



CITY OF SWEET HOME CITY COUNCIL AGENDA

October 27, 2020, 6:30 PM
Sweet Home City Hall, 3225 Main Street
Sweet Home, OR 97386

WIFI Passcode: guestwifi

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

Mission Statement

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

Meeting Information

The City Council will hold a Regular City Council meeting at 6:30 p.m. in the City Council Chambers at City Hall, 3225 Main Street. In order to protect residents, staff, and elected officials due to the novel COVID-19 virus, the frequency and length of public meetings, including the City Council, boards and commissions, will be minimized. Non-urgent and non-essential City business with expected public feedback will be postponed whenever possible. Individuals attending public meetings in person will be required to maintain appropriate social distancing (6-ft.) and be free of symptoms related to COVID-19. The City of Sweet Home City Council 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 City Council meeting live, online visit live.sweethomeor.gov. If you don't have access to the internet you can call in to 541-367-5128 and you'll be asked to choose option #1 to be logged in to the call.

This video stream and call in options are allowed under Council Rules, meet the requirements for Oregon public meeting law, and has been approved by the Mayor as Chairperson of the meeting. All votes will be conducted by Roll Call Vote.

Call to Order and Pledge of Allegiance

Roll Call

Consent Agenda:

Approval of Minutes:

- a) [10-20-2020 City Council Special Meeting \(pg. 3\)](#)

Recognition of Visitors and Hearing of Petitions:

- a) Jami Cate, 17th House District Candidate

Old Business:

- a) [Request for Council Action - Resolution No. 25 for 2020 - Surplus City Hall Annex and Donate to the City of Detroit, Oregon \(pg. 6\)](#)
- b) [SDC Update Project Discussion \(pg. 9\)](#)

New Business:

- a) [Request for Council Action - Resolution No. 26 for 2020 - CDBG Certifying Officer Resolution \(pg. 13\)](#)
- b) [Request for Council Action - Resolution No. 27 for 2020 Authorizing Transfer of Appropriations \(pg. 16\)](#)
- c) [Request for Council Action - Resolution No. 28 for 2020 - Replacement of Public Works' Street Sweeper \(pg. 21\)](#)

Ordinance Bills

Request for Council Action and First Reading of Ordinance Bills

Second Reading of Ordinance Bills

Third Reading of Ordinance Bills (Roll Call Vote Required)

Reports of Committees:

Administrative and Finance/Property

Charter Review Committee

Park and Tree Committee

Youth Advisory Council

Chamber of Commerce

Council of Governments

Area Commission on Transportation

Solid Waste Advisory Council

Ad Hoc Committee on Health

Legislative Committee

Reports of City Officials:

Mayor's Report

City Manager's Report

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

Finance Director

- a) [Finance Monthly Report \(pg. 37\)](#)

Police Chief

- a) [Police Department Monthly Report \(pg. 46\)](#)

City Attorney

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



CITY OF SWEET HOME CITY COUNCIL MINUTES

October 20, 2020, 5:30 PM
Sweet Home City Hall, 3225 Main Street
Sweet Home, OR 97386

WIFI Passcode: guestwifi

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

Mission Statement

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

Meeting Information

The City Council will hold a Special City Council meeting at 5:30 p.m. in the City Council Chambers at City Hall, 3225 Main Street. In order to protect residents, staff, and elected officials due to the novel COVID-19 virus, the frequency and length of public meetings, including the City Council, boards and commissions, will be minimized. Non-urgent and non-essential City business with expected public feedback will be postponed whenever possible. Individuals attending public meetings in person will be required to maintain appropriate social distancing (6-ft.) and be free of symptoms related to COVID-19. The City of Sweet Home City Council 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 City Council meeting live, online visit live.sweethomeor.gov. If you don't have access to the internet you can call in to (541) 367-5128 and choose option #1 to be logged in to the call.

This video stream and call in options are allowed under Council Rules, meet the requirements for Oregon public meeting law, and has been approved by the Mayor as Chairperson of the meeting.

Call to Order and Pledge of Allegiance

The meeting was Called to Order at 5:30 PM.

Roll Call

PRESENT

Mayor Greg Mahler
President Pro Tem Diane Gerson
Councilor Cortney Nash (Absent)
Councilor Dave Trask
Councilor James Goble (left at 7:42 PM)
Councilor Lisa Gourley
Councilor Susan Coleman

STAFF

Administrative Assistant Julie Fisher (video)
Finance Director Brandon Neish
Community and Economic Development Director Blair Larsen
City Attorney Robert Snyder

Motion to approve the Absence of Council Nash.

Motion made by Councilor Gourley, Seconded by Councilor Goble.

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

Recognition of Visitors and Hearing of Petitions:

None

Old Business:

None

New Business:

a) Public Hearing Regarding Community Development Block Grants

The Public Hearing was opened at 5:33 PM.

Community and Economic Development Director Blair Larsen read the Public Hearing announcement for the Community Development Block Grants and explained the reason for the Public Hearing and the process.

Mayor Mahler asked for Public Comment. There were none.

The Public Hearing was closed at 5:37 PM.

b) Appointment of Manager Pro Tem

Community and Development Director Blair Larsen explained the Sweet Home City Charter states the Council shall appoint a Pro-Tem during the absence of the City Manager. City Manager Towry is out of Country and City Attorney Snyder felt a pro-tem should be appointed.

There was discussion among the Council.

Motion to appoint Community and Economic Development Director Blair Larsen to City Manager Pro-Tem.

Motion made by Councilor Gourley, Seconded by President Pro Tem Gerson.

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

c) Discussion Only - Amendments to the Commercial Exterior Improvement Program

Community and Economic Development Blair Larsen discussed potential amendments to the CEIP (Commercial Exterior Improvement Program). The program was reviewed and explained to the Council. The Council has identified the downtown areas as an economic development priority, prompting proposed changes to the CEIP program. Proposed changes included increasing the grant award amount, giving priority to "highly visible properties", and requiring a sign posted funds granted by the City of Sweet Home.

There was Council discussion on the proposed changes as well as additional changes that could be made. Consensus of the Council was to focus on the downtown area and review the projects to ensure that it accomplishes the Council's goals. The Council would also like to see Public Works clean the sidewalks and curbs.

d) Discussion Only - Vacant Buildings

Community and Economic Development Director Blair Larsen introduced the various reasons a building may be vacant. CEDD Larsen presented a proposed Vacant Building Ordinance and stated the purpose of the ordinance is to prevent further deterioration of

buildings, ensure safety of buildings, identify property owners and contact information, and to be able to give information to property owners for programs such as the CEIP program. Another option would be a volunteer vacant property registration. CEDD Larsen explained the voluntary registration would not have any enforcement mechanisms and may have low participation.

There was discussion among the Council including limiting the ordinance to a specific area, including residential properties, and enforcement. The Chamber of Commerce vs. Downtown Association and the functions of each were discussed.

The consensus of the Council was an ordinance that would focus on Commercial Properties. It was also discussed hiring a part time coordinator using Economic Development Funds to help stimulate downtown vs. the Chamber of Commerce's role and responsibilities.

The Council will review the draft provided by staff.

e) Discussion Only - Business License or Registry

Community and Economic Development Director Blair Larsen introduced the Business License or Registry topic for discussion. CEDD Larsen explained during the COVID pandemic, staff has had a difficult time getting information out to businesses due to lack of information the City has. Staff is suggesting to Council the implementation of a Business License or Registry. Pros and Cons of the business license ordinance were discussed as well as any fees associated with the licenses. CEDD Larsen emphasized this is not meant for any control over business or business activity, but merely as an attempt to be able to get information out to the business community.

The Consensus of the Council was to move forward with the business licensing with a minimal or no fee.

f) Discussion Only - Business Incentives

Community and Economic Development Director Blair Larsen introduced a presentation for options for business incentives. Staff introduced reasons for incentives and reasons for caution. Staff explained incentives are not a guarantee for success. Options for new incentives were presented such as a building fee waiver or rebate, planning fee waiver or discount, and SDC waiver or discount. Specific goals were discussed as well as targeted areas.

Other business incentives the City has available include the CEIP Program, Business training available from RAIN or SBDC and Enterprise Zone.

Council Business for Good of the Order

None

Adjournment

With no further business, the meeting adjourned at 7:55 PM.

Mayor

ATTEST:

City Manager Pro-Tem



REQUEST FOR COUNCIL ACTION

Title: Surplus Property – City Hall Annex

Preferred Agenda: October 27, 2020

Submitted By: Robert Snyder, City Attorney

Reviewed By: Blair Larsen, City Manager Pro Tem

Type of Action: Resolution X Motion Roll Call Other

Relevant Code/Policy: Contract Review Board Rules of Procedure

Towards Council Goal: Goal 3.3: Develop partnerships with regional services.

Attachments: Resolution No. 25 for 2020

Purpose of this RCA:

The purpose of the proposed resolution is to surplus the 1996 Sweet Home Annex modular unit behind the old city hall building and then donate it to the City of Detroit to be used for a public purpose to assist and help in the establishment of public structures in the City of Detroit.

Background/Context:

The City of Detroit has had devastating and extensive losses to its public structures caused by the recent wild fires. The Sweet Home Annex was used by the city for court and city council purposes in the past with both now moved to other city facilities. It is currently being used for storage and by a civic group (that assembles backpacks for children) who will now be using the old city hall for their purposes.

City policy on surplus personal property states in essence that the city can surplus property without going through a competitive bid process if the personal property is needed by another governmental agency or public corporation for a public purpose and is donated with no warranty or guarantee and as is and where is without any recourse against the transferor.

Each Department Head has verified that the modular unit is surplus property to said department.

As a comparison in the past the city had the manufactured structure at Sankey Park removed. The city was paid \$5,000.00 for the manufactured structure with the buyer removing the manufactured structure.

The Finance And Property Committee reviewed this matter on October 6, 2020 and recommended that the City of Sweet Home donate the Sweet Home Annex to the City of Detroit to be used for public purposes with the request that if there comes a time that it is no

longer useful for a public purpose to the City of Detroit that they in turn, if possible, donate it to another public agency or public corporation that needs it.

The Mayor and City Manager have been in communication with the Mayor of Detroit and have confirmed that the City of Detroit would welcome the donation and use it for public purposes.

The Challenge/Problem:

Should the City surplus the Annex and donate it to another governmental organization?

Stakeholders:

The City of Sweet Home would be donating surplus property for a public purpose to the City of Detroit who needs the structure for essential services for its Citizens.

The Citizens of Sweet Home would be helping the Citizens of Detroit with surplus property that is needed now for governmental operations.

Issues and Financial Impacts:

The surplus property does have some monetary value if sold as explained in the background portion of this RCA. The City will incur costs of transfer of title and/or transport.

Elements of a Stable Solution:

The City of Sweet Home Contract Review Board Rules of Procedure allow for the City to donate surplus property to another city to be used for a public purpose that is in need of the property. The City of Detroit needs all the help that it can get to help it recover from the wild fires and this donation would help them in their recovery process to provide a stable government for their citizens.

Options:

1. Do Nothing – Do not make the donation and keep the annex for some future use by the City.
2. Move to adopt Resolution No. 25 for 2020 – This options ensures the donation of the Annex to the City of Detroit for their use as a temporary City Hall.
3. Sell the existing Annex. Surplus the Annex and sell it providing revenue to the City.

Recommendation:

Staff recommends Option 2, Move to adopt Resolution No. 25 for 2020.

RESOLUTION NO. 25 FOR 2020

A RESOLUTION FOR SURPLUS PROPERTY FOR
CITY OF DETROIT

WHEREAS, the City of Detroit has recently had devastating losses of its municipal structures caused by wild fires;

WHEREAS, the City of Sweet Home desires to donate a modular unit known as the City Hall Annex to be used by the City of Detroit for public purposes;

WHEREAS, each city department head has been given notice and opportunity for a declaration of need for the modular unit and receiving none the City Hall Annex has been certified surplus property under city policies;

WHEREAS, the City of Detroit has expressed their desire to receive the annex to be used by them for public purposes;

NOW THEREFORE, BE IT RESOLVED BY THE SWEET HOME CITY COUNCIL:
The modular unit known as the City Hall Annex is hereby declared surplus property. The annex is hereby donated to the City of Detroit for public purposes. The City of Sweet Home will pay for the title transfer documents and provide, at its own expense, for the delivery of the annex to the City of Detroit.

PASSED by the City Council and approved by the Mayor this 27th day of October, 2020.

Mayor

ATTEST:

City Manager Pro Tem - Ex Officio City Recorder

SDC Update Project City Council Discussion

murraysmith



October 27, 2020

2020-10-27 City Council Meeting pg. 9

Park SDCs Methodology

Decision:

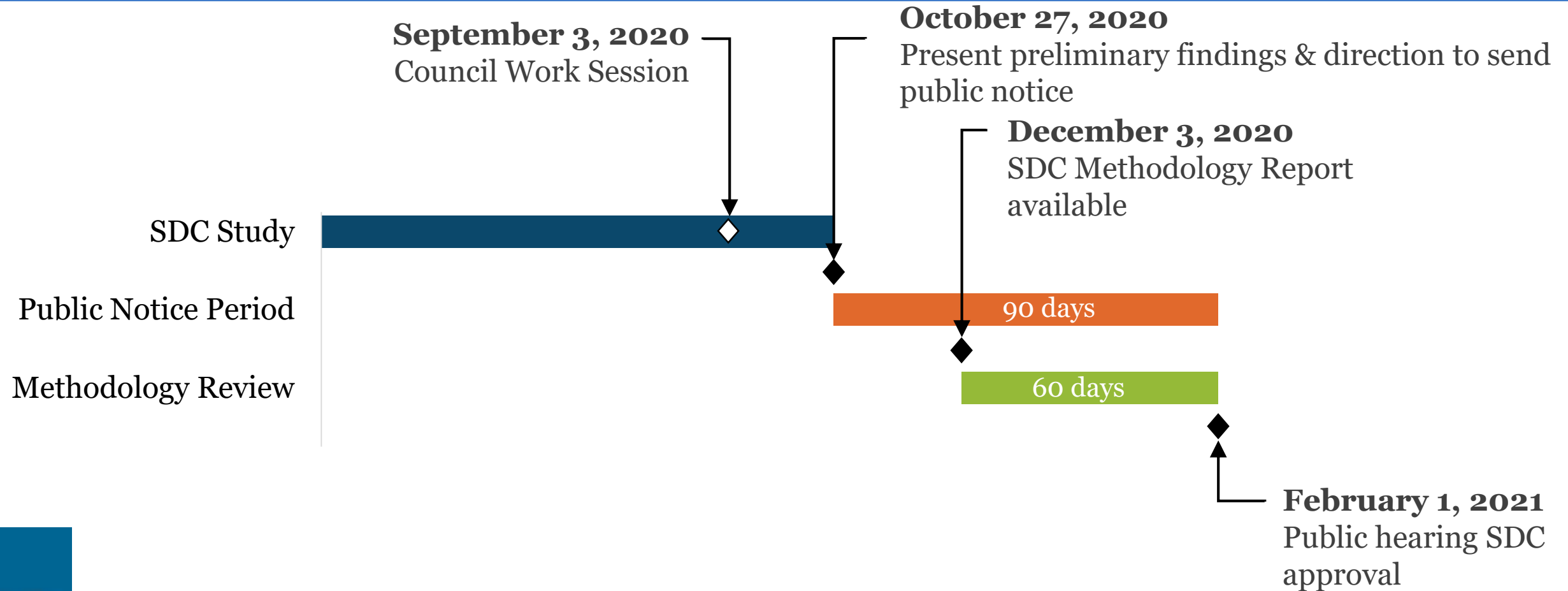
- Residential only **OR**
- Include Commercial (6% decrease for Residential fees)

SDC Fee Implementation

Decision:

- Reduce CIP project list to \$15k total and document in Methodology Report **OR**
- Use full amount in Report and discount all fees by 84% **OR**
- Discount specific SDC fees (IE Transportation only)

Project Schedule





REQUEST FOR COUNCIL ACTION

Title: CDBG Certifying Officer Resolution

Preferred Agenda: September 27, 2020

Submitted By: Blair Larsen, Community & Economic Development Director

Reviewed By: Blair Larsen, City Manager Pro Tem

Type of Action: Resolution X Motion Roll Call Other

Relevant Code/Policy: SH Charter, Chapter I, Powers of the City

Towards Council Goal: Vision Statement, Aspiration II: Effective and efficient local government, Mission Statement, Goal 2.1 Update and streamline processes

Attachments: Proposed Resolution No. 26 for 2020

Purpose of this RCA:

The purpose of this RCA is to designate the City Manager as the Federal Certifying Officer for all Community Development Block Grant associated with the City.

Background/Context:

The City has been the recipient of several Community Development Block Grants in the past, and is always seeking to obtain grant funding for projects that will benefit the City and community. Federal regulations require the City's highest elected official, the Mayor, to execute all the documents associated with the CDBG program. However, federal regulations also allow the City to designate another individual and authorize that person to execute documents. In the past, the City has designated the City Manager as the Federal Certifying Officer for the Community Development Block Grants it has received and did so through a resolution for each CDBG application on an individual basis. A blanket resolution can accomplish this for all current and future Community Development Block Grants.

The Challenge/Problem:

How do we quickly and efficiently execute Community Development Block Grant documents?

Stakeholders:

- Sweet Home City Council – The City Council has the authority to designate a Federal Certifying Officer
- City of Sweet Home Staff – Staff members are able to process documents for this program more quickly and efficiently if there is a designated Federal Certifying Officer.
- Local Nonprofit Partners – The City's nonprofit CDBG partners benefit from the expedited processes that result from having a designated Federal Certifying Officer..

Issues and Financial Impacts:

Designating a Federal Certifying Officer adds no cost to any CDBG program, and allows documents to be processed more quickly, thus slightly reducing staff time.

Elements of a Stable Solution:

An ideal outcome would be the passage of a resolution designating a Federal Certifying Officer for all current and future CDBG applications.

Options:

1. Do nothing – Continue without designating a Federal Certifying Officer, other than the Mayor, with the option to designate a Federal Certifying Officer for individual CDBG projects.
2. Motion to pass Resolution No. 26 for 2020, Clarifying the Authority of the City Manager to Execute Documents Related to Community Development Block Grants.
3. Motion to Amend Resolution No. 26 for 2020, designating an individual other than the City Manager as the Federal Certifying Officer for Community Development Block Grants.

Recommendation:

Staff recommends option 2, Motion to pass Resolution No. 26 for 2020, Clarifying the Authority of the City Manager to Execute Documents Related to Community Development Block Grants.

RESOLUTION NO. 26 FOR 2020

A RESOLUTION CLARIFYING THE AUTHORITY OF THE CITY MANAGER TO EXECUTE DOCUMENTS RELATED TO COMMUNITY DEVELOPMENT BLOCK GRANTS.

WHEREAS, the City of Sweet Home has been the recipient of Community Development Block Grants from time to time; and

WHEREAS, the Community Development Block Grant Program typically provides that the City's highest elected official, which would be the Mayor, executes documents related to the Block Grant Program; and

WHEREAS, the Community Development Block Grant Program also provides for the option for a City to designate a person other than the Mayor to have the authority to execute documents associated with a grant awarded under the Community Development Block Grant Program; and

WHEREAS, for previous grants which have been awarded to the City under the Community Development Block Grant Program, the City Manager has been actively involved in the administration of the grants.

NOW, THEREFORE, the City Council resolves as follows:

Section 1. The City Council hereby appoints the City Manager as the Federal Certifying Officer for all programs associated with any Community Development Block Grants awarded to the City.

Section 2. This resolution shall be effective immediately upon its passage.

PASSED by the Council and approved by the Mayor, this 27th day of October, 2020.

Mayor

ATTEST:

City Manager – Ex Officio City Recorder



REQUEST FOR COUNCIL ACTION

Title: Resolution Authorizing Transfer of Appropriations

Preferred Agenda: October 27, 2020

Submitted By: Brandon Neish, Finance Director

Reviewed By: Blair Larsen, City Manager Pro Tem

Type of Action: Resolution X Motion Roll Call Other

Relevant Code/Policy: ORS 294.463(1)
SH Financial Policy Section IX

Towards Council Goal: Goal 2.5: Continue to implement strong financial “best” practices

Attachments: Resolution No. 27 for 2020

Purpose of this RCA:

To review Resolution No. 27 for 2020 authorizing a transfer of appropriations covering unplanned expenditures for the 2020 fiscal year.

Background/Context:

Oregon Revised Statutes 294.463 allows a municipal organization to redistribute its existing expenditure authority using a transfer resolution to cover unanticipated expenses during a fiscal year. Each year, staff builds a proposed budget six months prior to the beginning of a new year. This document is approved by the Budget Committee and adopted by the City Council. For the 2020 fiscal year, the City Council adopted the budget on May 28, 2019. Each year, staff attempts to adhere to the budget as adopted but various opportunities and requirements arise that must be addressed. While staff attempts to meet these obligations with existing authority, occasionally an adjustment must be made to prevent exceeding authorization limits. This transfer of appropriations resolution seeks to amend the budget for 2020 in multiple departments in accordance with Oregon law.

Total bank charges for the 2020 fiscal year came in slightly higher than \$55k. In 2019 and 2018, bank fees across the City totaled north of \$58k and \$41k respectively. As the City has embraced credit card usage, additional costs to the City have been realized as the City picks up the associated charges. Additionally, increases in fees from credit card vendors and banks for “maintaining” accounts have increased over time. The City is actively engaged in practices to mitigate bank expenditures and is continuing to pursue options that will lower these fees. These include moving to a new procurement payment system (reduces bank fees for accounts payable checks processed) and reviewing alternatives to current systems.

In late 2019, the City partnered with ClearGov, Inc. to offer a financial transparency portal for public consumption. The City recently launched this portal and presented to the City Council the new portal and budget book during their October 13, 2020 City Council meeting. Staff has been using the new system, including for 2021 budget development since December 2019. The system contains many benefits and significant efficiencies to enhance operations in all Departments. The total cost of the budget system for the 2020 fiscal year was \$16,450 which included the first year of service along with implementation costs. Future fiscal years will see software costs of approximately \$13,000 annually.

Moving to the Executive Department, 2020's various surprises such as a global pandemic have destroyed the department's budget. At the onset of the pandemic, City staff engaged with the City's labor attorney's to draft a temporary personnel policy regarding COVID-19. These charges have since been reimbursed by the state but amount to an unplanned expenditure for 2020 that needs additional expenditure authority to cover the costs. Additionally, the department incurred additional, unplanned software expenses for Neogov/GovernmentJobs which aids recruitment efforts within the City and the addition of Municode's Meeting Management tool. The agenda manager streamlines the process for the development of packets for various City Council and committee meetings. To cover the costs of the unplanned software and COVID expenses, the City Manager's Office needs \$9,700.

Impacting the Non-Departmental Materials & Services budget is the continued maintenance at "Old" City Hall. In 2017, a five-year agreement was signed with Comcast to provide internet services at the facility at 1140 12th Ave. The separation costs associated with breaking this contract exceeded the cost to bring fiber into the building, which would have benefitted a potential tenant, for the remainder of the contract. Therefore, the City is currently paying for internet services in the empty building until 2022 when the current contract expires. Additionally, state law requires maintenance on the elevator (though the services have been paired back significantly) and the City has continued to maintain the HVAC system in the building. In total, the City paid nearly \$22,000 in additional costs in 2020 that were unanticipated when the budget was first proposed in April 2019.

With the departure of the City's former CEDD Director, Jerry Sorte and the hiring of new staff to manage planning services, it was determined that contracting with Oregon Cascades West Council of Governments (COG) to provide planning services in the interim would be beneficial while new staff were onboarded and trained to an appropriate level. At the time, the budget for these services was set at approximately \$38k. However, given the needs of the department, the City spent \$62k for services provided by the COG. While staff hoped to make reductions in other avenues of the CEDD budget, these additional charges were too much to absorb in the CEDD budget overall. Additionally for CEDD, the City is looking to backfill a portion of the costs incurred to purchase necessary furniture for the new office space.

In the Water fund, staff is requesting \$31 to cover debt expenses that were slightly underestimated for the 2020 fiscal year.

The Challenge/Problem:

Should the City reallocate existing expenditure authority to cover various needs across City funds?

Stakeholders:

- City of Sweet Home Citizens and Businesses – The residents and businesses of Sweet Home pay taxes and fees that provide resources in the City's Budget. All the items purchased for City Hall and the pay for staff is paid for by those resources. They also serve as members of the Budget Committee who approves the budget annually. As stakeholders, they want to know their funds are being spent appropriately and should be able to provide feedback and comment regarding expenditures.

- City of Sweet Home City Council – The City Council is responsible for the adoption of the annual budget and any subsequent adjustments during the fiscal year. The City Council also establishes goals and a vision for the City that staff then implements. It is up to the City Council to decide if the expenditures of the City go towards meeting those goals and vision.
- City of Sweet Home Staff – The staff works diligently to ensure that all expenditures are appropriate and meet the goals and vision of the City Council and the community. At times, staff makes decisions on expenditures based on opportunity or need that may require a supplemental budget to accommodate the expenditure.

Issues and Financial Impacts:

Since this is a transfer of appropriations resolution, there is no overall financial impact to the City. The issue at hand is whether the City Council believes these expenditures require a budgetary adjustment to accommodate the additional expenditures.

Elements of a Stable Solution:

The expenditures that are covered under this resolution are expenditures that support operational needs and match the goals and visions of the City Council. For example, the financial transparency software will benefit the community and provide individuals with another resource they can leverage to obtain the information they seek. This meets the goal of the Council to be an effective and efficient government by developing transparency in communication. Financial health and matters of the City is something that many wish to see and the new portal gives them a tool to accomplish this.

Options:

1. Do Nothing – The City Council could decide not to adopt Resolution 26 for 2020.
2. Move to adopt Resolution No. 27 for 2020 – The resolution transfers expenditure authority from various sources to cover necessary expenditures.
3. Amend the resolution by changing transfer amounts or eliminating some of the transfers of appropriation.

Recommendation:

Staff recommends Option 2, Move to adopt Resolution No. 27 for 2020. The resolution does not increase expenditure authority within the City budget but redistributes existing budget authority to needed areas for operational expenses and close out the 2020 budget year prior to the City's audit in November.

RESOLUTION NO. 27 FOR 2020

A RESOLUTION ADOPTING A YEAR-END SUPPLEMENTAL BUDGET FOR 2020

WHEREAS, Oregon Revised Statutes 294.456(3) outlines appropriation requirements for Local Budget Law which requires that appropriations are made by fund and either organizational unit or program, and;

WHEREAS, the Sweet Home City Council adopted the 2019-2020 budget on May 28, 2019 by Resolution No. 11 for 2019 which authorized expenditure authority of \$19,761,739, and;

WHEREAS, the fiscal year ended June 30, 2020, and;

WHEREAS, the Finance Department's budget for bank expenses for 2020 was \$40,000, and;

WHEREAS, actual bank expenses for the fiscal year totaled \$55,342.48 due to an increase in credit card usage across the City, and;

WHEREAS, the City partnered with ClearGov, Inc. to provide a portal for financial transparency and budget resources, and;

WHEREAS, the Executive Department received a COVID-19 reimbursement from the State of Oregon for expenses related to the development of a Coronavirus personnel policy, and;

WHEREAS, additional software was obtained to support the recruitments and operations of the City Manager's Office including a meeting management tool, and;

WHEREAS, the City paid nearly \$22,000 over fiscal year 2020 for the maintenance of Old City Hall at 1140 12th Avenue, and;

WHEREAS, the City incurred an additional \$30,000 in charges for the contracted planning service from Oregon Cascades West Council of Governments (OCWCOG), and;

WHEREAS, additional furnishing needs arose when the City moved into the new City Hall at 3225 Main Street, and;

WHEREAS, debt payments for the Water Treatment Plant were underestimated for the 2020 fiscal year.

THEREFORE, BE IT RESOLVED THAT THE CITY OF SWEET HOME authorizes a transfer of 2020 expenditure authority in the following funds and organizational units to address various budgetary needs:

Fund	Organizational Unit	Existing	Changes	Adjusted
General Fund	Materials & Services	409,945	22,000	\$431,945
	Capital Outlay	13,000	(5,500)	\$7,500
	Community & Economic Dev.	661,367	35,000	\$696,367
	Parks	613,364	(35,000)	\$578,367
	Contingency	35,579	(16,500)	\$19,079
Internal Service	Executive	335,927	9,700	\$345,627
	Finance	379,197	34,450	\$413,647
	Public Works	551,530	(44,150)	\$507,380
Water	Debt Service	498,186	31	\$498,217
	Contingency	37,817	(31)	\$37,786
	Total	\$3,535,912	- 0 -	\$3,535,912

This resolution shall take effect upon its approval and passage.

PASSED by the Council and approved by the Mayor this 27th day of October 2020

Mayor

City Manager Pro Tem – Ex Officio City Recorder



REQUEST FOR COUNCIL ACTION

Title: Replacement of Public Works' Street Sweeper

Preferred Agenda: October 27, 2020

Submitted By: Brandon Neish, Finance Director

Reviewed By: Blair Larsen, City Manager Pro Tem

Type of Action: Resolution X Motion X Roll Call Other

Relevant Code/Policy: SH Purchasing Policy

Towards Council Goal: Goal 1.2(c): Increase community awareness of infrastructure needs and appropriate planning documents (streets)
Goal 2.6: Employ sound technology to maximize efficiency

Attachments: Sourcewell Bucher Municipal Quote
Municipal lease from Lease Servicing Center, Inc. dba NCL Government Capital ("NCL")
Used sweepers options
Resolution No. 28 for 2020

Purpose of this RCA:

To review the options available for purchasing or leasing a replacement street sweeper

Background/Context:

After 11 years of service in the City of Sweet Home (and additional years of service in Lebanon), the Public Works Street Sweeper is ready to retire. A 1997 IH 4700 Tymco 600, the City's only street sweeper is currently not operational and would take a significant amount of time and materials to get the sweeper back on the road. With the sweeper offline, the City's streets are susceptible to a buildup of dirt, grime and other hazards that pose both environmental and cosmetic concerns. Additionally, safety is a concern as the sweeper is often used to sweep after traffic accidents or during the fall season to keep the City's storm drains clear which prevents localized flooding that can impact nearby properties.

During the City Council meeting on August 11, 2020, staff presented the condition of the current sweeper and presented two umbrella ideas on how to move forward. Staff first presented an option where the current sweeper could be repaired and modified to extend its life. The City's interim Mechanic told the City Council that these repairs would likely only extend the life of the machine another three to five years. The second option was to replace the sweeper with either a new or used one. The City Council opted to review options for replacing the sweeper as the time and materials to repair the current equipment exceeds the value of the sweeper when it is operational.

During the City Council meeting on August 25, 2020, staff presented multiple options to the City Council for replacing the street sweeper which included purchasing a new unit, leasing a new unit or purchasing a used sweeper. The consensus of Council at the time was to purchase a replacement sweeper but directed staff to review both used and new options.

Public Works staff took the time to demo multiple sweepers and obtain quotes for a replacement sweeper. Since the August 25th meeting, the City has rented two sweepers to complete projects and maintain the streets and staff has also demoed two options with different technologies for the vacuum and sweepers. Ultimately, staff is recommending that the City purchase a NEW sweeper to maximize the value of the equipment and ensure long-term functionality for the City. Public Works' Operations Manager Dominic Valloni recommends that the City purchase new which ensures warranties on various parts of the equipment. Additionally, with the chosen quote, a lifetime warranty is included on the new unit for the vacuum and hopper.

Staff has prepared multiple options for the City Council to review. The first option includes purchasing a new street sweeper outright, saving the City interest payments (discussed in the leasing option below). The City was able to obtain two quotes. Of those options, the CityCat sweeper was deemed the best option by staff and has a price tag of 206,186. Currently, there is no budget for replacement equipment of this magnitude. If the City Council opted to purchase the sweeper, a budget amendment would be necessary. Funding for this item would need to come from the Street Improvement Fund (fund 570) which started fiscal year 2021 with nearly \$1.2 million.

Another option would be to purchase the sweeper outright while using an interfund loan to cover the cost. The idea behind this solution would be to leverage available funds from the annual contributions from the State which are used to maintain City streets. The primary purpose of this equipment is to act as a tool in the tool box in maintaining the City's network of streets. As such, it makes sense for the maintenance fund to purchase the equipment. To facilitate this purchase, the Street Improvement Fund would loan the Street Maintenance Fund (fund 575) \$206,186 repayable over a period of five years in accordance with ORS 294.468. Pursuant to ORS 294.468(2)(c)(A), the City Council could chose to set an interest rate which the loan should bear equal to the current Local Government Investment Pool (LGIP) rate, currently at 1%, or "such other rate as the governing body may determine" in accordance with ORS 294.468(2)(c)(B). At 1%, the total interest payments from fund 575 to fund 570 would be approximately \$6,227 resulting in a total purchase cost of \$212,413.

Much like an interfund loan, the City could purchase the sweeper using an external lender through a lease agreement. NCL, has offered a zero down, five year municipal lease with an annual payment of \$45,084. The annual interest rate on this option is 3.4% and would cost \$21,500 in additional interest (total purchase price of \$227,686).

Alternatively, the City could purchase a used street sweeper. While this option certainly offers a lower upfront cost, staff does have some concerns about this option in the long-term. Reviewing maintenance records for the current sweeper, the City spent nearly \$100,000 on time and materials over 11 years of ownership. When the City purchased the current sweeper, the City paid the City of Lebanon \$25,000 and then paid another \$5,000 to \$10,000 for necessary repairs before it could be used. Overall, the City has put approximately \$130,000 into the current sweeper. This amount exceeds the projected cost of a unit if the City were to purchase and sell the vehicle at a point which would net a maximum return on investment. Staff estimates that the total expense for a replacement Street Sweeper would be \$80,000 to \$90,000 over its life in Sweet Home. Research completed by Public Works reveals that a used sweeper with decent/good maintenance records and is rebuilt (to limit the City's maintenance exposure initially) ranges anywhere between \$75,000 and \$150,000 and their locations vary wildly. Available sweepers for purchase are included with this RCA.

Finally, the City could opt to contract this vital service out to another government agency or private business. Staff has found that the local street maintenance company charges \$125 per

hour for its sweeping services. Based on current practice, this would amount to approximately \$60,000 per year for this service. This estimate does not include any one-off calls to clean a street after an incident or to complete a road or water line repair project.

The Challenge/Problem:

How does the City move forward with replacing the street sweeper in a way that does the “most good, for the most people, **for the longest period of time.**”

Stakeholders:

- Sweet Home Citizens – The citizens and businesses in Sweet Home expect safe passage on city streets. The street sweeper is integral in ensuring streets are kept clean and free of hazards that may cause harm to a person or vehicle.
- Sweet Home City Council – The City Council is charged with making decisions that do the most good, for the most people, for the longest period of time. This decision has lasting impacts on service levels in Public Works and has long-term implications on the storm water and wastewater treatment plant.
- Sweet Home Staff – Staff has used the current sweeper with minimal interruptions for 11 years. This has yielded clean, functioning streets and has given Public Works crews the ability to utilize the sweeper “on-demand” for projects or city needs. As the primary user of the equipment, Public Works stands to gain the most from this purchase related to the functions of their jobs.

Issues and Financial Impacts:

If the City Council opts to purchase a new unit, a supplemental budget would be required in order to meet the requirements of Oregon Local Budget Law. While the City has an equipment budget currently established for Public Works this year, two vehicles have already been ordered in accordance with budget plans reviewed by the Budget Committee and City Council in April/May 2020 and the other budgeted item is a backhoe which is critical to work done in Public Works. Leasing a replacement provides the best option from a budget standpoint as the City can leverage existing operating funds (currently frozen for all non-essential spending) without draining one fund excessively; leasing would spread the cost out over four to five years.

Elements of a Stable Solution:

As previously determined by the City Council, replacing the defunct street sweeper provides a stable solution and a way to continue the City’s standard business.

Options:

1. Move to give staff the authority to engage in the purchase of a replacement sweeper at a cost of \$206,186 – Staff would engage with selected vendors to determine the best option and would purchase a new street sweeper.
2. Move to give staff the authority to engage in the purchase of a replacement sweeper at a cost of \$206,186 and adopt Resolution No. 28 for 2020, Establishing an interfund loan with a repayment interest rate of 1.00% – Staff would engage with selected vendors to determine the best option and would purchase a new street sweeper. Resolution No. 28 for 2020 meets the requirements of Local Budget Law by establishing an interfund loan.
3. Move to give staff the authority to engage in the purchase of a replacement sweeper at a cost of \$206,186 and adopt Resolution No. 28 for 2020, Establishing an interfund loan with a repayment interest rate of 0.00% – Staff would engage with selected vendors to determine the best option and would purchase a new street sweeper. Resolution No. 28 for 2020 meets the requirements of Local Budget Law by establishing an interfund loan.
4. Move to give staff the authority to engage in the purchase of a replacement sweeper at a cost of \$206,186 and request that staff prepare a Resolution with a specific interest rate not presented – Staff would engage with selected vendors to determine the best option and would purchase a new street sweeper. Staff would then return at the next meeting with a revised resolution that establishes the interest rate preferred by the City Council.

5. Move to give staff the authority to engage in the purchase of a replacement sweeper at a cost of \$206,186 and enter into a lease agreement with NCL – Staff would work with the selected vendor to purchase the street sweeper and sign all necessary applications and documents to enter into a lease agreement with NCL at an interest rate of 3.4% for five years with an option to purchase the unit at the end of the agreement for \$1.00.
6. Move to give staff the authority to engage in the purchase of a used street sweeper – Staff would reach out to vendors with available used units as depicted below to find the best unit and would return to Council at a later date with a recommendation for funding the purchase.

Recommendation:

Staff recommends option 2 or 3, move to give staff the authority to engage in the purchase of a replacement sweeper at a cost of \$206,186 and adopt Resolution No. 28 for 2020, establishing an interfund loan with a repayment interest rate of _____ %. This option leverages existing funds to purchase the sweeper today while simultaneously spreading out the impact of the cost for a period of five years. While the City's available cash would feel the immediate impact, the allocation of funds annually from the streets maintenance fund to the street improvement fund ensures there are funds available in the future for major street repair projects or other similar opportunities.

Resolution No. 28 for 2020

A RESOLUTION AUTHORIZING AN INTERFUND TRANSFER FOR CAPITAL PROJECT.

WHEREAS, ORS 294.468 allows municipal organizations to transfer funds between funds for the purpose of capital loans, and;

WHEREAS, an interfund loan made for the purpose of a capital project must be repaid within ten (10) years of its authorization, and;

WHEREAS, the City of Sweet Home has authorized the purchase of a street sweeper to replace its current, defunct sweeper, and;

WHEREAS, the city projects to spend \$206,186 to replace the existing equipment, and;

WHEREAS, the City of Sweet Home has funds available in fund 570, the Street Improvement Fund totaling \$1.2 million, and;

WHEREAS, the replacement of the street sweeper was not planned for the current fiscal year, and;

WHEREAS, the current rate of return on moneys invested in the investment pool under ORS 294.805 as reported under ORS 294.875 is 1.00%,

THEREFORE, BE IT RESOLVED THAT THE CITY OF SWEET HOME authorizes an interfund transfer from the Street Improvement Fund (Fund 570) to the Street Maintenance Fund (Fund 575) not to exceed \$206,186 at an interest rate of 1.00% to be repaid annually for five (5) years with final payment in 2025.

	Beginning Balance	Principal	Interest	Ending Balance
2021	\$206,186.00	\$40,420.66	\$2,061.86	\$165,765.34
2022	165,765.34	40,824.87	1,657.65	124,940.47
2023	124,940.47	41,233.12	1,249.40	83,707.35
2024	83,707.35	41,645.45	837.07	42,061.90
2025	42,061.90	42,061.90	0	0
Total		\$205,765.38	\$4,834.86	

This resolution shall take effect upon its passage and approval.

PASSED by the Council and approved by the Mayor this 27^h day of October 2020

Mayor

City Manager Pro Tem – Ex Officio City Recorder

Resolution No. 28 for 2020

A RESOLUTION AUTHORIZING AN INTERFUND TRANSFER FOR CAPITAL PROJECT.

WHEREAS, ORS 294.468 allows municipal organizations to transfer funds between funds for the purpose of capital loans, and;

WHEREAS, an interfund loan made for the purpose of a capital project must be repaid within ten (10) years of its authorization, and;

WHEREAS, the City of Sweet Home has authorized the purchase of a street sweeper to replace its current, defunct sweeper, and;

WHEREAS, the city projects to spend \$206,186 to replace the existing equipment, and;

WHEREAS, the City of Sweet Home has funds available in fund 570, the Street Improvement Fund totaling \$1.2 million, and;

WHEREAS, the replacement of the street sweeper was not planned for the current fiscal year, and;

WHEREAS, the current rate of return on moneys invested in the investment pool under ORS 294.805 as reported under ORS 294.875 is 1.00%,

THEREFORE, BE IT RESOLVED THAT THE CITY OF SWEET HOME authorizes an interfund transfer from the Street Improvement Fund (Fund 570) to the Street Maintenance Fund (Fund 575) not to exceed \$206,186 to be repaid annually at zero interest for five (5) years with final payment in 2025.

	Beginning Balance	Principal	Interest	Ending Balance
2021	\$206,186.00	\$41,237.20	\$0	\$164,948.80
2022	164,948.80	41,237.20	0	123,711.60
2023	123,711.60	41,237.20	0	82,474.40
2024	82,474.40	41,237.20	0	41,237.20
2025	41,237.20	41,237.20	0	0
Total		\$206,186.00	\$0	\$0

This resolution shall take effect upon its passage and approval.

PASSED by the Council and approved by the Mayor this 27^h day of October 2020

Mayor

City Manager Pro Tem – Ex Officio City Recorder



October 22, 2020

City of Sweet Home
3225 Main Street
Sweet Home, OR 97386

Re: Municipal Lease/Purchase Financing Proposal

Dear Sir or Madam:

Lease Servicing Center, Inc. dba NCL Government Capital (“NCL”) is pleased to propose to the City of Sweet Home the following tax-exempt Lease/purchase transaction as outlined below. Under this transaction, the City of Sweet Home would enter into a municipal Lease/purchase agreement with NCL for the purpose of acquiring a CityCat Sweeper. This transaction is subject to formal review and approval by both the Lessor and Lessee.

LESSEE:	City of Sweet Home
LESSOR:	Lease Servicing Center, Inc. dba NCL Government Capital & it’s assigns
EQUIPMENT:	CityCat Sweeper
EQUIPMENT COST:	\$206,186.00
DOWN-PAYMENT:	\$0
AMOUNT FINANCED:	\$206,186.00
TERM:	<u>5 Years</u>
ANNUAL LEASE PAYMENTS:	\$45,084.30
FIRST PAYMENT DUE:	7/20/2021
PURCHASE OPTION:	\$1.00
PRICING:	The Rates and Payments outlined above are locked, provided this proposal is accepted by the Lessee by October 31, 2020 and the transaction closes/funds prior to December 01, 2020. After these days, the final Rate and Payments shall be adjusted commensurately with market rates in effect at the time of funding and shall be fixed for the entire lease term.
DOCUMENTATION FEE:	\$250 paid to Lessor at closing

DOCUMENTATION: Lessor shall provide all of the documentation necessary to close this transaction. This documentation shall be governed by the laws of the State of lessee.

TITLE / INSURANCE: Lessee shall retain title to the equipment during the lease term. Lessor shall be granted a perfected security interest in the equipment and the Lessee shall keep the equipment free from any/all liens or encumbrances during the term. Lessee shall provide adequate loss and liability insurance coverage, naming Lessor as additional insured and loss-payee.

TAX STATUS: This transaction must be designated as Tax-Exempt under Section 103 of the IRS code of 1986 as amended.

SOURCEWELL CONTRACT: NCL has been competitively bid and awarded a contract through Sourcewell (Formerly NJPA). **NCL's #011620-NCL Sourcewell Contract # is 011620-NCL.**

We appreciate this opportunity to offer an NCL Financing Solution. Please do not hesitate to contact me if you have any questions at (866) 763-7600. Acceptance of this proposal is required prior to credit underwriting by NCL. Upon acceptance of this proposal, please scan and e-mail to my attention. Thank you again.

Sincerely,

Jake Ost -(866) 763-7600
jost@lscfinancial.com

ACCEPTANCE

As a duly authorized agent of the City of Sweet Home, I hereby accept the terms of this proposal as outlined above and intend to close this financing with NCL, subject to final approval.

ACCEPTED: _____ DATE: _____

NAME: _____ TITLE: _____

PHONE: _____

WE ARE PROVIDING THE INFORMATION CONTAINED HEREIN FOR INFORMATIONAL PURPOSES ONLY IN CONNECTION WITH POTENTIAL ARMS-LENGTH COMMERCIAL BANKING TRANSACTIONS. IN PROVIDING THIS INFORMATION, WE ARE ACTING FOR OUR OWN INTEREST AND HAVE FINANCIAL AND OTHER INTERESTS THAT DIFFER FROM YOURS. WE ARE NOT ACTING AS A MUNICIPAL ADVISOR OR FINANCIAL ADVISOR TO YOU, AND HAVE NO FIDUCIARY DUTY TO YOUR OR ANY OTHER PERSON PURSUANT TO SECTION 15B OF THE SECURITIES EXCHANGE ACT OF 1934. THE INFORMATION CONTAINED IN THIS DOCUMENT IS NOT INTENDED TO BE AND SHOULD NOT BE CONSTRUED AS "ADVICE" WITHIN THE MEANING OF SECTION 15B OF THE SECURITIES EXCHANGE ACT OF 1934 AND THE MUNICIPAL ADVISOR RULES OF THE SEC. WE ARE NOT RECOMMENDING THAT YOU TAKE AN ACTION WITH RESPECT TO THE INFORMATION CONTAINED HEREIN. BEFORE ACTING ON THIS INFORMATION, YOU SHOULD DISCUSS IT WITH YOUR OWN FINANCIAL AND/OR MUNICIPAL, LEGAL, ACCOUNTING, TAX AND OTHER ADVISORS AS YOU DEEM APPROPRIATE. IF YOU WOULD LIKE A MUNICIPAL ADVISOR THAT HAS LEGAL FIDUCIARY DUTIES TO YOU, THEN YOU ARE FREE TO ENGAGE A MUNICIPAL ADVISOR TO SERVE IN THAT CAPACITY.

2018 ELGIN BROOM BADGER

\$149,500 Make an Offer

 Get Financing
as low as \$2242.50/mo*

Used Street Sweeper INDUSTRIAL In Chicago, IL 60126 - 785 Miles Away - COMPLETELY REBUILT!!



1-866-362-1720



POPULARITY STATS

 Loading Data...

 Loading Data...

DETAILS FROM SELLER

2018 ELGIN Broom Badger, 2018 Elgin Broom Badger with 2018 Isuzu NRR Left Hand Steer Chassis (Approx 91,500 miles), Dual Side Brooms, Left Side Dumping Hopper, Right Hand and Left Hand Side Broom Tilt, Conveyor Squeegee with Rubber Edging, 4 Cubic Yard Hopper, 220 Gallon Water Tank, 58' Main Broom, PM-10 Certified, Kubota V2403M 59 HP Interim Tier 4 Engine Approx 1750 Hours

MESSAGE FROM CUSTOM REBUILT

Custom Rebuilt® is a leading supplier of remanufactured infrastructure maintenance equipment. Our areas of expertise include:

- Sewer Cleaning Equipment
- Street Sweepers
- Sewer Inspection Cameras
- Refuse Equipment

From initial equipment assessment and systems analysis to jointly determining a remanufacturing plan that's right for your application, needs and budget, Custom Rebuilt® is here to provide a total turnkey solution. We can also provide financing, delivery and training. Unlike equipment brokers and auctions, we take the guess work out of buying used equipment. All repair work is completed by our staff of factory certified technicians.

Condition: Used

2016 ELGIN CROSSWIND

\$149,500 Make an Offer

 Get Financing
as low as \$2242.50/mo*

Used Street Sweeper INDUSTRIAL In Chicago, IL 60126 - 785 Miles Away - REBUILD TO ORDER!



1-866-362-1720



POPULARITY STATS

 Loading Data...

 Loading Data...

DETAILS FROM SELLER

Elgin Crosswind Mounted on a 2016 Freightliner M2 106 with Cummins ISB Diesel Engine Featuring: Urethane Lined Hopper, Left Hand Side Broom Tilt, Right Hand Side Broom Tilt, In Cab Hopper Dump, Hydraulic Wandering Hose, Low Pressure Wash, Memory Sweep, Auxiliary PTO Pump with Dump, Inspection Door & Step, JD 4045 Tier 4 Auxiliary Engine, Chassis Approx 28,200 Miles & 3650 Hours, Aux Engine Approx 1580 Hours.

MESSAGE FROM CUSTOM REBUILT

Custom Rebuilt® is a leading supplier of remanufactured infrastructure maintenance equipment. Our areas of expertise include:

- Sewer Cleaning Equipment
- Street Sweepers
- Sewer Inspection Cameras
- Refuse Equipment

From initial equipment assessment and systems analysis to jointly determining a remanufacturing plan that's right for your application, needs and budget, Custom Rebuilt® is here to provide a total turnkey solution. We can also provide financing, delivery and training. Unlike equipment brokers and auctions, we take the guess work out of buying used equipment. All repair work is completed by our staff of factory certified technicians.

For more information or to select your preferences consult our [Privacy Policy](#)

Condition: Used

✓ OK

2007 ELGIN BROOM BEAR

\$74,900

 Get Financing
as low as \$1123.50/mo*

Used Street Sweeper INDUSTRIAL In Fontana, CA 92335 - 2,470 Miles Away



1-866-931-6611



POPULARITY STATS

 Loading Data...

 Loading Data...

DETAILS FROM SELLER

2007 Sterling Acterra Elgin Broom Bear CNG Street Sweeper, Cummins 8.3L CNG Powered, Allison Automatic, Air Brakes, A/C, Dual Steering, CNG Tanks Good Until 2026, Elgin Broom Bear Sweeper, 4.5 Cubic Yard Hopper, Variable High Dump, 120" Sweeping Path, Dual Gutter Brooms, Water System, Ex-City, Odometer Reading 38,661 Miles, 5,500 Total Engine Hours, Alternative Fuel Street Sweeper, Good To Register In California

MESSAGE FROM BIG TRUCK AND EQUIPMENT SALES

****IMPORTANT****TO SEE ALL OUR INVENTORY...CLICK ON VIEW DEALER'S WEBSITE IN THE MENU AT THE RIGHT OF THIS AD!!

Condition:	Used
Year:	2007
Make:	ELGIN
Model:	Broom Bear
Class:	INDUSTRIAL
Category:	Street Sweeper

2008 ELGIN CROSSWIND AIR VAC

\$74,500

 Get Financing
as low as \$1117.50/mo*

Used Street Sweeper INDUSTRIAL In Fontana, CA 92335 - 2,470 Miles Away



1-866-931-6611



POPULARITY STATS

 Loading Data...

 Loading Data...

DETAILS FROM SELLER

2008 ELGIN CROSSWIND AIR VAC, 2008 Nissan UD 3300 Street Sweeper, 7.6L Diesel, Allison Automatic Transmission, A/C, Elgin Crosswind Series J, John Deere 4045T Aux Diesel, 6,369 Sweeper Hours, 8 Yard Hopper, Lifeliner Hopper Lining, 144" Sweeping Path, (2) Gutter Brooms, PM-10 Certified, Dual Steering, Back Up Camera, 32,900 GVWR, Ex-City Sweeper, Odometer Reading 62,228 Miles. OK To Register In California Equipped With DPF System.

MESSAGE FROM BIG TRUCK AND EQUIPMENT SALES

****IMPORTANT****TO SEE ALL OUR INVENTORY...CLICK ON VIEW DEALER'S WEBSITE IN THE MENU AT THE RIGHT OF THIS AD!!

Condition: Used

Year: 2008

Make: ELGIN

Model: CROSSWIND AIR VAC

To offer you a better experience, this site uses profile cookies, even from third parties. By continuing to use this website you consent to the use of cookies.

For more information or to select your preferences consult our [Privacy Policy](#)

[Cookie Settings](#)

[✓ OK](#)

2009 TYMCO 600

\$135,000

Used Street Sweeper INDUSTRIAL In Las Vegas, NV 89131 - 2,291 Miles Away



POPULARITY STATS



This listing has been **seen 6 times** (last 30 days)



Be the first user to



Posted on Equipment Trader for **161 days**



The price has not decreased recently

DETAILS FROM SELLER

2009 Tymco 600 Street Sweeper - STAINLESS STEEL HOPPER ! - One Owner - 804 Hrs / 14,000 Miles - Heavy Duty Regenerative Air - Isuzu 7.8L - Allison Automatic Transmission - A/C - Back-Up Camera - WELL MAINTAINED - Cruise Control - John Deere 4045HF Aux - 7.3 Yard Hopper Capacity - Dual Steering and Dual Gutter Brooms - 330 Gallon Water Tank - Clean Interior and Exterior - SUPER NICE TRUCK for the year- you will have a hard time finding a nicer one for the price .

Please call 702-752-8250 or 702-566-5567 for more details !!!

picture is stock - vehicle is in paint - will provide more upon request
on site training available

Condition: Used

Year: 2009

Make: Tymco

Model: 600

Class: INDUSTRIAL

To offer you a better experience, this site uses profile cookies, even from third parties. By continuing to use this website you consent to the use of cookies.

For more information or to select your preferences consult our [Privacy Policy](#)

Location:

Las Vegas, NV

[Cookie Settings](#)

✓ OK

2008 TYMCO 600

\$89,500

 Get Financing
as low as \$1342.50/mo*

6206 Hours, Used Street Sweeper INDUSTRIAL In Fontana, CA 92335 - 2,470 Miles Away



1-866-931-6611



POPULARITY STATS

 Loading Data...

 Loading Data...

DETAILS FROM SELLER

2008 TYMCO 600, 2008 International Durastar Tymco 600 Street Sweeper, MaxxforceDT Diesel, Automatic, A/C, Air Brakes, Ex-Municipality, 33,000 GVWR, Tymco 600 Regenerative Air Sweeper, John Deere 4045T Aux Diesel, 7.3 CY Hopper, Dual Gutter Brooms, 87" Vacuum Pick Head, 142" Sweeping Path, Duo Skid Skids, Water System, 220 Gallon Water Capacity, 6,206 Sweeper Hours, 8,203 Total Truck Hours, Odometer Reading 64,765 Miles.

MESSAGE FROM BIG TRUCK AND EQUIPMENT SALES

****IMPORTANT****TO SEE ALL OUR INVENTORY...CLICK ON VIEW DEALER'S WEBSITE IN THE MENU AT THE RIGHT OF THIS AD!!

Condition:	Used
Year:	2008
Make:	TYMCO
Model:	600
Class:	INDUSTRIAL

2009 INTERNATIONAL DURASTAR4400

\$61,000 Make an Offer

 **Get Financing**
as low as \$915.00/mo*

Used Street Sweeper INDUSTRIAL In Greensboro, NC 27406 - 595 Miles Away



1-877-871-1167



POPULARITY STATS

 Loading Data...

 Loading Data...

DETAILS FROM SELLER

automatic, 6 cylinder John Deere sweeper motor, 8504 hrs, Tyrnco 600 sweeper, regenerative air system,

MESSAGE FROM LEVAN EQUIPMENT

More Pictures and Prices @ www.LEVANSALES.com

Condition: Used
Year: 2009
Make: INTERNATIONAL
Model: DURASTAR4400
Class: INDUSTRIAL
Category: Street Sweeper

Location: Greensboro, NC
To offer you a better experience, this site uses profile cookies, even from third parties. By continuing to use this website you consent to the use of cookies.
For more information or to select your preferences consult our [Privacy Policy](#)

[Cookie Settings](#)

✓ OK

2012 ELGIN EAGLE

\$143,000 Make an Offer

 Get Financing
as low as \$2145.00/mo*

Used Street Sweeper INDUSTRIAL In Elmhurst, IL 60126 - 785 Miles Away - Reconditioned Ready



1-866-362-1720



POPULARITY STATS

 This listing has been **seen 4 times** (last 30 days)

 The price has not decreased recently

 Be the first user to

DETAILS FROM SELLER

2012 ELGIN EAGLE, 2012 Elgin Eagle Mounted on a 2012 Autocar Expert with Dual Steer Featuring: 4.5 Cubic Yard Hopper with Urethane Liner, 10" Variable High Side Dump, Dual 42" Side Brooms, Side Broom Tilt, 60" Main Broom, Main Broom Down Pressure Regulator, PM-10 Certified, Front Spray Bar, 280 Gallon Poly Water Tank, Hydraulic Oil Level with Alarm/Shutdown, Auto Lube System, 49 HP John Deere 4024 Auxiliary Engine (Approx 2,998 Hrs). Chassis Approx 22,400 Miles.

MESSAGE FROM CUSTOM REBUILT

Custom Rebuilt® is a leading supplier of remanufactured infrastructure maintenance equipment. Our areas of expertise include:

- Sewer Cleaning Equipment
- Street Sweepers
- Sewer Inspection Cameras
- Refuse Equipment

From initial equipment assessment and systems analysis to jointly determining a remanufacturing plan that's right for your application needs and budget, Custom Rebuilt® is here to provide a total turnkey solution. We can also provide financing, delivery and training. Unlike equipment brokers and auctions, we take the guesswork out of buying used equipment. All repair work is completed by our staff of factory certified technicians.



Finance Department

City of Sweet Home
3225 Main Street
Sweet Home, OR 97386
541-367-5128
Fax 541-367-1215
www.sweethomeor.gov

To: City Council
Ray Towry, City Manager

From: Brandon Neish, Finance Director

Subject: Finance Department Monthly Report – August 2020

The Finance Department is responsible for the for the fiscal management of the City of Sweet Home. This includes accounts payable, payroll, general accounting, preparing the annual budget and the city's annual audit. This department also administers the city's assessment docket, coordinates employee's benefits and maintains financial records relating to grants and contracts. The following information represents the department's activities during the month of **August 2020**.

	August 2020	July 2020	YTD	August 2019	Prior Five-Year Average
<u>Accounts Payable</u>					
Chks printed	98	166	166	202	374
Exp. Total	\$426,784.82	\$733,730.16	\$1,160,514.98	\$553,913.37	\$313,817.77
<u>Passports</u>					
Processed	7	0	0	16	N/A
Photos taken	8	0	0	16	N/A
<u>Lien Searches</u>					
	62	45	107	48	69

	August 2020	July 2020	YTD	August 2019	Prior Five-Year Average
Utility Billing					
Service requests	223	195	418	254	N/A
New accounts	21	13	34	19	N/A
Net account changes	+3	+/- 0	+3	+7	N/A
Statements processed	3,235	3,239	6,474	3,281	N/A
Past-due notices sent	1,019	974	1,993	910	N/A
Accounts scheduled for turn-off	112*	131	243*	84	N/A

* Beginning April 2020, accounts with past due balances were not turned off due to non-payment

Below is a list of the checks that were equal to or exceeded \$5,000 and their purpose (if not clear on check listing).

Check No.	Vendor	Description	Amount	Fund
91373	Fisher's RPM Electric Motor	Repair work on water treatment pump	\$10,505.05	Water Treatment (500)

Bank Reconciliation

Checks by Date

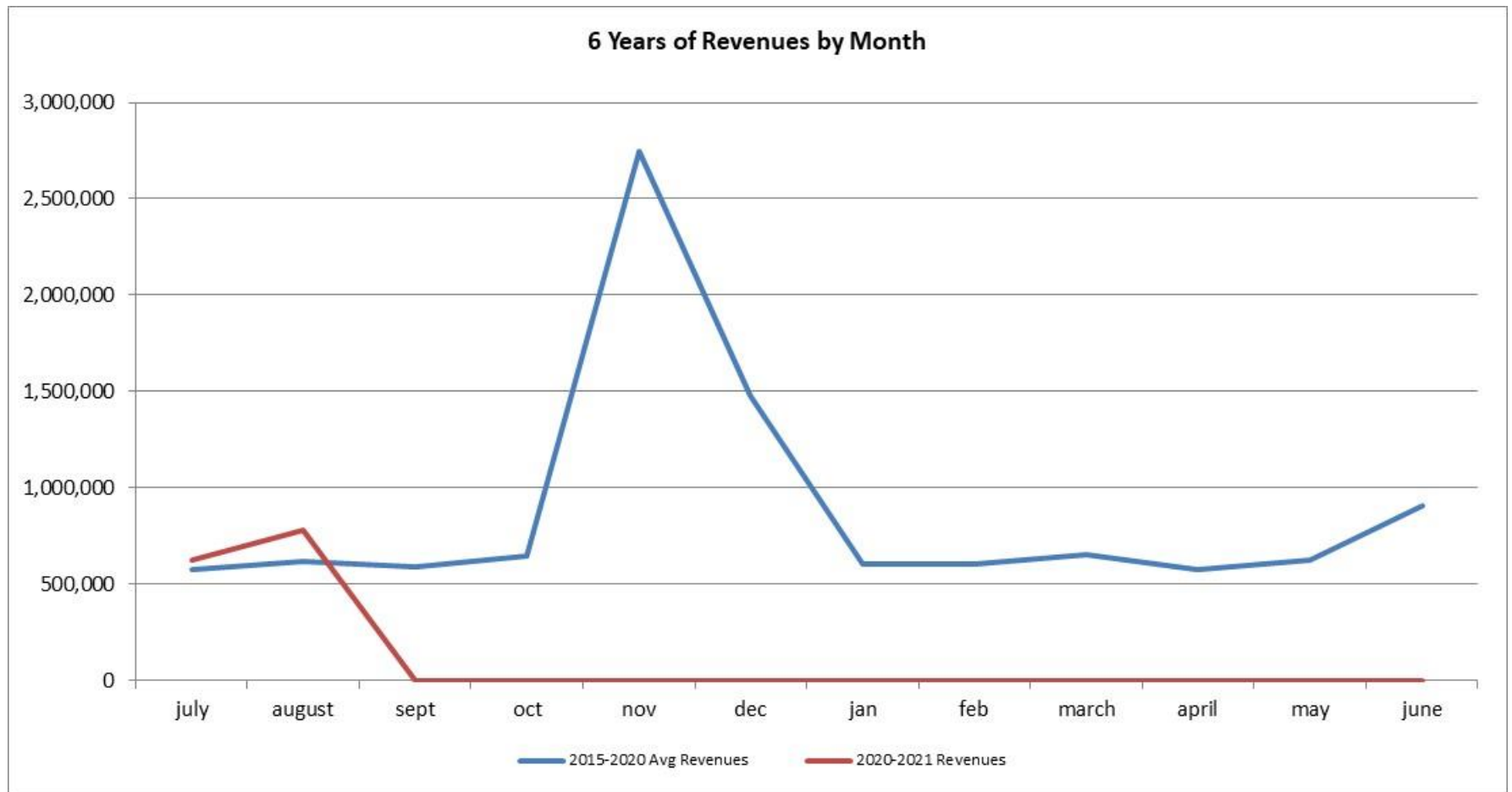
User: bneish
 Printed: 09/16/2020 - 3:25PM
 Cleared and Not Cleared Checks

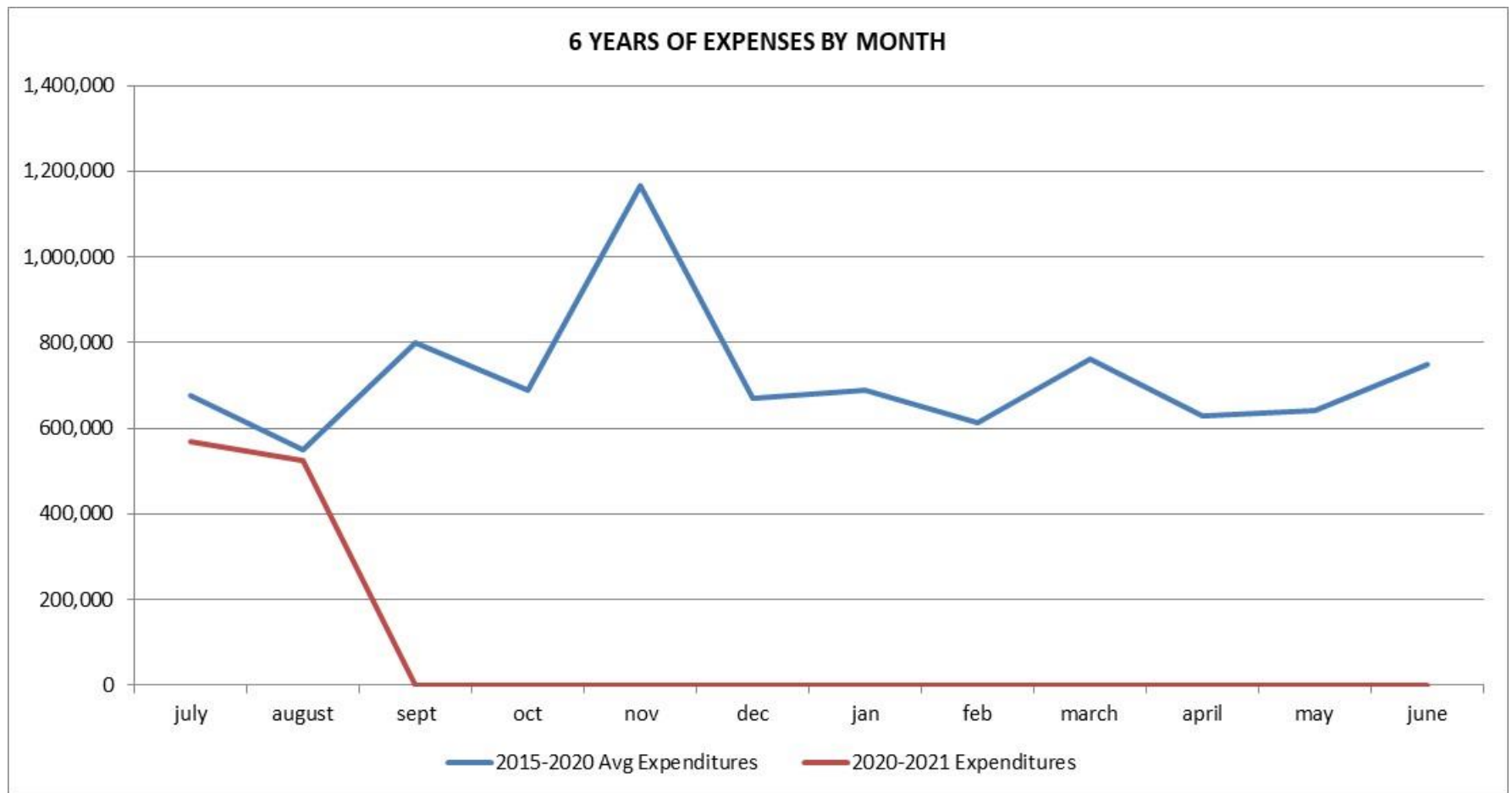


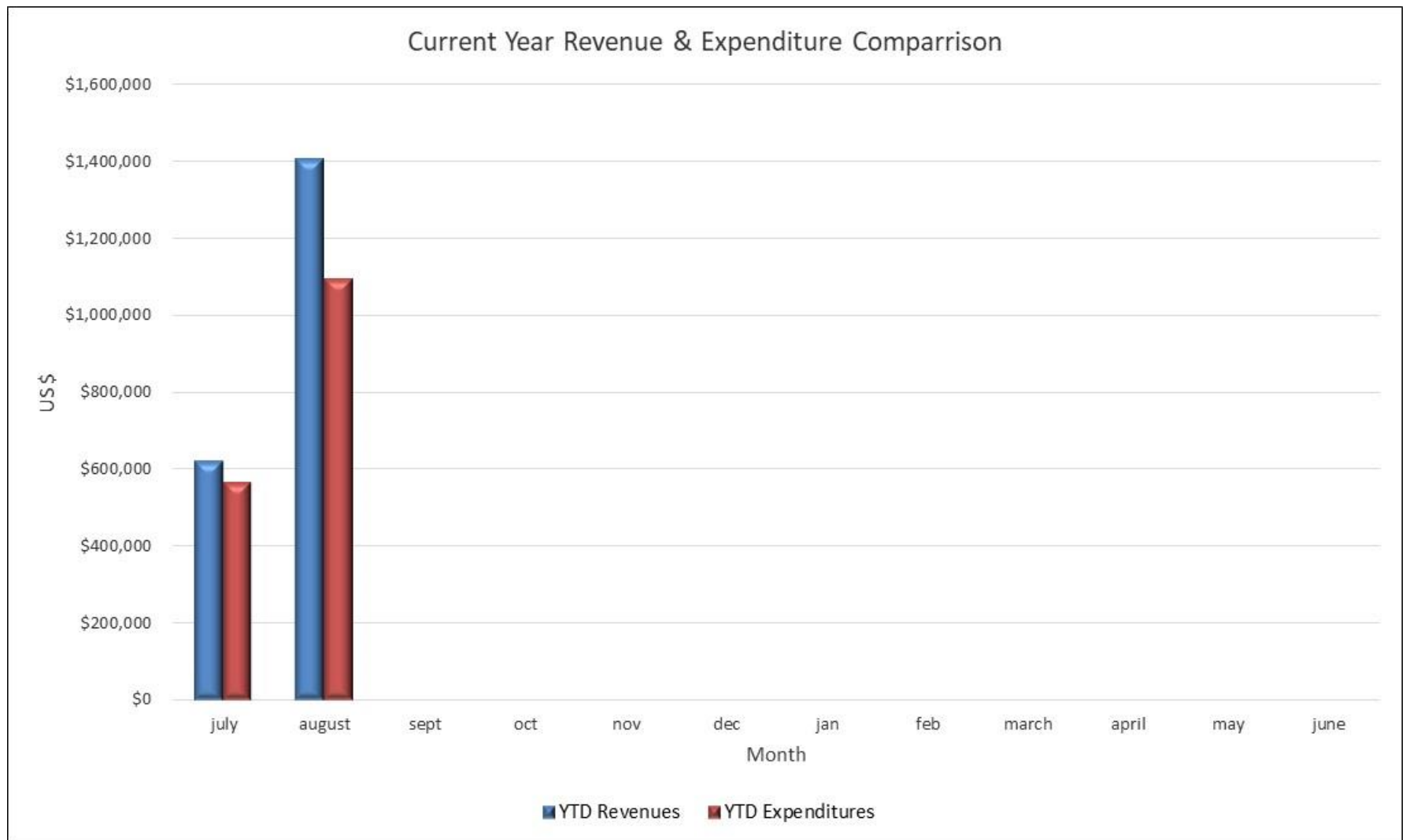
Check No	Check Date	Name	Comment	Module	Clear Date	Amount
0	8/7/2020	EBS TRUST		AP		86,235.03
0	8/7/2020	ASI-PAYROLL DEDUCTIONS		AP		255.41
0	8/7/2020	MEDICARE		AP		8,989.50
0	8/7/2020	STANDARD INS. CO.		AP		3,902.63
0	8/7/2020	CHILD SUPPORT ACCOUNTING UN		AP		601.00
0	8/7/2020	FEDERAL PAYROLL TAXES		AP		30,702.50
0	8/7/2020	PERS		AP		15,697.68
0	8/7/2020	SWEET HOME POLICE EMPLOYEE		AP		1,190.00
0	8/7/2020	HSA - PAYROLL DEDUCTIONS		AP		850.00
0	8/7/2020	Vantagepoint Trf. Agents 705507		AP		508.33
0	8/7/2020	OREGON PAYROLL TAXES		AP		22,324.73
0	8/7/2020	Vantagepoint Trf. Agents 108524/10904		AP		30,218.48
0	8/7/2020	FICA PAYROLL TAXES		AP		37,721.18
0	8/7/2020	SWEET HOME COMMUNITY FOUN		AP		179.13
0	8/7/2020	Vantagepoint Trf. Agents 300619		AP		3,320.00
0	8/7/2020	AFLAC		AP		685.12
0	8/7/2020	NATIONWIDE-PAYROLL DEDUCTIO		AP		550.00
91343	8/7/2020	OREGON AFSCME COUNCIL 75		AP		853.52
91344	8/7/2020	PenServ Plan Services, Inc.		AP		250.00
91345	8/7/2020	Ray Klein, Inc.		AP		1,315.00
91346	8/7/2020	STEELHEAD STRENGTH & FITNES		AP		563.80
91347	8/7/2020	UNITED WAY		AP		25.00
91348	8/7/2020	ALSCO		AP		279.09
91349	8/7/2020	Amazon Capital Services, Inc.		AP		326.13
91350	8/7/2020	American Legal Publishing Corporation		AP		138.60
91351	8/7/2020	AMERICAN PLANNING ASSOCIATI		AP		236.00
91352	8/7/2020	Atlas American, LLC		AP		766.50
91353	8/7/2020	VERONICA ATWOOD		AP		95.78
91354	8/7/2020	Ben-Ko-Matic Co., Inc.		AP		780.34
91355	8/7/2020	GARY BENNETT CONST LLC		AP		35.13
91356	8/7/2020	Amy Berg		AP		2,500.00
91357	8/7/2020	BI-MART CORPORATION		AP		35.98
91358	8/7/2020	WILLIAM BIRKETT		AP		59.28
91359	8/7/2020	JOSHUA BLACHLY		AP		21.65
91360	8/7/2020	Robert Brown		AP		281.41
91361	8/7/2020	BUCK'S SANITARY SERVICE, INC.		AP		485.00
91362	8/7/2020	Jason Carroll		AP		20.00
91363	8/7/2020	CENTURYLINK		AP		1,476.67
91364	8/7/2020	CH2M OMI, Inc.		AP		88,439.17
91365	8/7/2020	CITY DELIVERY SERVICE		AP		18.95
91366	8/7/2020	COMCAST		AP		88.40
91367	8/7/2020	COMCAST BUSINESS		AP		3,019.00
91368	8/7/2020	CPM Development Corporation		AP		1,566.75
91369	8/7/2020	CUES		AP		1,790.71
91370	8/7/2020	Ennis-Flint, Inc.		AP		629.75
91371	8/7/2020	FASTENAL COMPANY		AP		39.24

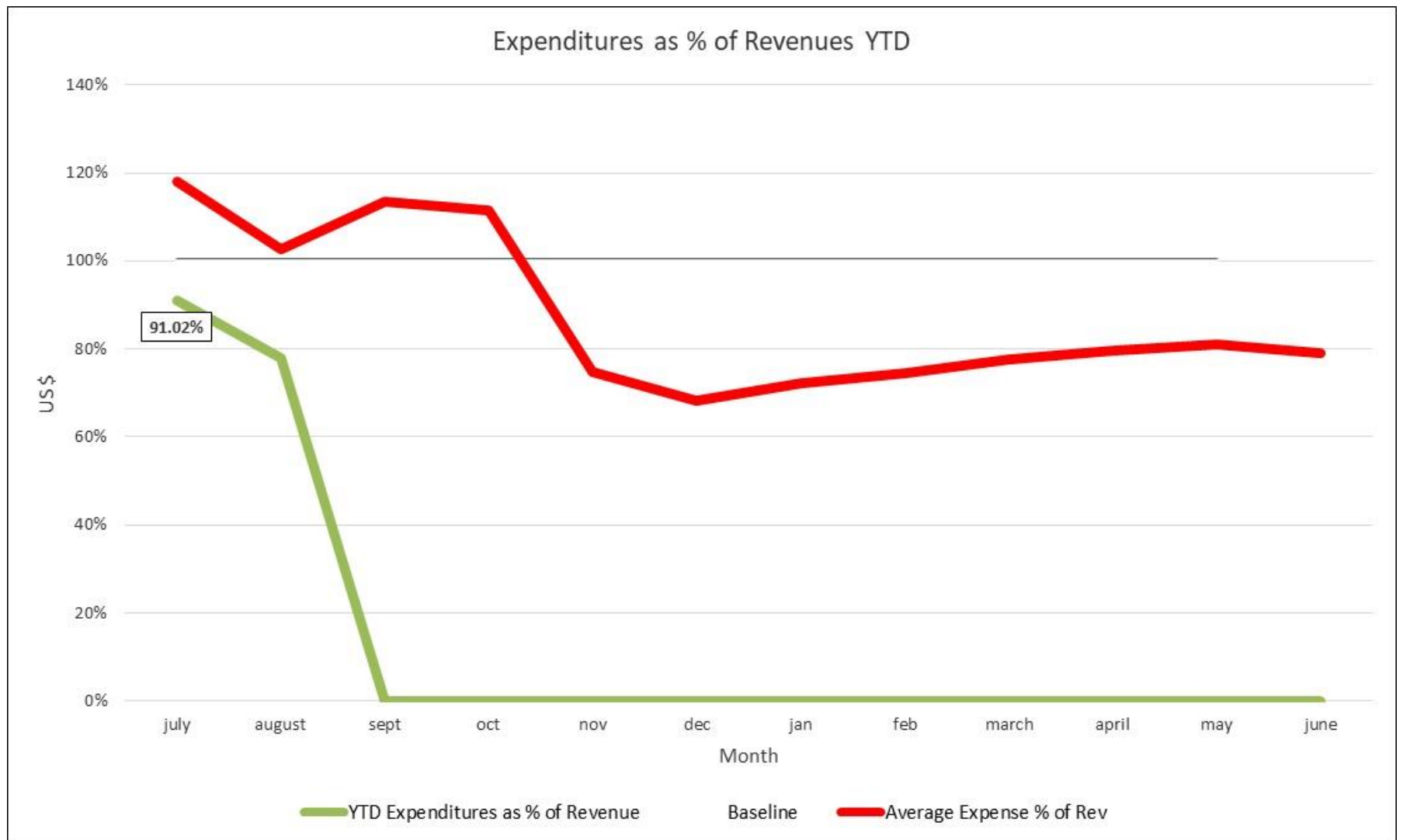
Check No	Check Date	Name	Comment	Module	Clear Date	Amount
91372	8/7/2020	FERGUSON WATERWORKS #3011 A		AP		462.48
91373	8/7/2020	FISHER'S RPM ELECTRIC MOTOR, I		AP		10,505.05
91374	8/7/2020	Friends of the Sweet Home Library		AP		2,500.00
91375	8/7/2020	Gemini Concrete Pumping, Inc.		AP		465.00
91376	8/7/2020	Carol Gonzalez		AP		5.00
91377	8/7/2020	HENSON HEATING		AP		5.00
91378	8/7/2020	HOUCK CONSTRUCTION MATERIA		AP		283.80
91379	8/7/2020	HOY'S TRUE VALUE		AP		431.10
91380	8/7/2020	JENNIFER JONES		AP		46.43
91381	8/7/2020	JUNIOR LIBRARY GUILD		AP		285.00
91382	8/7/2020	Les Schwab Tire Centers of Portland, In		AP		788.95
91383	8/7/2020	LIBERTY ROCK PRODUCTS, INC.		AP		188.51
91384	8/7/2020	Library Ideas, LLC		AP		683.15
91385	8/7/2020	MEAGAN LINDEKUGEL		AP		118.13
91386	8/7/2020	METEREADERS, LLC		AP		1,921.40
91387	8/7/2020	MOONLIGHT BPO, INC.		AP		2,926.22
91388	8/7/2020	MURRAYSMITH, INC.		AP		8,229.50
91389	8/7/2020	NATIONAL PHOTOCOPY CORPORA		AP		1,086.73
91390	8/7/2020	NET ASSETS		AP		604.00
91391	8/7/2020	Floyd Neuschwander		AP		2,500.00
91392	8/7/2020	Northwest Natural		AP		250.68
91393	8/7/2020	Nutrien Ag Solutions, Inc.		AP		4,006.52
91394	8/7/2020	O & M TIRE SHOP, INC.		AP		17.00
91395	8/7/2020	OFFICE DEPOT		AP		64.95
91396	8/7/2020	ONE CALL CONCEPTS		AP		57.60
91397	8/7/2020	OREGON DEPT. OF AGRICULTURE		AP		50.00
91398	8/7/2020	O'REILLY AUTOMOTIVE, INC.		AP		17.40
91399	8/7/2020	PACIFIC POWER		AP		20,146.27
91400	8/7/2020	PETROCARD		AP		1,743.49
91401	8/7/2020	Pointe Pest Control-OR, LLC		AP		130.00
91402	8/7/2020	RENEWABLE RESOURCE GROUP, I		AP		84.00
91403	8/7/2020	PIPER ROTHAN		AP		16.49
91404	8/7/2020	SAIF CORPORATION		AP		75.00
91405	8/7/2020	SANTIAM FEED & GARDEN CENTE		AP		48.99
91406	8/7/2020	ROBERT SNYDER		AP		149.90
91407	8/7/2020	SOUTH FORK TRADING CO., INC.		AP		48.29
91408	8/7/2020	JANELLA SPEARS		AP		45.00
91409	8/7/2020	Sunset Electric, Inc.		AP		45.00
91410	8/7/2020	SUNSHINE INDUSTRIES UNLIMITE		AP		919.10
91411	8/7/2020	SWANK MOTION PICTURES		AP		385.00
91412	8/7/2020	Sweet Home Swim Club, Inc.		AP		2,500.00
91413	8/7/2020	Sweet Things Boutique, LLC		AP		2,500.00
91414	8/7/2020	SYNCB/AMAZON		AP		1,388.56
91415	8/7/2020	TWGW, INC. NAPA AUTO PARTS		AP		79.55
91416	8/7/2020	Tyrone J. Belgarde		AP		375.00
91417	8/7/2020	VALLEY FIRE CONTROL, INC.		AP		557.55
91418	8/7/2020	WALKER HEATING & AC, INC.		AP		107.50
91419	8/7/2020	Timothy J. Wallace		AP		1,725.60
91420	8/7/2020	WELLS FARGO FINANCIAL LEASIN		AP		734.00
91421	8/7/2020	TIMOTHY WIEDEMAN		AP		15.30
91422	8/7/2020	WILDISH SAND & GRAVEL CO.		AP		106.92
0	8/15/2020	UMPQUA BANK - ACH		AP		4,291.14

Total Check Count: 98











SWEET HOME POLICE DEPARTMENT
CHIEF OF POLICE
 1950 Main Street
 Sweet Home, OR 97386
 (541) 367-5181 Fax (541) 367-5235

	This Month <u>9/30/2020</u>	Last Month <u>8/31/2020</u>	Last Year <u>9/30/2019</u>	Year to Date <u>9/30/2020</u>	<u>5 Yr Avg</u>
Call Volume	740	811	713	2020-06373	7059
CAD Calls	1499	1596	1566	12443	13450
ONIBR Person Crimes	15	20	20	120	122
ONIBR Person Crimes Cleared	11	14	13	92	84
ONIBR Property Crimes	44	64	37	377	417
ONIBR Property Crimes Cleared	16	22	5	122	138

Trends:

We continue to monitor trends in several types of calls for service to determine what effects the current COVID-19 pandemic situation has on them. The calls that we are monitoring include thefts, domestic violence calls, child abuse calls (physical and sexual), suicide calls, mental health calls and burglaries. Below is a comparison of those types of calls through the end of September.

	09/01/2020-09/30/2020	09/01/2019-09/30/2019	Difference	
Domestic Violence/Dispute Calls	60	47	13	21.67%
Child Abuse(Physical/Sexual)	30	25	5	16.67%
Suicidal Calls	4	9	-5	-55.56%
Mental Health Calls	18	17	1	5.56%
Burglary	2	3	-1	-33.33%

There are two items that are worth pointing out on the above call numbers. First, during September the mental health related calls for service have finally dropped back to a consistent level with 2019. This comes after experiencing a sharp increase from April through August. The second part to notice is that our domestic dispute/violence calls are increasing. The increase in September was not drastic but we will be keeping a close watch on those numbers to determine if we need to begin changing our response associated with them.

Property crimes, particularly thefts associated with the Unlawful Entry into Motor Vehicles have increased this year. Because of this, we have altered how we are responding to address these crimes. Our response is comprised of three areas which include community awareness, data-driven patrol, and bike patrols. Promoting community awareness of the increase in these types of crimes has been

primarily through the use of our social media accounts. The vast majority of these thefts involve unlocked or unsecured items that are visible to would-be thieves. By encouraging and reminding the community to lock and secure their valuables, we hope to drive down thefts.

Sergeant Cummings has also done a significant amount of work to address UEMV's over the last two years. He has recently revised the officer's "patrol zones" and utilizes the most recent crime data to determine where conduct focused patrols.

Lastly, we are beginning to utilize bike patrols more. We have had officers on the bike at different times during the day, evening, and early morning hours. Bike patrol offers of the benefit of less visibility and more stealth than typical patrol vehicles.

Last month Detective Cyndi Pichardo chose to resign to pursue other interests outside of law enforcement. Cyndi had been with the Department for 21 years. The majority of those years she was assigned as a Detective. For over 15 years, she investigated all major crimes for us. Those crimes included homicides, sexual assaults, physical assaults, child abuse and property crimes. She has been a valuable member of our community. Her knowledge and experience will be hard to replace. Keenan Martin is now assigned as our Detective and will assume Cyndi's responsibilities. He has big shoes to fill but I have the utmost confidence in him and his abilities.

Sergeant Chris Wingo has accepted a position as a patrol officer with the Woodburn Police Department. Chris has been with our Department for 13 years, the last three as a Patrol Sergeant. He has served as our defensive tactics instructor and has played a major role in designing the department's training program. Chris also received the Medal of Valor in 2018, the Chief's Medal of Merit in 2017 and the Lifesaving Medal in 2014. He has made a positive difference in our community and our Department.

Both Chris and Cyndi will be missed. I wish both of them the absolute best as their careers and lives move in other directions.

These personnel changes have allowed us to evaluate our current Department structure and believe there may be various options that will allow for some improvement. In the near future I will be presenting ideas to the City Manager for consideration and discussion. Hopefully, I will have more to discuss with Council during upcoming meetings.