



# CITY OF SWEET HOME CITY COUNCIL AGENDA

October 10, 2023, 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.

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## Meeting Information

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

### II. Roll Call

### III. Consent Agenda:

- a) Approval of Minutes:
  - i) [2023-09-26 City Council Workshop Minutes](#)
  - ii) [2023-09-26 City Council Meeting Minutes](#)
  - iii) [2023-09-27 City Council Special Meeting Minutes](#)

### IV. Recognition of Visitors and Hearing of Petitions:

### V. Old Business:

### VI. New Business:

- a) [2023-25 Technical Assistance Grant—Comprehensive Plan](#)

### VII. Ordinance Bills

- a) Request for Council Action and First Reading of Ordinance Bills
- b) Second Reading of Ordinance Bills
- c) Third Reading of Ordinance Bills (Roll Call Vote Required)

### VIII. Reports of Committees:

- Ad Hoc Committee on Health
- Ad Hoc Committee on Arts and Culture

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*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.*

Administrative and Finance/Property  
Traffic Safety Committee  
Area Commission on Transportation  
Chamber of Commerce  
Charter Review Committee  
Council of Governments  
Library Advisory Board  
Park and Tree Committee  
Solid Waste Advisory Council  
Youth Advisory Council

**IX. Reports of City Officials:**

City Manager's Report  
Mayor's Report

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

Library Services Director  
Community and Economic Development Director  
Public Works Director

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

Finance Director  
Police Chief  
City Attorney

**XI. Council Business for Good of the Order**

**XII Adjournment**



# CITY OF SWEET HOME CITY COUNCIL WORKSHOP MINUTES

September 26, 2023, 5:30 PM  
Sweet Home City Hall, 3225 Main Street  
Sweet Home, OR 97386

WIFI Passcode: guestwifi

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## Mission Statement

The City of Sweet Home will work to build an economically strong community with an efficient and effective local government that will provide infrastructure and essential services to the citizens we serve. As efficient stewards of the valuable assets available, we will be responsive to the community while planning and preparing for the future.

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## Call to Order and Pledge of Allegiance

The meeting was called to order at 5:30 PM

## Roll Call

### PRESENT

Councilor Dylan Richards  
Council Lisa Gourley  
Councilor Angelita Sanchez  
Mayor Susan Coleman  
President Pro Tem Greg Mahler  
Councilor Josh Thorstad  
Councilor Dave Trask

### STAFF

Jason Ogden, Police Chief  
Greg Springman, Public Works Director  
Robert Snyder, City Attorney  
Blair Larsen, Community and Economic Development Director  
Matt Brown, Finance Director  
Kelcey Young, City Manager  
Adam Leisinger, Communication Manager  
Angela Clegg, Tourism and Economic Development Coordinator

### MEDIA

Benny Westcott, New Era

## Consent Agenda:

- a) Water, Sewer, and Stormwater Rate Presentation  
Finance Director, Matt Brown, gave a presentation on water, sewer, and stormwater rates.

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*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.*

**Adjournment**

The meeting was adjourned at 6:19 PM

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Mayor

ATTEST:

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City Manager – Ex Officio City Recorder



# CITY OF SWEET HOME CITY COUNCIL MINUTES

September 26, 2023, 6:30 PM  
Sweet Home City Hall, 3225 Main Street  
Sweet Home, OR 97386

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## Mission Statement

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## Call to Order and Pledge of Allegiance

The meeting was called to Order at 6:30 PM

## Roll Call

### PRESENT

Councilor Dylan Richards  
Councilor Lisa Gourley  
Councilor Angelita Sanchez  
Mayor Susan Coleman  
President Pro Tem Greg Mahler  
Councilor Josh Thorstad  
Councilor Dave Trask

### STAFF

Jason Ogden, Police Chief  
Greg Springman, Public Works Director  
Robert Snyder, City Attorney  
Blair Larsen, Community and Economic Development Director  
Matt Brown, Finance Director  
Kelcey Young, City Manager  
Adam Leisinger, Communications Manager  
Angela Clegg, Tourism and Economic Development Coordinator

### MEDIA

Benny Westcott, New Era

### GUESTS

Tina Naumann, 1546 41st Avenue, Sweet Home, OR 97386

## Consent Agenda:

A motion to approve the Consent Agenda was made by Pro Tem Mahler, Seconded by Councilor Trask.

Voting Yea: Mayor Coleman, Councilor Gourley, Councilor Sanchez, Councilor Richards, Councilor Thorstad, Pro Tem Mahler, Councilor Trask

Approval of Minutes:

- a) 2023-08-22 City Council Meeting Minutes
- b) 2022-09-12 City Council Meeting Minutes

**Recognition of Visitors and Hearing of Petitions:**

Tina Naumann, 1546 41st Avenue, Sweet Home, OR 97386 discussed the recent vacancy and clean up of the property located at 1333 13th Avenue, Sweet Home.

**Old Business:**

None

**New Business:**

- a) Request for Council Action - Resolution No. 25 for 2023, A Resolution for 14th Avenue Street Closure for Harvest Festival  
Director Larsen presented Resolution No. 25 to the Council.  
A motion to approve Resolution No. 25 for 2023 was made by Councilor Trask, Seconded by Councilor Richards.  
Voting Yea: Mayor Coleman, Pro Tem Mahler, Councilor Trask, Councilor Gourley, Councilor Sanchez, Councilor Richards, Councilor Thorstad
- b) Request for Council Action - Resolution No. 26, A Resolution Setting Rates for Stormwater Drainage Utility Services  
Director Brown and City Manager Young presented Resolution No. 26 to the Council.  
A motion to approve Resolution No. 26 for 2023 was made by Councilor Trask, Seconded by Councilor Sanchez.  
Voting Yea: Mayor Coleman, Pro Tem Mahler, Councilor Trask, Councilor Gourley, Councilor Sanchez, Councilor Richards, Councilor Thorstad  
An amendment was proposed by Councilor Gourley to enact the rates for three years with an annual review, Seconded by Councilor Trask  
Voting Yea: Mayor Coleman, Pro Tem Mahler, Councilor Trask, Councilor Gourley, Councilor Sanchez, Councilor Thorstad  
Voting Nay: Councilor Richards
- c) Request for Council Action - Resolution No. 27, A Resolution Setting Rates for Water Utility Services  
Director Brown presented Resolution No. 27 to the Council.  
Councilor Sanchez requested a safeguard for low income community members, using \$20,000.00 of the State grant money. City Manager Young recommended that it be brought back to the Council at the next meeting when staff can give a report regarding the amount of funding that was received from the State and how much revenue will be available for low income community members.  
A motion to approve Resolution No. 27 for 2023 was made by Councilor Sanchez, Seconded by Councilor Gourley.  
  
Voting Yea: Mayor Coleman, Pro Tem Mahler, Councilor Trask, Councilor Gourley, Councilor Sanchez, Councilor Thorstad  
Voting Nay: Councilor Richards
- d) A Resolution Setting Rates for Sewer Utility Services  
Request for Council Action - Resolution No. 28, A Resolution Setting Rates for Sewer Utility Services

Director Brown presented Resolution No. 28 to the Council. City Manager Young discussed percentages and the reserve.

A motion to approve Resolution No. 28 for 2023 was made by Councilor Sanchez, Seconded by Councilor Trask.

Voting Yea: Mayor Coleman, Pro Tem Mahler, Councilor Trask, Councilor Gourley, Councilor Sanchez, Councilor Thorstad

Voting Nay: Councilor Richards

e) Request for Council Action - Purchase of Bathroom/Shower and Laundry Trailers

Community and Economic Development Director Larsen and City Manager Young presented the purpose and purchasing options to the Council.

A motion to approve the purchase of bathroom/shower and laundry trailers was made by Councilor Sanchez, Seconded by Councilor Trask.

Voting Yea: Mayor Coleman, Pro Tem Mahler, Councilor Trask, Councilor Gourley, Councilor Sanchez, Councilor Thorstad, Councilor Richards

### **Ordinance Bills**

None

### **Reports of Committees:**

Traffic Safety Committee

Councilor Richards gave an update to the Council.

Library Advisory Board

Pro Tem Mahler gave an update to the Council.

Youth Advisory Council

Councilor Sanchez gave an update to the Council.

### **Reports of City Officials:**

City Manager's Report

City Manager Young gave a report to the Council.

Mayor's Report

Mayor Coleman gave her report to the Council.

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

Library Services Director

a) Library Monthly Report

Public Works Director

a) Public Works Monthly Report

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

Police Chief

Chief Ogden gave a report to the Council.

a) Police Department Monthly Report

### **Council Business for Good of the Order**

Councilor Sanchez thanked City Manager Young for her service.

Councilor Sanchez asked that an agenda item be added to the next meeting to discuss funding for vulnerable citizens in regards to paying their utility bills. There was a consensus of the Council.

Councilor Sanchez asked that a formal thank you go to Commissioner Tucker for his efforts with homelessness issues and funding. There was a consensus of the Council.

**Adjournment**

The meeting was adjourned at 7:30 PM

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Mayor

ATTEST:

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City Manager – Ex Officio City Recorder





# CITY OF SWEET HOME CITY COUNCIL SPECIAL MEETING MINUTES

September 27, 2023, 6:30 PM  
Sweet Home City Hall, 3225 Main Street  
Sweet Home, OR 97386

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## Call to Order and Pledge of Allegiance

The meeting was called to order at 6:30 PM

## Roll Call

### PRESENT

Mayor Susan Coleman  
President Pro Tem Greg Mahler  
Councilor Lisa Gourley  
Councilor Dave Trask  
Councilor Josh Thorstad

### ABSENT

Councilor Angelita Sanchez  
Councilor Dylan Richards

A motion to excuse the absence of Councilor Sanchez and Councilor Richards was made by Councilor Trask, seconded by Councilor Thorstad.

Voting Yea: Councilor Gourley, Councilor Trask, Mayor Coleman, Pro Tem Mahler, Councilor Thorstad.

## STAFF

Kelcey Young, City Manager  
Blair Larsen, Community and Economic Development Director  
Robert Snyder, City Attorney  
Adam Leisinger, Communications Manager

## MEDIA

Benny Westcott, New Era

## Consent Agenda:

- a) Approval of Security Services Contract for the FAC Facility

City Manager Young and Community and Economic Development Director Larsen presented the contract to the Council.

Councilor Gourley moved to approve the Security Services Contract for the FAC Facility as submitted by staff, pending a positive reference check, with the following changes: the City is to incur no additional costs regardless of which party terminates the contract, upon

termination the City must be repaid any prepaid funds, and the contract is subject to the appeal period in the RFP. Councilor Gourley's motion also authorized the City Manager to negotiate the rest of the contract as necessary and sign the final contract. Councilor Trask seconded the motion.

Voting Yea: Councilor Gourley, Councilor Trask, Mayor Coleman, Pro Tem Mahler,  
Councilor Thorstad

Absent: Councilor Sanchez, Councilor Richards

### **Adjournment**

The meeting was adjourned at 6:58 PM

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Mayor

ATTEST:

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City Manager – Ex Officio City Recorder



# REQUEST FOR COUNCIL ACTION

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**Title:** 2023-25 Technical Assistance Grant—Comprehensive Plan

**Preferred Agenda:** October 10, 2023

**Submitted By:** Blair Larsen, Community & Economic Development Director

**Reviewed By:** Kelcey Young, City Manager

**Type of Action:** Resolution  X  Motion      Roll Call      Other    

**Relevant Code/Policy:** City of Sweet Home Comprehensive Plan

**Towards Council Goal:** Vision Statement: Aspiration I: Desirable Community

**Attachments:** 2023-25 Technical Assistance Grant Application  
Resolution No. 26 for 2023: Technical Assistance Grant Application to DLCD

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**Purpose of this RCA:**

The purpose of this RCA is to request Council support for a grant application to the Oregon Department of Land Conservation and Development for technical assistance to conduct periodic review of the City’s Comprehensive Plan.

**Background/Context:**

The City of Sweet Home Comprehensive Plan is a Council-adopted document that serves as policy guidance for all other planning documents, policies, and ordinances. It is intended to be updated regularly in order to reflect changes in state law, demographics, and other variables. The City first adopted a Comprehensive Plan in 1982, and periodic reviews were conducted in 1989 and 2003. An update to the plan is now overdue.

The Department of Land Conservation and Development offers technical assistance grants to cities to assist with planning work like this. Periodic review of Comprehensive Plans is one of the priorities of the grant program.

City Staff have submitted the attached grant application, however it is not complete until a resolution showing Council support has been adopted and submitted.

**The Challenge/Problem:**

How does the City adjust its planning rules to reflect the current and future needs of the community?

**Stakeholders:**

- Sweet Home Residents – Residents deserve to live in a community with policies and ordinances that reflect current and future needs for housing, commercial development, and industrial lands.
- Sweet Home Current and Future Employers – Employers seek to operate in cities that have adequate housing for their employees, sufficient land for their facilities, and well-planned transportation and utility systems.
- Sweet Home City Council – The City Council is ultimately responsible for plans and policies that shape the current and future growth of Sweet Home, and has set a goal to make Sweet Home a community that is desirable to live in.
- Sweet Home City Staff – Staff work more efficiently when City policies are in line with City goals, and when there are current clear plans and data to guide their efforts.

**Issues and Financial Impacts:**

The grant program has no matching funds requirement; however the City stands a better chance of being approved if a match is included. Staff estimate that the full cost of this project will be \$70,000 and are applying for \$60,000 in grant funding. Staff recommend that the City contribute \$10,000.

**Elements of a Stable Solution:**

An approved grant application and resulting grant award that funds periodic review of the City's Comprehensive Plan.

**Options:**

1. Do Nothing – Authorize no grant application for this purpose or work.
2. Adopt Resolution No. 26 for 2023 as currently proposed – Adopt Resolution No. 26 as written.
3. Adopt Resolution No. 26 for 2023 with Changes – Adopt Resolution No. 26 with specified changes.
4. Direct Staff to research other options – Direct staff to research other ways to accomplish the same purpose.

**Recommendation:**

Staff recommends option 2: Adopt Resolution No. 26 for 2023 as currently proposed.

**RESOLUTION NO. 26 FOR 2023**

A RESOLUTION IN SUPPORT OF THE 2023 TECHNICAL ASSISTANCE GRANT APPLICATION TO THE OREGON DEPARTMENT OF LAND CONSERVATION AND DEVELOPMENT FOR AN UPDATED COMPREHENSIVE PLAN

WHEREAS, the City of Sweet Home adopted its first Comprehensive Plan in 1982, after which the plan underwent periodic review in 1989 and 2003; and

WHEREAS, the Oregon Department of Land Conservation and Development offers Technical Assistance Grants that may fund periodic review of comprehensive plans; and

WHEREAS, the City Council deems it necessary to periodically review and revise the City's Comprehensive Plan to ensure proper development of the City and that such development is consistent with current state, federal, and local laws, and with current social, economic, and environmental conditions.

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

**Section 1.** The City of Sweet Home City Council supports the request for funding assistance in the attached Exhibit A and agrees to provide a grant match as stated in the request.

**Section 2.** This resolution is effective immediately upon its enactment by the City Council.

PASSED by the Council and approved by the Mayor this 10<sup>th</sup> day of October, 2023.

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Mayor

ATTEST:

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City Manager - Ex Officio City Recorder



## Department of Land Conservation and Development

### 2023-25 TECHNICAL ASSISTANCE GRANT APPLICATION

Please complete each section in the form below. Type or write requested information in the spaces provided. **Submit completed applications by October 2, 2023.**

**Date of Application:** October 2, 2023

**Applicant:** City of Sweet Home

(If council of governments, please also include the recipient jurisdiction name if applicable)

**Street Address:** 3225 Main Street

**City:** Sweet Home, OR

**Zip:** 97386

**Contact name and title:** Blair Larsen, Community & Economic Development Director

**Contact e-mail address:** blarsen@sweethomeor.gov

**Contact phone number:** 541-818-8036

**Grant request amount** (in whole dollars): \$60,000

**Local Contribution** (recommended but not required): \$10,000

**Project Title:**

City of Sweet Home Comprehensive Plan Update

**Project summary:** (Summarize the project and products in 50 words or fewer)

The goal of this project is to update the City's Comprehensive Plan, in order to reflect changes in State Law, local conditions, and local needs. The last significant update to the existing Comprehensive Plan was in 2010, but much of it remains unchanged since 2001.

**Project Description & Work Program**

Please describe the proposed project, addressing each of the following in an attachment.

**A. Goals and Objectives.** State the goals or overall purpose of the project. Describe particular objective(s) the community hopes to accomplish. Please indicate whether this is a stand-alone project or is part of a longer multi-year program. If it is the latter, describe any previous work completed, subsequent phases and expected results, and how work beyond this project will be funded.

**B. Products and Outcomes.** Clearly describe the product(s) and outcome(s) expected from the proposed project. Briefly describe any anticipated significant effect the project would have on

development, livability, regulatory streamlining, and compliance with federal requirements, socioeconomic gains, and other relevant factors.

**C. Equity and Inclusion Considerations.** Using the [TA Grant Equity Guidance](#), identify priority populations in the project planning area. Describe the anticipated impact of your proposed project on priority populations. Describe a preliminary outreach and engagement plan with specific goals and outcomes for participation of priority populations in the project. Include specific tasks and products related to the outreach and engagement plan in sections D and E.

**D. Work Program, Timeline & Payment.**

**1. Tasks and Products:** List and describe the major tasks and subtasks, with:

- The title of the task
- Steps to complete task
- The interim and final products for each task

**2. Timeline:** List all dates for the project including tentative start date after the contract is signed, task completion dates, and project completion date. If the project is part of a multi-year program, provide an overview of the expected timelines in sequence of expected start dates and completion date for each phase and describe subsequent phases to be completed.

**3. Payment Schedule:** Develop a requested payment schedule showing amount of interim and final payments. Include the products that will be provided with each payment request. The payment schedule should generally include no more than two payments – an interim and final payment.

**E. Evaluation Criteria.** Include a statement in the narrative that addresses the program priorities and evaluation criteria presented in the application instructions (“Eligible Projects and Evaluation Criteria”).

**F. Project Partners.** List any other public or private entities that will participate in the project, including federal and state agencies, council of governments, city and county governments, and special districts. Briefly describe the role of each (*e.g.*, will perform work under the grant; will advise; will contribute information or services, etc.).

**G. Advisory Committees.** List any advisory committee or other committees that will participate in the project to satisfy the local citizen involvement program. Include specific goals for participation by priority populations in advisory committees.

**I. Cost-Sharing and Local Contribution.** DLCDD funds are only a part of overall project costs; please identify sources and amounts of other funds or services that will contribute to the project’s success. Cost-sharing (match) is not required but could be a contributing factor to the success of the application.

**Will a consultant be retained to assist in completing grant products?** Yes  No

Does the applicant intend to seek technical assistance from DLCD's equity and inclusion consultant? Yes  No  ([See TA Grant Equity Guidance](#))

**Local Official Support**

The application ***must include a resolution or letter from the governing body*** of the city, county, district, or tribe demonstrating support for the project. If the applicant is a council of governments on behalf of a city, a letter or resolution from the city council supporting the application must be included. *The application will not be complete if it does not include this item.* The letter of support may be received by DLCD after the application submittal deadline, but it must be received before a grant is awarded.



**Product Request Summary**

<b>Product</b>		<b>Grant Request</b>		<b>Local Contribution</b>		<b>Total Budget</b>
1	\$	<u>60,000</u>	\$	<u>10,000</u>	\$	<u>70,000</u>
2	\$	_____	\$	_____	\$	_____
3	\$	_____	\$	_____	\$	_____
4	\$	_____	\$	_____	\$	_____
5	\$	_____	\$	_____	\$	_____
6	\$	_____	\$	_____	\$	_____
7	\$	_____	\$	_____	\$	_____
8	\$	_____	\$	_____	\$	_____
<b>TOTAL</b>	\$	<u>60,000</u>	\$	<u>10,000</u>	\$	<u>70,000</u>

Submit your application with all supplemental information to:

DLCD’s Grant Administrator

**E-mail (required): [DLCD.GFGrant@dlcd.oregon.gov](mailto:DLCD.GFGrant@dlcd.oregon.gov)**

Mail: Department of Land Conservation and Development  
 635 Capitol Street N.E., Suite 150  
 Salem, OR 97301

Phone: 971-239-2901

**APPLICATION DEADLINE: October 2, 2023**



## Community and Economic Development Department

**City of Sweet Home**  
3225 Main Street  
Sweet Home, OR 97386  
541-367-8969  
Fax 541-367-5007  
[www.sweethomeor.gov](http://www.sweethomeor.gov)

October 2, 2023

### **DLCD 2023-25 Technical Assistance Grant Application Attachment 1**

#### **A. Goals and Objectives.**

The objective of this stand-alone project is to update the City's existing Comprehensive Plan with a new version that takes into account changes in State Law (most notably from changes in mandated residential zoning) as well as shifts in conditions and demographics within the City of Sweet Home.

The City population is now over 10,000 people, and the demographics of the current population are far different than when the existing comprehensive plan was written. The City now attracts different people, different businesses, and different land uses. The Comprehensive Plan needs to recognize these changes and plan for the next 20 years of residential, commercial, and industrial needs.

#### **B. Products and Outcomes.**

The product and outcome of this effort is a fully updated and adopted Comprehensive Plan. Such a plan will affect the trajectory of all development in the City of Sweet Home by shaping the policies and regulations governing buildings and uses of every kind. In particular, the updated Comprehensive Plan will ensure that residential, commercial, and industrial development not only meets the needs of the community but does so in an equitable and just manner that promotes housing and employment for all disadvantaged groups. Finally, updating the plan will bring it into compliance with State and Federal regulations that have changed since the plan was written in 2001.

#### **C. Equity and Inclusion Considerations.**

This project will include outreach and engagement of priority populations, including persons of color, residents with limited English proficiency, people with disabilities, extreme low-income individuals and unsheltered (homeless) persons. During the procurement process, all documents (RFP, scope of work, etc.) will include this outreach, and the ability to do this work will be one of the evaluation criteria.

Deliverables from the selected firm will include:

- Identification of priority populations within the City of Sweet Home
- Description of anticipated impacts and outcomes affecting (both negatively and positively) priority populations.
- An outreach and public engagement plan for the project targeting priority populations
- Post-project evaluation of representation of and participation by priority populations

#### **D. Work Program, Timeline & Payment.**



- a. Tasks and Products:
  - i. Procurement: City issues a Request for Proposals, evaluates submissions, and approves a contract with the selected consultant.
  - ii. Planning and Public Outreach: Consultant conducts initial research, engages in general public outreach and specific outreach to priority populations, and works with City Staff to develop a draft, and later, recommended comprehensive plan.
  - iii. Adoption: Planning Commission and City Council review the recommended plan, hold public hearings, make any necessary adjustments, and adopt the final plan.
- b. Timeline:
  - January, 2024: City Issues Request for Proposals
  - February, 2024: Proposals Received and Evaluated
  - March, 2024: Contract with selected consultant signed
  - April, 2024: Start of Project
  - December, 2024: Public Hearings Start
  - January, 2024: New Plan is Adopted
- c. Payment Schedule:
  - First Payment: August, 2024
  - Second and Final Payment: January, 2025

## **E. Evaluation Criteria.**

This project fits perfectly within the grant evaluation criteria. Not only is it explicitly a project to update an outdated comprehensive plan (program priority 5), but this project will also:

- Promote economic development (program priority 1) by clearing regulatory hurdles for employment land and housing needed for our growing workforce.
- Resolve local planning issues and challenges arising from changes in statewide planning goals and laws (program priority 3) since the existing plan was adopted.
- Focus on outreach to and involvement of priority populations, including persons of color, persons with disabilities, those with extremely low income, and homeless individuals within the City of Sweet Home.

## **F. Project Partners.**

- City Staff: Will perform some of the work on this project, mostly by seeking and selecting a qualified consultant, who will do the bulk of the work. City Staff will also provide local assistance for the selected consultant.
- City of Sweet Home Planning Commission: Will act as the public advisory committee for the project and serve as the primary connection between residents and the project.



- City of Sweet Home City Council: Will provide oversight, input, and the final adoption of the finished project.
- Sweet Home School District: The City will seek local input and advice from this partner.
- Sweet Home Fire and Ambulance District: The City will seek local input and advice from this partner.
- Linn County: The City will seek county-level input and advice from this partner.
- Oregon Cascades West Council of Governments: The City will seek regional input and advice from this partner.
- Oregon Department of Land Conservation and Development: The City will seek state-level input and advice from this partner.

#### **G. Advisory Committees.**

The City of Sweet Home Planning Commission will act as the advisory committee for this project.

#### **H. Cost-Sharing and Local Contribution.**

The City expects that the overall project will cost up to \$70,000, of which \$60,000 is requested from DLCDC via this technical assistance grant program. The remaining \$10,000 will come from the City of Sweet Home General Fund.