(9,705,131)	(415,398)	-	(10,120,529)
Stormwater Infrastructure	(10,296,700)	-	-	(10,296,700)
Right to use leased assets - accumulated amortization	(14,548)	(30,750)	-	(45,298)
<i>Total capital asset accumulated depreciation/amortization</i>	(24,479,699)	(796,694)	164,410	(25,111,983)
<i>Business-type activities capital assets, net</i>	\$ 27,714,487	\$ 5,012,387	\$ (36,866)	\$ 32,690,008

Depreciation of \$796,694 was charged to business-type activities in the same amounts as shown.

CITY OF SWEET HOME, OREGON
NOTES TO BASIC FINANCIAL STATEMENTS (Continued)
YEAR ENDED JUNE 30, 2023

CAPITAL ASSETS (Continued)

Governmental Activities

	Balances June 30, 2022	Increases	Decreases	Balances June 30, 2023
NON-DEPRECIABLE CAPITAL ASSETS				
Land and improvements	\$ 3,534,180	\$ -	\$ -	\$ 3,534,180
Construction in progress	488,882	-	-	488,882
<i>Total Non-depreciable capital assets</i>	4,023,062	-	-	4,023,062
DEPRECIABLE CAPITAL AND LEASED ASSETS				
Buildings	10,715,922	-	-	10,715,922
Equipment	2,860,255	-	(765,875)	2,094,380
Infrastructure	26,734,068	500,000	-	27,234,068
Right to use leased assets	52,490	-	-	52,490
<i>Total depreciable capital and leased assets</i>	40,362,735	500,000	(765,875)	40,096,860
CAPITAL AND LEASED ASSETS DEPRECIATION/AMORTIZATION				
Buildings - accumulated depreciation	(6,394,640)	(267,898)	-	(6,662,538)
Equipment - accumulated depreciation	(2,014,362)	(286,026)	626,743	(1,673,645)
Infrastructure - accumulated depreciation	(23,779,426)	(668,352)	-	(24,447,778)
Right to use leased assets - accumulated amortization	(6,689)	(10,498)	-	(17,187)
<i>Total capital asset accumulated depreciation/amortization</i>	(32,195,117)	(1,232,774)	626,743	(32,801,148)
<i>Governmental activities capital assets, net</i>	\$ 12,190,680	\$ (732,774)	\$ (139,132)	\$ 11,318,774

Depreciation expense in the amount of \$1,232,774 was charged to general government on the statement of activities.

LONG-TERM DEBT

Long-term debt transactions for the year were as follows:

	Outstanding June 30, 2022	Issued	Matured/ Redeemed During Year	Outstanding June 30, 2023	Due Within One Year
<i>Governmental Activities</i>					
Direct borrowings - leases	\$ 30,490	\$ -	\$ (6,498)	\$ 23,992	\$ 6,498
Business-type Activities					
Direct borrowings	\$ 12,407,539	\$ -	\$ (961,354)	\$ 11,446,185	\$ 1,110,182
Bond premiums	498,619	-	(38,355)	460,264	38,355
	\$ 12,906,158	\$ -	\$ (999,709)	\$ 11,906,449	\$ 1,148,537

CITY OF SWEET HOME, OREGON**NOTES TO BASIC FINANCIAL STATEMENTS (Continued)****YEAR ENDED JUNE 30, 2023**

LONG-TERM DEBT (Continued)**Governmental Activities - Direct Borrowings**

Capital Lease - Enterprise: In January 2021, the City entered into an agreement with Enterprise to finance the lease of a 2021 Ford F-350. The City will repay this amount over a five year period in annual payments of \$7,976, including 4.38% interest. The lease is secured by equipment. In the event of default, the equipment may be repossessed.

\$ 23,992

Annual debt service requirements to maturity for capital leases are as follows:

<i>Fiscal Year Ending June 30,</i>	<i>Payments</i>
2024	\$ 6,498
2025	6,498
2026	6,498
2027	4,498
	<u>\$ 23,992</u>

Business-type Activities - Direct Borrowings

On September 22, 2004, the City signed a \$4,000,000 loan with Oregon Economic and Community Development Department to finance the planning, design and construction of river intake and transmission lines, two pump stations, a new 6,000 square-foot building, a filter, a disinfection contact tank, structural improvements to existing buildings, a new backwash pond, a clear well and plumbing and electrical improvements. On March 10, 2009, the City signed an amendment bringing the total loan amount to \$7,500,000. This loan was made under a promissory note and a related loan agreement under which the City has pledged revenue of its Water Fund and also its taxing power under Article XI, Section 11 of the Constitution of the State of Oregon. Interest is set at 1.00% per annum. The State of Oregon has assigned the City's obligations under this loan agreement to a trustee under the State's bond indenture as security for the bonds issued by the State of Oregon. Funds will be disbursed from the State's Clean Water State Revolving Loan Fund. Final payment is scheduled for 2039-40. In the event of default, the loan becomes immediately due and payable.

\$ 4,371,806

On September 22, 2004, the City signed a \$1,030,000 loan with Oregon Economic and Community Development Department for costs associated with the construction of a new water treatment facility. The City subsequently signed an amendment for an additional \$3,000,000, bringing the total loan amount to \$4,030,000. Interest on this loan is set at 3.56%. In the event of default, the loan becomes immediately due and payable.

\$ 2,250,000

CITY OF SWEET HOME, OREGON**NOTES TO BASIC FINANCIAL STATEMENTS (Continued)****YEAR ENDED JUNE 30, 2023****LONG-TERM DEBT (Continued)**

In March 2021, the City issued Full Faith and Credit Refunding Obligations, Series 2021 to provide funds for advance refunding of three water and sewer improvement notes with the Oregon Department of Environmental Quality totaling \$6,162,781 at the time of refunding. The \$5,780,000 issue closed on March 16, 2021, at an interest rate of 3.00% maturing in 2035. Net present value of the savings, due to the lower interest rate on the refunding bonds, is \$768,741.

\$ 4,800,000

Annual debt service requirements to maturity for loans payable are as follows:

<i>Fiscal Year Ending June 30,</i>	<i>Principal</i>	<i>Interest</i>	<i>Total</i>
2024	\$ 1,110,182	\$ 178,493	\$ 1,288,675
2025	1,182,553	156,621	1,339,174
2026	954,950	137,125	1,092,075
2027	954,843	120,981	1,075,824
2028	966,837	104,587	1,071,424
2029-2033	3,976,709	296,034	4,272,743
2034-2038	1,746,579	80,490	1,827,069
2039-2040	553,531	8,317	561,848
	<u>\$ 11,446,184</u>	<u>\$ 1,082,648</u>	<u>\$ 12,528,832</u>

RIGHT TO USE - LEASES PAYABLE

The City has a lease agreement for seven vehicles with various payment amounts and expiration dates. The yearly payments in place at June 30, 2023, total \$52,742 per year, with the newest lease expiring in 2027. The lease payable was calculated using a discount rate of 1.57%.

As of and for the year ended June 30, 2023, the City's lease payable activity was as follows:

	<i>Outstanding June 30, 2022</i>	<i>Issued</i>	<i>Matured/ Redeemed During Year</i>	<i>Outstanding June 30, 2023</i>	<i>Due Within One Year</i>
<i>Governmental activities</i>					
Vehicle leases	\$ 45,801	\$ -	\$ (10,498)	\$ 35,303	\$ 10,498
<i>Business-type activities</i>					
Vehicle leases	\$ 140,130	\$ -	\$ (30,749)	\$ 109,381	\$ 30,749

CITY OF SWEET HOME, OREGON
NOTES TO BASIC FINANCIAL STATEMENTS (Continued)
YEAR ENDED JUNE 30, 2023

RIGHT TO USE - LEASES PAYABLE (Continued)

At June 30, 2023, future principal and interest payments for the lease payables are as follows:

Fiscal Year Ending June 30,	Governmental Activities		Business-Type Activities	
	Principal	Interest	Principal	Interest
2024	\$ 10,498	\$ 2,554	\$ 30,749	\$ 8,941
2025	10,498	2,554	30,749	8,941
2026	10,498	2,554	30,749	8,941
2027	3,809	928	17,134	5,165
	<u>\$ 35,303</u>	<u>\$ 8,590</u>	<u>\$ 109,381</u>	<u>\$ 31,988</u>

PENSION PLAN – OREGON PUBLIC EMPLOYEES RETIREMENT SYSTEM

Plan Description

Some of the City's employees are members in the Oregon Public Employees Retirement System (OPERS); a cost-sharing multiple-employer defined benefit pension plan that acts as a common investment and administrative agent for government units in the State of Oregon. Employees hired before August 29, 2003, belong to the Tier One/Tier Two Retirement Benefit Program (established pursuant to ORS Chapter 238), while employees hired on or after August 29, 2003, belong to the OPSRP Pension Program (established pursuant to ORS Chapter 238A). OPERS produces an independently audited CAFR which can be found at:

http://www.oregon.gov/pers/Pages/section/financial_reports/financials.aspx.

Benefits Provided

Tier One/Tier Two Retirement Benefit

Pension Benefits. The PERS retirement allowance is payable monthly for life. It may be selected from 13 retirement benefit options. These options include survivorship benefits and lump-sum refunds. The basic benefit is based on years of service and final average salary. A percentage (2.0% for police and fire employees, 1.67% for general service employees) is multiplied by the number of years of service and the final average salary. Benefits may also be calculated under either a formula plus annuity (for members who were contributing before August 21, 1981) or a money match computation if a greater benefit results.

A member is considered vested and will be eligible at a minimum retirement age for a service retirement allowance if he or she has had contribution in each of five calendar years or has reached at least 50 years of age before ceasing employment with a participating employer (age 45 for police and fire members). General service employees may retire after reaching age 55. Police and fire members are eligible after reaching age 50. Tier One general service employee benefits are reduced if retirement occurs prior to age 58 with fewer than 30 years of service. Police and fire member benefits are reduced if retirement occurs prior to age 55 with fewer than 25 years of service. Tier Two members are eligible for full benefits at age 60. The ORS Chapter 238 Defined Benefit Pension Plan is closed to new members hired on or after August 29, 2003.

CITY OF SWEET HOME, OREGON

NOTES TO BASIC FINANCIAL STATEMENTS (Continued)

YEAR ENDED JUNE 30, 2023

PENSION PLAN – OREGON PUBLIC EMPLOYEES RETIREMENT SYSTEM (Continued)

Benefits Provided (Continued)

Death Benefits. Upon the death of a non-retired member, the beneficiary receives a lump-sum refund of the member's account balance (accumulated contributions and interest). In addition, the beneficiary will receive a lump-sum payment from employer funds equal to the account balance, provided one or more of the following conditions are met:

- the member was employed by a PERS employer at the time of death,
- the member died within 120 days after termination of PERS-covered employment,
- the member died as a result of injury sustained while employed in a PERS-covered job, or
- the member was on an official leave of absence from a PERS-covered job at the time of death.

Disability Benefits. A member with 10 or more years of creditable service who becomes disabled from other than duty-connected causes may receive a non-duty disability benefit. A disability resulting from a job-incurred injury or illness qualifies a member for disability benefit regardless of the length of PERS-covered service. Upon qualifying for either a non-duty or duty disability, service time is computed to age 58 (55 for police and fire members) when determining the monthly benefit.

Benefit Changes After Retirement. Members may choose to continue participation in a variable equities investment account after retiring and may experience annual benefit fluctuations due to changes in the market value of equity investments. Under ORS 238.360 monthly benefits are adjusted annually through cost-of-living changes. Under current law, the cap on the COLA in fiscal year 2015 and beyond will vary based on 1.25% on the first \$60,000 of annual benefit and 0.15% on annual benefits above \$60,000.

OPSRP Pension Program

Pension Benefits. The Pension Program (ORS Chapter 238A) provides benefits to members hired on or after August 29, 2003. This portion of OPSRP provides a life pension funded by employer contributions. Benefits are calculated by formula for members who attain normal retirement age. For general service members, 1.5% is multiplied by the number of years of service and the final average salary. Normal retirement age for general service members is age 65, or age 58 with 30 years of retirement credit. For police and fire members, 1.8% is multiplied by the number of years of service and the final average salary. Normal retirement age for police and fire members is age 60 or age 53 with 25 years of retirement credit. To be classified as a police and fire member, the individual must have been employed continuously as a police and fire member for at least five years immediately preceding retirement.

A member of the OPSRP Pension Program becomes vested on the earliest of the following dates: the date the member completes 600 hours of service in each of five calendar years, the date the member reaches normal retirement age, and if the pension program is terminated, the date on which termination becomes effective.

Death Benefits. Upon the death of a non-retired member, the spouse or other person who is constitutionally required to be treated in the same manner as the spouse, receives for life 50 percent of the pension that would otherwise have been paid to the deceased member.

CITY OF SWEET HOME, OREGON

NOTES TO BASIC FINANCIAL STATEMENTS (Continued)

YEAR ENDED JUNE 30, 2023

PENSION PLAN – OREGON PUBLIC EMPLOYEES RETIREMENT SYSTEM (Continued)

Benefits Provided (Continued)

Disability Benefits. A member who has accrued 10 or more years of retirement credits before the member becomes disabled or a member who becomes disabled due to job-related injury shall receive a disability benefit of 45 percent of the member's salary determined as of the last full month of employment before the disability occurred.

Benefit Changes After Retirement. Under ORS 238A.210 monthly benefits are adjusted annually through cost-of-living changes. Under current law, the cap on the COLA in fiscal year 2016 and beyond will vary based on 1.25% on the first \$60,000 of annual benefit and 0.15% on annual benefits above \$60,000.

Contributions

PERS funding policy provides for monthly employer contributions at actuarially determined rates. These contributions, expressed as a percentage of covered payroll, are intended to accumulate sufficient assets to pay benefits when due. Employer contribution rates for the period were based on the December 31, 2020, actuarial valuation. The rates based on a percentage of payroll, first became effective July 1, 2022. The City's contribution rates for the period were 13.71% for Tier One/Tier Two members, 5.66% for OPSRP General Service members, and 10.02% for OPSRP Police and Fire members. The City's total contributions exclusive of the 6% "pick-up" were \$115,782.

Covered employees are required to contribute 6% of their salary to the Plan, but the employer is allowed to pay any or all of the employees' contribution in addition to the required employers' contribution. The City has elected to contribute the 6% "pick-up" or \$60,071 of the employees' contribution.

Pension Assets, Liabilities, Pension Expense, and Deferred Outflows of Resources and Deferred Inflows of Resources Related to Pensions

At June 30, 2023, the City reported a liability of \$1,561,508 for its proportionate share of the OPERS net pension liability. The net pension liability was measured as of June 30, 2022, and the total pension liability used to calculate the net pension liability was determined by an actuarial valuation as of December 31, 2020, rolled forward to June 30, 2022. The City's proportion of the net pension liability was based on a projection of the City's long-term share of contributions to the pension plan relative to the projected contributions of all participating employers, actuarially determined. At the June 30, 2022 and 2021, measurement dates, the City's proportion was 0.01019% and 0.01073%, respectively.

CITY OF SWEET HOME, OREGON
NOTES TO BASIC FINANCIAL STATEMENTS (Continued)
YEAR ENDED JUNE 30, 2023

PENSION PLAN – OREGON PUBLIC EMPLOYEES RETIREMENT SYSTEM (Continued)

For the year ended June 30, 2023, the City recognized pension expense of \$118,073. At June 30, 2023, the City reported deferred outflows of resources and deferred inflows of resources related to pensions from the following sources:

	<i>Deferred Outflows of Resources</i>	<i>Deferred Inflows of Resources</i>
Differences between expected and actual experience	\$ 75,799	\$ 9,738
Changes of assumptions	245,009	2,238
Net difference between projected and actual earnings on investments	-	279,167
Changes in proportionate share	197,994	72,379
Differences between employer contributions and employer's proportionate share of system contributions	-	402,117
Contributions subsequent to measurement date	115,782	-
Total	<u>\$ 634,584</u>	<u>\$ 765,639</u>

Deferred outflows of resources related to pensions of \$115,782 resulting from the City's contributions subsequent to the measurement date will be recognized as either a reduction of the net pension liability or an increase in the net pension asset in the subsequent fiscal year. Other amounts reported as net deferred inflows of resources related to pensions will be recognized in pension expense as follows:

<i>Fiscal Year Ending June 30,</i>	
2024	\$ (14,236)
2025	(80,390)
2026	(182,000)
2027	62,646
2028	(32,857)
Total	<u>\$ (246,837)</u>

CITY OF SWEET HOME, OREGON
NOTES TO BASIC FINANCIAL STATEMENTS (Continued)
YEAR ENDED JUNE 30, 2023

PENSION PLAN – OREGON PUBLIC EMPLOYEES RETIREMENT SYSTEM (Continued)

Actuarial Methods and Assumptions

The total pension liability in the December 31, 2020, actuarial valuation was determined using the following actuarial methods and assumptions:

Actuarial Cost Method	Entry Age Normal
Amortization Method	Amortized as a level percentage of payroll as layered amortization bases over a closed period; Tier One/Tier Two UAL is amortized over 20 years and OPSRP pension UAL is amortized over 16 years
Asset Valuation Method	Market value of assets
Actuarial Assumptions:	
Inflation Rate	2.40%
Investment Rate of Return	6.90%
Projected Salary Increases	3.40% overall payroll growth; salaries for individuals are assumed to grow at 3.40% plus assumed rates of merit/longevity increases based on service
Mortality	<i>Healthy retirees and beneficiaries:</i> Pub-2010 Healthy Retiree, sex-distinct, generational with Unisex, Social Security Data Scale, with job category adjustments and set-backs as described in the valuation. <i>Active members:</i> PUB-2010 Employee, sex-distinct, generational with Unisex, Social Security Data Scale, with job category adjustments and set-backs as described in the valuation. <i>Disabled retirees:</i> PUB-2010 Disable Retiree, sex-distinct, generational with Unisex, Social Security Data Scale, with job category adjustments and set-backs as described in the valuation.

(Source: June 30, 2022 Oregon PERS ACFR; Table 25; Page 71)

Actuarial valuations of an ongoing plan involve estimates of the value of projected benefits and assumptions about the probability of events far into the future. Actuarially determined amounts are subject to continual revision as actual results are compared to past expectations and new estimates are made about the future. Experience studies are performed as of December 31 of even numbered years. The methods and assumptions shown above are based on the 2020 experience study which reviewed experience for the four-year period ending on December 31, 2020.

CITY OF SWEET HOME, OREGON
NOTES TO BASIC FINANCIAL STATEMENTS (Continued)
YEAR ENDED JUNE 30, 2023

PENSION PLAN – OREGON PUBLIC EMPLOYEES RETIREMENT SYSTEM (Continued)

Long-Term Expected Rate of Return

Long-Term Expected Rate of Return ¹				
Asset Class	Target Allocation	Annual Arithmetic Return ²	20-Year Annualized Geometric Mean	Annual Standard Deviation
Global Equity	30.62 %	7.11 %	5.85 %	17.05 %
Private Equity	25.50	11.35	7.71	30.00
Core Fixed Income	23.75	2.80	2.73	3.85
Real Estate	12.25	6.29	5.66	12.00
Master Limited Partnerships	0.75	7.65	5.71	21.30
Infrastructure	1.50	7.24	6.26	15.00
Commodities	0.63	4.68	3.10	18.85
Hedge Fund of Funds - Multistrategy	1.25	5.42	5.11	8.45
Hedge Fund Equity - Hedge	0.63	5.85	5.31	11.05
Hedge Fund - Macro	5.62	5.33	5.06	7.90
US Cash	-2.50 ³	1.77	1.76	1.20
Assumed Inflation - Mean			2.40 %	1.65 %

¹ Based on the OIC Statement of Investment Objectives and Policy Framework for the Oregon Public Employees Retirement Fund, including revisions adopted at the OIC meeting on June 2, 2021.

² The arithmetic mean is a component that goes into calculating the geometric mean. Expected rates of return are presented using the geometric mean, which the Board uses in setting the discount rate.

³ Negative allocation to cash represents levered exposure from allocation to Risk Parity strategy.

(Source: June 30, 2022, Oregon PERS ACFR; Table 31; Page 74)

Discount Rate

The discount rate used to measure the total pension liability was 6.90% for the Defined Benefit Pension Plan. The projection of cash flows used to determine the discount rate assumed that contributions from plan members and those contributing employers are made at the contractually required rates, as actuarially determined. Based on those assumptions, the pension plan's fiduciary net position was projected to be available to make all projected future benefit payments of current plan members. Therefore, the long-term expected rate of return on pension plan investments for the Defined Benefit Pension Plan was applied to all periods of projected benefit payments to determine the total pension liability.

Sensitivity of the City's proportionate share of the net pension liability to changes in the discount rate

The following presents the City's proportionate share of the net pension liability (asset) calculated using the discount rate of 6.90%, as well as what the City's proportionate share of the net pension liability (asset) would be if it were calculated using a discount rate that is 1-percentage-point lower (5.90%) or 1-percentage-point higher (7.90%) than the current rate:

	1% Decrease (5.90%)	Discount Rate (6.90%)	1% Increase (7.90%)
Proportionate share of the net pension liability	\$ 2,769,199	\$ 1,561,508	\$ 550,726

CITY OF SWEET HOME, OREGON
NOTES TO BASIC FINANCIAL STATEMENTS (Continued)
YEAR ENDED JUNE 30, 2023

PENSION PLAN – OREGON PUBLIC EMPLOYEES RETIREMENT SYSTEM (Continued)

Pension Plan Fiduciary Net Position

Detailed information about the pension plan's fiduciary net position is available in the separately issued OPERS financial report.

DEFINED CONTRIBUTION PENSION PLAN

Plan Description

Under the ICMA IRC Section 401 defined contribution pension plan agreement for all full-time general and emergency services employees who are union members and not covered by another retirement plan, the City's contribution rate is 12% of the employee's salary. There is no mandatory or voluntary employee contribution, and the plan does not provide for employer "pick-up" of any employee contributions. The City's contribution to this plan for fiscal year ended June 30, 2023, totaled \$189,936 on \$1,661,936 of covered payroll.

Under the ICMA IRC Section 401 defined contribution pension plan agreement for non-contractual employees the City's contribution rate is 15.7% of the non-contractual employee's salary. The non-contractual employees also have a mandatory 1.0% contribution based on their salary. The City's contribution to the money purchase pension plan for the non-contractual employees for the fiscal year ended June 30, 2023, was \$173,021 on \$1,096,870 covered non-contractual City payroll.

Under the ICMA Pension Plans there is no minimum age requirement and there is a six-month period of service requirement for participation. The normal retirement age under this pension plan is age 65. There is no minimum vesting requirement under the plan and employees vest as follows:

<u>Years of Service Completed</u>	<u>Specified Percent Vesting</u>
1 and 2	-
3	50%
4	75%
5	100%

Deferred Compensation

The City makes available an IRC Section 457 deferred compensation plan through the ICMA Retirement Corporation for all employees. Employee participation is voluntary, and the City does not make any contribution to the plan.

POSTEMPLOYMENT BENEFITS OTHER THAN PENSIONS

The other postemployment benefits (OPEB) for the City combines two separate plans. The City provides an implicit rate subsidy for retiree health insurance premiums, and a contribution to the State of Oregon's PERS cost-sharing multiple-employer defined health insurance benefit plan.

CITY OF SWEET HOME, OREGON**NOTES TO BASIC FINANCIAL STATEMENTS (Continued)****YEAR ENDED JUNE 30, 2023****POSTEMPLOYMENT BENEFITS OTHER THAN PENSIONS (Continued)***Financial Statement Presentation*

The City's two OPEB plans are presented in the aggregate on the Statement of Net Position. The amounts on the financial statements relate to the plans as follows:

	<i>Implicit Rate Subsidy Plan</i>	<i>PERS RHIA Plan</i>	<i>Total OPEB on Financials</i>
Net OPEB Asset	\$ -	\$ 25,969	\$ 25,969
Deferred Outflows of Resources			
Contributions After Measurement Date	645	180	825
Differences Between Expected and Actual Experience	18,122	-	18,122
Differences Between Expected and Actual Earnings	-	-	-
Changes in Proportionate Share	-	3,352	3,352
Change in Assumptions	10,136	203	10,339
Total Outflows of Resources	28,903	3,735	32,638
Total OPEB Liability	(131,165)	-	(131,165)
Deferred Inflows of Resources			
Differences Between Expected and Actual Experience	(127,937)	(704)	(128,641)
Change in Assumptions or Experience	(30,834)	(866)	(31,700)
Net Difference Between Projected and Actual Earnings	-	(1,981)	(1,981)
Changes in Proportionate Share	-	(158)	(158)
	(158,771)	(3,709)	(162,480)
OPEB Expense/(Income)			
(Included in program expenses on Statement of Activities)	15,076	(1,666)	13,410

Implicit Rate Subsidy*Plan Description*

The City's single-employer defined benefit postemployment healthcare plan is administered by Citycounty Insurance Services (CIS). Benefit provisions are established through negotiations between the City and representatives of City or through resolutions passed by City Council. No assets are accumulated in a trust that meets the criteria in paragraph 4 of Statement 75.

The City's postemployment healthcare plan administrator issues a publicly available financial report that includes financial statements and required supplementary information for CIS. This report may be obtained by writing to the CIS Main Office, 1212 Court Street NE, Salem OR 97301.

CITY OF SWEET HOME, OREGON**NOTES TO BASIC FINANCIAL STATEMENTS (Continued)****YEAR ENDED JUNE 30, 2023****POSTEMPLOYMENT BENEFITS OTHER THAN PENSIONS (Continued)****Implicit Rate Subsidy (Continued)***Benefits Provided*

The plan provides eligible retirees and their dependents under age 65 the same health care coverage at the same premium rates as offered to active employees. The retiree is responsible for the premiums. As of the valuation date of July 1, 2021, the following employees were covered by the benefit terms:

Inactive employees or beneficiaries receiving benefits	1
Active employees	55
	<u>56</u>

Total OPEB Liability, OPEB Expense, and Deferred Outflows of Resources and Deferred Inflows of Resources Related to OPEB

The City's total OPEB liability of \$131,165 was measured as of June 30, 2022, and was determined by an actuarial valuation as of July 1, 2021. For the fiscal year ended June 30, 2023, the City recognized an OPEB expense from this plan of \$15,076. At June 30, 2023, the City reported deferred outflows of resources and deferred inflows of resources related to this OPEB plan from the following sources:

	<i>Deferred Outflows of Resources</i>	<i>Deferred Inflows of Resources</i>
Differences between expected and actual experience	\$ 18,122	\$ (127,937)
Changes of assumptions and inputs	10,136	(30,834)
Contributions subsequent to measurement date	645	-
Total	<u>\$ 28,903</u>	<u>\$ (158,771)</u>

Deferred outflows of resources related to OPEB of \$645 resulting from the City's contributions subsequent to the measurement date will be recognized as a reduction of the total OPEB liability in the year ended June 30, 2024.

Other amounts reported as deferred outflows of resources and deferred inflows of resources related to OPEB will be recognized in OPEB expense as follows:

<i>Year ended June 30:</i>	
2024	\$ (13,367)
2025	(13,063)
2026	(11,844)
2027	(15,913)
2028	(19,219)
Thereafter	(57,107)
Total	<u>\$ (130,513)</u>

CITY OF SWEET HOME, OREGON**NOTES TO BASIC FINANCIAL STATEMENTS (Continued)****YEAR ENDED JUNE 30, 2023****POSTEMPLOYMENT BENEFITS OTHER THAN PENSIONS (Continued)***Actuarial Assumptions and Other Inputs*

The total OPEB liability for the June 30, 2022, valuation was determined using the following actuarial assumptions and other inputs, applied to all periods included in the measurement, unless otherwise specified: inflation rate of 2.50%, projected salary increases of 3.50%, discount rate of 2.16%, medical and vision varies between 7.00% and 5.00% (due to the timing of the excise tax scheduled to affect health care benefits), dental at 4.50%, and mortality rates based on the RP-2014 healthy annuitant, sex-distinct, generational with unisex, Social Security Data Scale, with collar adjustments and setbacks.

The discount rate was based on Bond Buyer 20-Year General Obligation Bond Index.

Changes in the Total OPEB Liability

	<u>Total OPEB Liability</u>
Balance as of June 30, 2022	\$ 241,281
Changes for the year:	
Service cost	23,448
Interest on total OPEB liability	5,640
Effect of economic/demographic gains or losses	(102,143)
Effect of assumptions changes or inputs	(29,745)
Benefit payments	(7,316)
Balance as of June 30, 2023	<u>\$ 131,165</u>

Sensitivity of the Total OPEB Liability

The following presents the City's total OPEB liability, as well as what the liability would be if it were calculated using a discount rate that is 1 percentage point lower (1.16 percent) or 1 percentage point higher (3.16 percent) than the current discount rate. A similar sensitivity analysis is then presented for changes in the healthcare trend assumption.

Discount Rate:

	<u>1% Decrease (2.54%)</u>	<u>Current Discount Rate (3.54%)</u>	<u>1% Increase (4.54%)</u>
Total OPEB Liability	\$ 145,351	\$ 131,165	\$ 118,203

Healthcare Cost Trend:

	<u>1% Decrease (3.25% decreasing to 2.75%)</u>	<u>Current Healthcare Trend Rate (4.25% decreasing to 3.75%)</u>	<u>1% Increase (5.25% decreasing to 4.75%)</u>
Total OPEB Liability	\$ 111,737	\$ 131,165	\$ 154,668

CITY OF SWEET HOME, OREGON

NOTES TO BASIC FINANCIAL STATEMENTS (Continued)

YEAR ENDED JUNE 30, 2023

POSTEMPLOYMENT BENEFITS OTHER THAN PENSIONS (Continued)

PERS Retirement Health Insurance Account

Plan Description

The City contributes to the PERS Retirement Health Insurance Account (RHIA) for each of its eligible employees. RHIA is a cost-sharing multiple-employer defined benefit other postemployment benefit plan administered by PERS. RHIA pays a monthly contribution toward the cost of Medicare companion health insurance premiums for eligible retirees. ORS 238.420 established this trust fund. Authority to establish and amend the benefit provisions of RHIA reside with the Oregon Legislature. The plan is closed to new entrants hired after August 29, 2003. PERS issues publicly available financial statements and required supplementary information. That report may be obtained by writing to Oregon Public Employees Retirement System, PO Box 23700, Tigard, OR 97281-3700, or online at: <https://www.oregon.gov/pers/Pages/Financials/Actuarial-Financial-Information.aspx>

Benefits Provided

Because RHIA was created by enabling legislation (ORS 238.420), contribution requirements of the plan members and the participating employers were established and may be amended only by the Oregon Legislature. ORS require that an amount equal to \$60 or the total monthly cost of Medicare companion health insurance premiums coverage, whichever is less, shall be paid from the RHIA established by the employer, and any monthly cost in excess of \$60 shall be paid by the eligible retired member in the manner provided in ORS 238.410. To be eligible to receive this monthly payment toward the premium cost, the member must: (1) have eight years or more of qualifying service in PERS at the time of retirement or receive a disability allowance as if the member had eight years or more of creditable service in PERS, (2) receive both Medicare Parts A and B coverage, and (3) enroll in a PERS-sponsored health plan. A surviving spouse or dependent of a deceased PERS retiree who was eligible to receive the subsidy is eligible to receive the subsidy if he or she (1) is receiving a retirement benefit or allowance from PERS or (2) was insured at the time the member died and the member retired before May 1, 1991.

Contributions

PERS funding policy provides for employer contributions at actuarially determined rates. These contributions, expressed as a percentage of covered payroll, are intended to accumulate sufficient assets to pay benefits when due. Employer contribution rates for the period were based on the December 31, 2020, actuarial valuation. The rates based on a percentage of payroll, first became effective July 1, 2022. The City's contribution rates for the period were 0.05% for Tier One/Tier Two members, and 0.00% for OPSRP members. The City's total for the year ended June 30, 2022, contributions was \$180.

OPEB Assets, Liabilities, OPEB Expense, and Deferred Outflows of Resources and Deferred Inflows of Resources Related to OPEB

At June 30, 2023, the City reported an asset of \$25,969 for its proportionate share of the OPERS net OPEB asset. The net OPEB asset was measured as of June 30, 2022, and was determined by an actuarial valuation as of December 31, 2020, rolled forward to June 30, 2022. The City's proportion of the net OPEB asset was based on the City's contributions to the RHIA program during the measurement period relative to contributions from all participating employers. At June 30, 2022, the City's proportionate share was 0.00731%, which is an increase from its proportion of 0.00951% as of June 30, 2021.

CITY OF SWEET HOME, OREGON**NOTES TO BASIC FINANCIAL STATEMENTS (Continued)****YEAR ENDED JUNE 30, 2023****POSTEMPLOYMENT BENEFITS OTHER THAN PENSIONS (Continued)****PERS Retirement Health Insurance Account (Continued)**

For the year ended June 30, 2023, the City recognized a credit to OPEB expense from this plan of \$(1,666). At June 30, 2023, the City reported deferred outflows of resources and deferred inflows of resources related to this OPEB plan from the following sources:

	<i>Deferred Outflows of Resources</i>	<i>Deferred Inflows of Resources</i>
Differences between expected and actual experience	\$ -	\$ 704
Changes of assumptions	203	866
Net difference between projected and actual earnings	-	1,981
Changes in proportionate share	3,352	158
Contributions subsequent to the MD	180	-
Total	<u>\$ 3,735</u>	<u>\$ 3,709</u>

Deferred outflows of resources related to OPEB of \$180 resulting from the City's contributions subsequent to the measurement date will be recognized as either a reduction of the net OPEB liability or an increase in the net OPEB asset in the year ended June 30, 2024. Other amounts reported as deferred outflows of resources and deferred inflows of resources related to OPEB will be recognized in OPEB expense as follows:

<i>Year ended June 30:</i>	
2024	\$ (1,723)
2025	(1,772)
2026	(2,451)
2027	-
Total	<u>\$ (5,946)</u>

Actuarial Methods and Assumptions

See OPERS Pension Plan footnote for additional information on actuarial assumptions and methods, the long-term expected rate of return, and the discount rate.

CITY OF SWEET HOME, OREGON**NOTES TO BASIC FINANCIAL STATEMENTS (Continued)****YEAR ENDED JUNE 30, 2023****POSTEMPLOYMENT BENEFITS OTHER THAN PENSIONS (Continued)****PERS Retirement Health Insurance Account (Continued)**

Sensitivity of the proportionate share of the net OPEB liability (asset) to changes in the discount rate

The following presents the City's proportionate share of the net OPEB liability (asset) calculated using the discount rate of 6.90%, as well as what the City's proportionate share of the net OPEB liability (asset) would be if it were calculated using a discount rate that is 1 percentage point lower (5.90%) or 1 percentage point higher (7.90%) than the current rate:

	1% Decrease (5.90%)	Discount Rate (6.90%)	1% Increase (7.90%)
Net OPEB Liability (Asset)	\$ (23,406)	\$ (25,969)	\$ (28,167)

OPEB Plan Fiduciary Net Position

Detailed information about the pension plan's fiduciary net position is available in the separately issued OPERS financial report.

COMMITMENTS AND CONTINGENCIES

The City purchases insurance through City county Insurance Services to cover all commonly insurable risks, which includes property damage and liability. Employee bonds are covered through another commercial insurance provider. Most policies carry a small deductible amount. No insurance claims settled in each of the prior three years have exceeded policy coverage.

From time to time, the City is a defendant in various legal proceedings. Management believes any losses arising from these actions will not materially affect the City's financial position.

TRANSFERS

Interfund transfers on a budgetary basis for the year ended June 30, 2023, consisted of the following amounts:

Fund Name	Transfers In	Transfers Out
General	\$ -	\$ 107,056
Public Safety	28,159	68,430
Transportation	-	66,208
Non-Major Governmental	327,238	327,800
Water Operations	221,087	-
Sewer Operations	1,648,153	1,635,967
Non-Major Storm Water Operations	179,795	198,971
	<u>\$ 2,404,432</u>	<u>\$ 2,404,432</u>

CITY OF SWEET HOME, OREGON
NOTES TO BASIC FINANCIAL STATEMENTS (Continued)
YEAR ENDED JUNE 30, 2023

TRANSFERS (Continued)

Transfers are used to (1) move revenues from the fund that statute or budget requires to collect them to the fund that statute or budget requires to expend them, (2) move revenues restricted to debt service from the funds collecting the revenues to the debt service fund as debt service payments become due, and (3) use unrestricted revenues collected in the general fund to finance various programs accounted for in other funds in accordance with budgetary authorizations.

INTERFUND RECEIVABLES AND PAYABLES

In 2019, the Water Depreciation Reserve fund issued an \$800,000 interfund loan to the Building Reserve fund for construction of the new city hall. Annual payments of principal plus interest at 2.50% are required through December 2028. This loan was forgiven in September 2023 by the city council through resolution 22.

In 2020, the Street Improvement fund issued a \$206,186 interfund loan to the Street Maintenance Fund for the purchase of a street sweeper. Annual payments of principal are required through December 2025. This loan was forgiven in September 2023 by the city council through resolution 23.

EXPENDITURES IN EXCESS OF APPROPRIATIONS

Oregon law prohibits expenditures in excess of Council approved appropriations. Expenditures in excess of appropriations in individual funds for the year ended June 30, 2023, occurred as follows:

<i>Fund Name</i>	<i>Budget</i>	<i>Actual</i>	<i>Variance</i>
General			
Court	\$ 297,000	\$ 322,822	\$ (25,822)
Public Safety			
Materials and services	558,500	584,368	(25,868)
Transportation			
Materials and services	166,500	199,915	(33,415)
Library Services Levy			
Personal services	261,000	265,273	(4,273)
Materials and services	225,100	239,995	(14,895)
Capital outlay	4,900	20,000	(15,100)
Community Enhancement			
Public transit	103,000	158,342	(55,342)
Water			
Operations	1,994,000	2,194,116	(200,116)
Sewer			
Debt service	560,000	748,200	(188,200)

CITY OF SWEET HOME, OREGON
NOTES TO BASIC FINANCIAL STATEMENTS (Continued)
YEAR ENDED JUNE 30, 2023

BEGINNING BALANCE ADJUSTMENT

<i>Activity/Fund</i>	<i>Increase (decrease) in beginning net position</i>
The following funds were moved to governmental activities from business-type activities as of July 1, 2022:	
Water SDC	\$ 1,055,001
Sewer SDC	701,749
Storm Water SDC	41,853
<i>Net change in beginning net position</i>	<u>\$ 1,798,603</u>
The following government funds were consolidated as of July 1, 2022:	
General	\$ 1,307,782
Internal Service	(4,944)
Bond Debt	4
Special Assessment	4,625
<i>Total General Fund as of July 1, 2022</i>	<u>\$ 1,307,467</u>
Public Safety	\$ 3,198,136
Narcotic Enforcement	58,956
<i>Total Public Safety Fund as of July 1, 2022</i>	<u>\$ 3,257,092</u>
Path Program	\$ 968,680
Weddle Bridge	5,016
Special Events	5,359
Public Transit Grant	(36,700)
<i>Total City Enhancement Fund as of July 1, 2022</i>	<u>\$ 942,355</u>
Project/Equip Reserve	\$ 1,374,232
Building Reserve	(537,698)
<i>Total Reserve Fund as of July 1, 2022</i>	<u>\$ 836,534</u>

REQUIRED SUPPLEMENTARY INFORMATION

CITY OF SWEET HOME, OREGON**SCHEDULE OF REVENUES, EXPENDITURES, AND CHANGES IN FUND BALANCE -
BUDGET AND ACTUAL - GENERAL FUND
YEAR ENDED JUNE 30, 2023**

	Budget Amounts			
	Original	Final	Actual	Variance
REVENUES				
Taxes and assessments	\$ 783,000	\$ 783,000	\$ 809,464	\$ 26,464
Licenses and permits	837,000	837,000	983,268	146,268
Charges for services	662,000	662,000	550,080	(111,920)
Intergovernmental	1,689,000	1,689,000	1,752,099	63,099
Fines and forfeitures	224,000	224,000	184,238	(39,762)
Miscellaneous	250,000	250,000	602,488	352,488
Total Revenues	4,445,000	4,445,000	4,881,637	436,637
EXPENDITURES				
Current				
Administration	624,500	625,000	590,514	34,486
Council	25,000	25,000	5,609	19,391
Community and economic development	791,000	791,000	781,145	9,855
Finance	525,000	525,000	443,464	81,536
Court	297,500	297,000	322,822	(25,822)
Parks	990,000	990,000	984,091	5,909
General services	521,000	521,000	515,272	5,728
Capital outlay	220,000	220,000	-	220,000
Contingency	1,417,000	1,417,000	-	1,417,000
Total Expenditures	5,411,000	5,411,000	3,642,917	1,768,083
NET CHANGE IN FUND BALANCE	(966,000)	(966,000)	1,238,720	2,204,720
FUND BALANCE, beginning of year	1,770,000	1,770,000	1,307,464	(462,536)
FUND BALANCE, end of year	\$ 804,000	\$ 804,000	\$ 2,546,184	\$ 1,742,184

CITY OF SWEET HOME, OREGON**SCHEDULE OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCE -
BUDGET AND ACTUAL - PUBLIC SAFETY FUND
YEAR ENDED JUNE 30, 2023**

	Budget Amounts			
	Original	Final	Actual	Variance
REVENUES				
Taxes and assessments	\$ 3,570,000	\$ 3,570,000	\$ 3,283,758	\$ (286,242)
Licenses and permits	1,000	1,000	2,176	1,176
Intergovernmental	-	-	896	896
Miscellaneous	50,000	50,000	50,002	2
Total Revenues	3,621,000	3,621,000	3,336,832	(284,168)
EXPENDITURES				
Police department				
Personnel services	2,450,500	2,450,500	2,368,708	81,792
Materials and services	558,500	558,500	584,368	(25,868)
Capital outlay	300,000	300,000	65,922	234,078
Contingency	725,000	725,000	-	725,000
Total Expenditures	4,034,000	4,034,000	3,018,998	1,015,002
NET CHANGE IN FUND BALANCE	(413,000)	(413,000)	317,834	730,834
FUND BALANCE, beginning of year	3,400,000	3,400,000	3,257,092	(142,908)
FUND BALANCE, end of year	\$ 2,987,000	\$ 2,987,000	\$ 3,574,926	\$ 587,926

CITY OF SWEET HOME, OREGON**SCHEDULE OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCE -
BUDGET AND ACTUAL - TRANSPORTATION FUND
YEAR ENDED JUNE 30, 2023**

	Budget Amounts		Actual	Variance
	Original	Final		
REVENUES				
Intergovernmental	\$ 830,000	\$ 830,000	\$ 786,041	\$ (43,959)
Miscellaneous	5,000	5,000	9,656	4,656
<i>Total Revenues</i>	835,000	835,000	795,697	(39,303)
EXPENDITURES				
Transportation				
Personnel services	313,500	313,500	310,737	2,763
Materials and services	166,500	166,500	199,915	(33,415)
Capital outlay	800,000	800,000	512,743	287,257
Contingency	67,000	67,000	-	67,000
<i>Total Expenditures</i>	1,347,000	1,347,000	1,023,395	323,605
NET CHANGE IN FUND BALANCE	(512,000)	(512,000)	(227,698)	284,302
FUND BALANCE, beginning of year	740,000	740,000	547,210	(192,790)
FUND BALANCE, end of year	\$ 228,000	\$ 228,000	\$ 319,512	\$ 91,512

CITY OF SWEET HOME, OREGON**SCHEDULE OF THE CITY'S PROPORTIONATE SHARE OF THE NET PENSION LIABILITY- OREGON
PUBLIC EMPLOYEES RETIREMENT SYSTEM
LAST TEN FISCAL YEARS**

	<i>Proportion of the Net Pension Liability (Asset)</i>	<i>Proportionate Share of the Net Pension Liability (Asset)</i>	<i>Covered Payroll</i>	<i>Proportionate Share of the NPL(A) as % of its Covered Employee Payroll</i>	<i>Plan Fiduciary Net Position as % of the Total Pension Liability</i>
2023	0.0102%	\$ 1,561,508	1,112,487	140.4%	84.5%
2022	0.0107%	1,283,567	813,732	157.7%	87.6%
2021	0.0101%	2,197,068	1,158,783	189.6%	75.8%
2020	0.0089%	1,546,617	1,179,840	131.1%	80.2%
2019	0.0071%	1,072,333	1,054,603	101.7%	82.1%
2018	0.5700%	777,872	1,064,041	72.5%	83.1%
2017	0.2600%	384,674	985,491	39.0%	80.5%
2016	0.0000%	-	935,590	0.0%	103.6%
2015	0.0000%	-	859,981	0.0%	103.6%
2014	0.0000%	-	763,360	0.0%	92.0%

¹ 10-year trend information required by GASB Statement 68 will be presented prospectively

CITY OF SWEET HOME, OREGON**SCHEDULE OF THE CITY'S CONTRIBUTIONS – OREGON PUBLIC EMPLOYEES RETIREMENT
SYSTEM****LAST TEN FISCAL YEARS**

	<i>Contractually Required Contributions</i>	<i>Actual Contributions</i>	<i>Contribution Deficiency (Excess)</i>	<i>Covered Payroll</i>	<i>Contributions as % of Covered Payroll</i>
2023	\$ 115,782	\$ (115,782)	\$ -	\$ 1,112,487	12.35%
2022	100,469	(100,469)	-	813,732	12.35%
2021	105,869	(105,850)	-	1,158,783	9.14%
2020	115,850	(115,850)	-	1,179,840	9.82%
2019	77,552	(77,552)	-	1,054,603	7.35%
2018	78,084	(78,084)	-	1,064,041	7.34%
2017	33,298	(33,298)	-	985,491	3.38%
2016	30,422	(30,422)	-	935,590	3.25%
2015	20,843	(20,843)	-	859,981	2.42%
2014	18,502	(18,502)	-	763,360	2.42%

¹ 10-year trend information required by GASB Statement 68 will be presented prospectively

CITY OF SWEET HOME, OREGON

SCHEDULE OF CHANGES IN OTHER POST EMPLOYMENT BENEFITS LIABILITY AND RELATED RATIOS - IMPLICIT RATE SUBSIDY LAST SIX FISCAL YEARS¹

	Service cost	Interest on total OPEB liability	Effect of economic/ demographic gains or (losses)	Effect of assumption change or inputs	Benefit payments	Net change in total OPEB liability	Net OPEB liability, beginning	Net OPEB liability, ending	Covered payroll	Total OPEB liability as a % of covered payroll
2023	\$ 23,448	\$ 5,640	\$ (102,143)	\$ (29,745)	\$ (7,316)	\$ (110,116)	\$ 241,281	\$ 131,165	\$ 1,112,487	11.8%
2022	22,757	5,349	-	1,144	(14,451)	14,799	226,482	241,281	813,732	29.7%
2021	18,485	9,960	(54,963)	(2,018)	(21,969)	(50,505)	276,987	226,482	3,377,811	6.7%
2020	16,410	10,382	-	8,173	(19,497)	15,468	261,519	276,987	3,365,364	8.2%
2019	15,436	7,272	44,767	12,283	(11,750)	68,008	193,511	261,519	3,092,386	8.5%
2018	16,475	5,805	-	(11,880)	(8,141)	2,259	191,252	193,511	3,087,862	6.3%

Notes:

The above table presents the most recent actuarial valuations for the City's post-employment health insurance benefits plan and provides information that approximates the funding progress of the plan.

There are no assets accumulated in a trust that meets the criteria in paragraph 4 of GASB Statement No. 75.

¹ 10-year trend information required by GASB Statement 75 will be presented prospectively

CITY OF SWEET HOME, OREGON**SCHEDULE OF THE CITY'S PROPORTIONATE SHARE OF THE NET OPEB LIABILITY (ASSET)
OREGON PUBLIC EMPLOYEES RETIREMENT SYSTEM RETIREE HEALTH INSURANCE ACCOUNT
LAST SEVEN FISCAL YEARS¹**

	<i>Proportion of the Net OPEB Liability (Asset)</i>	<i>Proportionate Share of the Net OPEB Liability (Asset)</i>	<i>Covered Payroll</i>	<i>Proportionate Share of the Net OPEB Liability (Asset) as % Covered Payroll</i>	<i>Plan Fiduciary Net Position as % of Total Pension Liability</i>
2023	0.0073%	\$ (25,969)	\$ 1,112,487	-4.0%	194.6%
2022	0.0095%	(32,653)	813,732	-4.0%	183.9%
2021	0.0092%	(18,741)	1,158,783	-1.6%	144.4%
2020	0.0098%	(18,885)	1,179,840	-1.6%	124.0%
2019	0.0102%	(11,338)	1,054,603	-1.1%	108.9%
2018	0.0096%	(4,021)	1,064,041	0.4%	94.2%
2017	0.0097%	2,646	985,491	0.3%	94.2%

¹ 10-year trend information required by GASB Statement 75 will be presented prospectively

CITY OF SWEET HOME, OREGON**SCHEDULE OF THE CITY'S CONTRIBUTIONS****OREGON PUBLIC EMPLOYEES RETIREMENT SYSTEM RETIREE HEALTH INSURANCE ACCOUNT
LAST SEVEN FISCAL YEARS¹**

	<i>Contractually Required Contributions</i>	<i>Actual Contributions</i>	<i>Contribution Deficiency (Excess)</i>	<i>Covered Payroll</i>	<i>Contributions as % of Covered Payroll</i>
2023	\$ 180	\$ (180)	\$ -	\$ 1,112,487	0.03%
2022	282	(282)	-	813,732	0.03%
2021	585	(585)	-	1,158,783	0.05%
2020	4,849	(4,849)	-	1,179,840	0.41%
2019	4,875	(4,875)	-	1,054,603	0.46%
2018	4,796	(4,796)	-	1,064,041	0.45%
2017	2,646	(2,646)	-	985,491	0.27%

¹ 10-year trend information required by GASB Statement 75 will be presented prospectively

OTHER SUPPLEMENTARY INFORMATION

CITY OF SWEET HOME, OREGON
COMBINING BALANCE SHEET - NONMAJOR GOVERNMENTAL FUNDS
JUNE 30, 2023

	Special Revenue				Capital Projects
	Library Local Option Levy	Community Center	Community Enhancement	Economic Development	Water SDC
ASSETS					
Cash and investments	\$ 622,401	\$ 26,042	\$ 896,707	\$ 242,756	\$ 1,024,096
Property taxes receivable	24,314	-	-	-	-
Assessment liens receivable	-	-	-	-	19,488
Loans receivable	-	-	-	425,308	-
Accounts receivable	-	-	-	-	37,056
Total Assets	\$ 646,715	\$ 26,042	\$ 896,707	\$ 668,064	\$ 1,080,640
LIABILITIES AND FUND BALANCE					
Liabilities:					
Accounts payable	\$ 16,480	\$ 2,252	\$ 525	\$ -	\$ -
Accrued payroll and payroll liabilities	4,112	-	-	-	-
Total Liabilities	20,592	2,252	525	-	-
Deferred Inflows of Resources					
Unavailable revenue	24,314	-	-	425,308	19,488
Fund Balance:					
Restricted for:					
Community development	-	23,790	896,182	242,756	-
Library	601,809	-	-	-	-
Capital outlay	-	-	-	-	1,061,152
Committed to:					
Capital outlay	-	-	-	-	-
Total Fund Balance	601,809	\$ 23,790	896,182	242,756	1,061,152
Total Liabilities , Deferred Inflows of Resources, and Fund Balance	\$ 646,715	\$ 26,042	\$ 896,707	\$ 668,064	\$ 1,080,640

CITY OF SWEET HOME, OREGON

COMBINING BALANCE SHEET - NONMAJOR GOVERNMENTAL FUNDS (Continued)

JUNE 30, 2023

	<i>Capital Projects</i>					<i>Total</i>
	<i>Sewer SDC</i>	<i>Storm SDC</i>	<i>Transportation SDC</i>	<i>Parks SDC</i>	<i>Reserve Fund</i>	
ASSETS						
Cash and investments	\$ 853,309	\$ 67,503	\$ 1,350,193	\$ 135,433	\$ 1,513,520	\$ 6,731,960
Property taxes receivable	-	-	-	-	-	24,314
Assessment liens receivable	13,333	-	-	-	-	32,821
Loans receivable	-	-	-	-	-	425,308
Accounts receivable	184	-	141	-	-	37,381
<i>Total Assets</i>	<u>\$ 866,826</u>	<u>\$ 67,503</u>	<u>\$ 1,350,334</u>	<u>\$ 135,433</u>	<u>\$ 1,513,520</u>	<u>\$ 7,251,784</u>
LIABILITIES AND FUND BALANCE						
Liabilities:						
Accounts payable	\$ -	\$ -	\$ -	\$ 12,142	\$ -	\$ 31,399
Due to other funds	-	-	-	-	-	4,112
<i>Total Liabilities</i>	<u>-</u>	<u>-</u>	<u>-</u>	<u>12,142</u>	<u>-</u>	<u>35,511</u>
Deferred Inflows of Resources						
Unavailable revenue	13,333	-	-	-	-	482,443
Fund Balance:						
Restricted for:						
Community development	-	-	-	-	-	1,162,728
Library	-	-	-	-	-	601,809
Capital outlay	853,493	67,503	1,350,334	123,291	-	3,455,773
Committed to:						
Capital outlay	-	-	-	-	1,513,520	1,513,520
<i>Total Fund Balance</i>	<u>853,493</u>	<u>67,503</u>	<u>1,350,334</u>	<u>123,291</u>	<u>1,513,520</u>	<u>6,733,830</u>
<i>Total Liabilities , Deferred Inflows of Resources, and Fund Balance</i>	<u>\$ 866,826</u>	<u>\$ 67,503</u>	<u>\$ 1,350,334</u>	<u>\$ 135,433</u>	<u>\$ 1,513,520</u>	<u>\$ 7,251,784</u>

CITY OF SWEET HOME, OREGON

COMBINING STATEMENT OF REVENUES, EXPENDITURES, AND CHANGES IN FUND BALANCES - NONMAJOR GOVERNMENTAL FUNDS YEAR ENDED JUNE 30, 2023

	<i>Special Revenue</i>				<i>Capital Projects</i>
	<i>Library Local Option Levy</i>	<i>Community Center</i>	<i>Community Enhancement</i>	<i>Economic Development</i>	<i>Water SDC</i>
REVENUES					
Taxes and assessments	\$ 606,123	\$ -	\$ -	\$ -	\$ -
Licenses and permits	-	-	-	-	150,850
Charges for services	-	36,401	-	-	-
Intergovernmental	9,020	-	219,242	-	-
Fines and forfeitures	4,638	-	-	-	-
Miscellaneous	19,027	-	2,788	19,810	967
<i>Total Revenues</i>	<u>638,808</u>	<u>36,401</u>	<u>222,030</u>	<u>19,810</u>	<u>151,817</u>
EXPENDITURES					
Current					
Library	505,268	-	-	-	-
Community development	-	-	-	51,424	-
Community center	-	-	268,203	-	-
Transportation	-	17,593	-	-	-
Capital outlay	20,000	-	-	-	-
<i>Total Expenditures</i>	<u>525,268</u>	<u>17,593</u>	<u>268,203</u>	<u>51,424</u>	<u>-</u>
NET CHANGE IN FUND BALANCE	113,540	18,808	(46,173)	(31,614)	151,817
FUND BALANCE, beginning of year	488,269	4,982	942,355	274,370	909,335
FUND BALANCE, end of year	<u>\$ 601,809</u>	<u>\$ 23,790</u>	<u>\$ 896,182</u>	<u>\$ 242,756</u>	<u>\$ 1,061,152</u>

CITY OF SWEET HOME, OREGON**COMBINING STATEMENT OF REVENUES, EXPENDITURES, AND CHANGES IN FUND BALANCES -
NONMAJOR GOVERNMENTAL FUNDS (Continued)
YEAR ENDED JUNE 30, 2023**

	Capital Projects					
	Sewer SDC	Storm SDC	Transportation SDC	Parks SDC	Reserve Fund	Total
REVENUES						
Taxes and assessments	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 606,123
Licenses and permits	83,464	25,652	185,832	18,518	-	464,316
Charges for services	-	-	-	-	-	36,401
Intergovernmental	-	-	-	-	-	228,262
Fines and forfeitures	-	-	-	-	-	4,638
Miscellaneous	2,624	-	29	-	676,986	722,231
Total Revenues	86,088	25,652	185,861	18,518	676,986	2,061,971
EXPENDITURES						
Current						
Library	-	-	-	-	-	505,268
Community development	-	-	-	-	-	51,424
Community center	-	-	-	-	-	268,203
Transportation	-	-	-	-	-	17,593
Capital outlay	1,800	-	-	11,618	-	33,418
Total Expenditures	1,800	-	-	11,618	-	875,906
NET CHANGE IN FUND BALANCE	84,288	25,652	185,861	6,900	676,986	1,186,065
FUND BALANCE, beginning of year	769,205	41,851	1,164,473	116,391	836,534	5,547,765
FUND BALANCE, end of year	\$ 853,493	\$ 67,503	\$ 1,350,334	\$ 123,291	\$ 1,513,520	\$ 6,733,830

CITY OF SWEET HOME, OREGON**SCHEDULE OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCE -
BUDGET AND ACTUAL - LIBRARY FUND
YEAR ENDED JUNE 30, 2023**

	Budget Amounts			
	Original	Final	Actual	Variance
REVENUES				
Taxes and assessments	\$ 585,000	\$ 585,000	\$ 606,123	\$ 21,123
Intergovernmental	10,000	10,000	9,020	(980)
Fines and forfeitures	4,000	4,000	4,638	638
Miscellaneous	9,000	9,000	19,027	10,027
Total Revenues	608,000	608,000	638,808	30,808
EXPENDITURES				
Library				
Personal services	261,000	261,000	265,273	(4,273)
Materials and services	225,100	225,100	239,995	(14,895)
Capital outlay	4,900	4,900	20,000	(15,100)
Contingency	120,000	120,000	-	120,000
Total Expenditures	611,000	611,000	525,268	85,732
NET CHANGE IN FUND BALANCE	(3,000)	(3,000)	113,540	(54,924)
FUND BALANCE, beginning of year	772,000	772,000	488,269	(283,731)
FUND BALANCE, end of year	\$ 769,000	\$ 769,000	\$ 601,809	\$ (338,655)

CITY OF SWEET HOME, OREGON**SCHEDULE OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCE -
BUDGET AND ACTUAL - COMMUNITY CENTER FUND
YEAR ENDED JUNE 30, 2023**

	Budget Amounts		Actual	Variance
	Original	Final		
REVENUES				
Charges for services	\$ 30,000	\$ 30,000	\$ 36,401	\$ 6,401
<i>Total Revenues</i>	30,000	30,000	36,401	12,802
EXPENDITURES				
Community center				
Materials and services	28,000	28,000	17,593	10,407
<i>Total Expenditures</i>	28,000	28,000	17,593	10,407
NET CHANGE IN FUND BALANCE	2,000	2,000	18,808	23,209
FUND BALANCE, beginning of year	11,000	11,000	4,982	(6,018)
FUND BALANCE, end of year	\$ 13,000	\$ 13,000	\$ 23,790	\$ 17,191

CITY OF SWEET HOME, OREGON**SCHEDULE OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCE -
BUDGET AND ACTUAL - COMMUNITY ENHANCEMENT FUND
YEAR ENDED JUNE 30, 2023**

	Budget Amounts			
	Original	Final	Actual	Variance
REVENUES				
Intergovernmental	\$ 103,000	\$ 103,000	\$ 219,242	\$ 116,242
Miscellaneous	1,000	1,000	2,788	1,788
Total Revenues	104,000	104,000	222,030	118,030
EXPENDITURES				
Community enhancement				
Path Program - materials and services	730,000	730,000	104,175	625,825
Path Program - capital outlay	200,000	200,000	-	200,000
Special events	6,300	6,300	5,686	614
Public transit	103,000	103,000	158,342	(55,342)
Weddle Bridge	5,000	5,000	-	5,000
Pool	1,000	1,000	-	1,000
Total Expenditures	1,045,300	1,045,300	268,203	777,097
NET CHANGE IN FUND BALANCE	(941,300)	(941,300)	(46,173)	895,127
FUND BALANCE, beginning of year	941,300	941,300	942,355	1,055
FUND BALANCE, end of year	\$ -	\$ -	\$ 896,182	\$ 896,182

CITY OF SWEET HOME, OREGON**SCHEDULE OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCE -
BUDGET AND ACTUAL - ECONOMIC DEVELOPMENT FUND
YEAR ENDED JUNE 30, 2023**

	Budget Amounts		Actual	Variance
	Original	Final		
REVENUES				
Miscellaneous	\$ -	\$ -	\$ 19,810	\$ 19,810
<i>Total Revenues</i>	-	-	19,810	19,810
EXPENDITURES				
Community development	255,000	255,000	51,424	203,576
<i>Total Expenditures</i>	255,000	255,000	51,424	203,576
NET CHANGE IN FUND BALANCE	(255,000)	(255,000)	(31,614)	(183,766)
FUND BALANCE, beginning of year	255,000	255,000	274,370	19,370
FUND BALANCE, end of year	\$ -	\$ -	\$ 242,756	\$ (164,396)

CITY OF SWEET HOME, OREGON**SCHEDULE OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCE -
BUDGET AND ACTUAL - WATER SDC FUND
YEAR ENDED JUNE 30, 2023**

	Budget Amounts		Actual	Variance
	Original	Final		
REVENUES				
Licenses and permits	\$ 130,000	\$ 130,000	\$ 150,850	\$ 20,850
Miscellaneous	-	-	967	967
<i>Total Revenues</i>	130,000	130,000	151,817	21,817
EXPENDITURES				
Water SDC				
Operations	350,000	350,000	-	350,000
Capital outlay	685,000	685,000	-	685,000
<i>Total Expenditures</i>	1,035,000	1,035,000	-	1,035,000
NET CHANGE IN FUND BALANCE	(905,000)	(905,000)	151,817	(1,013,183)
FUND BALANCE, beginning of year	905,000	905,000	909,335	4,335
FUND BALANCE, end of year	\$ -	\$ -	\$ 1,061,152	\$ (1,008,848)

CITY OF SWEET HOME, OREGON**SCHEDULE OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCE -
BUDGET AND ACTUAL - SEWER SDC FUND
YEAR ENDED JUNE 30, 2023**

	Budget Amounts		Actual	Variance
	Original	Final		
REVENUES				
Licenses and permits	\$ 90,000	\$ 90,000	\$ 83,464	\$ (6,536)
Miscellaneous	-	-	2,624	2,624
<i>Total Revenues</i>	90,000	90,000	86,088	(3,912)
EXPENDITURES				
Sewer SDC				
Operations	355,000	355,000	1,800	353,200
Capital outlay	500,000	500,000	-	500,000
<i>Total Expenditures</i>	855,000	855,000	1,800	853,200
NET CHANGE IN FUND BALANCE	(765,000)	(765,000)	84,288	(849,288)
FUND BALANCE, beginning of year	765,000	765,000	769,205	(4,205)
FUND BALANCE, end of year	\$ -	\$ -	\$ 853,493	\$ (853,493)

CITY OF SWEET HOME, OREGON**SCHEDULE OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCE -
BUDGET AND ACTUAL - STORM WATER SDC FUND
YEAR ENDED JUNE 30, 2023**

	Budget Amounts		Actual	Variance
	Original	Final		
REVENUES				
Licenses and permits	\$ 30,000	\$ 30,000	\$ 25,652	\$ (4,348)
<i>Total Revenues</i>	30,000	30,000	25,652	(4,348)
EXPENDITURES				
Storm Water SDC				
Operations	20,000	20,000	-	20,000
Capital outlay	50,000	50,000	-	50,000
<i>Total Expenditures</i>	70,000	70,000	-	70,000
NET CHANGE IN FUND BALANCE	(40,000)	(40,000)	25,652	(65,652)
FUND BALANCE, beginning of year	40,000	40,000	41,851	(1,851)
FUND BALANCE, end of year	\$ -	\$ -	\$ 67,503	\$ (67,503)

CITY OF SWEET HOME, OREGON**SCHEDULE OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCE -
BUDGET AND ACTUAL - TRANSPORTATION SDC FUND
YEAR ENDED JUNE 30, 2023**

	Budget Amounts		Actual	Variance
	Original	Final		
REVENUES				
Licenses and permits	\$ 250,000	\$ 250,000	\$ 185,832	\$ (64,168)
Miscellaneous	-	-	29	29
<i>Total Revenues</i>	250,000	250,000	185,861	(64,139)
EXPENDITURES				
Transportation SDC				
Operations	600,000	600,000	-	600,000
Capital outlay	815,000	815,000	-	815,000
<i>Total Expenditures</i>	1,415,000	1,415,000	-	1,415,000
NET CHANGE IN FUND BALANCE	(1,165,000)	(1,165,000)	185,861	(1,350,861)
FUND BALANCE, beginning of year	1,165,000	1,165,000	1,164,473	527
FUND BALANCE, end of year	\$ -	\$ -	\$ 1,350,334	\$ (1,350,334)

CITY OF SWEET HOME, OREGON**SCHEDULE OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCE -
BUDGET AND ACTUAL -PARKS SDC FUND
YEAR ENDED JUNE 30, 2023**

	Budget Amounts		Actual	Variance
	Original	Final		
REVENUES				
Licenses and permits	\$ 20,000	\$ 20,000	\$ 18,518	\$ (1,482)
Miscellaneous	-	-	-	-
<i>Total Revenues</i>	20,000	20,000	18,518	(1,482)
EXPENDITURES				
Parks SDC				
Operations	50,000	50,000	11,618	38,382
Capital outlay	85,000	85,000	-	85,000
<i>Total Expenditures</i>	135,000	135,000	11,618	123,382
NET CHANGE IN FUND BALANCE	(115,000)	(115,000)	6,900	(121,900)
FUND BALANCE, beginning of year	115,000	115,000	116,391	(1,391)
FUND BALANCE, end of year	\$ -	\$ -	\$ 123,291	\$ (123,291)

CITY OF SWEET HOME, OREGON**SCHEDULE OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCE -
BUDGET AND ACTUAL - RESERVE FUND
YEAR ENDED JUNE 30, 2023**

	Budget Amounts		Actual	Variance
	Original	Final		
REVENUES				
Miscellaneous	\$ 5,000	\$ 5,000	\$ 676,986	\$ 671,986
<i>Total Revenues</i>	5,000	5,000	676,986	671,986
EXPENDITURES				
Capital outlay	-	-	-	-
<i>Total Expenditures</i>	-	-	-	-
NET CHANGE IN FUND BALANCE	5,000	5,000	676,986	(671,986)
FUND BALANCE, beginning of year	760,000	760,000	836,534	(76,534)
FUND BALANCE, end of year	\$ 765,000	\$ 765,000	\$ 1,513,520	\$ (748,520)

CITY OF SWEET HOME, OREGON**SCHEDULE OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCE -
BUDGET AND ACTUAL - WATER FUND
YEAR ENDED JUNE 30, 2023**

	Budget Amounts			
	Original	Final	Actual	Variance
REVENUES				
Charges for services	\$ 2,540,000	\$ 2,540,000	\$ 2,671,343	\$ 131,343
Fines and forfeitures	20,000	20,000	11,302	(8,698)
Miscellaneous	35,000	35,000	40,408	5,408
Total Revenues	2,595,000	2,595,000	2,723,053	128,053
EXPENDITURES				
Operations	1,994,000	1,994,000	2,194,116	(200,116)
Debt service	660,000	660,000	403,774	256,226
Contingency	210,000	210,000	-	210,000
Total Expenditures	2,864,000	2,864,000	2,597,890	266,110
NET CHANGE IN FUND BALANCE	(269,000)	(269,000)	125,163	394,163
FUND BALANCE, beginning of year	2,596,000	2,596,000	2,462,113	(133,887)
FUND BALANCE, end of year	\$ 2,327,000	\$ 2,327,000	\$ 2,587,276	\$ 260,276

**RECONCILIATION OF CHANGE IN NET POSITION - FUND BALANCE TO CHANGE IN FUND NET
POSITION, GAAP BASIS**

NET CHANGE IN FUND BALANCE	\$ 125,163
Change in inventories	(4,178)
Change in interfund loan receivable	(600,794)
Depreciation and amortization	(336,335)
Capitalized expenses, net	617,505
Change in compensated absences	(9,632)
Change in long-term debt	294,857
Change in accrued interest	1,049
Pension expense related to OPEB	2,163
CHANGE IN FUND NET POSITION	\$ 89,798

CITY OF SWEET HOME, OREGON**SCHEDULE OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCE -
BUDGET AND ACTUAL - SEWER FUND
YEAR ENDED JUNE 30, 2023**

	Budget Amounts			
	Original	Final	Actual	Variance
REVENUES				
Charges for services	\$ 2,800,000	\$ 2,800,000	\$ 2,967,551	\$ 167,551
Taxes and assessments	31,000	31,000	34,850	3,850
Intergovernmental	8,200,000	8,200,000	6,162,321	(2,037,679)
Miscellaneous	15,000	15,000	13,075	(1,925)
Total Revenues	11,046,000	11,046,000	9,177,797	(1,868,203)
EXPENDITURES				
Operations	9,361,000	9,361,000	7,442,117	1,918,883
Debt service	560,000	560,000	748,200	(188,200)
Contingency	450,000	450,000	-	450,000
Total Expenditures	10,371,000	10,371,000	8,190,317	2,180,683
NET CHANGE IN FUND BALANCE	675,000	675,000	987,480	312,480
FUND BALANCE, beginning of year	3,350,000	3,350,000	3,405,079	55,079
FUND BALANCE, end of year	\$ 4,025,000	\$ 4,025,000	\$ 4,392,559	\$ 367,559

**RECONCILIATION OF CHANGE IN NET POSITION - FUND BALANCE TO CHANGE IN FUND NET
POSITION, GAAP BASIS**

NET CHANGE IN FUND BALANCE	\$ 987,480
Change in inventories	(5,013)
Depreciation and amortization	(391,234)
Capitalized expenses, net	5,154,879
Change in compensated absences	11
Change in long-term debt	660,000
Change in accrued interest	1,444
Pension expense related to OPEB	(2,079)
CHANGE IN FUND NET POSITION	\$ 6,405,488

CITY OF SWEET HOME, OREGON**SCHEDULE OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCE -
BUDGET AND ACTUAL - STORM WATER FUND
YEAR ENDED JUNE 30, 2023**

	Budget Amounts			
	Original	Final	Actual	Variance
REVENUES				
Charges for services	\$ 160,000	\$ 160,000	\$ 196,060	\$ 36,060
Miscellaneous	3,000	3,000	3,000	-
Total Revenues	163,000	163,000	199,060	36,060
EXPENDITURES				
Operations	262,000	262,000	122,212	139,788
Contingency	30,000	30,000	-	30,000
Total Expenditures	292,000	292,000	122,212	169,788
NET CHANGE IN FUND BALANCE	(129,000)	(129,000)	76,848	205,848
FUND BALANCE, beginning of year	394,000	394,000	380,496	(13,504)
FUND BALANCE, end of year	\$ 265,000	\$ 265,000	\$ 457,344	\$ 192,344

**RECONCILIATION OF CHANGE IN NET POSITION - FUND BALANCE TO CHANGE IN FUND NET
POSITION, GAAP BASIS**

NET CHANGE IN FUND BALANCE	\$ 76,848
Depreciation and amortization	(19)
Capitalized expenses, net	(167)
Pension expense related to OPEB	(605)
CHANGE IN FUND NET POSITION	\$ 76,057

COMPLIANCE SECTION

INDEPENDENT AUDITOR'S REPORT
REQUIRED BY OREGON STATE REGULATIONS

The Honorable Susan Coleman, Mayor
and Members of the City Council
1140 12th Avenue
Sweet Home, Oregon 97386

We have audited, in accordance with auditing standards generally accepted in the United States of America, the basic financial statements of City of Sweet Home, Oregon as of and for the year ended June 30, 2023, and have issued our report thereon dated October 31, 2025.

Compliance and Other Matters

As part of obtaining reasonable assurance about whether the City's financial statements are free of material misstatements, we performed tests of its compliance with certain provisions of laws, regulations, contracts, and grants, including the provisions of Oregon Revised Statutes as specified in Oregon Administrative Rules 162-10-000 through 162-10-320 of the Minimum Standards for Audits of Oregon Municipal Corporations, noncompliance with which could have a direct and material effect on the determination of financial statements amounts. However, providing an opinion on compliance with those provisions was not an objective of our audit, and accordingly, we do not express such an opinion.

We performed procedures to the extent we considered necessary to address the required comments and disclosures which include, but were not limited to the following:

- Deposit of public funds with financial institutions (ORS Chapter 295).
- Indebtedness limitations, restrictions and repayment.
- Budgets legally required (ORS Chapter 294).
- Insurance and fidelity bonds in force or required by law.
- Programs funded from outside sources.
- Highway revenues used for public highways, roads, and streets.
- Authorized investment of surplus funds (ORS Chapter 294).
- Public contracts and purchasing (ORS Chapters 279A, 279B, 279C).
- Accountability for collecting or receiving money by elected officials.

In connection with our testing, certain items came to our attention that caused us to believe the City was in substantial non-compliance with certain provisions of laws, regulations, contracts, and grants, including the provisions of Oregon Revised Statutes as specified in Oregon Administrative Rules 162-10-000 through 162-10-320 of the Minimum Standards for Audits of Oregon Municipal Corporations detailed as follows:

- The financial statements were not filed timely with the Oregon Secretary of State's Office.
- Budget Compliance
 - Over expenditures of appropriations as detailed in the notes to the financial statements on page 55.
 - The originally adopted budget for the fiscal year ending June 30, 2023, was adopted with resources and requirements out of balance as well as transfers in and transfers out of balance.

Internal Control Over Financial Reporting

In planning and performing our audit of the financial statements, we considered the City's internal control over financial reporting to determine the audit procedures that are appropriate in the circumstances for the purpose of expressing our opinion on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of the City's internal control over financial reporting. Accordingly, we do not express an opinion on the effectiveness of the City's internal control.

A material weakness and a significant deficiency in internal controls were reported to management in a letter dated October 31, 2025.

Restriction on Use

This report is intended solely for the information and use of the council members and management of the City and the Oregon Secretary of State and is not intended to be and should not be used by anyone other than these parties.

A handwritten signature in black ink, appearing to read 'R. Pasquarella', with a long horizontal line extending to the right.

Ryan T. Pasquarella, Principal
For REDW LLC
Salem, Oregon
October 31, 2025

Honorable Mayor and Members of the City Council
City of Sweet Home
3225 Main Street
Sweet Home, Oregon 97386

We have audited the financial statements of the governmental activities, the business-type activities, each major fund, and the aggregate remaining fund information of the City of Sweet Home (the City) as of and for the year ended June 30, 2023, and have issued our report thereon dated October 31, 2025. Professional standards require that we advise you of the following matters relating to our audit.

Our Responsibility in Relation to the Financial Statement Audit

As communicated in our engagement letter dated August 20, 2024, our responsibility, as described by professional standards, is to form and express opinions about whether the financial statements that have been prepared by management with your oversight are presented fairly, in all material respects, in accordance with accounting principles generally accepted in the United States of America. Our audit of the financial statements does not relieve you or management of your respective responsibilities.

Our responsibility, as prescribed by professional standards, is to plan and perform our audit to obtain reasonable, rather than absolute, assurance about whether the financial statements are free of material misstatement. An audit of financial statements includes consideration of internal control over financial reporting as a basis for designing audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control over financial reporting. Accordingly, as part of our audit, we considered the internal control of the City solely for the purpose of determining our audit procedures and not to provide any assurance concerning such internal control.

We are also responsible for communicating significant matters related to the audit that are, in our professional judgment, relevant to your responsibilities in overseeing the financial reporting process. However, we are not required to design procedures for the purpose of identifying other matters to communicate to you.

We have provided our findings regarding significant control deficiencies over financial reporting, material weaknesses and material noncompliance, and other matters noted during our audit in a separate letter to you dated October 31, 2025.

Planned Scope and Timing of the Audit

We conducted our audit consistent with the planned scope and timing we previously communicated to you.

Compliance with All Ethics Requirements Regarding Independence

The engagement team, others in our firm, as appropriate, and our firm have complied with all relevant ethical requirements regarding independence.

Significant Risks Identified

We have identified the following significant risks:

- The possibility that management could override the systems of controls. This risk is always identified and addressed by our planned audit procedures. This is not indicative of any unusual circumstances observed within your organization.
- Fraudulent transactions could be posted to the bank accounts due to bank reconciliations not being performed timely.
- Expenditures could be reclassified to avoid over expenditures.

Qualitative Aspects of the City's Significant Accounting Practices

Significant Accounting Policies

Management has the responsibility to select and use appropriate accounting policies. A summary of the significant accounting policies adopted by the City is included in the notes to the financial statements. There have been no initial selection of accounting policies and no changes in significant accounting policies or their application during the year. No matters have come to our attention that would require us, under professional standards, to inform you about (1) the methods used to account for significant unusual transactions and (2) the effect of significant accounting policies in controversial or emerging areas for which there is a lack of authoritative guidance or consensus.

Significant Accounting Estimates

Accounting estimates are an integral part of the financial statements prepared by management and are based on management's current judgments. Those judgments are normally based on knowledge and experience about past and current events and assumptions about future events. Certain accounting estimates are particularly sensitive because of their significance to the financial statements and because of the

possibility that future events affecting them may differ markedly from management's current judgments.

The most sensitive accounting estimates affecting the financial statements are management's estimates of depreciation, net pension liability, the OPEB liability and related deferred inflows and outflows.

We evaluated the key factors and assumptions used to develop the estimates and determined that they are reasonable in relation to the basic financial statements taken as a whole and in relation to the applicable opinion units.

The financial statement disclosures are neutral, consistent, and clear.

Significant Difficulties Encountered during the Audit

Difficulties were encountered related to a lack of quality financial information, primarily in the form of a balancing trial balance. Once a balancing trial balance was received, multiple accounts were unreconciled. The combination of which resulted in a several month delay in issuance of the audited financial statements.

Uncorrected and Corrected Misstatements

For purposes of this communication, professional standards also require us to accumulate all known and likely misstatements identified during the audit, other than those that we believe are trivial, and communicate them to the appropriate level of management. Further, professional standards require us to also communicate the effect of uncorrected misstatements related to prior periods on the relevant classes of transactions, account balances or disclosures, and the financial statements as a whole and each applicable opinion unit. The detail below summarizes uncorrected financial statement misstatements whose effects in the current and prior periods, as determined by management, are immaterial, both individually and in the aggregate, to the financial statements taken as a whole. Uncorrected misstatements or matters underlying those uncorrected misstatements could potentially cause future-period financial statements to be materially misstated, even though the uncorrected misstatements are immaterial to the financial statements currently under audit.

An uncorrected misstatements was identified as follows:

- Fixed assets, specifically related to equipment, as disclosed in the City's financial statements is overstated by approximately \$89,000 when compared to the supporting documentation provided.

In addition, professional standards require us to communicate to you all material, corrected misstatements that were brought to the attention of management as a result of our audit procedures. Attached is a list of misstatements that we identified as a result of our audit procedures that were brought to the attention of, and corrected by, management.

Disagreements with Management

For purposes of this letter, professional standards define a disagreement with management as a matter, whether or not resolved to our satisfaction, concerning a financial accounting, reporting, or auditing matter, which could be significant to the City's financial statements or the auditor's report. No such disagreements arose during the course of the audit.

Representations Requested from Management

We have requested certain written representations from management, which are included in the attached letter dated October 31, 2025.

Management's Consultations with Other Accountants

In some cases, management may decide to consult with other accountants about auditing and accounting matters. Management informed us that, and to our knowledge, there were no consultations with other accountants regarding auditing and accounting matters.

Other Significant Matters, Findings, or Issues

In the normal course of our professional association with the City, we generally discuss a variety of matters, including the application of accounting principles and auditing standards, significant events or transactions that occurred during the year, operating and regulatory conditions affecting the City, and operational plans and strategies that may affect the risks of material misstatement. None of the matters discussed resulted in a condition to our retention as the City's auditors.

During our audit, instances of noncompliance were noted associated with Oregon Minimum Standards as outlined in our Independent Auditor's Report Required by Oregon State Regulations dated October 31, 2025, which included the following:

- A budget officer was not appointed
- There was no public notice of the budget committee meeting

A material weakness in internal controls was reported to management in a letter dated October 31, 2025.

Restriction on Use

This report is intended solely for the information and use of the City Council and management of the City of Sweet Home and is not intended to be and should not be used by anyone other than these specified parties.

REDW LLC

Salem, Oregon
October 31, 2025

Client: **94176.001 - City of Sweet Home**
Engagement: **Audit 2023 - City of Sweet Home**
Period Ending: **6/30/2023**
Trial Balance: **TB**
Workpaper: **13.01.3 - Copy of Adjusting Journal Entries Report**

Account	Description	Debit	Credit
Adjusting Journal Entries JE # 1			
To record year-end net pension liability and related deferred outflows/inflows.			
800-000-260-000	Net Pension Liability	635,560.00	
800-000-300-000	BEGINNING FUND BALANCE	313,493.00	
800-000-180-000	Deferred Outflows		344,971.00
800-000-240-000	Deferred Inflows		604,082.00
Total		949,053.00	949,053.00

Adjusting Journal Entries JE # 2
To record OPEB liability as of year-end

100-000-000-226	Retained Earnings	13,977.00	
500-000-181-000	Deferred Outflows - OPEB	1,358.00	
500-000-279-000	RETAINED EARNINGS	24,474.00	
500-000-281-000	Deferred Inflows - OPEB	2,553.00	
550-000-000-170	Deferred Outflows	299.00	
550-000-181-000	Deferred Outflows - OPEB	210.00	
550-000-279-000	RETAINED EARNINGS	19,083.00	
550-000-281-000	Deferred Inflows - OPEB	1,329.00	
560-000-000-170	Deferred Outflows	23.00	
560-000-261-000	OPEB Liability	309.00	
560-000-279-000	RETAINED EARNINGS	284.00	
560-000-281-000	Deferred Inflows - OPEB	315.00	
800-000-191-000	Net OPEB Asset	7,228.00	
800-000-261-000	Net OPEB Liability	40,421.00	
800-000-300-000	BEGINNING FUND BALANCE	63,850.00	
100-000-000-170	Deferred Outflows		13,977.00
500-000-000-170	Deferred Outflows		2,239.00
500-000-000-227	Deferred Inflows		11,508.00
500-000-261-000	OPEB Liability		14,638.00
550-000-000-227	Deferred Inflows		11,053.00
550-000-261-000	OPEB Liability		9,868.00
560-000-000-227	Deferred Inflows		706.00
560-000-181-000	Deferred Outflows - OPEB		225.00
800-000-181-000	Deferred Outflows O PEB		13,532.00
800-000-281-000	Deferred Inflows - OPEB		97,967.00
Total		175,713.00	175,713.00

Adjusting Journal Entries JE # 3
To record adjustments to deferred revenue and receivable accounts for payments received on assessments.

760-000-000-300	Fund Balance	407,119.46	
760-000-000-162	Accounts Recievable		285,225.46
760-000-000-208	Deferred Revenue		121,894.00
Total		407,119.46	407,119.46

Adjusting Journal Entries JE # 4

Client: **94176.001 - City of Sweet Home**
Engagement: **Audit 2023 - City of Sweet Home**
Period Ending: **6/30/2023**
Trial Balance: **TB**
Workpaper: **13.01.3 - Copy of Adjusting Journal Entries Report**

Account	Description	Debit	Credit
To record beginning balances for lease liability and ROU Asset			
500-000-000-185	ROU Asset - Water	35,404.98	
550-000-000-185	ROU Asset - Wastewater	104,725.03	
800-000-000-185	ROU Asset - General	45,800.58	
500-000-000-224	Operating Lease Liability		35,404.98
550-000-000-224	Operating Lease Liability - Wastewater		104,725.03
800-000-000-224	Operating Lease Liability - General		45,800.58
Total		185,930.59	185,930.59

Adjusting Journal Entries JE # 5

To record CY ROU asset amortization

500-000-000-551	Amortization Expense - Water	7,453.68	
550-000-000-551	Amortization Expense - Wastewater	23,295.60	
800-000-000-551	Amortization Expense - Gen	10,497.96	
500-000-000-186	Accum Amort ROU Asset - Water		7,453.68
550-000-000-186	Accum Amort ROU Asset - Wastewater		23,295.60
800-000-000-186	Accum Amort ROU Asset - Gen		10,497.96
Total		41,247.24	41,247.24

Adjusting Journal Entries JE # 6

To reclass principal portion for CY lease expense

500-000-000-224	Operating Lease Liability	7,453.68	
550-000-000-224	Operating Lease Liability - Wastewater	23,295.60	
800-000-000-224	Operating Lease Liability - General	10,497.96	
500-109-000-535	Equipment Rental		7,453.68
550-111-000-535	Equipment Rental		23,295.60
800-000-000-535	Equipment/Vehical Rental - Gen		10,497.96
Total		41,247.24	41,247.24

Adjusting Journal Entries JE # 7

To adjust fund balance to agree to prior year financial statements

100-000-000-300	Fund Balance	16,235.21	
100-000-000-381	Miscellaneous	68,893.00	
301-000-000-226	Retained Earnings	890.83	
301-000-000-300	Fund Balance	35,197.92	
302-000-000-226	Retained Earnings	1,719.94	
302-000-000-300	Fund Balance	14,663.38	
500-000-000-300	Fund Balance	2,864,566.40	
550-000-000-300	Fund Balance	3,382,924.20	
550-000-101-002	Umpqua General Checking	477,435.26	
553-000-101-002	Umpqua General Checking	38,849.00	
560-000-101-002	Umpqua General Checking	61.90	
563-000-000-300	Fund Balance	61.90	
760-000-000-300	Fund Balance	37,999.00	
100-000-000-226	Retained Earnings		68,893.00
100-000-000-381	Miscellaneous		16,235.21

Client: **94176.001 - City of Sweet Home**
Engagement: **Audit 2023 - City of Sweet Home**
Period Ending: **6/30/2023**
Trial Balance: **TB**
Workpaper: **13.01.3 - Copy of Adjusting Journal Entries Report**

Account	Description	Debit	Credit
301-000-000-163	Asset - Previous Years		890.83
301-000-000-163	Asset - Previous Years		35,197.92
302-000-000-162	Accounts Recievable		14,663.38
302-000-000-163	Asset - Previous Years		1,719.94
500-000-101-002	Umpqua General Checking		516,284.26
500-000-279-000	RETAINED EARNINGS		2,348,282.14
550-000-279-000	RETAINED EARNINGS		3,860,359.46
553-000-000-300	Fund Balance		38,849.00
560-000-000-509	Other		61.90
563-000-101-002	Umpqua General Checking		61.90
760-000-101-006	INTER CASH TRANSFER		18,189.00
760-000-330-003	OWNER REHAB (96) REVENUE		19,810.00
Total		6,939,497.94	6,939,497.94

Adjusting Journal Entries JE # 8

To reverse fund consolidation posted incorrectly.

200-000-000-167	Prepaid Expenses	16,358.36	
200-000-143-000	Prepaid Expense		16,358.36
Total		16,358.36	16,358.36

Adjusting Journal Entries JE # 9

To expense prior year prepaid expenses

100-104-000-517	Professional Services	41,725.23	
200-000-000-517	Professional Services	8,179.18	
206-000-000-517	Professional Services	14,847.01	
500-109-000-517	Professional Services	16,769.51	
550-111-000-517	Professional Services	19,129.02	
100-000-000-167	Prepaid Expenses		41,725.23
200-000-000-167	Prepaid Expenses		8,179.18
206-000-000-167	Prepaid Expenses		14,847.01
500-000-000-167	Prepaid Expenses		16,769.51
550-000-000-167	Prepaid Expenses		19,129.02
Total		100,649.95	100,649.95

Adjusting Journal Entries JE # 10

To correct allocation of interest for FF&C Spring payment

500-000-101-002	Umpqua General Checking	27,780.00	
550-000-000-543	Interest	27,780.00	
500-000-000-543	Interest		27,780.00
550-000-101-002	Umpqua General Checking		27,780.00
Total		55,560.00	55,560.00

Adjusting Journal Entries JE # 11

To reallocate prior year principal payments for 2021 FFC bonds

500-000-101-002	Umpqua General Checking	222,000.00	
550-000-000-542	Principal	222,000.00	

Client: **94176.001 - City of Sweet Home**
Engagement: **Audit 2023 - City of Sweet Home**
Period Ending: **6/30/2023**
Trial Balance: **TB**
Workpaper: **13.01.3 - Copy of Adjusting Journal Entries Report**

Account	Description	Debit	Credit
500-000-000-542	Principal		222,000.00
550-000-101-002	Umpqua General Checking		222,000.00
Total		444,000.00	444,000.00

Adjusting Journal Entries JE # 12

To record changes in inventory balance

500-000-000-165	Inventory	1,340.26	
550-000-000-226	Retained Earnings	10,361.77	
500-000-000-226	Retained Earnings		1,340.26
550-000-000-165	Inventory		10,361.77
Total		11,702.03	11,702.03

Adjusting Journal Entries JE # 13

To record changes in loan and lease balances during the year and correct client posting.

500-000-000-221	OECDG G04002 Principal	697,619.12	
500-000-279-000	RETAINED EARNINGS	24,378.00	
500-000-279-000	RETAINED EARNINGS	41,103.00	
550-000-000-231	Loan Payable - SRF 3	500,000.00	
550-000-202-018	21 GO Bond Wastewater	746,103.00	
800-000-221-100	Police Vehicle Leases	12,996.76	
500-000-220-002	OECDG S04002 LOAN		230,230.00
500-000-220-003	21 GO Bond Water		41,103.00
500-000-221-100	Lease Liability		24,378.00
500-000-279-000	RETAINED EARNINGS		467,389.12
550-000-000-226	Retained Earnings		500,000.00
550-000-279-000	RETAINED EARNINGS		746,103.00
800-000-280-001	INVEST IN GEN FXD ASSETS		12,996.76
Total		2,022,199.88	2,022,199.88

Adjusting Journal Entries JE # 14

To clear out liability account with incorrect activity

500-000-000-224	Operating Lease Liability	37,374.24	
500-109-000-535	Equipment Rental		37,374.24
Total		37,374.24	37,374.24

Adjusting Journal Entries JE # 15

To correct balances in capital assets to reflect CY

500-000-000-171	Machinery & Equipment	23,617.00	
500-000-000-174	Utility System	723,656.98	
500-000-000-226	Retained Earnings	28,866.29	
550-000-000-173	Utility Plant	7,380,884.03	
550-000-000-175	Construction in Progress	49,840.04	
560-000-000-226	Retained Earnings	186.00	
560-000-000-226	Retained Earnings	190.50	
560-000-170-100	ACCUM. DEPREC. MACH&EQUIP	109.10	
800-000-166-000	INFRASTRUCTURE	1,354,216.33	

Client: **94176.001 - City of Sweet Home**
Engagement: **Audit 2023 - City of Sweet Home**
Period Ending: **6/30/2023**
Trial Balance: **TB**
Workpaper: **13.01.3 - Copy of Adjusting Journal Entries Report**

Account	Description	Debit	Credit
800-000-280-001	INVEST IN GEN FXD ASSETS	109,546.97	
800-000-280-001	INVEST IN GEN FXD ASSETS	861,408.35	
500-000-000-164	Accumulated Depreciation		509,163.67
500-000-000-226	Retained Earnings		266,976.60
550-000-000-164	Accumulated Depreciation		638,724.25
550-000-000-171	Machinery & Equipment		21,350.00
550-000-000-226	Retained Earnings		2,031,167.82
550-000-000-226	Retained Earnings		4,739,482.00
560-000-000-171	Machinery & Equipment		485.60
800-000-164-000	EQUIPMENT		575,470.52
800-000-170-000	ACCUMULATED DEPRECIATION		1,749,701.13
Total		10,532,521.59	10,532,521.59

Adjusting Journal Entries JE # 16

To accurately record compensated absences payable

500-000-000-226	Retained Earnings	25,581.42	
500-000-000-228	Compensated Absense	5,961.62	
550-000-000-228	Compensated Absences	340.33	
550-000-000-228	Compensated Absences	3,104.23	
560-000-218-000	ACCRUED COMP.ABS.PAY	453.69	
999-000-182-000	AMT TO BE PROVID COMP ABS	13,241.59	
500-000-000-228	Compensated Absense		25,581.42
500-000-218-000	ACCRUED COMP.ABS.PAYABLE		5,961.62
550-000-000-226	Retained Earnings		3,104.23
550-000-218-000	ACCRUED COMP.ABS.PAY.		340.33
560-000-000-226	Retained Earnings		453.69
999-000-218-000	ACCURED COMP ABS PAY		13,241.59
Total		48,682.88	48,682.88

Adjusting Journal Entries JE # 17

To adjust accrued interest to actual.

500-000-000-220	OECDG G04002 Interest	4,171.55	
500-000-214-003	Accruit Int Payable 21 GO	69.32	
500-000-279-000	RETAINED EARNINGS	2,286.85	
550-000-214-000	ACCURED INTEREST	2,093.18	
500-000-214-002	ACCRUED INT. PAYABLE S04002		6,527.72
550-000-279-000	RETAINED EARNINGS		2,093.18
Total		8,620.90	8,620.90

Adjusting Journal Entries JE # 18

To correct balances at 6/30/2023 for Accounts Receivable

100-000-000-162	Accounts Recievable	8,662.08	
206-000-000-162	Accounts Recievable	12,108.87	
100-000-000-381	Miscellaneous		8,662.08
206-000-000-329	State Gas Tax		6,565.88
206-000-000-381	Miscellaneous		5,542.99
Total		20,770.95	20,770.95

Client: **94176.001 - City of Sweet Home**
Engagement: **Audit 2023 - City of Sweet Home**
Period Ending: **6/30/2023**
Trial Balance: **TB**
Workpaper: **13.01.3 - Copy of Adjusting Journal Entries Report**

Account	Description	Debit	Credit
Adjusting Journal Entries JE # 19			
To remove PY tax revenue from CY			
100-000-101-006	INTER. CASH TRANSFERS	27,236.39	
100-000-000-324	Revenue Sharing - General		2,087.82
100-000-000-325	Revenue Sharing - Cigarette		48.72
100-000-000-326	Revenue Sharing - OLCC		22,955.23
100-000-000-327	Revenue Sharing - MJ		2,144.62
Total		27,236.39	27,236.39

Adjusting Journal Entries JE # 20

To adjust investments to market value rather than amortized cost

100-000-000-380	Interest	171,941.57	
100-000-101-009	Zions Investments		171,941.57
Total		171,941.57	171,941.57

Adjusting Journal Entries JE # 21

PBC - to post changes caused by new TB received by client on 5.24

100-000-000-161	Claim on cash	15,308.74	
100-000-000-168	Taxes Receivable	32,970.71	
100-000-000-302	Property Tax - Current	288.05	
100-000-000-381	Miscellaneous	157,467.43	
100-000-101-002	Cash - Umpqua	481,916.18	
100-000-101-007	LGIP	3,418.44	
100-000-105-000	TAXES REC. CURRENT	2,703.73	
100-000-115-002	ACCTS.REC.-COURT FEES	836,634.66	
100-000-222-002	DEF.REV.COURT REC.	189,364.66	
100-005-412-320	Professional Services	400.00	
100-006-419-320	Professional Services	5,441.88	
100-101-000-507	Retirement	6,928.23	
100-101-000-510	Operating Supplies	17,877.50	
100-104-000-507	Retirement	4,631.46	
100-104-000-531	Enterprise Fleet	26.06	
100-105-000-504	Wages	3,000.00	
100-105-000-507	Retirement	2,136.98	
100-107-000-507	Retirement	2,922.07	
100-116-000-507	Retirement	22,607.65	
200-000-000-168	Taxes Receivable	130,904.27	
200-000-000-302	Property Tax - Current	278,224.68	
200-000-000-303	Property Tax - Past	13,202.88	
200-000-000-507	Retirement	38,351.03	
201-000-000-168	Taxes Receivable	24,314.02	
201-000-000-302	Property Tax - Current	202.57	
201-000-000-303	Property Tax - Past	1,967.35	
201-000-000-507	Retirement	4,111.53	
201-000-105-000	TAXES REC. CURRENT	641.12	
202-000-101-002	Umpqua General Checking	1,037,117.11	

Client: **94176.001 - City of Sweet Home**
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 Period Ending: **6/30/2023**
 Trial Balance: **TB**
 Workpaper: **13.01.3 - Copy of Adjusting Journal Entries Report**

Account	Description	Debit	Credit
206-000-000-381	Miscellaneous	16,276.83	
206-000-000-507	Retirement	3,456.93	
206-000-235-000	Interfund Loan Payable	206,186.00	
207-000-101-006	INTERFUND CASH TRANSFER	297,927.39	
207-000-101-007	LGIP	531,987.05	
301-000-000-162	Accounts Receivable	21,484.08	
301-000-000-208	Deferred Revenue	14,604.67	
301-000-101-006	INTER CASH TRANSFER	3,953.02	
302-000-000-162	Accounts Recievable	13,982.12	
302-000-000-208	Deferred Revenue	160.40	
302-000-101-002	Cash - Umpqua	3,953.02	
310-000-101-002	Umpqua General Checking	2,039,076.75	
310-002-395-011	Miscellaneous Revenue	73,192.19	
401-000-101-002	Umpqua General Checking	899,954.74	
455-000-000-300	Fund Balance	7,487.96	
455-000-101-006	INTERFUND CASH TRANSFER	1,200,031.10	
455-000-125-100	INTEREST RECEIVABLE	999.37	
455-000-361-001	F.M. ASSMNTS - INT.	830.79	
455-004-361-012	Interest on Assessments	34.78	
500-000-000-174	Utility System	5,476,050.55	
500-000-000-226	Retained Earnings	73,192.19	
500-000-000-390	Transfer	4,546.51	
500-000-101-003	RETAINAGE ACCOUNT	4,119.59	
500-000-101-007	LGIP	14,184,794.02	
500-000-115-006	ACCTS.REC. - USER FEES	79,075.33	
500-109-000-507	Retirement	3,771.09	
500-110-000-507	Retirement	2,061.13	
501-000-000-300	Fund Balance	35,197.92	
502-000-101-002	Umpqua General Checking	18,685,396.14	
502-009-361-010	Interest	0.41	
503-000-101-002	Umpqua General Checking	722,720.53	
503-000-135-000	Interfund Loan Receivable	73,192.19	
550-000-000-229	Loan Payable - SRF 1	1,238,403.00	
550-000-000-230	Loan Payable - SRF 2	2,851,345.00	
550-000-000-231	Loan Payable - SRF 3	250,000.00	
550-000-000-232	Loan Payable Interest - SRF 1	9,829.52	
550-000-000-233	Loan Payable Interest - SRF 2	6,890.83	
550-000-000-303	Property Taxes - Past	138.51	
550-000-000-390	Transfer	29,063.26	
550-000-101-006	INTERFUND CASH TRANSFER	8,013,007.89	
550-000-101-007	LGIP	15,283,268.50	
550-000-300-000	Beginning Fund Balance	516,284.26	
550-111-000-507	Retirement	4,432.93	
550-111-000-510	Operating Supplies	3.30	
550-112-000-507	Retirement	1,812.65	
551-000-000-300	Fund Balance	14,663.38	
551-000-361-001	SEWER DEV. FEES INTEREST	1,275.18	
551-009-361-012	Interest on Assessments	437.04	
552-000-101-002	Umpqua General Checking	111,840.74	
553-000-000-300	Fund Balance	38,849.00	

Client: **94176.001 - City of Sweet Home**
Engagement: **Audit 2023 - City of Sweet Home**
Period Ending: **6/30/2023**
Trial Balance: **TB**
Workpaper: **13.01.3 - Copy of Adjusting Journal Entries Report**

Account	Description	Debit	Credit
553-000-101-002	Umpqua General Checking	21,896,971.77	
553-000-279-000	RETAINED EARNINGS	499,186.35	
560-000-000-174	Utility System	52,091.46	
560-000-000-390	Transfer	1,222.18	
560-000-000-507	Retirement	377.12	
562-000-101-002	Umpqua General Checking	198,756.33	
563-000-101-002	Umpqua General Checking	135.57	
585-000-101-002	Umpqua General Checking	829,167.43	
753-000-101-002	Umpqua General Checking	285.88	
754-000-101-002	Umpqua General Checking	565,518.60	
760-000-101-006	INTER CASH TRANSFER	1,861,942.06	
770-000-000-212	Interfund Loan	673,986.00	
770-000-101-007	LGIP	1,779,309.27	
100-000-000-162	Accounts Recievable		1,165,001.87
100-000-000-208	Deferred Revenue		22,184.09
100-000-000-211	Payroll		28,126.93
100-000-000-300	Fund Balance		6,916.77
100-000-000-303	Property Tax - Past		15,308.74
100-000-000-380	Interest		532,556.09
100-000-103-100	LINN-BENTON CD		7,115.98
100-000-222-003	DEF.REV. TAXES REC.		2,991.78
100-101-000-508	Taxes		0.30
100-104-000-517	Professional Services		5,441.88
100-107-000-517	Professional Services		400.00
200-000-000-161	Claim on cash		13,202.88
200-000-000-208	Deferred Revenue		130,904.27
200-000-000-211	Payroll		38,351.03
200-000-105-000	TAXES REC. CURRENT		272,618.15
200-000-222-003	DEF.REV.TAXES REC.		5,606.53
201-000-000-161	Claim on cash		1,967.35
201-000-000-208	Deferred Revenue		24,314.02
201-000-000-211	Payroll		4,111.53
201-000-222-003	DEF.REV.TAXES REC.		843.69
202-000-101-006	INTER CASH TRANSFERS		462,954.43
202-000-101-007	LGIP		574,162.68
206-000-000-211	Payroll		3,456.93
206-000-101-007	LGIP		16,276.83
206-000-135-000	Interfund Loan Receivable		206,186.00
207-000-101-002	Cash - Umpqua		829,914.44
301-000-000-226	Retained Earnings		890.83
301-000-000-300	Fund Balance		35,197.92
301-000-101-002	Cash - Umpqua		3,953.02
302-000-000-226	Retained Earnings		1,719.94
302-000-000-300	Fund Balance		14,663.38
302-000-000-381	Miscellaneous		1,712.22
310-000-101-006	INTER CASH TRANSFER		833,930.16
310-000-101-007	LGIP		1,205,146.59
310-000-235-000	Interfund Loan Payable		73,192.19
401-000-101-007	LGIP		899,954.74
455-000-101-002	Umpqua General Checking		1,195,178.94

Client: **94176.001 - City of Sweet Home**
Engagement: **Audit 2023 - City of Sweet Home**
Period Ending: **6/30/2023**
Trial Balance: **TB**
Workpaper: **13.01.3 - Copy of Adjusting Journal Entries Report**

Account	Description	Debit	Credit
455-000-101-007	LGIP		3,418.44
455-000-222-000	DEF.REV. ASSMNTS.		5,393.31
455-000-222-001	DEF.REV. FM ASSMNTS.REC.		5,393.31
500-000-000-162	Accounts Recievable		79,075.33
500-000-000-173	Interfund Loan Recievable		673,986.00
500-000-000-211	Payroll		5,832.22
500-000-000-300	Fund Balance		2,348,282.14
500-000-000-381	Miscellaneous		0.41
500-000-101-002	Umpqua General Checking		16,204,150.05
500-000-300-000	Beginning Fund Balance		516,284.26
501-000-125-000	ASSESSMENTS INT. REC.		1,995.96
501-000-222-000	Deferred Revenue		14,604.67
501-000-279-000	RETAINED EARNINGS		18,597.29
502-000-101-003	RETAINAGE ACCOUNT		4,119.59
502-000-101-006	INTERFUND CASH TRANSFER		4,496,482.94
502-000-101-007	LGIP		14,184,794.02
503-000-101-006	INTERFUND CASH TRANSFER		722,720.53
503-000-279-000	RETAINED EARNINGS		73,192.19
550-000-000-161	Claim on cash		138.51
550-000-000-211	Payroll		6,245.58
550-000-000-226	Retained Earnings		499,186.35
550-000-000-300	Fund Balance		3,899,208.46
550-000-101-002	Umpqua General Checking		23,799,700.75
551-000-101-002	Umpqua General Checking		3,953.02
551-000-125-000	ASSESSMENTS INT.REC.		648.96
551-000-222-000	Deferred Revenue		160.40
551-000-279-000	RETAINED EARNINGS		11,613.22
552-000-101-006	INTERFUND CASH TRANSFER		31,635.36
552-000-101-007	LGIP		80,205.38
553-000-101-006	INTERFUND CASH TRANSFER		3,775,430.39
553-000-101-007	LGIP		14,303,108.38
553-000-202-015	LOANS PAYABLE - SRF #1		1,238,403.00
553-000-202-016	LOANS PAYABLE - SRF #2		2,851,345.00
553-000-202-017	LOANS PAYABLE - SRF #3		250,000.00
553-000-214-000	ACCRUED INTEREST LOAN #1		9,829.52
553-000-214-001	ACCRUED INTEREST LOAN #2		6,890.83
560-000-000-211	Payroll		377.12
560-000-101-002	Umpqua General Checking		53,313.64
562-000-101-006	INTERFUND CASH TRANSFER		198,756.33
563-000-000-300	Fund Balance		61.90
563-000-101-006	INTERFUND CASH TRANSFER		73.67
585-000-101-006	INTERFUND CASH TRANSFERS		297,180.38
585-000-101-007	LGIP		531,987.05
753-000-101-006	INTERFUND CASH TRANSFER		285.88
754-000-101-006	INTERFUND CASH TRANSFER		565,518.60
760-000-101-002	Cash - Umpqua		1,861,942.06
770-000-000-381	Miscellaneous		73,192.19
770-000-101-002	Cash - Umpqua		2,380,103.08
Total		104,725,272.79	104,725,272.79

Client: **94176.001 - City of Sweet Home**
Engagement: **Audit 2023 - City of Sweet Home**
Period Ending: **6/30/2023**
Trial Balance: **TB**
Workpaper: **13.01.3 - Copy of Adjusting Journal Entries Report**

Account	Description	Debit	Credit
Adjusting Journal Entries JE # 22			
To correct the receivable and deferred revenue balance at year-end.			
100-000-000-208	Deferred Revenue	31,136.89	
200-000-000-162	Accounts Recievable	138,432.65	
200-000-000-208	Deferred Revenue	138,432.65	
201-000-000-208	Deferred Revenue	20,637.46	
100-000-000-381	Miscellaneous		31,136.89
200-000-000-302	Property Tax - Current		276,865.30
201-000-000-162	Accounts Recievable		20,637.46
Total		328,639.65	328,639.65
Adjusting Journal Entries JE # 23			
To properly record Senior Citizens of Sweet Home grant expense in fund 207			
203-000-101-002	Umpqua - Cash	116,896.00	
207-115-000-519	Projects & Programs	116,896.00	
203-000-000-517	Professional Services		116,896.00
207-000-101-002	Cash - Umpqua		116,896.00
Total		233,792.00	233,792.00
Adjusting Journal Entries JE # 24			
To correct the transfers recorded at year-end			
500-000-000-348	Sales	4,546.51	
550-000-000-348	Sales	29,063.26	
560-000-000-348	Sales	1,222.18	
500-000-000-390	Transfer		4,546.51
550-000-000-390	Transfer		29,063.26
560-000-000-390	Transfer		1,222.18
Total		34,831.95	34,831.95
Adjusting Journal Entries JE # 25			
To correct the allocation of water and sewer UB revenues			
500-000-101-006	INTERFUND CASH TRANSFER	60,749.69	
550-000-000-348	Sales	60,749.69	
500-000-000-348	Sales		60,749.69
550-000-101-006	INTERFUND CASH TRANSFER		60,749.69
Total		121,499.38	121,499.38
Adjusting Journal Entries JE # 26			
To record CY balances for premium and related amortization			
500-000-220-113	21 GO Bond Water Accumulated	28,382.75	
550-000-202-218	21 GO Bond - Waste Water	48,327.38	
500-000-000-226	Retained Earnings		28,382.75
550-000-000-226	Retained Earnings		48,327.38
Total		76,710.13	76,710.13

Client: **94176.001 - City of Sweet Home**
Engagement: **Audit 2023 - City of Sweet Home**
Period Ending: **6/30/2023**
Trial Balance: **TB**
Workpaper: **13.01.3 - Copy of Adjusting Journal Entries Report**

Account	Description	Debit	Credit
Adjusting Journal Entries JE # 27			
To adjust retained earnings to agree to prior year financial statements			
500-000-000-226	Retained Earnings	14,731.00	
550-000-000-211	Payroll	632.00	
560-000-000-211	Payroll	410.00	
500-109-000-510	Operating Supplies		14,731.00
550-000-000-226	Retained Earnings		632.00
560-000-000-226	Retained Earnings		410.00
Total		15,773.00	15,773.00

Adjusting Journal Entries JE # 28
To correct entry for interfund loan forgiveness

500-000-000-226	Retained Earnings	600,794.00	
770-000-101-002	Cash - Umpqua	600,794.00	
500-000-101-002	Umpqua General Checking		600,794.00
770-000-000-381	Miscellaneous		600,794.00
Total		1,201,588.00	1,201,588.00

Adjusting Journal Entries JE # 29
To clear out previous years assets and liabilities

100-000-000-207	Liability - Previous Years	11,000.51	
200-000-000-207	Liability - Previous Years	230.00	
301-000-000-207	Liability - Previous Years	58,581.78	
302-000-000-207	Liability - Previous Years	39,709.69	
304-000-000-207	Liability - Previous Years	5,376.02	
304-000-000-347	SDC Charges	1,733.38	
305-000-000-207	Liability - Previous Years	524.17	
100-101-000-510	Operating Supplies		11,000.51
200-000-000-510	Operating Supplies		230.00
301-000-000-163	Asset - Previous Years		13,949.43
301-000-000-347	SDC Charges		44,632.35
302-000-000-163	Asset - Previous Years		32,348.24
302-000-000-347	SDC Charges		7,361.45
304-000-000-163	Asset - Previous Years		7,109.40
305-000-000-517	Professional Services		524.17
Total		117,155.55	117,155.55

Adjusting Journal Entries JE # 53
To record deferred inflows in new gov't SDC funds

501-000-279-000	RETAINED EARNINGS	19,488.12	
551-000-279-000	RETAINED EARNINGS	13,333.16	
501-000-222-000	Deferred Revenue		19,488.12
551-000-222-000	Deferred Revenue		13,333.16
Total		32,821.28	32,821.28



City of Sweet Home
3225 Main Street
Sweet Home, OR 97386
541-367-8969
Fax 541-367-1215
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REDW, LLC.
475 Cottage Street NE, Suite 200
Salem, OR 97301

This representation letter is provided in connection with your audit of the respective financial position of the governmental activities, the business-type activities, each major fund, and the aggregate remaining fund information of the City of Sweet Home (the City) as of June 30, 2023, and for the year then ended, and the related notes to the financial statements, for the purpose of expressing opinions on whether the basic financial statements present fairly, in all material respects, the financial position, results of operations, and cash flows, where applicable, of the various opinion units of the City in accordance with accounting principles generally accepted for governments in the United States of America (U.S. GAAP).

Certain representations in this letter are described as being limited to matters that are material. Items are considered material, regardless of size, if they involve an omission or misstatement of accounting information such that, in the light of surrounding circumstances, there is a substantial likelihood that, individually or in the aggregate, they would influence the judgment made by a reasonable user based on the financial statements.

We confirm that, to the best of our knowledge and belief, having made such inquiries as we considered necessary for the purpose of appropriately informing ourselves as of 10/31/25.

Financial Statements

- We have fulfilled our responsibilities, as set out in the terms of the audit engagement letter dated August 20, 2024, for the preparation and fair presentation of the financial statements of the various opinion units referred to above in accordance with U.S. GAAP.
- We acknowledge our responsibility for the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.
- We acknowledge our responsibility for the design, implementation, and maintenance of internal control to prevent and detect fraud.
- We acknowledge our responsibility for compliance with the laws, regulations, and provisions of contracts and grant agreements.
- We have reviewed, approved, and taken responsibility for the financial statements and related notes.
- We have a process to track the status of audit findings and recommendations.
- We have identified and communicated to you all previous audits, attestation engagements, and other studies related to the audit objectives and whether related recommendations have been implemented.
- Significant assumptions used by us in making accounting estimates, including those measured at fair value, are reasonable.

- All related party relationships and transactions have been appropriately accounted for and disclosed in accordance with the requirements of U.S. GAAP.
- All events subsequent to the date of the financial statements and for which U.S. GAAP requires adjustment or disclosure have been adjusted or disclosed.
- The effects of uncorrected misstatements summarized below and aggregated by you during the current engagement are immaterial, both individually and in the aggregate, to the applicable opinion units and to the financial statements as a whole.
 - Fixed assets, specifically related to equipment, as disclosed in the City's financial statements has a discrepancy amounting to an overstatement of approximately \$89,000 when compared documentation provided.
- The effects of all known actual or possible litigation and claims have been accounted for and disclosed in accordance with U.S. GAAP.
- All funds and activities are properly classified.
- All funds that meet the quantitative criteria in GASB Statement No. 34, *Basic Financial Statements—and Management's Discussion and Analysis—for State and Local Governments*, GASB Statement No. 37, *Basic Financial Statements—and Management's Discussion and Analysis—for State and Local Governments: Omnibus* as amended, and GASB Statement No. 65, *Items Previously Reported as Assets and Liabilities*, for presentation as major are identified and presented as such and all other funds that are presented as major are considered important to financial statement users.
- All components of net position, nonspendable fund balance, and restricted, committed, assigned, and unassigned fund balance are properly classified and, if applicable, approved.
- Our policy regarding whether to first apply restricted or unrestricted resources when an expense is incurred for purposes for which both restricted and unrestricted net position/fund balance are available is appropriately disclosed and net position/fund balance is properly recognized under the policy.
- All revenues within the statement of activities have been properly classified as program revenues, general revenues, contributions to term or permanent endowments, or contributions to permanent fund principal.
- All expenses have been properly classified in or allocated to functions and programs in the statement of activities, and allocations, if any, have been made on a reasonable basis.
- All interfund and intra-entity transactions and balances have been properly classified and reported.
- Special items and extraordinary items have been properly classified and reported.
- Deposit and investment risks have been properly and fully disclosed.
- Capital assets, including infrastructure assets, are properly capitalized, reported, and if applicable, depreciated.
- All required supplementary information is measured and presented within the prescribed guidelines.
- With regard to investments and other instruments reported at fair value:
 - The underlying assumptions are reasonable and they appropriately reflect management's intent and ability to carry out its stated courses of action.
 - The measurement methods and related assumptions used in determining fair value are appropriate in the circumstances and have been consistently applied.

- The disclosures related to fair values are complete, adequate, and in accordance with U.S. GAAP.
 - There are no subsequent events that require adjustments to the fair value measurements and disclosures included in the financial statements.
- With respect to the preparation of the financial statements, we have performed the following:
 - Made all management decisions and performed all management functions;
 - Assigned a competent individual to oversee the services;
 - Evaluated the adequacy of the services performed;
 - Evaluated and accepted responsibility for the result of the service performed; and
 - Established and maintained internal controls, including monitoring ongoing activities.

Information Provided

- We have provided you with:
 - Access to all information, of which we are aware that is relevant to the preparation and fair presentation of the financial statements of the various opinion units referred to above, such as records, documentation, meeting minutes, and other matters;
 - Additional information that you have requested from us for the purpose of the audit; and
 - Unrestricted access to persons within the City from whom you determined it necessary to obtain audit evidence.
- All transactions have been recorded in the accounting records and are reflected in the financial statements.
- We have disclosed to you the results of our assessment of the risk that the financial statements may be materially misstated as a result of fraud.
- We have evaluated the entity's ability to meet its obligations as they become due, and have not identified any conditions or events, individually or in the aggregate, that raise substantial doubt about the entity's ability to continue as a going concern.
- We have no knowledge of any fraud or suspected fraud that affects the City and involves:
 - Management;
 - Employees who have significant roles in internal control; or
 - Others where the fraud could have a material effect on the financial statements.
- We have no knowledge of any allegations of fraud, or suspected fraud, affecting the City's financial statements communicated by employees, former employees, vendors, regulators, or others.
- We are not aware of any pending or threatened litigation, claims, and assessments whose effects should be considered when preparing the financial statements and we have not consulted legal counsel concerning litigation, claims, or assessments.
- We have disclosed to you the identity of all the City's related parties and the nature of all the related party relationships and transactions of which we are aware.

- There have been no communications from regulatory agencies concerning noncompliance with or deficiencies in accounting, internal control, or financial reporting practices.
- The City has no plans or intentions that may materially affect the carrying value or classification of assets and liabilities.
- We have disclosed to you all guarantees, whether written or oral, under which the City is contingently liable.
- We have disclosed to you all significant estimates and material concentrations known to management that are required to be disclosed in accordance with GASB Statement No. 62 (GASB-62), *Codification of Accounting and Financial Reporting Guidance Contained in Pre-November 30, 1989 FASB and AICPA Pronouncements*. Significant estimates are estimates at the balance sheet date that could change materially within the next year. Concentrations refer to volumes of business, revenues, available sources of supply, or markets or geographic areas for which events could occur that would significantly disrupt normal finances within the next year.
- We have identified and disclosed to you the laws, regulations, and provisions of contracts and grant agreements that could have a direct and material effect on financial statement amounts, including legal and contractual provisions for reporting specific activities in separate funds.
- There are no:
 - Violations or possible violations of laws or regulations, or provisions of contracts or grant agreements whose effects should be considered for disclosure in the financial statements or as a basis for recording a loss contingency, including applicable budget laws and regulations.
 - Unasserted claims or assessments that our lawyer has advised are probable of assertion and must be disclosed in accordance with GASB-62.
 - Other liabilities or gain or loss contingencies that are required to be accrued or disclosed by GASB-62
 - Continuing disclosure consent decree agreements or filings with the Securities and Exchange Commission and we have filed updates on a timely basis in accordance with the agreements (Rule 240, 15c2-12).
- The City has satisfactory title to all owned assets, and there are no liens or encumbrances on such assets nor has any asset or future revenue been pledged as collateral, except as disclosed to you.
- We have complied with all aspects of grant agreements and other contractual agreements that would have a material effect on the financial statements in the event of noncompliance.


 Jason Ogden, City Manager / Police Chief


 Matt Brown, Consultant

The Honorable Mayor and Members of the City Council
City of Sweet Home
3225 Main Street
Sweet Home, Oregon 97386

In planning and performing our audit of the financial statements of the City of Sweet Home (the City) as of and for the year ended June 30, 2023, in accordance with auditing standards generally accepted in the United States of America, we considered the City's internal control over financial reporting (internal control) as a basis for designing audit procedures that are appropriate in the circumstances for the purpose of expressing our opinions on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of the City's internal control. Accordingly, we do not express an opinion on the effectiveness of the City's internal control over financial reporting.

Our consideration of internal control was for the limited purpose described in the preceding paragraph and was not designed to identify all deficiencies in internal control that might be significant deficiencies or material weaknesses and, therefore, significant deficiencies or material weaknesses may exist that have not been identified. However, as discussed below, we identified certain deficiencies in internal control that we consider to be material weaknesses.

A deficiency in internal control exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct, misstatements on a timely basis. A material weakness is a deficiency, or a combination of deficiencies, in internal control over financial reporting, such that there is a reasonable possibility that a material misstatement of the City's financial statements will not be prevented, or detected and corrected on a timely basis. A reasonable possibility exists when the likelihood of an event occurring is either reasonably possible or probable as defined as follows:

- *Reasonably possible*: The chance of the future event or events occurring is more than remote but less than likely.
- *Probable*: The future event or events are likely to occur.

A significant deficiency is a deficiency, or a combination of deficiencies, in internal control over financial reporting that is less severe than a material weakness, yet important enough to merit attention by those charged with governance.

We consider the following deficiency in the City's internal control to be a material weakness in the current year:

ACCOUNT RECONCILIATIONS *(Continuation from Prior Year)*

Situation

During our audit, we noted that periodic reconciliations on various major accounts was not performed in a timely manner (cash, accounts payable, accrued liabilities, and interest revenues allocations). It is important to reconcile subsidiary ledgers or supporting schedules to the general ledger to ensure the accuracy of financial information and minimize the risk of misstatement or misappropriation.

Recommendation

We strongly recommend that a policy be implemented, whereby all subsidiary ledgers and/or supporting schedules are reconciled to the general ledger or on a monthly or otherwise timely basis. We also recommend that appropriate management-level personnel review the reconciliations for accuracy and document evidence of their review for audit purposes.

Management's Response

Turnover in management and the Finance Director position after the end of the fiscal year under audit caused the difficulty in reconciling accounts in a timely manner. The lack of reconciliation was known at the conclusion of the prior year audit and the City expects to correct this deficiency for fiscal year 2024 and have hired consultants to assist bringing the City's reconciliations and financial records current with appropriate review mechanisms.

FAILURE TO SUBMIT AUDITED FINANCIAL STATEMENTS TIMELY *(Continuation from Prior Year)*

Situation

According to Oregon state regulations, municipalities are required to submit audited financial statements within six months of the fiscal year end. For a fiscal year ending on June 30, the audited financial statements must be submitted by December 31 of the same year. The financial statements for the fiscal year ended June 30, 2023, were submitted in November 2025, causing the City to be out of compliance.

Failure to submit the audited financial statements timely can have several adverse effects, including:

- Noncompliance with state regulations.
- Reduced transparency and accountability to the City's stakeholders, including residents, investors, and regulatory bodies.
- Potential impacts on the City's credit rating, which could affect future borrowing costs and the ability to finance public projects.

Recommendation

It is recommended that the City establish and implement a plan to ensure the timely preparation and submission of audited financial statements. This plan should include:

- Assigning clear responsibilities and deadlines for financial reporting tasks.
- Ensuring adequate staffing and resources are allocated to the financial reporting process.
- Establishing regular communication and coordination with external auditors to monitor progress and address any issues promptly.
- Implementing internal controls and monitoring mechanisms to ensure adherence to reporting timelines.

Management's Response:

The City's management concurs with the finding and acknowledges the importance of timely submission of audited financial statements. Steps are being taken to address the weaknesses identified, including maintaining established staff, improving internal processes, and enhancing coordination with the external auditors. The management commits to implementing these measures to ensure future compliance with the submission deadlines.

The purpose of this communication, which is an integral part of our audit, is to describe for management and those charged with governance of the City of Sweet Home the scope of our testing of internal control over financial reporting and the results of that testing. Accordingly, this communication is not intended to be and should not be used for any other purpose.

REDW LLC

Salem, Oregon
October 31, 2025



Community Health Committee Meeting Minutes

November 19, 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
Vice Chair Bob Dalton
Committee Member Dr. Larry Horton
Committee Member Dick Knowles
Committee Member Wanda Jones
Committee Member Shirley Schumacher

ABSENT

Committee Member Michael Grenz

STAFF

Cecily Hope Pretty, Deputy City Manager
Adam Leisinger, Special Projects Manager

Approval of Minutes

- a) 2025-10-22 Community Health Committee Meeting Minutes

Committee Member Dalton moved to approve the minutes of the October 22, 2025 Community Health Committee meeting. Committee Member Horton seconded the motion. The motion carried by the following vote:

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

NAY: None

ABSENT: Grenz

Recognition of Visitors / Public Comment

There were no visitors to be heard.

Old Business

- a) Park Communication Board

Deputy City Manager Pretty stated that \$375 had been raised to date and that there had been little traction through the GoFundMe. Vice Chair Dalton stated that he had reached out to local partners about the donation opportunity. Chair Wray suggested reaching out to the school district to share about the fundraising effort.

No action was required for this item.

b) Food Resources, Volunteering, Community Support

Vice Chair Dalton stated that he was supportive of asking for temporary rate reductions for non-profits and was currently working with community partners to explore options.

Discussion ensued regarding the difficulty in recruiting volunteers for local support organizations and the importance of involving younger generations in volunteer opportunities.

No action was required for this item.

c) Rotary Presentation (Committee Member Jones)

Committee Member Jones stated that Catherine Rupkus, Suicide Prevention Coordinator for Samaritan Health, would present at the Rotary Club on January 6th regarding internal suicide prevention at Samaritan as well as her work with the Tri-County Suicide Care Coalition.

No action was required for this item.

New Business

a) Green Peter Drawdown

Deputy City Manager Pretty stated that the current year's drawdown was underway but turbidity was not as severe as previous years so there were not yet impacts to the City's water system.

No action was required for this item.

Committee Business for the Good of the Order

Vice Chair Dalton challenged the Committee to examine root causes of community health issues and to examine their involvement to become a more effective Committee. He noted that there were more opportunities for community engagement and collaboration with other organizations and stakeholders.

Discussion ensued regarding challenges securing transportation to medical appointments and access to medical services.

December Meeting

There was consensus not to hold a Committee meeting in December.

Committee Member Schumacher stated that she attended the Informed and Ready training in Albany and noted that 17% of people did not have any plan in place in cases of emergency.

Adjournment

There being no further discussion, the meeting was adjourned at 4:48 PM.

Chair

ATTEST:

City Manager – Ex Officio City Recorder



CITY OF SWEET HOME LIBRARY BOARD WORK SESSION MINUTES

November 13, 2025, 3:00 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

The meeting was called to order at 3:00 PM.

Roll Call

PRESENT

Chair Eva Journey
Vice Chair Kelsey Hicks
Board Member Jim Corley
Board Member Caryn Wise

ABSENT

Board Member Jen Castaneda

STAFF

Megan Dazey, Library Services Director
Cecily Hope Pretty, Deputy City Manager
Adam Leisinger, Special Projects Manager

MEDIA

Sarah Brown, The New Era

Old Business

a) Potential New Library Location

Director Dazey provided a list of available properties in Sweet Home. She requested Board feedback regarding the desire for a new build versus renovation. She discussed her recent investigation into the costs of newly built local buildings.

Board Member Wise asked if the current furnishings would be moved to a new library. Director Dazey replied that some of it would be reusable but new furnishings would be needed.

Chair Journey requested that square footage prices be provided if possible.

Discussion ensued regarding the list of properties provided by Director Dazey.

Chair Journey suggested investigating the land that may soon be vacated by HEVI-Shot. She also expressed support for considering properties on Main Street rather than Long Street. She requested additional investigation into the following four properties:

- 1744 Main
- 4219 Main

- 4310 Main
- 2414 Main

Board Member Corley requested a proposal from staff on their preferences. Director Dazey stated that she would consult with staff and provide a report for the

Adjournment

There being no further discussion, the meeting was adjourned at 3:59 PM.

Chair

ATTEST:

Library Services Director, Secretary to the Board



CITY OF SWEET HOME LIBRARY BOARD MEETING MINUTES

November 13, 2025, 4:30 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

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

STAFF

Megan Dazey, Library Services Director
Cecily Hope Pretty, Deputy City Manager
Adam Leisinger, Special Projects Manager

Review & Approval of Minutes

- a) 2025-10-09 Library Board Meeting Minutes

Board Member Wise moved to approve the minutes of the October 9, 2025 Library Board Meeting Minutes. Board Member Corley seconded the motion. The motion carried by the following vote:

AYE: Hicks, Corley, Wise

NAY: None

ABSENT: Castaneda

ABSTAIN: Journey

Report of the Library Services Director

- a) Library Director's Report – October & November 2025

Director Dazey stated that the Public Works Department was looking into constructing new shelving for the library. She noted that lighting was recently replaced to utilize LED lights. She added that the front window had been replaced. She stated that there were currently issues with the building's plumbing that were being investigated. She noted that the library would be receiving a cordless phone and a fax line for staff use due to a change in phone carrier contracts. She highlighted recent events. She stated that the new community read would be *A Christmas Carol*. She noted that the library received a \$2,500 grant for STEM kits. She announced the year's winter holiday closures. She highlighted the library's new Free Little Pantry featuring a fridge and freezer that were purchased with a donation.

Board Member Corley asked if the Free Little Pantry attracted homeless individuals. Director Dazey replied that it was not.

No action was required for this item.

Statistics

a) Library Statistics – October 2025

Director Dazey stated that nearly every category tracked was increased over last year.

No action was required for this item.

Fiscal Report

There was no fiscal report to be heard.

Old Business

a) Library Donor Naming Rights

Director Dazey requested feedback on the provided naming rights template.

Chair Journey asked of creating a marketing plan and engaging a marketing professional. Deputy City Manager Pretty replied that it was premature to design a marketing plan but the naming rights opportunities would be incorporated into a future plan.

Board Member Corley expressed concern that the morality clause may be too vague. He asked how the amounts and levels were determined. Director Dazey stated that it was based on other libraries' donation policies as well as historical donations to the library.

Chair Journey expressed concern with the morality clause's reference to "alleged" actions. Director Dazey stated that the City Attorney would review the draft template prior to City Council consideration.

Board Member Corley moved to adopt the naming rights as proposed. Board Member Wise seconded the motion. The motion carried by the following vote:

AYE: Journey, Hicks, Corley, Wise

NAY: None

ABSENT: Castaneda

New Business

a) Policy Manual Change Proposal – Internet Use – DRAFT

Director Dazey stated that the proposed changes were suggested by staff due to the lack of restrictions on wifi-accessed content, particularly for minors. She noted that the proposed policy also acknowledged the addition of a television and gaming console.

Board Member Wise asked if there was anything in place to prohibit access to inappropriate content. Director Dazey stated that there was filtering on the public computers but there were no filters for the wifi if accessed from a personal device.

Board Member Wise moved to adopt the new policy as proposed. Vice Chair Hicks seconded the motion. The motion carried by the following vote:

AYE: Journey, Hicks, Wise

NAY: Corley

ABSENT: Castaneda

b) 2025 Oregon Public Library State Statistical Report – SHPL

Director Dazey stated that the statistical report was provided to the State and statistics for the entire library system would be available in early 2026.

Chair Journey requested to see comparisons when they became available.

Board Member Corley asked if the population reported was only within City limits. Director Dazey replied that it was.

Board Member Corley moved to adopt the report as provided. Board Member Wise seconded the motion. The motion carried by the following vote.

AYE: Journey, Hicks, Corley, Wise

NAY: None

ABSENT: Castaneda

c) SHPL Newsletter – November 2025

Director Dazey stated that the library would host its 56th birthday party the Friday before Thanksgiving.

No action was required for this item.

Adjournment

There being no further discussion, the meeting was adjourned at 5:08 PM.

Chair

ATTEST:

Library Services Director, Secretary to the Board



CITY OF SWEET HOME PARKS & TREE COMMITTEE MINUTES

October 15, 2025, 8:30 AM
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 8:31 AM

Roll Call of Park and Tree Committee Members:

PRESENT

Member Scott Swanson
Vice Chair Lena Tucker
Member Nancy Patton
Member Debra Northern (Online)
Member Melanie Jones
Chairman Wally Shreves
Councilor Aaron Hegge

ABSENT

Member Matthew Bechtel

STAFF

Angela Clegg, Planning & Building Manager
Sean Hegge, Crew Lead: Facilities & Park
Dominic Valloni, Public Works Operations Manager
Adam Leisinger, Special Projects Manager

GUESTS

Candy Snyder

Time Reports

Reports were sent to Angela for the Ivy pull

Meeting Minutes

- a) 2025-09-17 Park & Tree Committee Meeting Minutes

One correction: Councilor Hegge was in attendance online

A motion to approve September 17, 2025, Meeting Minutes was made by Vice Chair Tucker. Member Swanson seconded the motion.

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.

Voting Yea: Member Swanson, Vice Chair Tucker, Member Patton, Member Northern, Chairman Shreves, Member Jones

Voting Nay: None

Absent: Member Bechtel

Public Comment. None

Beautification Committee Update

Candy Snyder provided an update on recent beautification activities:

- Weeding and Petunia Removal: Completed on September 23rd. Vice Chair Tucker trimmed and removed shrubs; Candy will inform Public Works which shrubs need replacement.
- Harvest Festival: Four committee members staffed the beautification booth. Eight individuals signed up to volunteer; a follow-up email was sent to thank them and invite participation in the spring.
- Tulip Bulbs: The planned planting in the medians on October 14th was canceled due to cold weather, so tulips will not be planted there this year. Remaining bulbs from the harvest festival may be planted along 4th Avenue near Oak Terrace.
- Christmas Greenery Pots: Work will take place the week before Thanksgiving, led by Lisa McCubbins. The proposed placement is along Main Street. Candy asked about placing them on sidewalks; Manager Clegg confirmed this would be acceptable as long as pedestrian and ADA access is maintained. Additional holiday décor will be added. The group also discussed securing the decorative lollipops with cement to prevent theft.
- Spring Planting: Candy will order red and white petunias, along with a blue flower, in mid-February for the medians and entryways.
- Hanging Baskets: Rebecca returned the baskets to Bowman's, allowing the City to receive a discount.
- Volunteer Appreciation: Candy noted that volunteers have not yet been recognized for their efforts. She suggested several options for showing appreciation, including recognition at a City Council meeting, hosting a garden party in March, or sending thank-you cards. Wally asked about the best time of day for an event; Candy suggested mornings might work best, though attendance could be low. She recommended keeping any gathering short and informal and may purchase coffee cards to send to volunteers herself.

Old Business

Northside Park Replacement Trees: Vice Chair Tucker went to Garland Nursey to look at trees. They qualify for Pacific Power vouchers. Maples were chosen to replace the Elms that had issues. Vice Chair Tucker still has a native white oak, she thought about putting it at Northside Park.

Mollie's Dogwood: Discussion was had about putting in a Crepe Myrtle to replace Mollie's Dogwood. It can be purchased at Garland Nursery with vouchers. Water bags will be used to help establish the Crepe Myrtle.

Vice Chair Tucker and Manager Clegg will work on getting the order placed with Garland Nursery after Vice Chair Tucker returns from out of state next week. There was further discussion on tree varieties and possible locations.

Sankey Park Phase III: Manager Clegg reported that a pre-bid meeting was held at the park with contractors regarding the trail system project. Attendees walked through the park, reviewed the plans, and asked questions. An attendance list and a summary of the questions will be posted on the bidding page. All bids are expected to be submitted by the end of the month.

Manager Clegg also shared that a site meeting was held with the City's Public Works Department and the local contact from the Timber Framers Guild to review the bandstand layout. The structure was staked out to determine its size and placement. Staff expect to receive the final design from the architect soon.

Harvest Festival Wrap Up:

Chairman Shreves reported that vendor parking went very smoothly this year, aided by the dry weather, which allowed vendors to park on the grass area in the back. Manager Clegg noted that using the grass area may not always be possible in future years, depending on rainfall and ground conditions.

Manager Clegg shared that a total of 96 vendors participated in the festival, and none expressed any complaints. The petting zoo, face painting, and pumpkin painting activities were especially popular. She also reminded the committee that next year will mark the festival's 20th anniversary.

Member Patton asked whether there would be a sponsor for the pie contest next year. Manager Clegg explained that sponsorships cannot be guaranteed; however, as of now, a pie contest is planned for the 2026 Harvest Festival. Registration will open at the beginning of July, and if there are not enough participants registered by September 1st, the contest will be canceled. There was discussion about the Committee collecting money for the contest. Initially, \$200 was considered for 20 pies, then 30. Member Patton and Vice Chair Shreves noted that finding sponsorships wouldn't be difficult, and Member Patton would personally sponsor it if necessary. Questions were raised by Member Jones and Member Swanson about how the pie contest operates and how the funds are handled. There was discussion about whether the pie contest is primarily a fundraiser or a community contest. Feedback from the community indicated that some were concerned about charging a fee, as other community events do not. Manager Leisinger mentioned that he only heard negative feedback from two people regarding the entry fee, including Member Patton.

Manager Clegg also reported that there was strong participation in the Chili Cookoff, which will continue next year. All donations from this year's cookoff were donated to support a local girl fighting cancer.

New Business

None

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

Chairman Shreves requested that spraying the bank at Northside Park as follow up to the Ivy pull last Tuesday happen before forecasted rain on Sunday. Suggested another Ivy pull potentially in the Spring.

Member Patton asked if the committee would be interested in having a float in the holiday parade on December 13th. The Committee discussed participation and held a vote:

Voting Yay: Chairman Wally Shreves

Voting Nay: Member Northern, Member Swanson, Vice Chair Tucker, Member Patton, Member Jones

Absent: Member Matthew Bechtel

Adjournment

The meeting was adjourned at 9:15 AM



CITY OF SWEET HOME PARKS & TREE COMMITTEE MINUTES

November 19, 2025, 8:30 AM
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 8:31 AM

Roll Call of Park and Tree Committee Members:

PRESENT

Member Matthew Bechtel
Vice Chair Lena Tucker
Member Nancy Patton
Member Debra Northern (Online)
Member Melanie Jones
Chairman Wally Shreves
Councilor Aaron Hegge

ABSENT

Member Scott Swanson

STAFF

Angela Clegg, Planning & Building Manager
Dominic Valloni, Public Works Operations Manager
Adam Leisinger, Special Projects Manager

GUESTS

Candy Snyder, Beautification Committee
Rich Little, Emerald Ash Borer presentation

Time Reports

Chairman Shreves reminded the Committee to email Angela with any volunteer time they had put in.

Meeting Minutes

A motion to approve the 2025-10-15 Park & Tree Committee Meeting Minutes as amended was made by Vice Chair Tucker and seconded by Member Bechtel. The motion carried by the following vote:

AYE: Member Bechtel, Vice Chair Tucker, Member Patton, Member Northern, Member Jones, Chairman Shreves.

NAY: None

ABSENT: Member Swanson

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.

Public Comment.

None

Beautification Committee

Candice Snyder reported that the Committee is making 21 lollipop pots to place around town for Christmas. The lollipops were made and donated by Tina Cullison, and the Committee will fill the pots with greenery. They also received enough paint cans to set each lollipop in cement to help prevent them from being removed. Public Works plans to place the decorations around town, hopefully before Thanksgiving.

Member Patton asked who donated the paint cans. Candice explained that she collected them by asking around; her brother-in-law is a painter, and she continued requesting cans until they had enough.

Old Business

Northside Park Replacement Trees: Vice Chair Tucker reported that Garland Nursery is holding the trees, and she and Chair Shreves will pick them up. The trees selected for Northside Park are a Redpointe Maple and a Fall Fiesta Maple—one with bright red fall color and the other with a rusty orange tone. Both are fast-growing, high-quality trees. In addition, the native oak donated on Arbor Day will also be planted at Northside Park. The Committee will coordinate with Crew Lead Hegge to schedule a planting day. Director Springman asked whether coordination with Hegge had already occurred; it had not but will.

Mollie's Dogwood Replacement: Vice Chair Tucker shared that the replacement tree for Mollie is a Muskogee Crepe Myrtle. It has pale lavender-pink blooms, aligning with the requested pinkish color. She noted that she viewed a mature Myrtle and found it to be a very attractive tree. This will likely be the first crepe myrtle the Committee has planted.

Sankey Park: Vice Chair Tucker ordered two additional cherry trees for Sankey Park. Garland Nursery did not have Akebono cherries in stock, so delivery may occur in late winter; details will be confirmed. Chair Shreves reviewed the proposed planting locations with Manager Valloni and Crew Lead Hegge, who had no concerns. The trees will be spaced 12 feet apart, which continues the existing curve of cherry trees along the sidewalk. The site has adequate water access for healthy growth.

Sankey Park Phase III: Manager Clegg reported steady progress on the project. The committee will review all submitted trail system proposals this week, with the intent to award the project next week. The Notice of Award is scheduled to be sent out on the 25th of November.

Staff also met with the Timber Framers Guild and now have a tentative bandstand design. The Guild is preparing a materials list and cost estimate for the City. Once received, staff will develop a community materials list and walk the Park & Tree Committee through the process. An extension for the grant will be submitted by the end of the month, though the City still must complete the project by the end of June. Despite the tight deadline, staff remain optimistic.

Chairman Shreves noted that this timeline aligns with the expectations set when the project began four years ago. Clegg added that the process should be rewarding and will bring the community together. The trail system has been more challenging than anticipated due to the site's topography, but staff are working through those issues.

In response to Member Patton, Clegg confirmed that the bandstand remains part of the project. The tasks were separated under the grant so the bandstand could be awarded directly to the Timber Framers Guild, while the trail system is bid separately. The Guild is using traditional timber-frame construction and has incorporated elements inspired by historic local mill architecture. Some materials may even be donated by area mills. The design is still preliminary and is currently undergoing engineering review. Once complete, the final design will be presented to the committee.

Chairman Shreves commented that the design is similar to earlier concepts but will better connect to the community due to the Guild's involvement. Clegg explained that the Guild not only assists with construction but also offers educational sessions, allowing community members to learn about timber-frame building.

In response to a question about how staff found the Guild, Clegg explained that the Guild initially contacted the City. A local Guild member, whose daughter is an architect for the organization, visited Sweet Home, reviewed materials, and helped identify design elements that reflect the community's history.

Chairman Shreves noted the significant changes in the park over the past several decades and how frequently it is used. He also mentioned that the dog park at Northside Park is consistently busy.

New Business

Emerald Ash Borer (EAB) Presentation: Committee members received informational pamphlets on the Emerald Ash Borer (EAB). Vice Chair Tucker provided a brief overview of the pest and potential areas at risk in Sweet Home, then introduced Rich Little, a retired local entomologist.

Mr. Little presented information on EAB locations throughout the United States, current tracking efforts, and possible migration patterns. He also discussed prevention and treatment options and shared a sample showing what an EAB exit hole looks like.

Mr. Little recommended that the City inventory its ash tree populations and identify any significant or high-value trees. While he was not familiar with specific pesticides, he noted that some treatment options exist. He also advised thinning dense ash stands to slow the spread and help protect important trees.

Mr. Little reported that EAB has been confirmed in Marion County and will likely reach Linn County and Sweet Home in the near future. He offered to assist the City in surveying and identifying affected trees. He also recommended delaying any public announcement until a mitigation plan is ready.

EAB Next Steps: There was discussion among the committee about taking action with education. Manager Clegg suggested staff develop a mitigation and communication plan for surveying, detection, and prevention before sharing information with the public. Vice Chair Tucker volunteered to assist due to her background in this area. Staff will collaborate with her and return to the Committee with an update at a future meeting.

The Committee thanked Mr. Little for his presentation.

Round Table Discussions

Chairman Shreves reminded the Committee to prepare a priorities list for discussion at the December meeting. This list will be provided to staff and City Council as a recommendation of projects to focus on in the next fiscal year. The Committee discussed the potential budget and possible areas of focus. Chairman Shreves asked whether the upcoming budget is expected to be higher, lower, or the same as the current budget. Manager Clegg stated that she is unsure, but due to the unexpected expenses associated with Phase III, she doubts the budget will be higher or even equal to the current year's budget. Manager Clegg will compile a list of activities already included in the task list and budget for the next fiscal year. Member Patton encouraged the Committee to review last year's budget ideas. Director Springman reminded the Committee that there are dedicated funds specifically for the Weddle Bridge, which should be included in future project priorities.

Member Patton asked Councilor Hegge to recall prior Council discussions regarding the bridge. Councilor Hegge stated that approximately \$125,000 was set aside to assist with matching grants for funding. Manager Clegg outlined the process moving forward and the steps required before any bridge rehabilitation can occur. Member Patton asked whether the engineer who provided the original cost

estimate would be available to assist with the bridge project. Manager Clegg informed the Committee that she has recently spoken with individuals who have engineering contacts that specialize in bridges. Manager Leisinger reported that staff has applied for historic designation for the bridge and is awaiting a decision. The Committee discussed the pros and cons of historic designation.

Vice Chair Tucker asked whether the bridge will be permanently gated due to vandalism. Staff confirmed that it will remain gated except during special events. The Committee discussed the reasons for this decision.

Member Jones reported that while she and Member Northern were out assessing ivy, she encountered members of the public who expressed interest in helping. Chairman Shreves recommended that ivy removal be organized as a group effort so that clean-up can be coordinated with the Public Works Department. The Committee discussed potential ivy workdays and coordination with City staff. Manager Clegg informed Member Jones that anyone interested in helping must first complete a volunteer form and will then be added to a list to receive notification of workdays. She also asked that volunteers indicate on the form that their interest is specifically for ivy removal.

Vice Chair Tucker informed Manager Clegg that she is willing to assist with the Tree City USA application. The Committee discussed the information that is currently being tracked. Manager Clegg also informed the Committee that the City will qualify for the Growth Award Grant this year since it did not apply in 2025.

Chairman Shreves stated that the Committee should consider scheduling another ivy pull and begin planning for Arbor Day. Manager Clegg informed the Committee that the Arbor Day celebration will be combined with a larger event and that she will provide additional details once they become available. Vice Chair Tucker stated that she will schedule a tree planting day after coordinating with Public Works.

Adjournment

The meeting was adjourned at 9:39 AM



CITY OF SWEET HOME PLANNING COMMISSION MINUTES

September 18, 2025, 6:30 PM
Sweet Home City Hall, 3225 Main Street
Sweet Home, OR 97386

Call to Order

The meeting was called to order at 6:30 PM

Roll Call of Commissioners

PRESENT

Brandy Wysong Frick
Henry Wolthuis
Jamie Melcher
Laura Wood
Eva Journey
Nancy White

ABSENT

Joe Graybill, excused absent

STAFF

Angela Clegg, Planning and Building Manager
Adam Leisinger, Special Projects Manager

GUESTS

James Hurley, 35890 Santiam Highway, Albany, OR 97322

Public Comment.

None

Meeting Minutes:

2025-06-05 Planning Commission Meeting Minutes

A motion to approve the June 5, 2025, meeting minutes was made by Commissioner Melcher, seconded by Commissioner Journey.

Voting Yea: Commissioner Wysong Frick, Commissioner Wolthuis, Vice Chair Melcher, Chairwoman Wood, Commissioner White, and Commissioner Journey.

Voting Nay: None

Absent: Commissioner Graybill

Public Hearings

Partition Application P25-07 Staff Report

The Public Hearing was opened at 6:32 PM

Commission Chair Wood asked of the Commissioners if they had any personal bias, conflicts of interest, or ex parte information. There was none.

Manager Clegg presented the staff report to the Commission. The Planning Commission reviewed a request to partition an approximately 86,358 square foot lot in the R-1 zone into two parcels: Parcel 1: approximately 11,577 square feet and Parcel 2: approximately 74,781 square feet with a flagpole access strip. The application was filed concurrently with Zone Map Amendment ZMA25-01, but approval of this partition is not dependent on the zone change.

Key Findings: Lot width-to-depth ratio: Parcel 1 complies; Parcel 2 exceeds but does not increase nonconformity. Dimensional standards: A pre-existing 3.8 ft. setback (where 5 ft. is required) will remain. A private no-build/maintenance easement is proposed to address compliance.

A summary of the Conditions of Approval: Final configuration must match submitted plot plan; Separate utility connections required; Easements and no-build areas must be shown on the plat; Removal of structures identified for removal; Development agreement required before final plat; Private access, public facilities, and improvements must meet City standards; All development must comply with SHMC Title 17, Oregon Fire Code, and applicable state/federal laws; Final plat must be recorded within two years.

Staff recommended approval with the listed conditions.

Commission Action: The Planning Commission will hold a public hearing and may approve or deny the application based on review criteria. If approved, staff recommend a 12-day appeal period and preparation of an order memorializing the decision.

Motion Options

1. Move to approve application P25-07; including the conditions of approval listed in Section IV of the Staff Report; adopting the findings of fact listed in Section III of the staff report, the setting of a 12-day appeal period from the date of the mailing of the decision, and hereby direct staff to prepare an order to be signed by the Chair to memorialize this decision.
2. Move to deny application P25-07; including adopting findings (specify), the setting of a 12-day appeal period from the date of mailing of the decision, and hereby direct staff to prepare an order to be signed by the Chair to memorialize this decision.
3. Move to continue the public hearing to a date and time certain (specify); or
4. Other.

Manager Clegg closed the staff presentation and asked if the planning commissioners had any questions.

Questions from Commissioners: Commissioner Melcher asked why the request was not being reviewed as a variance. Manager Clegg explained that the Commission could require the applicant to submit a variance application if they felt it was necessary. She further noted that the conditions before the Commission stem from pre-existing site conditions, not from any action by the applicant. For that reason, staff determined that the Commission could make a decision based on the information provided in the staff report. Commissioner Journey asked Manager Clegg to clarify how the applications were combined. Manager Clegg explained that the partition and zone map amendment applications were submitted together and can be heard concurrently since the zone map amendment is a Type IV application. However, the two applications are not dependent on each

other for approval and must be decided upon separately. Chair Wood asked if there were any additional questions from the Commission. Commissioner Wolthuis asked whether staff considers school capacity during the review process. Manager Clegg responded that all land use applications are sent to the school district for review and comment. While the applicant has not proposed development on the larger parcel, Clegg reminded the Commission that the property to the south has been approved for a high-density apartment complex.

Applicant Testimony: James Hurley spoke on behalf of his application. Mr. Hurley explained that his surveyor discovered the existing fence line encroaches approximately 1.5 feet onto the neighboring property, creating a 1.2-foot deviation from the required south setback. To address this, he added a 1.2-foot by 5-foot no-build easement within the flagpole area.

Additional Questions from the Commissioners: Commissioner White asked whether the applicant had any current plans to develop the larger property. Mr. Hurley stated that he does not have any development plans at this time. Commissioner Wysong-Frisk asked if the applicant intended to sell the existing house. Mr. Hurley confirmed that the house is already under contract and that the sale will be finalized once the partition is complete.

Testimony in Favor: None

Testimony in Opposition: None

Neutral Testimony: None

Public hearing was closed at: 6:47 PM

Discussion by the Commissioners: Commissioner Journey noted that the Commission generally prefers not to approve flag lots but acknowledged that, in this case, there is no other viable way to access the rear property. Commissioner Melcher agreed with Chair Wood's comments and stated that the property would not be developable without the flagpole access. Commissioner White commented that the proposal aligns the property with the Comprehensive Plan zoning. Commissioner Wolthuis added that it brings the property into compliance with the Comprehensive Plan and stated that he sees no reason to deny the request at this time. Commissioner Wysong-Frisk expressed that the request is reasonable, noting that not everyone prefers large backyards and that the proposed partition provides an acceptable solution for developing the property. Chair Wood agreed with the Commissioners' comments regarding the flagpole access and the 1.2-foot setback variance. Commissioner Wolthuis also stated that he was pleased to see conditions requiring a development agreement.

A motion to approve Application P25-07 was made by Commissioner Wolthuis and was seconded by Commissioner Melcher.

Voting Yea: Commissioner Wysong Frick, Commissioner Wolthuis, Vice Chair Melcher, Chairwoman Wood, Commissioner White, and Commissioner Journey.

Voting Nay: None

Absent: Commissioner Graybill

Zone Map Application ZMA25-01 Staff Report

The Public Hearing was opened at 6:54 PM

Commission Chair Wood asked the Commissioners if they had any personal bias, conflicts of interest, or ex parte information. There was none.

Manager Clegg presented the staff report to the Commission. The applicant requested a zone change for property at 13S01E32AA Tax Lot 500 (approx. 86,358 sq. ft.) from Residential Low Density (R-1) to Residential High Density (R-3). The change would align the property with the

Comprehensive Plan designation. This request was filed concurrently with partition application P25-07 but is not dependent on it.

Key Findings: Property is outside the 100-year floodplain with no mapped wetlands or waterways; Has frontage on Clark Mill Road and existing City water and sewer services; Proposed R-3 zoning is consistent with the Comprehensive Plan and can accommodate permitted uses; Future development must comply with City standards (parking, landscaping, setbacks); Adequate public facilities and transportation access are available; and Rezoning would support identified housing needs by providing higher-density housing opportunities.

Staff Recommends approval of Application ZMA25-01, with no conditions of approval.

Commission Action: Planning Commission to hold a public hearing and recommend approval or denial to the City Council. Council will make the final decision after its own public hearing.

Motion Options

1. Recommend approval of ZMA25-01 with findings in the staff report.
2. Recommend denial (with reasons).
3. Continue the hearing.
4. Other action as determined.

Manager Clegg closed the staff presentation and ask if the planning commissioners had any questions. There were none.

Applicant Testimony: James Hurley testified on behalf of his application. He just wants to bring it into compliance with the Comprehensive Plan.

There were no questions from the Commissioners:

Testimony in Favor: None

Testimony in Opposition: None

Neutral Testimony: None

The Public Hearing was closed at 6:59 PM

Discussion by the Commissioners: Commissioner Wysong-Frisk asked if there is a limit on the number of houses that can be built. Commissioner Melcher explained that lot sizes can be smaller in the R-3 zone, allowing for multi-family development, which is appropriate for the transitional area and supports walkability to nearby commercial businesses and schools.

Chair Wood asked about the density limit for the R-3 zone. Manager Clegg responded by reading the density requirements from Sweet Home Municipal Code, Chapter 17.14.050.

A motion to approve Application ZMA25-01 was made by Commissioner Melcher and was seconded by Commissioner Journey.

Voting Yea: Commissioner Wysong Frick, Commissioner Wolthuis, Vice Chair Melcher, Chairwoman Wood, Commissioner White, and Commissioner Journey.

Voting Nay: None

Absent: Commissioner Graybill

Staff Updates:

Manager Clegg reminded the Commissioners of the Committee Media Policy and provided them with a printed copy.

Manager stated that she has been completing a lot of duplex partitions and property line adjustment. Clegg gave an update on the Coulter Subdivision.

Planning Commission Business

Manager Clegg reminded the Commissioners about the upcoming Harvest Festival, outlining the planned activities and noting where additional volunteer help is still needed.

Commissioner Wolthuis inquired about the well on the Clark Mill property, asking whether the property would connect to City water and what would happen to the existing well. Commissioner Wysong-Frisk also expressed interest in the well's status. Mr. Hurley informed the Commission that the well had been relocated to be outside of the easement area.

Manager Clegg reported that another round of code updates will be coming soon due to several recent legislative changes. She stated her goal is to have the draft updates ready for Commission review by the end of the year.

Commissioner Journey asked if any meetings were scheduled in the near future. Manager Clegg confirmed that there are no upcoming meetings at this time.

Adjournment

The meeting was adjourned at 7:08 PM

Laura Wood, Chairperson
Sweet Home Planning Commission

Respectfully submitted by Angela Clegg, Planning & Building Manager



City of Sweet Home
 Sweet Home Public Library
 1101 13th Avenue
 Sweet Home, OR 97386
 541-367-5007

Sweet Home Public Library

Statistics

October 2025	This month Oct 2025	Last month Sept 2025	Previous year 2024	Year to date 2025
Patron Activity				
Door count	4533	3,877	45,620	38,780
Program participants (all ages)	590	269	3,697	4194
Total programs (all ages)	31	24	323	290
Circulation and Renewals				
Checkouts & renewals	6480	6,080	72,250	62,597
E-audio & E-book checkouts	876	758	8,860	7,629
Total items checked out	7,356	6,838	81,110	70,226
Public Computers				
Logins	306	267	3,016	2,442
Resource Sharing Savings				
Cost savings	\$5995.58	\$4,889.40	\$63,565.22	\$54,191.14
Items borrowed by consortium libraries	431	390	4,300	3,950
Items borrowed from consortium libraries	488	457	5,127	4,754
Volunteer Hours				
Hours worked by volunteers	43	49.25	450.50	337.50
New Library Patrons				
New patron cards issued	40	34	620	417

Events this month: We started the month by running the kid's activity area at the harvest Festival and ended the month with Halloween Storytime with a Cop and downtown trick or treating.

Building updates: The lighting in the staff area has been upgraded to LED (one of the fixtures needed to be replaced, so we decided to upgrade). We also replaced the front window on the porch with a new energy efficient window. This should help with sound, smells and drafts coming in through the window into the staff space and library.



City of Sweet Home
 Sweet Home Public Library
 1101 13th Avenue
 Sweet Home, OR 97386
 541-367-5007

Sweet Home Public Library

Statistics

November 2025	This month Nov 2025	Last month Oct 2025	Previous year 2024	Year to date 2025
Patron Activity				
Door count	3238	4533	45,620	42,018
Program participants (all ages)	111	590	3,697	4,305
Total programs (all ages)	15	31	323	305
Circulation and Renewals				
Checkouts & renewals	5335	6480	72,250	67,932
E-audio & E-book checkouts	792	876	8,860	8,421
Total items checked out	6127	7,356	81,110	76,353
Public Computers				
Logins	230	306	3,016	2,672
Resource Sharing Savings				
Cost savings	5381.58	\$5995.58	\$63,565.22	\$59,572.72
Items borrowed by consortium libraries	325	431	4,300	4,275
Items borrowed from consortium libraries	402	488	5,127	5,156
Volunteer Hours				
Hours worked by volunteers	23.5	43	450.50	361
New Library Patrons				
New patron cards issued	20	40	620	437

Events this month: Programs had less attendance this month due to some issues happening outside of the library and some patrons not feeling comfortable being in our neighborhood.

Building updates: We upgraded our phone system to now include a cordless phone for staff. This will help us to better serve customers in a more efficient manner. Our ADA door has been upgraded and just needs a few more tweaks to work correctly.

Items of note: We were closed for 4 work days in November due to holidays. 2 of these days fell on courier days, so our consortium shared numbers were down a bit.



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

TO: City Council
Jason Ogden, City Manager
Interested Parties
FROM: Angela Clegg, Planning and Building Manager
DATE: November 18, 2025
SUBJECT: Planning, Building & Engineering Department Report – October 2025

The Community and Economic Development Department consist 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 October 1 to October 31, 2025.

1. BUILDING

SUMMARY OF BUILDING PROGRAM PERMITS ISSUED					
Permit Category	October 2025	September 2025	2025 YTD	2024 Total	2020-2024 Annual Average
Residential 1 and 2 Family Dwellings	2	3	22	27	24
Residential Demolition	5	0	8	4	7.8
Residential Manufactured Dwellings		1	4	5	6.8
Residential Mechanical	11	9	65	112	103.2
Residential Plumbing	1	6	19	13	25.8
Residential Site Development		0	1	0	0.2
Residential Structural	2	9	63	39	47.4
Commercial Alarm or Suppression Systems		0	0	2	3.6
Commercial Demolition		0	0	0	3
Commercial Mechanical		3	13	19	16.6
Commercial Plumbing		0	1	7	8.2
Commercial Phased		0	2		
Commercial Site Development		0	0	1	2.4
Commercial Structural	2	1	15	28	32.2
Total Permits	23	32	213	243	278.4
Value Estimate of All Permits	\$856,370.00	\$1,131,848.00	\$14,714,331.20	\$17,738,221.41	\$18,256,308.81
Fees Collected	\$10,847.77	\$15,012.91	\$157,521.75	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**.

- 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 are complete. Construction has been steady, development is moving forward, and homes are being sold.
- The Sweet Home Planning Commission approved a 157-lot, low-density residential subdivision at 43rd Avenue and Coulter Lane. The project will be developed in four phases. Because the property contains wetlands, mitigation and permits from the Department of State Lands will be required, which may reduce the final number of lots. The first phase is unaffected by wetlands and is expected to proceed once market conditions allow. The developer has submitted an amended site plan and infrastructure plans, which are under staff review, and has already begun infrastructure and utility work.

They are completing the 43rd Avenue storm main from Coulter Lane to A Street (stacking manholes, pouring channels, etc.), and CCTV inspection footage will be available shortly after. Utility installation within the subdivision is ongoing: approximately 80% of sewer mains and laterals are complete, 85% of stormwater mains and catch basins are complete, and 20% of water mains are complete. The first on-site stormwater detention structure was finished on 9/2.

Next, they will begin connecting to the City's sewer and water mains on 43rd Avenue to serve the subdivision's homes facing that street. In addition, grading has begun for curb and gutter installation along 43rd Avenue, which is expected to be completed within the next few weeks.

- **The department had a pre-application meeting with a landowner proposing a gas station on the east side of town. There have been no applications to the City. The landowners were meeting as a part of their due diligence.**

2. PLANNING

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

Application Type	October 2025	September 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	2	4	7.4
Fence Permit	0	6	35	40	TBD
Home Occupation	0	0	2	0	0.20
Partition	0	3	10	3	11.8
Planned Development/ Subdivision	0	0	0	3	1.8

Property Line Adjustments	2	1	6	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	1	0	1	1	2.2

- Total Planning Division Applications Submitted:

Total Completed Application	1	5	37	61	31.20
Total Fees Collected	\$200.00	\$120.00	\$5,280.00	\$10,150.00	\$15,883.50

- 1 Land Use Application was submitted in October.
- 1 Land Use Application is pending final approval.
- The Planning Commission last met for a regular meeting on September 18th.

3. ENGINEERING

Application Type	October 2025	September 2025	2025 YTD	2024 Total	2023-2024 Annual Average
ROW	\$60.00	\$120.00	\$2,100.00	\$510.00	\$1,005.00
SC Inspections	\$70.00	\$90.00	\$220.00	\$50.00	\$510.00
Erosion Control		0	\$150.00	\$50.00	\$412.50
Parks SDC	0	0	\$26,050.60	\$12,708.00	\$22,729.36
Sewer SDC	0	0	\$99,311.09	\$41,822.39	\$75,911.03
Storm SDC	0	0	\$19,082.42	\$10,238.00	\$19,968.50
Streets SDC	0	0	\$63,844.27	\$30,764.88	\$72,691.07
Water SDC	0	0	\$106,056.10	\$62,483.00	\$92,623.87

Total	\$130.00	\$210.00	\$316,814.48	\$158,626.00	\$285,851.00
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4. PARKS

- The Park and Tree Committee last met on October 15th. Their next meeting will be November 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 is collaborating with the Timber Framers Guild (TFG) on a potential design and construction of the bandstand. City Council approved the Special Procurement to award the TFG the bandstand portion of the project. Staff are preparing to put the trail system out to bid.

- Staff held a mandatory pre-bid meeting with contractors at Sankey Park to review the trail project and address any questions. Staff are compiling the questions and answers from that meeting and will upload them to the OpenGov procurement portal.
- Staff also met with a member of the TFG to establish the bandstand footprint. The guild member has communicated the agreed-upon dimensions and location to the architect, and we are now waiting for the architect to incorporate this information into the design plans.
- **A tentative design has been submitted and reviewed by staff. Staff will meet with members of the TFG next week to discuss the bandstand design, materials list, and possible project tasks.**
- **Staff will submit an extension request for the OPRD Grant at the end of November.**

5. SPECIAL EVENTS, RENTALS, AND MEMBERSHIPS

Application Type	October 2025	September 2025	2025 YTD	2024 Total	2023-2024 Annual Average
Chair & Table Rental	\$70.00	0	\$250.00	\$260.00	\$325.00
Gazebo Rental	0	0	\$800.00	\$640.05	\$607.58
Hut Rental	\$67.50	0	\$267.50	\$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	\$137.50	0	\$1,317.50	\$1,442.00	\$1,566.27



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

TO: City Council
Jason Ogden, City Manager
Interested Parties
FROM: Angela Clegg, Planning and Building Manager
DATE: December 9, 2025
SUBJECT: Planning, Building & Engineering Department Report – November 2025

The Community and Economic Development Department consist 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 November 1 to November 30, 2025.

1. BUILDING

SUMMARY OF BUILDING PROGRAM PERMITS ISSUED					
Permit Category	November 2025	October 2025	2025 YTD	2024 Total	2020-2024 Annual Average
Residential 1 and 2 Family Dwellings	0	2	22	27	24
Residential Demolition	0	5	8	4	7.8
Residential Manufactured Dwellings	0	0	4	5	6.8
Residential Mechanical	13	11	78	112	103.2
Residential Plumbing	2	1	21	13	25.8
Residential Site Development	0	0	1	0	0.2
Residential Structural	19	2	82	39	47.4
Commercial Alarm or Suppression Systems	0	0	0	2	3.6
Commercial Demolition	0	0	0	0	3
Commercial Mechanical	0	0	13	19	16.6
Commercial Plumbing	2	0	3	7	8.2
Commercial Phased	0	0	2		
Commercial Site Development	0	0	0	1	2.4
Commercial Structural	2	2	17	28	32.2
Total Permits	38	23	213	243	278.4
Value Estimate of All Permits	\$313,660.00	\$856,370.00	\$15,027,991.20	\$17,738,221.41	\$18,256,308.81
Fees Collected	\$8,025.00	\$10,847.77	\$165,546.75	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**.

- The Sweet Home Planning Commission approved a 157-lot, low-density residential subdivision at 43rd Avenue and Coulter Lane. The project will be developed in four phases. Because the property contains wetlands, mitigation and permits from the Department of State Lands will be required, which may reduce the final number of lots. The first phase is unaffected by wetlands and is expected to proceed once market conditions allow. The developer has submitted an amended site plan and infrastructure plans, which are under staff review, and has already begun infrastructure and utility work.

They are completing the 43rd Avenue storm main from Coulter Lane to A Street (stacking manholes, pouring channels, etc.), and CCTV inspection footage will be available shortly after. Utility installation within the subdivision is ongoing: approximately 80% of sewer mains and laterals are complete, 85% of stormwater mains and catch basins are complete, and 20% of water mains are complete. The first on-site stormwater detention structure was finished on 9/2.

Next, they will begin connecting to the City's sewer and water mains on 43rd Avenue to serve the subdivision's homes facing that street. In addition, grading has begun for curb and gutter installation along 43rd Avenue, which is expected to be completed within the next few weeks.

2. PLANNING

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

Application Type	November 2025	October 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	2	4	7.4
Fence Permit	1	0	36	40	TBD
Home Occupation	0	0	2	0	0.20
MFU	2		2		
Partition	1	0	11	3	11.8
Planned Development/ Subdivision	0	0	0	3	1.8
Property Line Adjustments	0	2	6	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	1	1	1	2.2

- Total Planning Division Applications Submitted:

Total Completed Application	5	1	37	61	31.20
Total Fees Collected	\$790.00	\$200.00	\$6,070.00	\$10,150.00	\$15,883.50

- 3 Land Use Application were submitted in November.
- 1 3-day Mobile Food Unit application and 1 yearly Mobile Food Unit Applications were submitted.
- 4 Land Use Applications are pending final approval.
- The Planning Commission last met for a regular meeting on September 18th.

3. ENGINEERING

Application Type	November 2025	October 2025	2025 YTD	2024 Total	2023-2024 Annual Average
ROW	\$120.00	\$60.00	\$2,220.00	\$510.00	\$1,005.00
SC Inspections	\$2,082.00	\$70.00	\$2,302.00	\$50.00	\$510.00
Erosion Control	0		\$150.00	\$50.00	\$412.50
Parks SDC	\$179.32	0	\$26,229.92	\$12,708.00	\$22,729.36
Sewer SDC	\$10,419.72	0	\$109,730.81	\$41,822.39	\$75,911.03
Storm SDC	\$141.92	0	\$19,224.34	\$10,238.00	\$19,968.50
Streets SDC	\$75.62	0	\$63,919.89	\$30,764.88	\$72,691.07
Water SDC	\$7,690.21	0	\$113,746.31	\$62,483.00	\$92,623.87

Total	\$20,708.79	\$130.00	\$337,523.27	\$158,626.00	\$285,851.00
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4. PARKS

- The Park and Tree Committee last met on November 19th. Their next meeting will be December 17th.
- 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 is collaborating with the Timber Framers Guild (TFG) on a potential design and construction of the bandstand. City Council approved the Special Procurement to award the TFG the bandstand portion of the project. Staff are preparing to put the trail system out to bid.
 - Staff held a mandatory pre-bid meeting with contractors at Sankey Park to review the trail project and address any questions. Staff are compiling the questions and answers from that meeting and will upload them to the OpenGov procurement portal.
 - Staff also met with a member of the TFG to establish the bandstand footprint. The guild member has communicated the agreed-upon dimensions and location to the

architect, and we are now waiting for the architect to incorporate this information into the design plans.

- **Staff has tentatively awarded a contractor the bid for the ADA trail and sidewalk portion of the project. The award is currently in the appeal phase. Staff hopes to have a contract drafted in the next few weeks.**
- **Staff have received a proposal, task list and materials list from the Guild. Staff will be reviewing the documents internally and scheduling a meeting in the next week with the Guild representatives to go over any questions or concerns.**
- **Staff are submitting an extension request for the OPRD Grant.**

5. SPECIAL EVENTS, RENTALS, AND MEMBERSHIPS

Application Type	November 2025	October 2025	2025 YTD	2024 Total	2023-2024 Annual Average
Chair & Table Rental	0	\$70.00	\$250.00	\$260.00	\$325.00
Gazebo Rental	0	0	\$800.00	\$640.05	\$607.58
Hut Rental	0	\$67.50	\$267.50	\$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	\$137.50	\$1,317.50	\$1,442.00	\$1,566.27

MEMORANDUM



TO: City Council
FROM: Greg Springman, Public Works Director
DATE: November 18, 2025
SUBJECT: Public Works Monthly Report – October 2025

This memorandum provides a brief periodic update of specific projects, Water Treatment Plant (WTP) and Wastewater Treatment Plant (WWTP) operations and maintenance (O&M), and other activities performed by the Public Works Department.

WWTP Activities - Mahler Water Reclamation Facility

- 29.28 million gallons (MG) of wastewater treated this month
- 1.74 MG max daily flow discharged
- 0.94 MG average daily flow discharged

Compliance:

- Wastewater plant process had no violations for October 2025. The WWTP process has had “zero” process violations for the last 17 months.
- The City received a Notice of Civil Penalty from DEQ for wastewater discharge violations from the Wastewater Treatment Facility into Ames Creek and South Santiam River between October 2022 through May 2024. Staff will meet with DEQ to discuss it in detail. DEQ and the City staff agreed to modify the Notice of Penalty. City is waiting for DEQ's response. The City will have the opportunity to do Supplemental Environmental Project (SEP) in lieu of the fine.

O&M Projects:

- Wastewater plant switched to winter permit limitations on November 1, 2025.
- Mahler Water Reclamation Facility Project has been fully designed and is waiting for funding. Staff have completed the WIFIA application and submitted the \$25,000 application fee but are waiting for financial documents (completed FY23 Audit and an updated Credit Rating Report for the City). Once the audit is completed, the application will be submitted.

WTP Activities - Sweet Home Water Treatment Plant

- 32.98 MG finish water treated this month
- 1.68 MG max daily demand
- 1.10 MG average daily demand

Compliance:

- No process violations for October 2025.

Raw Turbidity NTUs:

- Levels currently range are less than 5 NTUs during the month of October.

O&M Projects:

- Army Corps Green Peter drawdown meetings have been held biweekly through November 12, 2025. Meetings will now be held weekly through the duration of the drawdown.

Engineering Projects

- Ongoing ROW inspections for Ziplly Fiber installations throughout the community.
- Ongoing Coulter subdivision inspections.
- Request for quotes for a pole structure at Police Department.
- Completed the DEQ TMDL Stormwater update for 2025.
- Assisted other departments with small projects.
- Updated infrastructure in GIS for iWorQ database integration.

Public Works Field Activities

Water Division

- Staff continue with water distribution system leak detection citywide.
- Staff continue to locate all City owned utilities for contractors throughout the service area.
- Staff have scheduled the installation of new water meters on 8th Avenue, and prepping 8th Avenue water main replacement project between Dogwood and Cedar. Materials have been ordered and received.

Collections System Division

- Staff started sewer main cleaning throughout the service area.
- Staff repaired the CCTV generator and performed sewer main CCTV inspections.
- Collections staff started winter Infiltration and Inflow (I&I) flow monitoring in basins 8, 13, & 16.

Streets Division

- Staff cleaned ditches for stormwater.
- Staff continue with a small amount of asphalt patch work for water leak repairs.
- Scheduled weekly street sweeping is ongoing.
- Staff is conducting fall leaf collection season, which began Monday, October 13, 2025 and will continue through Thursday, December 18, 2025.

Parks & Facilities Division

- Staff working on Supplemental Environmental Project (SEP) east of Ames Creek in Sankey Park. All vegetation has been mowed, sprayed and debris removed. Silage traps will be put in place mid-October. Traps will remain in place for one year.

- Staff set up Sankey Park for the annual Harvest Festival on Saturday, October 4, 2025.
- Staff maintained City parks, cleaned restrooms, and collected garbage from public trash cans.
- Working on park benches in-house.

Stormwater Division

- Staff are cleaning storm drain lines as needed.
- Staff are cleaning storm ditches along street easements as time allows.

MEMORANDUM



TO: City Council
FROM: Greg Springman, Public Works Director
DATE: December 9, 2025
SUBJECT: Public Works Monthly Report – November, 2025

This memorandum provides a brief periodic update of specific projects, Water Treatment Plant (WTP) and Wastewater Treatment Plant (WWTP) operations and maintenance (O&M), and other activities performed by the Public Works Department.

WWTP Activities - Mahler Water Reclamation Facility

- 46.19 million gallons (MG) of wastewater treated this month
- 1.98 MG max daily flow discharged
- 1.24 MG average daily flow discharged

Compliance:

- Wastewater plant process had no violations for October, 2025. The WWTP process has had “zero” process violations for the last 17 months.
- The City received a Notice of Civil Penalty from DEQ for wastewater discharge violations from the Wastewater Treatment Facility into Ames Creek and South Santiam River between October, 2022 through May, 2024. Staff met with DEQ to discuss it in detail in October 2025. DEQ and the City staff agreed to modify the Notice of Penalty. City is waiting for DEQ’s response. The City will have the opportunity to do Supplemental Environmental Project (SEP) in lieu of the fine.

O&M Projects:

- Wastewater plant switched to winter permit limitations on November 1, 2025.
- Mahler Water Reclamation Facility Project has been fully designed and is waiting for funding. Staff have completed the WIFIA application and submitted the \$25,000 application fee but are waiting for financial documents (completed FY23 Audit and an updated Credit Rating Report for the City). Once the audit is completed, the application will be submitted.

WTP Activities - Sweet Home Water Treatment Plant

- 28.77 MG finish water treated this month
- 1.35 MG max daily demand
- 0.96 MG average daily demand

Compliance:

- No process violations for November 2025.

Raw Turbidity NTUs:

- Levels currently range are less than 10 NTUs on average, turbidity did reach 20 NTUs once during the month of November.

O&M Projects:

- Army Corps stepped up Green Peter drawdown meetings to weekly on November 12, 2025. December drawdown meetings will be held on December 3, 10, & 17, 2025. The average turbidity has been consistently below 10 NTUs.

Engineering Projects

- Ongoing meetings for ZIPLY Fiber installations.
- Right of Way (ROW) inspections.
- Ongoing plan review for Public Works permits in Planning/Development.
- Ongoing Coulter subdivision inspections.
- Awarded contract for a pole structure at Police Department.
- Completed the DEQ TMDL Stormwater update for 2025.
- Assisted other Department with small projects.
- Updated infrastructure in GIS for iWorQ database integration.

Public Works Field Activities

Water Division

- Staff continues with water distribution system leak detection citywide.
- Staff continue to locate all City owned utilities for contractors throughout the service area.
- Staff have scheduled the installation of new water meters on 8th Avenue, and prepping 8th Avenue water main replacement project between Dogwood and Cedar. Materials have been ordered and received.

Collections System Division

- Staff started sewer main cleaning throughout the service area.
- Staff repaired the CCTV generator and performed sewer main CCTV inspections.
- Collections staff started winter Infiltration and Inflow (I&I) flow monitoring in basins 8, 13, & 16 required by DEQ.

Streets Division

- Staff cleaned ditches for stormwater.
- Staff hung Christmas decorations throughout the downtown area.
- Staff continues with a small amount asphalt patch work for water leak repairs.
- Scheduled weekly street sweeping is ongoing.

- Staff scheduled the fall leaf collection season, which begins Monday, October 13, 2025 and will continue through Thursday, December 18, 2025.

Parks & Facilities Division

- Staff working on Supplemental Environmental Project (SEP) east of Ames Creek in Sankey Park. All vegetation has been mowed, sprayed and debris removed. Silage traps will be put in place mid-October. Traps will remain in place for 1 year.
- Staff working to refurbish the Public Works breakroom.
- Staff maintained City parks, cleaned restrooms, and collected garbage from public trash cans.
- Working on Park benches in-house.

Stormwater Division

- Staff are cleaning storm drain lines as needed.
- Staff are cleaning storm ditches along street easements as time allows.

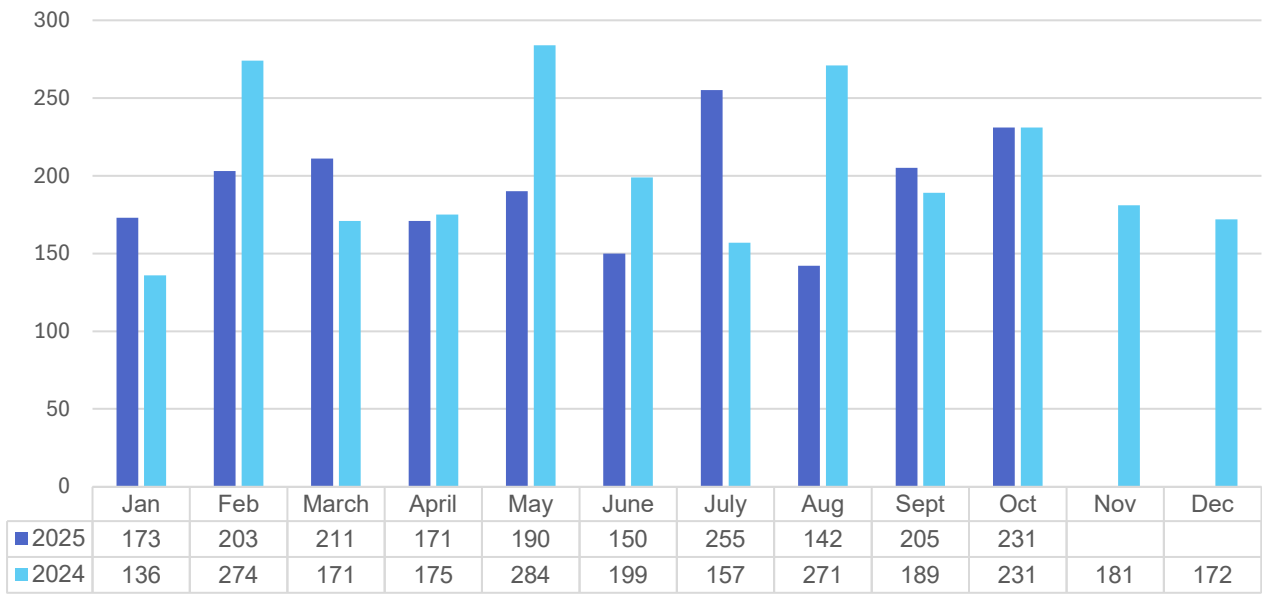
Finance Department

October 2025

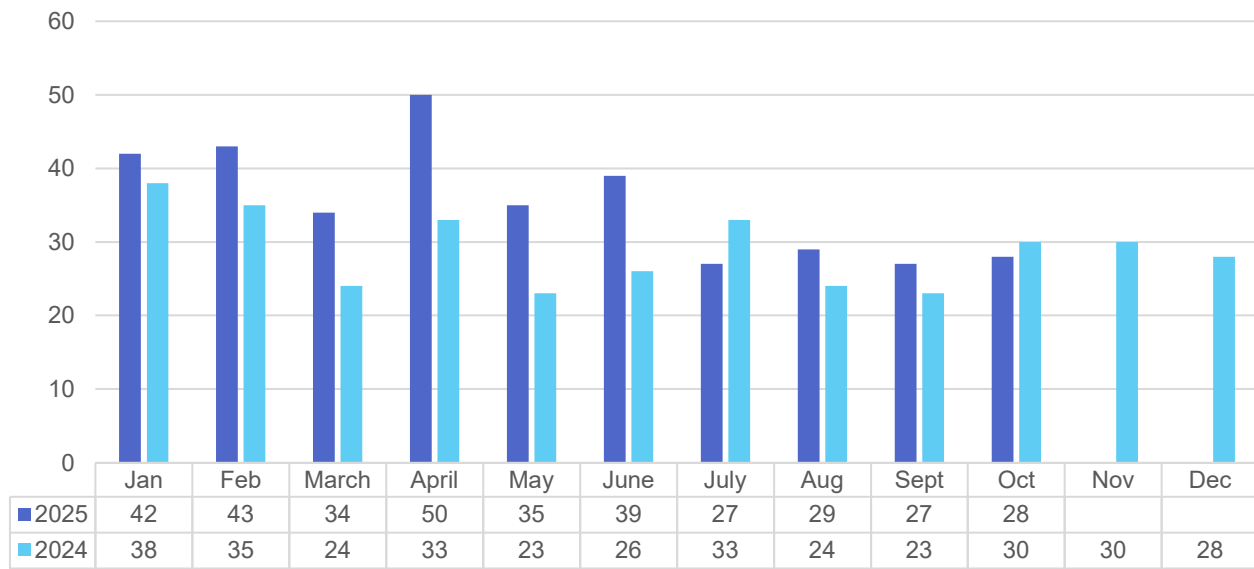
Finance Activities

Payroll was processed for 74 employees.

Accounts Payable Payments Processed

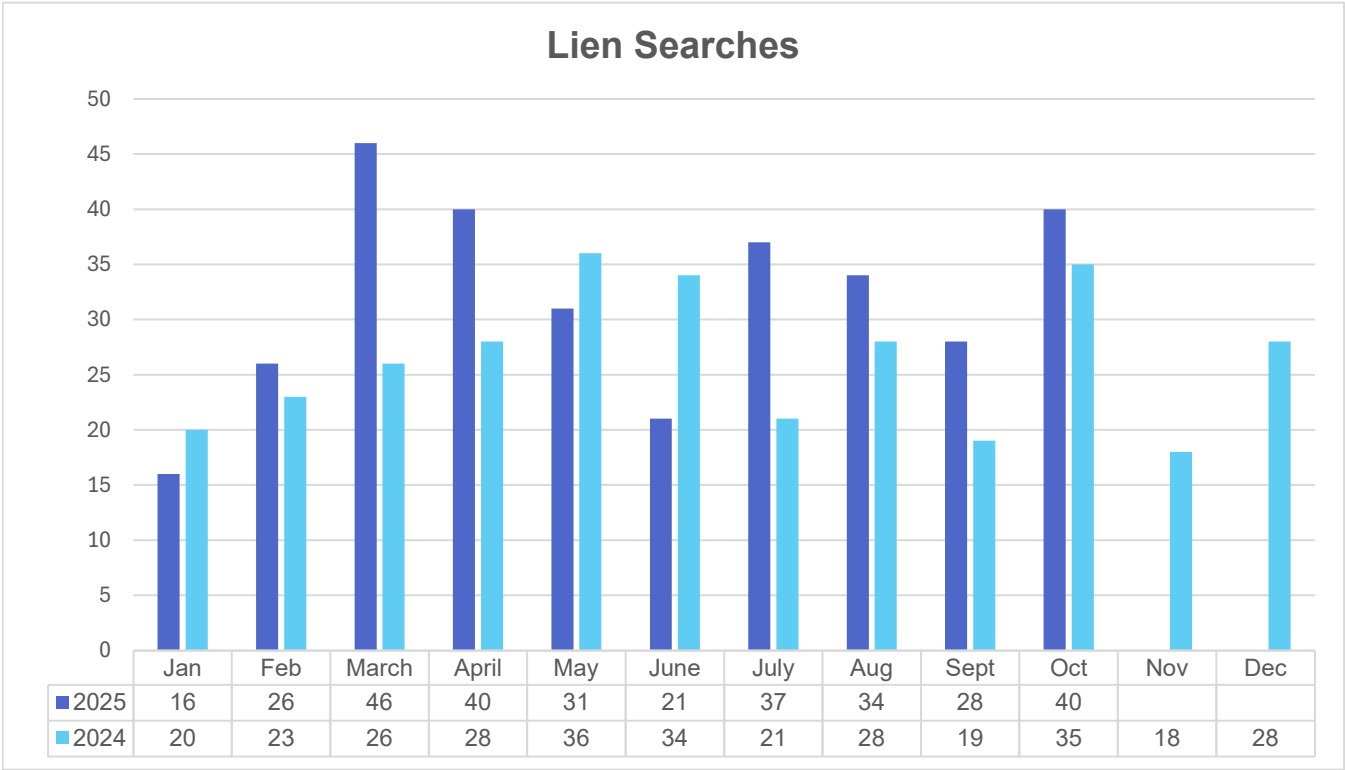


Passports Processed



Finance Department

October 2025

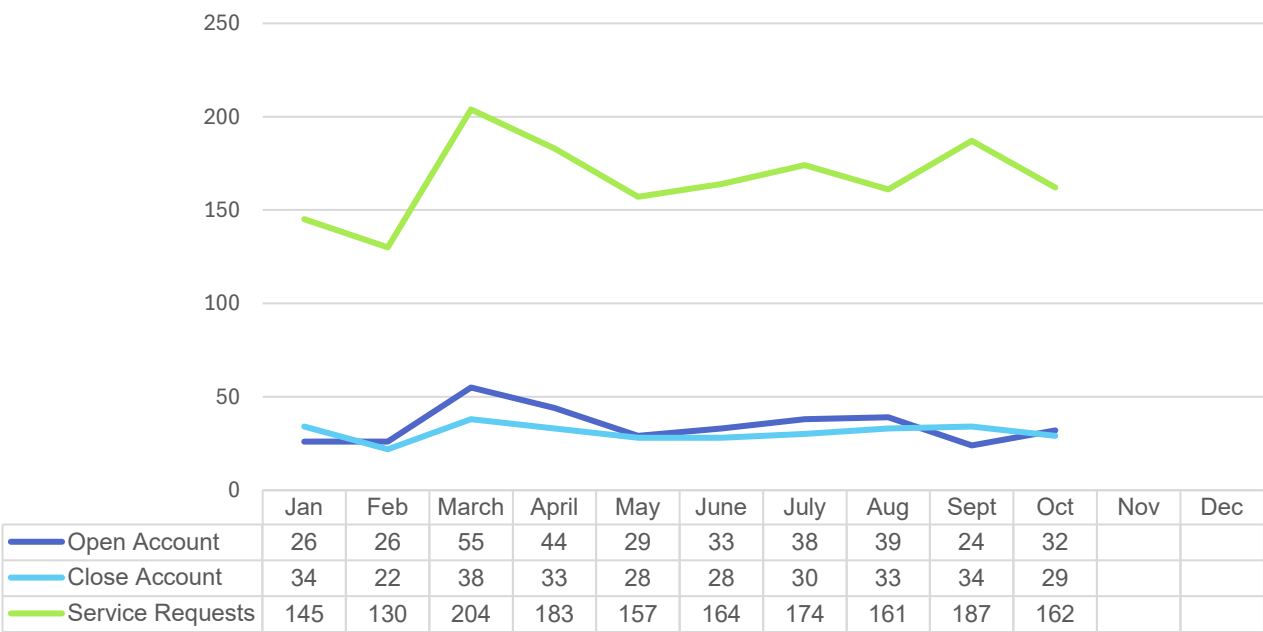


Finance Department

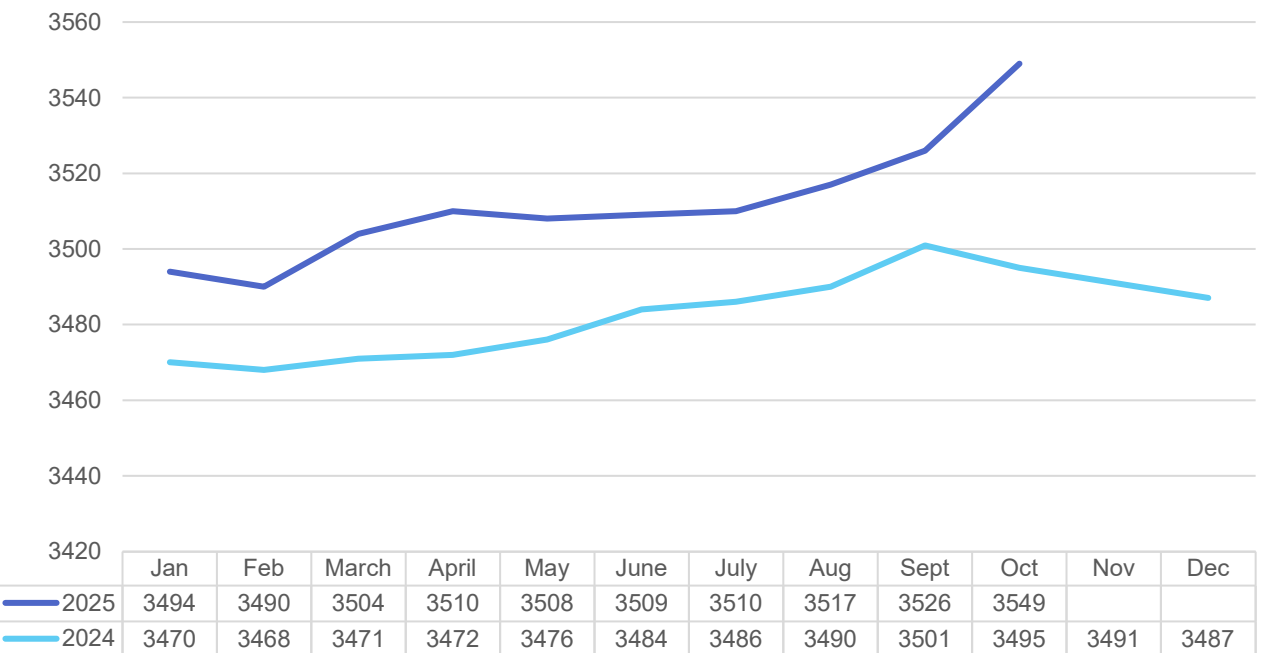
October 2025

Utility Billing Activities

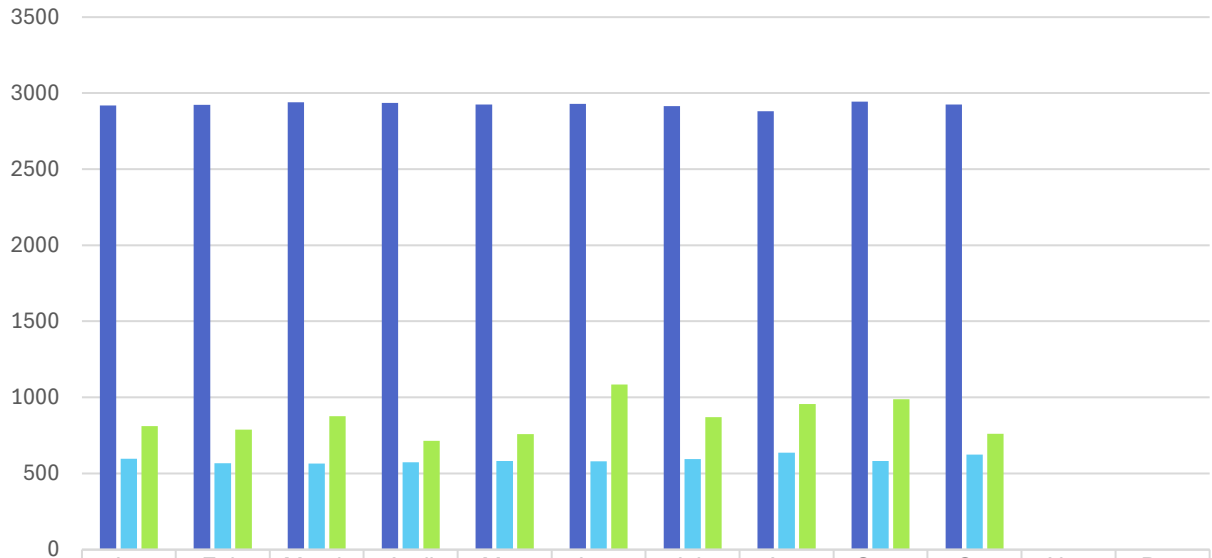
2025 Service Requests



Billing Statements Created

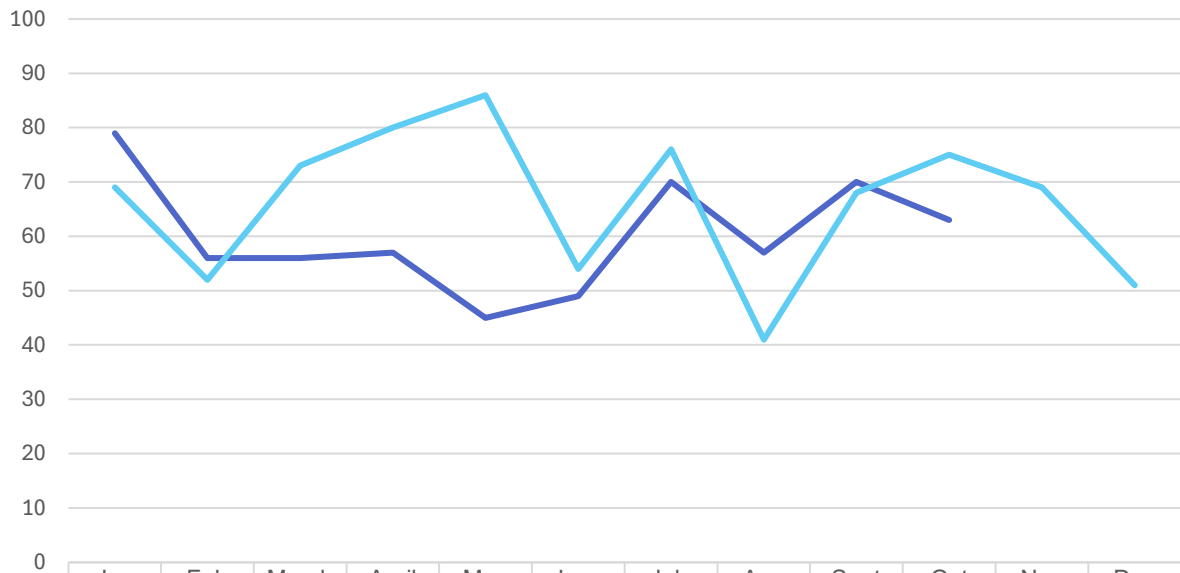


Statements Mailed



■ Mailed	2920	2923	2940	2936	2926	2929	2915	2881	2944	2926		
■ Emailed	597	567	564	574	582	580	595	636	582	623		
■ Past Due	811	787	877	715	759	1085	869	957	987	760		

Turn Off History



— 2025	79	56	56	57	45	49	70	57	70	63		
— 2024	69	52	73	80	86	54	76	41	68	75	69	51

Submitted by:

Cindi Robeck
 Financial Operations Manager
crobeck@sweethomeor.gov

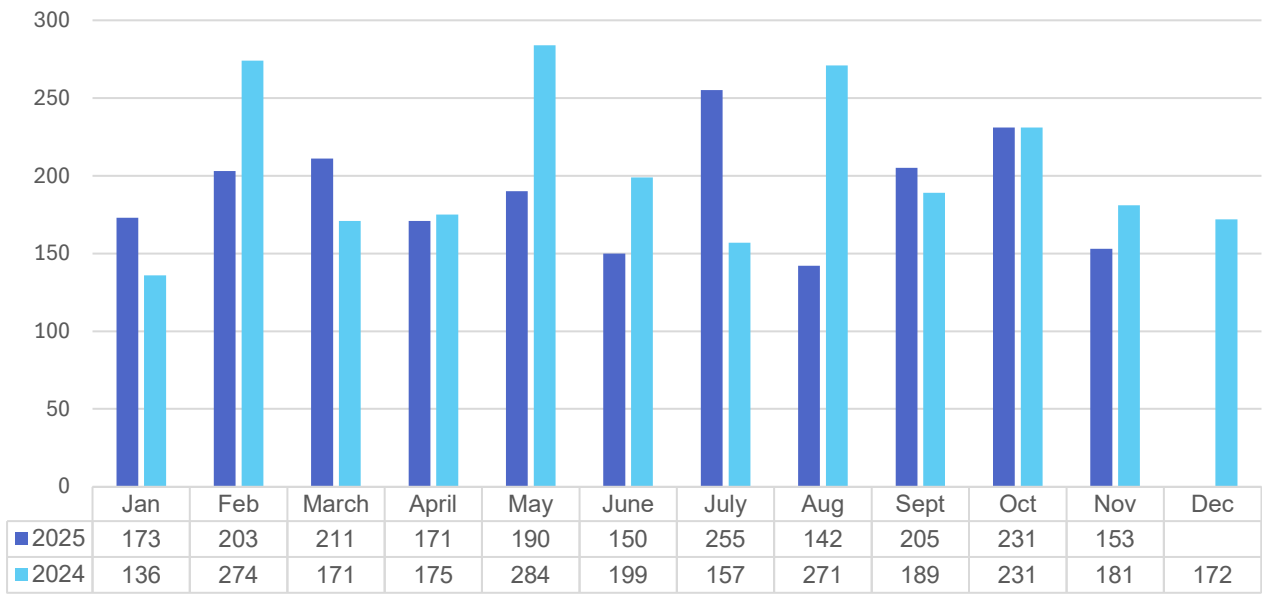
Finance Department

November 2025

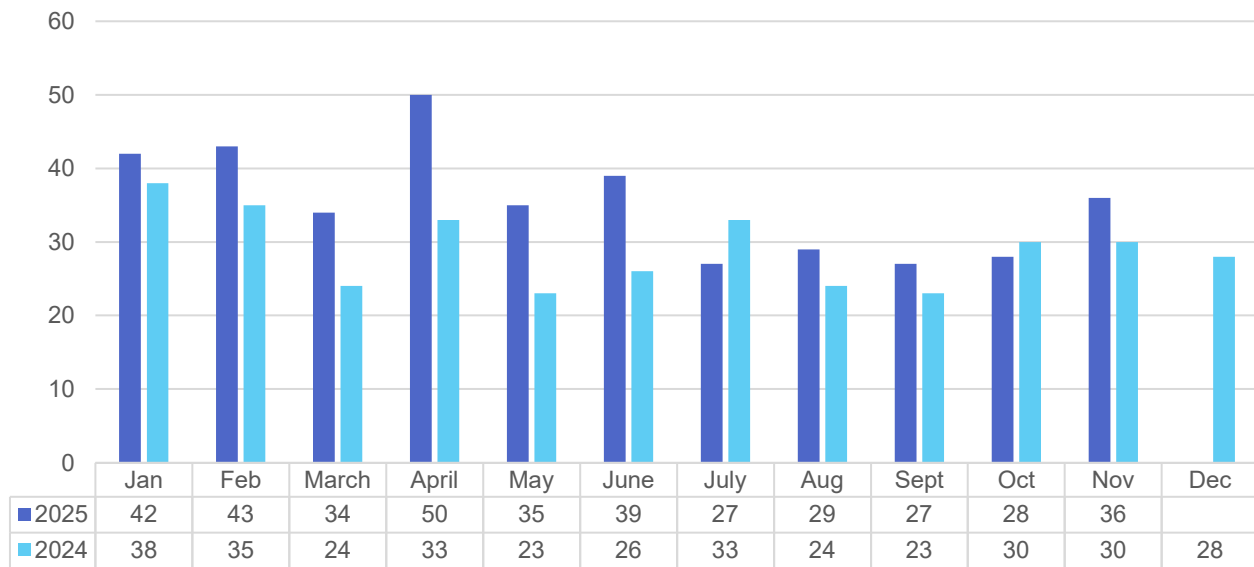
Finance Activities

Payroll was processed for 74 employees.

Accounts Payable Payments Processed

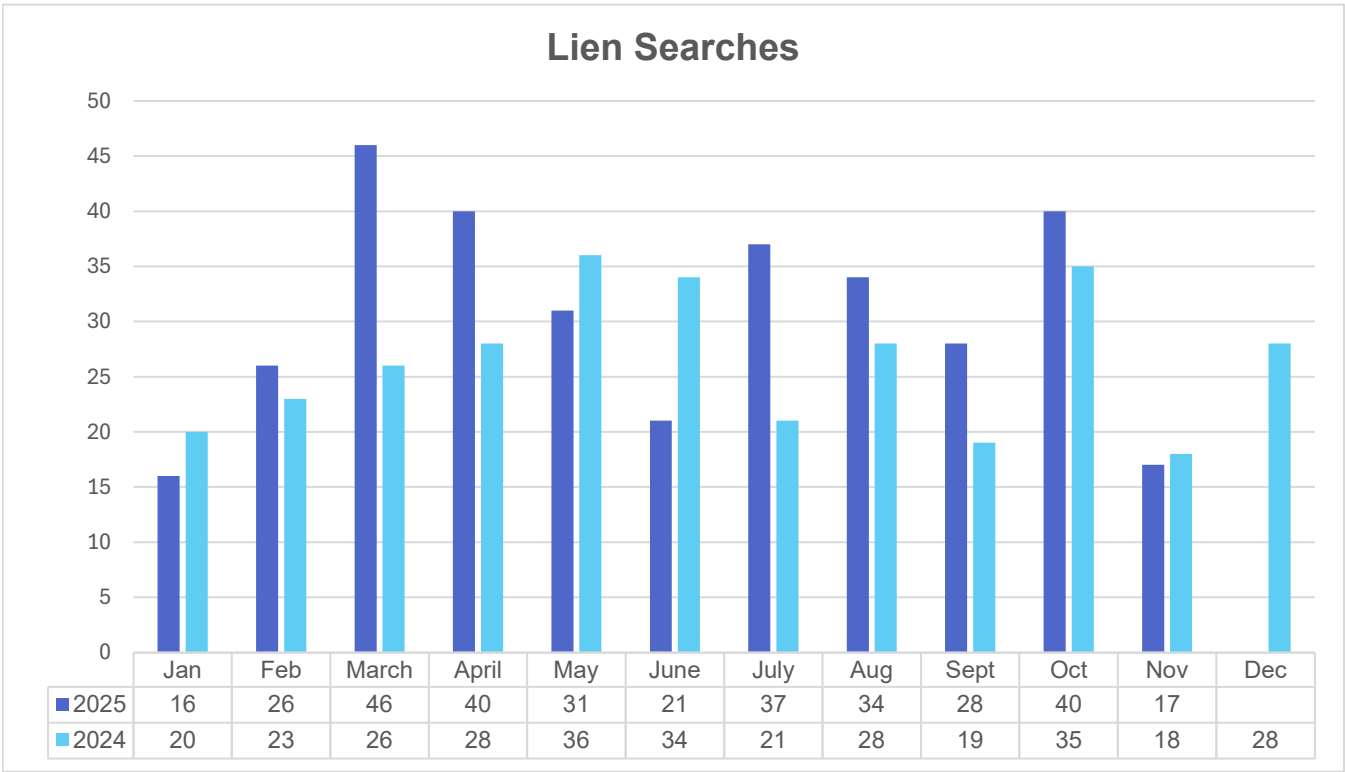


Passports Processed



Finance Department

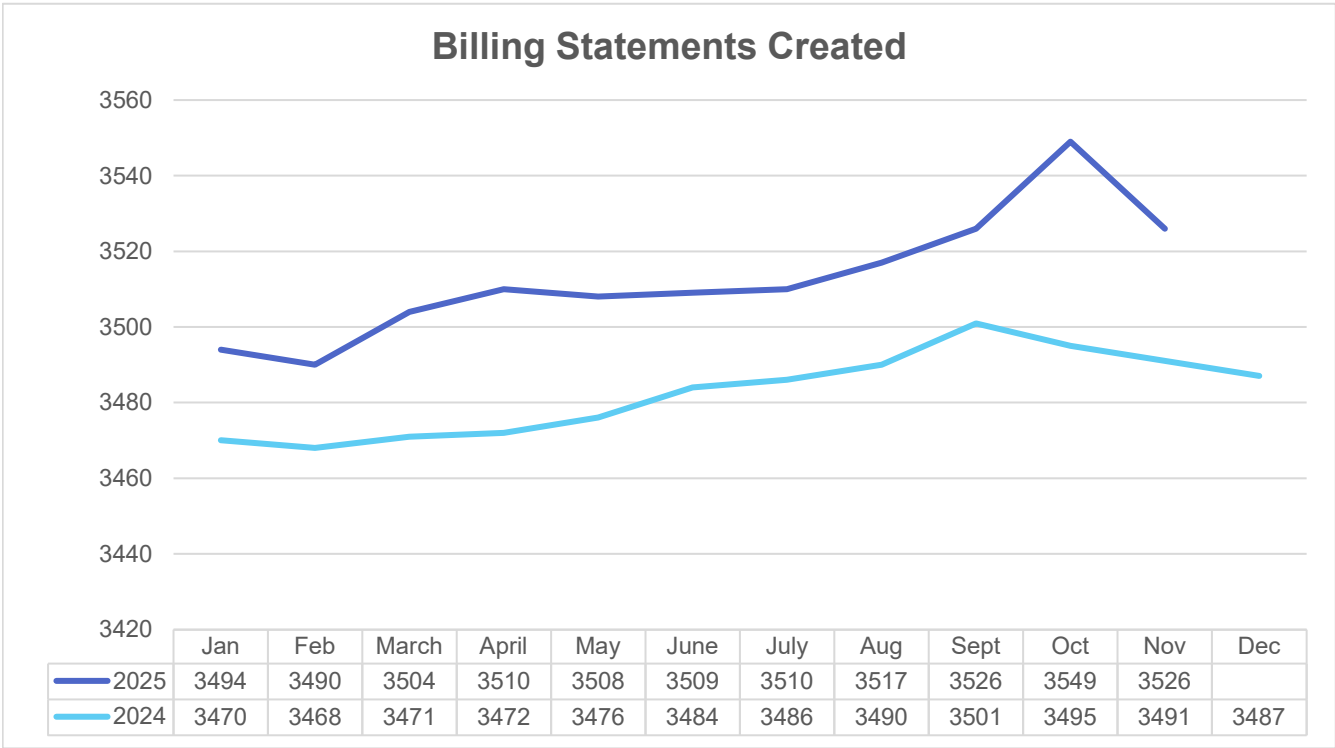
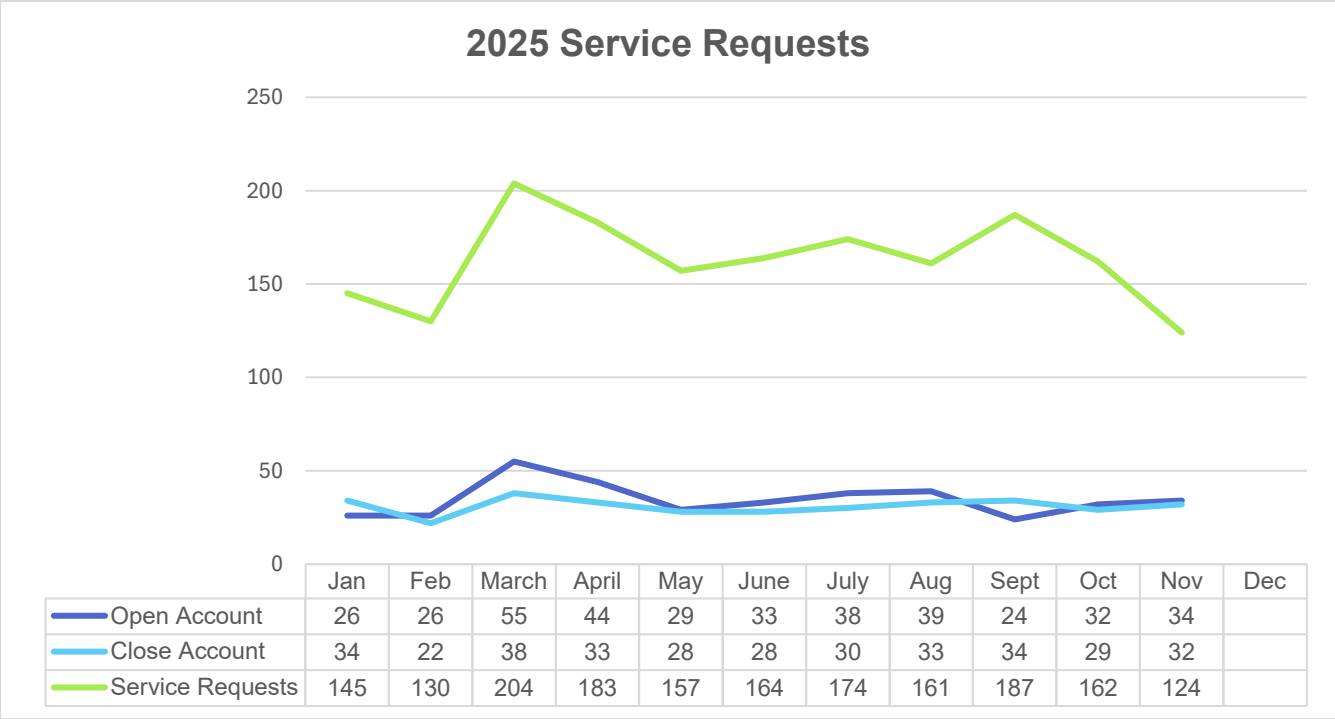
November 2025



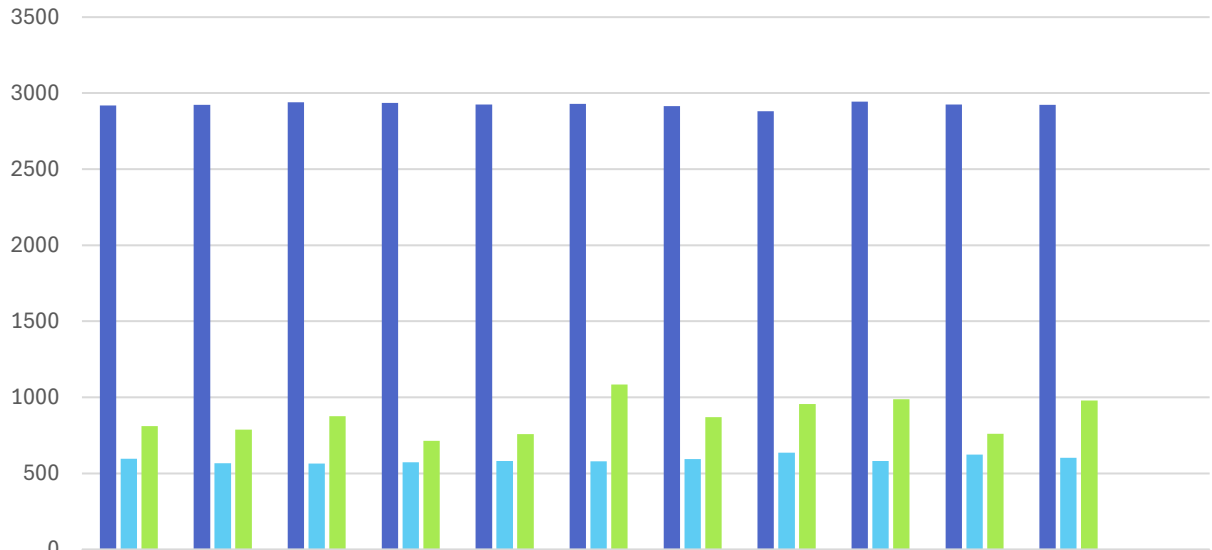
Finance Department

November 2025

Utility Billing Activities



Statements Mailed



	Jan	Feb	March	April	May	June	July	Aug	Sept	Oct	Nov	Dec
Mailed	2920	2923	2940	2936	2926	2929	2915	2881	2944	2926	2924	
Emailed	597	567	564	574	582	580	595	636	582	623	602	
Past Due	811	787	877	715	759	1085	869	957	987	760	979	

Turn Off History



	Jan	Feb	March	April	May	June	July	Aug	Sept	Oct	Nov	Dec
2025	79	56	56	57	45	49	70	57	70	63	43	
2024	69	52	73	80	86	54	76	41	68	75	69	51

Submitted by:

Cindi Robeck
 Financial Operations Manager
crobeck@sweethomeor.gov

OCTOBER 2023 COUNCIL REPORT-CALLS FOR SERVICE

	Oct-25	Oct-24	2025 TO DATE	2024 TO DATE	YEAR TO DATE CHANGE
CALLS FOR SERVICE					
PERSON CRIMES (Homicide, Assault, Harassment, Sex Crimes, Menacing, Reckless Endanger, Kidnap, Domestic Violence, Elder & Child Abuse, etc)	13	17	193	240	-19.58%
PROPERTY CRIMES (Arson, Burglary, Theft, Criminal Mischief, Motor Vehicle Theft, Robbery, Unlawful Entry into Motor Vehicle, Reckless Burning, etc)	40	50	345	525	-34.29%
SOCIETY CRIMES (Drive Under Influence of Intoxicants, Disorderly Conduct, Resisting Arrest, Criminal Trespass, Escape, Runaway, Drug Offenses, Weapon Offenses, etc)	33	17	276	239	13.41%
OREGON SPECIFIC CRIMES (Protective Custodies, Traffic Crimes other than DUII, Warrant Arrests)	63	74	683	564	17.42%
TOTAL CRIMES REPORTED	149	158	1497	1568	-4.53%
TOTAL CRIMES CLEARED	103	120	846	994	-14.89%
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)	717	675	6863	6982	-1.70%
TOTAL CALLS FOR SERVICE	866	833	8360	8550	-2.22%
TOTAL INCIDENT NUMBERS ISSUED	808	781	7866	7854	0.15%
TOTAL CAD NUMBERS ISSUED	1465	1471	14052	15005	-6.35%

	Oct-25	Oct-24	2025 TO DATE	2024 TO DATE	YEAR TO DATE CHANGE
CUSTODIES					
TOTAL PERSONS TAKEN INTO CUSTODY	68	61	707	621	12.16%
TOTAL ADULTS ARRESTED	56	57	658	577	12.31%
TOTAL JUVENILES IN CUSTODY	12	4	48	53	-9.43%
TOTAL CHARGES	139	128	1299	1139	12.32%
TOTAL ADULT CHARGES	118	123	1235	961	22.19%
TOTAL JUVENILE CHARGES	21	5	64	77	-16.88%

October 2023 Council Report-Traffic

CITATIONS ISSUED	Oct-25	Oct-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.)	0	2	11	12	-8.33%
Chapter 806 Financial Responsibility Law (Driving Uninsured, Fail to Carry Proof of Insurance, False Info Regarding Liability Insurance, etc.)	5	12	99	121	-18.18%
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.)	0	1	18	28	-35.71%
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.)	15	21	203	278	-26.98%
Chapter 813 Driving Under Influence of Intoxicants (Drive Under Influence of Intoxicants, Refuse the Breath Test, etc.)	1	2	14	28	-50.00%
Chapter 814 Pedestrians; Passengers; Livestock; Motorized Wheelchairs; Motorcycles; Bicycles (Improper Use of Lanes, No Motorcycle Helmet, Bicyclist failing to Signal, etc)	1	0	2	0	0.00%
Chapter 815 Vehicle Equipment Generally (Improper Fenders or Mud Guards, Unreasonable Noise, Obstructed Vehicle Windows, etc.)	0	0	4	0	100.00%
Chapter 816 Vehicle Equipment (Operate Without Lighting Equipment, Operate Without Tail Lights, etc)	0	0	1	2	-50.00%
Chapter 818 -821 (Vehicle limits, abandoned vehicle, special provisions, off road vehicles)	0	0	1	3	-66.67%
TOTAL CITATIONS ISSUED	22	38	353	472	-25.21%
TOTAL PERSONS CITED	12	28	190	315	-39.68%
TOTAL WARNINGS ISSUED	49	143	730	1307	-44.15%
TOTAL OFFICER INITIATED TRAFFIC STOPS	56	161	1061	1543	-31.24%

MOTOR VEHICLE CRASHES	Oct-25	Oct-24	2025 TO DATE	2024 TO DATE	YEAR TO DATE CHANGE
MVC-FATAL	0	0	0	1	-100.00%
MVC-INJURY	1	4	25	27	-7.41%
MVC-NON INJURY	12	4	75	91	-17.58%
HIT & RUN VEHICLE INJURY	1	0	7	5	28.57%
HIT & RUN PROPERTY	2	6	26	59	-55.93%
TOTAL CRASHES	16	14	133	183	-27.32%

CRASHES INVOLVING DUII ARREST	1	1	3	7	-57.14%
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OCTOBER 2023 COUNCIL REPORT-CALLS FOR SERVICE

	Nov-25	Nov-24	2025 TO DATE	2024 TO DATE	YEAR TO DATE CHANGE
CALLS FOR SERVICE					
PERSON CRIMES (Homicide, Assault, Harassment, Sex Crimes, Menacing, Reckless Endanger, Kidnap, Domestic Violence, Elder & Child Abuse, etc)	11	16	204	256	-20.31%
PROPERTY CRIMES (Arson, Burglary, Theft, Criminal Mischief, Motor Vehicle Theft, Robbery, Unlawful Entry into Motor Vehicle, Reckless Burning, etc)	31	46	376	571	-34.15%
SOCIETY CRIMES (Drive Under Influence of Intoxicants, Disorderly Conduct, Resisting Arrest, Criminal Trespass, Escape, Runaway, Drug Offenses, Weapon Offenses, etc)	23	17	299	256	14.38%
OREGON SPECIFIC CRIMES (Protective Custodies, Traffic Crimes other than DUII, Warrant Arrests)	68	66	751	630	16.11%
TOTAL CRIMES REPORTED	133	145	1630	1713	-4.85%
TOTAL CRIMES CLEARED	107	101	953	1095	-12.97%
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)	714	668	7577	7650	-0.95%
TOTAL CALLS FOR SERVICE	847	813	9207	9363	-1.67%
TOTAL INCIDENT NUMBERS ISSUED	791	764	8657	8617	0.46%
TOTAL CAD NUMBERS ISSUED	1382	1457	15434	16462	-6.24%

	Nov-25	Nov-24	2025 TO DATE	2024 TO DATE	YEAR TO DATE CHANGE
CUSTODIES					
TOTAL PERSONS TAKEN INTO CUSTODY	66	73	773	694	10.22%
TOTAL ADULTS ARRESTED	57	63	715	640	10.49%
TOTAL JUVENILES IN CUSTODY	9	10	57	63	-9.52%
TOTAL CHARGES	138	154	1437	1293	10.02%
TOTAL ADULT CHARGES	106	143	1341	1104	17.67%
TOTAL JUVENILE CHARGES	32	11	96	88	9.09%

October 2023 Council Report-Traffic

CITATIONS ISSUED	Nov-25	Nov-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	12	12	0.00%
Chapter 806 Financial Responsibility Law (Driving Uninsured, Fail to Carry Proof of Insurance, False Info Regarding Liability Insurance, etc.)	10	14	109	135	-19.26%
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.)	0	3	18	31	-41.94%
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.)	29	33	232	311	-25.40%
Chapter 813 Driving Under Influence of Intoxicants (Drive Under Influence of Intoxicants, Refuse the Breath Test, etc.)	5	2	19	30	-36.67%
Chapter 814 Pedestrians; Passengers; Livestock; Motorized Wheelchairs; Motorcycles; Bicycles (Improper Use of Lanes, No Motorcycle Helmet, Bicyclist failing to Signal, etc)	0	0	2	0	0.00%
Chapter 815 Vehicle Equipment Generally (Improper Fenders or Mud Guards, Unreasonable Noise, Obstructed Vehicle Windows, etc.)	1	0	5	0	100.00%
Chapter 816 Vehicle Equipment (Operate Without Lighting Equipment, Operate Without Tail Lights, etc)	1	0	2	2	0.00%
Chapter 818 -821 (Vehicle limits, abandoned vehicle, special provisions, off road vehicles)	0	0	1	3	-66.67%
TOTAL CITATIONS ISSUED	47	52	400	524	-23.66%
TOTAL PERSONS CITED	28	28	218	343	-36.44%
TOTAL WARNINGS ISSUED	97	140	827	1447	-42.85%
TOTAL OFFICER INITIATED TRAFFIC STOPS	121	174	1182	1717	-31.16%

MOTOR VEHICLE CRASHES	Nov-25	Nov-24	2025 TO DATE	2024 TO DATE	YEAR TO DATE CHANGE
MVC-FATAL	0	0	0	1	-100.00%
MVC-INJURY	5	3	30	27	11.11%
MVC-NON INJURY	13	15	88	91	-3.30%
HIT & RUN VEHICLE INJURY	4	0	11	5	54.55%
HIT & RUN PROPERTY	1	0	27	59	-54.24%
TOTAL CRASHES	23	18	156	183	-14.75%

CRASHES INVOLVING DUII ARREST	0	1	3	7	-57.14%
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City Manager Goals - FY25-26

Name	Status	Date	Notes	Last Updated
Public art contest to design new challenge coins	Working on it	2026-06-30	Planning to begin in January 2026.	11/12/2025
Organize National Night Out event	Done	2025-08-05	NNO successfully hosted on 8/19.	9/11/2025
Reduce physical files by 10%/expand digital archive of historical files	Done	2026-06-30	Staff have processed over 100 records for destruction in accordance with state retention guidelines this fiscal year. Review and archival or destruction ongoing.	10/6/2025
Establish revenue streams to rebuild Commercial Exterior Improvement Program (CEIP)	Working on it	2026-06-30	Flex Building lease payments and EV charging revenue redirected to fund.	8/5/2025
Establish a policy library	Working on it	2026-06-30	Vendor selected November 2025, kickoff to begin soon.	11/12/2025
Create a unified park aesthetic	Working on it	2026-06-30	PW has installed some new benches and is working on additional pieces.	8/5/2025
Commence wastewater treatment plant project	Working on it	2026-06-30	WIFIA application pending audit completion and updated credit rating.	8/5/2025
Obtain funding for Downtown Plaza engineering	Stuck	2026-06-30	Met with COG and state agencies to assess grant opportunities; staff will investigate but funding options are limited.	9/15/2025
Festival Street improvements	Working on it	2026-06-30	Festival Street was activated for National Night Out. In negotiations for a mural at 1244 Long.	9/11/2025
2025-08-05 to 2026-06-30				

City Council Goals - FY25-26

Desirable Community

Name	Status	Due Date	Notes	Last Updated
Make progress on the restoration of Weddle Bridge	Working on it	2026-06-30	Staff working with state on historic designation application.	11/1/2025
Reduce downtown vacancies	Working on it	2026-06-30	In talks with tenant for potential feed store. Vacant Building Registry revived for downtown corridor.	9/11/2025

Effective & Efficient Government

Name	Status	Date	Notes	Last Updated
Increase electronic communication to citizens	Working on it	2026-06-30	New website transition completed in July 2025; email/text signups now available. Monthly newsletter established and sent out through website and Facebook.	10/6/2025
Review cybersecurity of key infrastructure	Working on it	2026-06-30	Grant received for firewall upgrades at Public Works. Working with the COG to plan backup redundancy citywide.	9/11/2025

Viable & Sustainable Infrastructure

Name	Status	Date	Notes	Last Updated
Renovate the east wing of City Hall	Working on it	2026-06-30	RFP for renovations received final review/approval from tenant; released 11/12/2025.	11/12/2025
Pursue technology upgrades for the library	Working on it	2026-06-30	Working to identify grant opportunities.	11/3/2025

Viable & Sustainable Essential Services

Name	Status	Date	Notes	Last Updated
Establish pavement preservation program	Done	2026-06-30	Program established and first applications already completed. Next round anticipated in early summer 2026.	11/12/2025
Make progress on Mountain View road multi-use path and sidewalks	Working on it	2026-06-30	Met with ODOT in July to revise scope based on available funding. ODOT identified additional funding to restore scope; 5-year plan approved.	10/6/2025

Economically Strong Environment

Name	Status	Date	Notes	Last Updated
Formulate a plan for the former Santiam Feed Store	Working on it	2026-06-30	Roof improvements completed in August 2025; in talks with potential tenant, who is working with their contractors to determine potential renovations.	10/6/2025
Formulate a plan for the former City Hall	Working on it	2026-06-30	Commercial reappraisal received and presented to Council; RFP for potential demolition in development for release anticipated in December 2025.	11/12/2025

NEWSLETTER

CITY OF SWEET HOME

November 2025



COUNCIL CORNER

In October, City Council established a formal evaluation process for the City Manager and City Attorney and reviewed recommendations from the Charter Review Committee for potential changes to the Sweet Home Charter. They also approved a zone map amendment and placement of a lien for costs of a code compliance abatement.

Due to the holidays, City Council will only hold **one** meeting in November on a special date – Tuesday, November 18th at 6:30 PM. We hope to see you there in Council Chambers or on Microsoft Teams. Visit our website to find the livestream or past videos!

FALL LEAF PICK-UP

Public Works is offering their annual leaf pick-up program until December 18th. Leaves must be raked into a neat pile and left on the side of the street. If there is other debris in your leaf pile, it will not be picked up.

To schedule, please contact publicworkscrew@sweethomeor.gov or 541-367-6349. You may request multiple pick-ups!

WINTER AVERAGING

Residential sewer rate winter averaging months are HERE! Conserve water now to obtain your best sewer rate. Because we don't meter your sewer usage, the City calculates residential sewer rates every year based on a customer's average water consumption during the periods of November to April. This means that the sewer portion of a customer's bill will not increase during the summer months due to sprinkling, car washing, and filling of swimming pools. By saving water in the winter, you'll pay less in the summer!



CITY MANAGER'S MESSAGE

The Harvest Festival was everything we love about Sweet Home. Sankey Park was full of color and laughter, with more than a hundred vendors and thousands of people coming together. We even met people who drove in from over an hour away just to be part of it. The chili cook-off made the day even more meaningful, with every bowl helping support Lexi, a brave five year old fighting cancer. Watching this community rally around her reminded me that Sweet Home isn't just a place we live – it's a family that shows up for each other. I am so grateful for the opportunity to live in and serve this community, and wish all of you a very happy Thanksgiving. See you at the tree lighting!

Yours in Service,
Jason Ogden



www.sweethomeor.gov



541-818-7110



3225 Main Street
Sweet Home, OR 97386



Check out our website
and social media!

NEWSLETTER

CITY OF SWEET HOME

December 2025



COUNCIL CORNER

City Council was in recess in November due to the holidays. City Council will only hold **one** regular meeting in December – Tuesday, December 9th at 6:30 PM. Expect to hear an update on the status of the Sankey Park Phase III project, as well as updates on our annual financial audits. There will also be a Work Session on the same day at 5:30 PM to conduct another review of the changes to the City Charter proposed by the Charter Review Committee. Council's regular meeting schedule (second and fourth Tuesday of the month) will resume in January.

We hope to see you there in Council Chambers or on Microsoft Teams. Visit our website to find the livestream or past videos!

ODOT ROAD MAINTENANCE

As many of you know, there has been a lot of talk this year about the status of ODOT and their funding. While funding may be restored to some degree, the City has been notified that we should still expect reduced levels of service on Highway 20 this year. Please use caution as temperatures approach freezing and utilize TripCheck.com to check for road closures and weather conditions if you plan to travel.

Photo by Adam Leisinger, Special Projects Manager



APPLY NOW!

SEEKING APPLICANTS FOR:

- PLANNING COMMISSION
- PARK & TREE COMMITTEE



APPLY ONLINE!

www.sweethomeor.gov/bc

DRAWDOWN UPDATE

The Army Corps of Engineers announced that the target elevation of 780 feet at Green Peter Reservoir was reached on November 23rd, a week ahead of schedule. This year, the elevation will only be held for two weeks and then the reservoir will be allowed to refill beginning December 7th. So far, turbidity (cloudy water) has remained low with no impact to our water system.

If you ever have concerns with your water quality, you can contact us by calling Public Works at 541-367-6359 or by emailing us at WQInfo@sweethomeor.gov.



CITY MANAGER'S MESSAGE

As we wrap up the year, I want to extend my gratitude to everyone who continues to make Sweet Home such a strong and caring community. This past year brought progress, challenges, and plenty of moments that reminded us what it means to live in a place where people look out for one another. As we turn the corner into a new year, I'm looking forward to building on the work we've started by strengthening our services, investing wisely in our infrastructure, and continuing to make Sweet Home a place we're proud to call home. From all of us at the City, thank you for your support and engagement. We're excited for what the coming year will bring.

Yours in Service,
Jason Ogden



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Check out our website
and social media!